Spring Lake Park
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CITY COUNCIL AGENDA
MONDAY, JUNE 4, 2018
7:00 P.M.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. ADDITIONS OR CORRECTIONS TO AGENDA
5. DISCUSSION FROM THE FLOOR
6. **CONSENT AGENDA:**
   - A. Approval of Minutes – May 21, 2018
   - B. Resolution 18-16 Accepting A Donation to the City
   - C. Contractor's Licenses
   - D. Correspondence
7. PUBLIC WORKS REPORT
8. CODE ENFORCEMENT REPORT
9. NEW BUSINESS
   - A. Approval of Water Supply Plan
   - B. Authorize Quotes for Osborne Road Trail Phase 1 Restoration
10. ENGINEER'S REPORT
11. ATTORNEY'S REPORT
12. REPORTS
    - A. Beyond the Yellow Ribbon Report
13. OTHER
    - A. Administrator Reports
      1. North Suburban Hospital District Update
14. ADJOURN

SEE REVERSE SIDE FOR RULES FOR PUBLIC HEARINGS AND DISCUSSION FROM THE FLOOR

RULES FOR DISCUSSION FROM THE FLOOR
AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

- Discussion from the floor is limited to three minutes per person. Longer presentations must be scheduled through the Administrator, Clerk/Treasurer's office.

- Individuals wishing to be heard must sign in with their name and address. Meetings are video recorded so individuals must approach the podium and speak clearly into the microphone.

- Council action or discussion should not be expected during "Discussion from the Floor." Council may direct staff to research the matter further or take the matter under advisement for action at the next regularly scheduled meeting.

PUBLIC HEARINGS

The purpose of a public hearing is to allow the City Council to receive citizen input on a proposed project. This is not a time to debate the issue.

The following format will be used to conduct the hearing:

- The presenter will have a maximum of 10 minutes to explain the project as proposed.

- Councilmembers will have the opportunity to ask questions or comment on the proposal.

- Citizens will then have an opportunity to ask questions and/or comment on the project. Those wishing the comment are asked to limit their comments to 3 minutes. In cases where there is a spokesperson representing a group wishing to have their collective opinions voiced, the spokesperson should identify the audience group he/she is representing and may have a maximum of 10 minutes to express the views of the group.

- People wishing to comment are asked to keep their comments succinct and specific.

- Following public input, Councilmembers will have a second opportunity to ask questions of the presenter and/or citizens.

- After everyone wishing to address the subject of the hearing has done so, the Mayor will close the public hearing.

- The City Council may choose to take official action on the proposal or defer action until the next regularly scheduled Council meeting. No further public input will be received at that time.

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on May 21, 2018 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

Mayor Hansen called the meeting to order at 7:00 P.M.

2. Roll Call

Members Present:	Councilmembers Wendling, Delfs, Goodboe-Bisschoff and Mayor Hansen
Members Absent:	None
Staff Present:	Building Official Brainard; Police Chief Ebeltoft; Parks and Recreation Director Rygwall; Attorney Thames; Engineer Gravel, Assessor Ken Tolzmann and Executive Assistant Gooden
Visitors:	Paddy Jones, Ham Lake Osman Musani, Savage, MN Daniel Gelb, Minnetonka, MN Gwen McGlaun, 841 Manor Drive NE

3. Pledge of Allegiance

4. Additions or Corrections to Agenda - None

5. Discussion From The Floor - None

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

A. Approval of Minutes – May 7, 2018
B. Disbursements
    1. General Fund Disbursement Claim No. 18-07 -- $289,750.47
    2. Liquor Fund Disbursement Claim No. 18-08 -- $ 33,812.89
C. Budget to Date/Statement of Fund Balance – March 2018
D. Annual TIF Reporting (Northland Securities)
E. Mayor's Proclamation- Public Works Week – May 20-26, 2018
F. Mayor's Proclamation – Memorial Day- May 28, 2018
G. Application to Conduct Off-Site Gambling-Spring Lake Park Lions Tower Days Bingo-June 10, 2018 (Lakeside Park)
H. Contractor's Licenses
I. Correspondence

MOTION BY COUNCILMEMBER WENDLING APPROVING THE CONSENT AGENDA. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

7. Presentation

A. Board of Equalization Meeting

Assessor Tolzmann provided a report on the 2018 Assessment for Taxes Payable 2019 and an overview of the assessment process.

Mr. Tolzmann reported that there were 86 qualified residential sales within the City during the sales period of October 1, 2016 through September 30, 2017, and after value adjustments made accordingly by zone, the result was an assessment that qualifies as "excellent" in the eyes of the Minnesota Department of Revenue with a median sales ratio of 94.47. He stated that there were three qualified commercial/industrial sales reflecting a sales ratio of 94.7 as well as six qualified apartment sales reflecting a median ratio of 93.7.

Mr. Tolzmann reported that last year's assessment, the City saw a total market value of $587,396,700 and with the new sales information gathered this past year, the total market value of the City rose by 10.4% to $648,443,10 for the 2018 assessment. He noted that included in this new overall market value is $13,970,400 in new construction.

Mr. Tolzmann reported that market values increased by 16.5% in the City last year and noted that values have increased by 40.4% over the past four years.

Mayor Hansen thanked Mr. Tolzmann for his report.

8. Police Report

Police Chief Ebeltoft reviewed the April 2018 department statistics.

Chief Ebeltoft reported that the Police Department responded to five hundred forty three calls for service for the month of April 2018 compared to four hundred eighty calls for service in April 2017.

Chief Ebeltoft reported that the Police Department participated in the "National Prescription Take Back Day", on April 28, 2018. He reported that the Police Department received 20 pounds of prescription drugs that day for disposal. He stated that the Police Department does maintain a prescription drug drop off box at City Hall and collects prescription drugs on a daily basis.

Chief Ebeltoft reported, in addition to addressing the day-to-day operations of the Department, he attended numerous meetings throughout the month representing Spring Lake Park Police Department and the City of Spring Lake Park.

Councilmember Nelson stated that he is happy to see that the "Take Back Program" offered in the city again. He stated that the offering of this program assists with keeping the drugs off the streets and out of water system.

9. Parks and Recreation Report

Parks and Recreation Director Rygwall reported that the Parks and Recreation Commission did not have a quorum for the April meeting to take place. She reported that the Commission received a request from residents for a Gaga Ball game to be installed at the parks. She explained that it is a game similar to dodge ball and is becoming quite popular amongst all age ranges. She reported that the request will be discussed at the May Parks and Recreation Commission meeting.

Ms. Rygwall reviewed the monthly department statistics and reported that staff has been busy training on the new registration system. She stated that staff has processing Tower Days applications and preparing for the event.

Ms. Rygwall reported that the sidewalk extension from Dominium to Triangle Park has been installed. She stated that the Parks and Recreation Committee will be reviewing the light pole options for the pathway.

Councilmember Goodboe-Bisschoff inquired on how the community garden was coming along. Ms. Rygwall reported that the Public Works Department completed and filled the boxes with dirt and the boxes are ready for planting. She reported that the beds are elevated and accessible to everyone. She stated that there are total of 20 and approximately 10 have been reserved. She stated that the boxes that are not reserved will be planted with donated plants and students from the high school will tend to the boxes with the product being donated to the food shelf.

10. Unfinished Business

A. Resolution 18-14 Approving Conditional Use Permit for An Auto Repair Facility at 1540 County Road 10 NE

Mayor Hansen reported that Resolution 18-14 was previously tabled at the May 7, 2018 Council meeting. She reminded the Councilmembers it is their duty to evaluate the Conditional Use Permit application under the current Conditional Use Permit conditions. Mayor Hansen reported that she had viewed the May 7, 2018 Council meeting, as she was absent from it, and did not have any questions on the application.

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 18-14 APPROVING CONDITIONAL USE PERMIT FOR AN AUTO REPAIR FACILITY AT 1540 COUNTY ROAD 10 NE. ROLL CALL VOTE: COUNCILMEMBERS NELSON-AYE; WENDLING-AYE; DELFS-AYE; GOODBOE-BISSCHOFF–NAY AND MAYOR HANSEN-AYE. MOTION CARRIED.

11. Engineer's Report

Engineer Gravel reported that the Water Supply Plan will be presented at the next council meeting. He stated that once the contracts for the 2018 Sanitary Sewer Lining Project have been reviewed and signed, a preconstruction conference will be planned. He reported that this project included sewer lining in the northeast area of the city.

12. Attorney's Report

Attorney Thames reported that he received the 2018 Sanitary Sewer Lining Project contracts from Engineer Gravel and is in the process of reviewing them.

13. Reports

A. Joint City Council Meeting on Fire Department Budget- June 12, 2018 at 6:30 PM (location to be determined)

Mayor Hansen requested that the Councilmembers keep this date open on their calendars for the joint meeting.

B. Legends of Spring Lake Park Tour – May 24, 2018 at 3:30 PM

Mayor Hansen reminded the City Council of the tour-taking place at Dominium.

C. Comprehensive Plan Update

Executive Assistant Gooden reported that a draft copy of the Comprehensive Plan has been received. She stated that the Plan will be reviewed at the next Planning Commission meeting on Tuesday, May 29, 2018. She reported that the Plan will be presented to the City Council at a future meeting.

14. Other

Mayor Hansen reported that the audio problems with the cable rebroadcast of the City Council meetings has been resolved. She stated that North Metro Television discovered that there were settings improperly set on the audio processor at the studio. She stated that it is not the equipment in resident's homes as that was thought to be the problem. She apologized to the residents who have been told it was problems with their home equipment.

Councilmember Goodboe-Bisschoff reported that she attended the Coon Creek Watershed meeting and will be encouraging the Coon Creek Watershed Board to tour areas of Spring Lake Park to see the effects of the storm water at Triangle Park and the University Pond. She reported that she attended the grand opening of the new Heart Center at Mercy Hospital in Coon Rapids.

Councilmember Nelson reported that the "Hotrods for Hero's" event was held on May 19, 2018. He reported that it was success and the group raised $576.00 for military members and their families. He reported that the hamburgers and hot dogs that were not cooked will be sold from 5:00 PM – 7:00 PM at Kraus-Hartig VFW on Tuesday, June 12, 2018 as an additional fundraiser for the committee.

Councilmember Nelson reported that the monthly pork chop fry typically held at the VFW the fourth Monday evening of each month will be cancelled this month due to the Memorial Day Holiday.

Executive Assistant Gooden reported that the Fix It Clinic will be on Saturday, June 2, 2018 from 10:00 AM - 1:00 PM. She reported that residents can bring in household items that are in need of repair and volunteers will assist in fixing the item to make it usable again.

15. Adjourn

MOTION BY COUNCILMEMBER WENDLING TO ADJOURN. VOICE VOTE: ALL AYES. MOTION CARRIED.

The meeting was adjourned at 7:30 PM.

_____
Cindy Hansen, Mayor

Attest:

_____
Jennifer Gooden, Executive Assistant

RESOLUTION NO. 18-16

A RESOLUTION ACCEPTING A DONATION TO THE CITY.

WHEREAS, the City of Spring Lake Park is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts; and

WHEREAS, the Spring Lake Park Lions Club has graciously offered to contribute $5,000 to the city; and

WHEREAS, the Spring Lake Park Lions Club's donation is to be applied toward the purchase of a new wood chipper; and

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRING LAKE PARK, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted with gratitude and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

The foregoing resolution was moved for adoption by Councilmember

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 4th day of June, 2018.

_____
Cindy Hansen, Mayor

ATTEST:

_____
Daniel R. Buchholtz, Administrator

City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Contractor's Licenses

June 4, 2018

General Contractor

Twin Cities Fence, LLC.

Mechanical Contractor

Action Heating & Air

Liberty Comfort System

Manufactured Housing System Of Spring Lake Park dba Manufactured Housing Parts and Service

Master Mechanical, Inc.

Premier Heating & Cooling

Plumbing Contractor

Polar Plumbing

West Hennepin Plumbing, LLC.

Sign Contractor

Twin Cities Sign Installations

Veo Sign, LLC.

City of Spring lake Park
Code Enforcement Division
1301 Eighty First Avenue Northeast
Spring Lake Park, Minnesota 55432
(763) 783-6491 Fax: (763) 792-7257

REPORT

TO: Spring Lake Park City Council

FROM: Barry L. Brainard, Code Enforcement Director

RE: Code Enforcement Monthly Report for May 2018

DATE: May 30, 2018

The Spring Lake Park Code Enforcement department is delegate the duties of enforcement for all building, mechanical, plumbing, fire, rental, property, nuisance, and zoning codes within Spring Lake Park.

In May 2018, a total of 20 building, 3 fire, 5 zoning, 11 mechanical, and 8 plumbing for a total of 47 permits issued compared to a total of 49 in 2017. Code Enforcement conducted 190 inspections in the month of May including 106 building, 8 mechanical, 6 plumbing, 21 rental, 7 fire, and 4 zoning, and 38 Nuisance inspections.

Construction continues rapidly at the Legends of Spring Lake Park as Section C completes rough-in mechanicals, plumbing, framing and drywall. Soon I will be conducting final inspections on Section A for each unit. Discussion with Eagle Builders has determined fire department connection, fire lanes, and knox box locations.

On May 8th, Mr. John Caldwell began his employment with the City of Spring Lake Park as the part-time Code Enforcement Inspector. I have been actively teaching and instructing Mr. Caldwell regarding all aspects of code enforcement including building inspections. I am happy to report Mr. Caldwell has demonstrated plenty of initiative and building knowledge thus far, and that I am very happy to have him aboard our team.

Also attached with this report, please find the May 2018 Spring Lake Park vacancies listings. The listings include both residential and commercial properties indicating vacant and foreclosure properties as well as upcoming Sheriff Sales. May 2018 vacancy listing summarizes the following:

- 15 vacant/foreclosed residential properties currently posted by the Code enforcement department and/or soon to be posted. Up one from last month.
- 2 vacant/foreclosed commercial properties currently posted by the Code Enforcement department and/or soon to be posted. Remains the same from last month.
- 4 residential properties currently occupied and ready for Sheriff Sale's redemption. Down one from last month.

In May of 2018, the Code Enforcement Department posted two abandoned property. Also in the month of May, my department issued 5 administrative offense tickets mostly pertaining to nuisance violations.

Time allotted for Code Enforcement in May is as follows:

Building Inspections:	56%
Mechanical Inspections:	4%
Plumbing Inspections:	3%
Rental and Certificate of Occupancy Inspections:	21%
Fire Inspections:	7%
Zoning Inspections:	4%
Nuisance Inspections:	38%

In May of 2018, I also attended the following appointments:

- City Council meetings on May 7th and 21st.
- Department Head meeting on May 8th.
- North Suburban Code Officials meeting at Coon Rapids City Hall on May 8th.
- Planning Commission meeting on May 29th.

Memorial Day traditionally marks the beginning of summer, and with summer brings many outdoor responsibilities. A few years back, I created the Summer Residential Standards information sheet to help homeowners become aware of the minimum codes and standards for Spring Lake Park. I have included this handout in my May Code Enforcement Report for your review and comments, if any.

This concludes the Code Enforcement Department monthly report for May 2018. If anyone has any questions or concerns regarding my report, I would be happy to answer them at this time.

City of Spring Lake Park
Permits Issued & Fees Report - Detail by Address

Issued Date From: 5/1/2018 To: 6/1/2018
Permit Type: All Property Type: All Construction Type: All
Include YTD: Yes Status: Not Voided

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type:	**BUILDING**												
	Permit Kind:	**COMMERCIAL ADDITION**											
2018-00112	05/04/2018	8421 UNIVERSITY AVE NE		0	35,000.00	567.17	368.66	17.50					953.33
	Permit Kind:	**COMMERCIAL ALTERATION**											
	Permit Kind:	**COMMERCIAL DEMOLITION**											
	Permit Kind:	**COMMERCIAL PAINT BOOTH**											
	Permit Kind:	**COMMERCIAL REMODEL**											
	Permit Kind:	**PUBLIC ADDITION**											
	Permit Kind:	**PUBLIC REMODEL**											
	Permit Kind:	**SINGLE FAMILY DECK**											
2018-00108	05/07/2018	8316 WESTWOOD RD NE		0	2,500.00	87.59	56.93	1.25					145.77
	Permit Kind:	**SINGLE FAMILY DOOR REPLACEMENT**											
2018-00140	05/23/2018	8030 GARFIELD ST NE		0	1,200.00	58.96		0.60					59.56
2018-00144	05/22/2018	8394 WESTWOOD RD NE		0	4,102.10	113.79		2.05					115.84
	Permit Kind:	**SINGLE FAMILY EGRESS WINDOW**											
	Permit Kind:	**SINGLE FAMILY GARAGE**											
2018-00130	05/18/2018	8035 JACKSON ST NE		0	17,000.00	324.52	210.94	8.50					543.96
	Permit Kind:	**SINGLE FAMILY REMODEL**											
2018-00105	05/07/2018	651 83RD AVE NE		0	75,000.00	951.79	618.66	37.50					1,607.95
2018-00132	05/21/2018	540 84TH AVE NE		0	13,835.00	272.81	177.33	6.92					457.06
2018-00114	05/04/2018	700 IONE AVE NE		0	2,000.00	90.96	59.12	1.00					151.08
	Permit Kind:	**SINGLE FAMILY ROOFING**											
2018-00152	05/30/2018	8400 5TH ST NE		0	12,000.00	242.82		6.00					248.82
2018-00151	05/30/2018	450 MAPLE ST NE		0	20,000.00	373.54		10.00					383.54
2018-00117	05/10/2018	7913 PLEASANT VIEW DR		0	12,812.24	256.11		6.41					262.52
2018-00150	05/25/2018	501 ROSEDALE RD NE		0	11,000.00	231.48	5.00	5.50					236.98

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING													
Permit Kind: SINGLE FAMILY ROOFING													
2018-00124	05/15/2018	316 SANBURNOL DR NE		0	8,200.00	185.73	5.00	4.10					189.83
Permit Kind: SINGLE FAMILY SIDING													
2018-00116	05/10/2018	8024 PLEASANT VIEW DR NE		0	18,000.00	340.86		9.00					349.86
2018-00113	05/04/2018	7873 TYLER ST NE		0	26,800.00	467.29		13.40					480.69
Permit Kind: SINGLE FAMILY STRUCTUAL													
Permit Kind: SINGLE FAMILY WINDOW REPLACEMENT													
2018-00134	05/21/2018	8031 6TH ST NE		0	2,066.00	80.50		1.03					81.53
2018-00146	05/22/2018	540 84TH AVE NE		0	6,100.00	146.42		3.05					149.47
2018-00118	05/10/2018	401 LUND AVE NE		0	5,800.00	141.52		2.90					144.42
2018-00131	05/21/2018	715 MAPLE ST NE		0	7,990.00	177.30		4.00					181.30
2018-00121	05/11/2018	8360 TERRACE RD NE		0	2,800.00	92.50		1.40					93.90
Permit Type: BUILDING - Totals													
		Period	**20**	**0**	**284,205.34**	**5,203.66**	**1,501.64**	**142.11**					**6,837.41**
		YTD	**63**	**0**	**11,796,190.24**	**74,905.28**	**42,597.28**	**3,448.09**					**120,925.65**
Permit Type: FIRE ALARM													
Permit Kind: COMMERCIAL FIRE ALARM													
2018-00097	05/17/2018	1415 81ST AVE NE		0									805.00
Permit Kind: MULTI-FAMILY FIRE ALARM													
Permit Type: FIRE ALARM - Totals													
		Period	**1**	**0**									**805.00**
		YTD	**3**	**0**									**4,555.00**
Permit Type: FIRE SUPPRESSION													
Permit Kind: COMMERCIAL FIRE SUPPRESSION													
2018-00125	05/15/2018	1100 81ST AVE NE		0		1,525.04	99.13	50.83					1,675.00
Permit Kind: PUBLIC FIRE SUPPRESSION													
2018-00139	05/22/2018	1696 79TH AVE NE		0									

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type:	**FIRE SUPPRESSION**												
Permit Type: FIRE SUPPRESSION - Totals													
		Period	**2**	**0**		**1,525.04**	**99.13**	**50.83**					**1,675.00**
		YTD	**6**	**0**		**2,954.68**	**166.72**	**66.72**					**3,183.12**
Permit Type:	**MECHANICAL**												
	Permit Kind:	**COMMERCIAL HEATING, VENT & AC**											
2018-00102	05/01/2018	1100 81ST AVE NE		0		5,000.00		125.00					5,125.00
2018-00122	05/21/2018	8498 SUNSET RD NE		0		720.00		18.00					738.00
	Permit Kind:	**MULTI-FAMILY HEATING, VENT & AC**											
	Permit Kind:	**SINGLE FAMILY HEATING, VENT & AC**											
2018-00147	05/23/2018	1600 81ST AVE NE #9		0		50.00		1.00					51.00
2018-00126	05/17/2018	7732 LAKEVIEW LN NE		0		50.00		1.00					51.00
2018-00154	05/30/2018	7849 TAYLOR ST NE		0		53.00		1.00					54.00
	Permit Kind:	**SINGLE FAMILY HVAC - RESIDENTIAL SINGLE**											
2018-00111	05/02/2018	1626 85TH AVE NE		0		40.00		1.00					41.00
2018-00129	05/18/2018	1663 BALLANTYNE LN NE		0		80.00		1.00					81.00
2018-00136	05/21/2018	819 MANOR DR NE		0		40.00		1.00					41.00
2018-00153	05/29/2018	350 ROSEDALE RD NE		0		40.00		1.00					41.00
2018-00138	05/21/2018	786 SANBURNOL DR NE		0		40.00		1.00					41.00
2018-00109	05/01/2018	8201 TYLER ST NE		0		40.00		1.00					41.00
Permit Type: MECHANICAL - Totals													
		Period	**11**	**0**		**6,153.00**		**152.00**					**6,305.00**
		YTD	**43**	**0**		**19,699.14**		**484.50**					**20,183.64**
Permit Type:	**PLUMBING**												
	Permit Kind:	**COMMERCIAL PLUMBING**											
	Permit Kind:	**MULTI-FAMILY PLUMBING**											
	Permit Kind:	**SINGLE FAMILY PLUMBING**											
2018-00120	05/11/2018	504 78TH AVE NE		0		45.00		1.00					46.00

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type:	**PLUMBING**												
Permit Kind:	**SINGLE FAMILY PLUMBING**												
2018-00137	05/21/2018	540 84TH AVE NE		0		45.00		1.00					46.00
2018-00123	05/14/2018	617 84TH AVE NE		0		45.00		1.00					46.00
2018-00149	05/30/2018	7725 ABLE ST NE		0		45.00		1.00					46.00
2018-00127	05/17/2018	699 BALLANTYNE LN NE		0		45.00		1.00					46.00
2018-00156	05/30/2018	7718 TAYLOR ST NE		0		45.00		1.00					46.00
2018-00155	05/30/2018	7849 TAYLOR ST NE		0		45.00		1.00					46.00
2018-00110	05/02/2018	939 VICEROY DR NE		0		45.00		1.00					46.00
Permit Type: PLUMBING - Totals													
		Period	**8**	**0**		**360.00**		**8.00**					**368.00**
		YTD	**30**	**0**		**1,716.00**		**30.00**					**1,746.00**
Permit Type:	**SIGN**												
Permit Kind:	**COMMERCIAL SIGN PERMANENT**												
Permit Type: SIGN - Totals													
		Period	**0**										
		YTD	**2**	**0**		**216.00**							**216.00**
Permit Type:	**ZONING**												
Permit Kind:	**SINGLE FAMILY ACCESSORY BUILDING**												
Permit Kind:	**SINGLE FAMILY DRIVEWAY**												
2018-00128	05/18/2018	968 82ND AVE NE		0		45.00							45.00
2018-00142	05/22/2018	8020 GARFIELD ST NE		0		45.00							45.00
2018-00143	05/23/2018	7939 JACKSON ST NE		0		45.00							45.00
Permit Kind:	**SINGLE FAMILY FENCE**												
2018-00133	05/23/2018	871 84TH AVE NE		0		45.00							45.00
2018-00115	05/04/2018	408 LUND AVE NE		0		45.00							45.00
Permit Type: ZONING - Totals													
		Period	**5**	**0**		**225.00**							**225.00**

Permit#	Date Issued	Site Address		Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
			YTD	7	0		315.00							315.00
Report Total			Period	47	0	$284,205.34	13,466.70	1,600.77	352.94					16,215.41
			YTD	154	0	$11,796,190.24	99,806.10	42,764.00	4,029.31					151,124.41

Vacants, Foreclosed Properties or Sheriff Sales, May 2018

I checked ABC Newspaper's public records online5-25. NO new info. Nancy Kelm

	Residential Prop. Address	Name	Posted Vacant Date	120 day Vacant expiration Date	120 day vac. fee paid Date	$200. vac.fee due 1 yr.anniv. date (A/D) of orig. posting	Add'l vac, anniv (A/D) date(s) add'l $200.00 + due.	Abandoned Date $150.fee, app & Inspection ALL Due	$150.00 Res. CO Paid/date	
1	8012 NE 5TH ST	LARRY RAYMOND, DIED	03/30/18	07/28/18				xx		ON
3	7927 NE Buchanan	DOROTHY WALLIN, DIED	5/9/18	09/06/18				05/09/18	$ DUE	OFF
4	8064 NE GARFIELD ST	PETER BOROWITZ	06/06/12	10/04/12	Paid 7-21-16	Paid2012-2016	A/D $ DUE	6/6/12	$ DUE	ON
5	1880 NE HWY 10	ARNOLD JOHNSON SR, DIED	06/26/15	10/24/15	$ DUE	A/D $ DUE	A/D $ DUE	6/26/15	$ DUE	ON
6	626 NE IONE AVE	DAVID STAHL /Son Doug Stahl	xx					xx		ON
7	812 NE LUND AVE	RITA HERR, DIED 3-2018	05/23/12	09/20/12	$ DUE	A/D $ DUE	A/D $ DUE	10/4/13	$ DUE	ON
8	459 NE MAPLE 4Sale MLS online	DONNA GREEN,DIED/Jon Green	xx					xx		ON
9	649 Manor/Clsng sched./H.O. died	JOYCE RASMUSSEN DIED3-2018	12/01/17	03/31/18	Paid 5-8-18	12/1/18		xx		ON
10	8490 NE MONROE (was SF rental)	Renter's Warehse/ Mark Gorelick	05/17/18	09/14/18				5/17/18		ON
11	8345 NE PIERCE ST	JOHN VYLASEK, see notes	5/29/13	09/26/13	Paid 12-6-13	A/D $ DUE	A/D $ DUE	5/29/13	Paid 12-20-13	ON
12	7972 PLEASANTVIEW/fire @prop	WELLS FARGO/Dustin Otis	4/13/18	08/11/18				04/13/18	$ DUE	OFF
13	924 RALEIGH Mailing c/o XH Dan	PAT HUTCHISON DIED	xx					xx		ON
14	8024 TERRACE RD	LEONA HANSON, OWNER	xx					xx		ON
15	7901 UNIV. 4Sale/MLS online	JANE TWEDT, DIED Jan.2018	xx					xx		ON

Recent Prop. Closings Note: I only list the properties that closed & were previously listed above. The City has had numerous property slaes/closings.

534 78th Sold/closed 5-15	Buyers/Shawn & Linda Graham								ON
475 82nd Sold/closed 5-24-18	Buyer/Elizabeth Jallah	xx					xx		ON
600 Ione	Alvarado Home (Tesoro Homes)	03/19/15	07/17/15	Paid $600. vac 3-16-18		$200.due 3/19/18	3/19/15	$ DUE	OFF

Commercial Prop Address									
8407 PLAZA BLVD	POV'S								ON
8355 UNIVERSITY AVE	PESTELLO'S TAVERN & GRILL	5/20/15	09/17/15		5/20/2016	5/1/2017		$ due	ON

Spring Lake Park Terrace/Mfgd. & Mobile Home Park		Posted Vacant	120 Day Expiration	120 Day Fee Paid	1 Year Vacant Date		Abandoned Date	Res. CO Paid Date	
8155 NE Cleveland	GJW Group LTD	xx							OFF
8163 NE Cleveland	GJW Group LTD	3-28-16	07/26/16		3-28-2017		3-28-2016		ON

SHERIFF SALES Service Address	Name	Date of SS	Date to vacate		
716 NE 82ND AVE	MARC & ANDREA PORTER	7/6/18	01/06/19		ON
1540 NE CTY HWY 10 4SALE?	ULTIMATE AUTO & CUSTOMS	1/22/18	07/22/18		ON
615 MAPLE 4SALE per MLS online	ELIZABETH J TROTTER	4/5/18	10/05/18		ON
8286 NE MONROE ST	ERIC & HEATHER PETSCHL	7/19/17	01/19/18		ON

City of Spring Lake Park
Code Enforcement Department
1301 81st Avenue N.E.
Spring Lake Park, MN 55432
Phone: 763-784-6491 Web: www.slpmn.org

Be a good neighbor and help the Spring Lake Park Code Enforcement Department maintain a higher quality of life, safety and property values within our community. Often residents are not aware of city codes that may affect your property. The following is a summary of items that arise most often in Spring Lake Park. For more information on maintaining your property and home, visit our website at www.slpmn.org and download our Homeowners Frequently Asked Question brochure or contact the Code Enforcement Department by email at bbrainard@slpmn.org.

Lawns: Grass and weeds cannot be taller than 9 inches in height. To keep your grass and weeds less than 9 inches, mowing must be conducted weekly during the months of May through October. Sprinkling your lawn is allowed on an ODD/EVEN basis. Properties with addresses that end in an odd number may sprinkle on an odd numbered day. Properties that end in an even number may sprinkle on an even numbered day. The only exception to the odd/even sprinkling is with the placement of new sod and/or seed.

Exterior Storage: Furniture, appliances, car toppers, car parts, building materials, brush, junk, debris and miscellaneous items not meant for outdoor storage and daily use cannot be stored outside or in your yard.

Vehicles: Vehicles must be parked on paved surfaces in front and side yards. Each household is limited to having one vehicle per licensed driver in the household plus two additional vehicles. All vehicles on the property must be operable, with current tabs and registration, and parked on a paved surface in the front or side yard.

Trailers and boats may be parked or stored on a residential lot provided they are not used for living, sleeping, housekeeping or business purposes. One *recreational vehicle* may be parked at your home provided it is not closer than five feet to the side yard property line and is on an approved surface. Recreational vehicles such as a boat may be parked provided it is no longer than thirty feet in length.

You may park one *commercial vehicle* on residential property with up to one-ton carrying capacity or a tractor used for pulling trailers. Parking of any other type of commercial vehicle is prohibited.

House Maintenance: Houses must be kept in sound condition and free from deterioration. All house numbers must be at least 4 inches in height and visible from the street. If emergency personnel cannot find your home in a timely manner, it could be the difference between life and death.

Garbage Service: All properties must have garbage service. Garbage, recycling, and yard waste containers must be placed at the curb no earlier than 8 p.m. the night before collection and must be moved and stored behind the front yard setback (in your garage, on the side of your garage or house) no later than 10 p.m. the day of collection. Garbage containers are not allowed in the front yard at any time except for the day of collection in Spring Lake Park.

Memorandum

Spring Lake Park
History. Community. Home.

To: **Mayor Hansen and Members of the City Council**

From: **Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer**

Date: **May 30, 2018**

Subject: **Water Supply Plan**

All public water suppliers in the seven-county metropolitan area must have a water supply plan that is approved by the Minnesota Department of Natural Resources (M.S. §103G.291, subd. 3 and M.S. §473.859, subd. 3). The water supply plan must be updated every ten years. City staff is seeking Council approval of our 2018 Water Supply Plan, which will become a part of the City's 2040 Comprehensive Plan.

The Water Supply Plan consists of the following parts:

1. *Water Supply System Description and Evaluation.* This section documents the City's past water demand, its treatment and storage capacity, water sources, future demand projections, resource sustainability and the capital improvement plan.
2. *Emergency Preparedness Procedures.* The plan documents the existence of the City's Federal Emergency Management Plan, its Operational Contingency Plan, and Emergency Response Procedures.
3. *Water Conservation Plan.* The plan outlines the City's strategies for reducing water use across the City.
4. *Items for Metropolitan Area Communities.* The plan projects water demand through 2040, potential water supply issues, and the adequacy of the City's existing water supply system.

Utility Billing Clerk Nancy Kelm and Public Works Director Randall have worked diligently on the water plan. The plan has been submitted to the Department of Natural Resources for review and has been approved.

Staff recommends approval of the Water Supply Plan.

If you have any questions regarding the Water Supply Plan, please don't hesitate to contact Public Works Director Terry Randall at 763-784-6491.

Spring Lake Park

History. Community. Home.

City of Spring Lake Park
Local Water Supply Plan

Formerly called Water Emergency & Water Conservation Plan

MNDNR

Table of Contents

Appendix List

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)	**720123**
Ownership	☒ Public or ☐ Private
Metropolitan Council Area	☒ Yes or ☐ No (Anoka And Ramsey Counties)
Street Address	1301 NE 81st Avenue
City, State, Zip	Spring Lake Park, MN 55432
Contact Person Name	Terry Randall
Title	Public Works Director
Phone Number	763-784-6491
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.

A. Some of this information may be in your Wellhead Protection Plan.
B. 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:

No category changes.
Water Supplier Services estimated based on annual fall hydrant flushing, sewer jetting, and winter ice rink creation and maintenance.

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	6,835	2,182	166	103	2	-	271	284	2.0	3.9%	0.78	2.28	7/13/2005	66.5	113.8
2006	6,835	2,192	162	102	8	-	272	309	2.0	11.3%	0.85	2.81	7/13/2006	64.9	123.9
2007	6,623	2,195	174	115	16	-	305	307	2.0	0.0%	0.84	2.20	6/26/2007	72.0	127.0
2008	6,690	2,187	166	106	9	-	281	294	2.0	3.7%	0.81	1.91	7/7/2008	68.0	120.4
2009	6,768	2,188	165	100	6	-	271	299	3.35	8.2%	0.82	1.87	6/3/2009	66.8	121.0
2010	6,668	2,190	187	62	4	-	253	285	3.35	10.1%	0.78	1.65	5/30/2010	76.8	117.1
2011	6,412	2,188	168	59	4	-	231	268	3.35	12.6%	0.73	1.69	9/20/2011	71.8	114.5
2012	6,432	2,188	208	42	8	-	258	275	3.35	5.0%	0.75	1.73	9/4/2012	88.6	117.1
2013	6,427	2,193	182	47	10	-	239	259	3.35	6.4%	0.71	1.70	9/8/2013	77.6	110.4
2014	6,439	2,193	162	55	7	-	224	242	3.35	6.1%	0.66	1.49	8/8/2014	68.9	103.0
2015	6,464	2,190	157	44	5		206	236	3.35	11.3%	0.65	1.22	6/27/2015	66.5	100.0
Avg. 2010-2015	6,474	2,190	177	51.5	6	NA	235.2	260.8	NA	8.6%	0.71	1.58	-	75.0	110.4

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

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	Use Category (Residential, Industrial, Commercial, Institutional)	Amount Used (Gallons per Year)	Percent of Total Annual Water Delivered	Implementing Water Conservation Measures?
1.SPRING LK TERR.	RESIDENTIAL	9,583,000	4.7%	Unknown
2. SCHL DIST. #16	INSTITUTIONAL	9,541,000	4.7%	Yes
3.NORTHTOWN APT.	RESIDENTIAL	6,879,000	3.4%	Yes
4. FIRESIDE APTS	RESIDENTIAL	3,026,000	1.5%	Yes
5. GATOR UNIV.	COMMERCIAL	2,437,000	1.2%	Yes
6. OAKCREST	RESIDENTIAL	2,060,000	1.0%	Unknown
7. HOLIDAY	COMMERCIAL	1,750,000	0.9%	Unknown
8. BIFFS	COMMERCIAL	1,594,000	0.8%	Unknown
9. MONTES	COMMERCIAL	1,508,000	0.7%	Unknown
10.EMMANUEL CHRISTIAN	INSTITUTIONAL	1,366,000	0.7%	Yes

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)	Year Constructed	Treatment Capacity (GPD)	Treatment Method	Treatment Type	Annual Amount of Residuals	Disposal Process for Residuals	Reclaim Filter Backwash Water?
7820 Terrace	2003	2.5 MGD	Pressure sand filtration.	Chlorination, Fluoridation, Potassium Permangante, Manganese Sulfate	165,000 gallons	Residuals of iron are disposed in the sanitary sewer	Yes
8249-51 Arthur	2003	2.0 MGD			116,000 gallons		Yes
Total	NA	4.5 MGD	NA	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. 8200 Able	Elevated storage	1962	Steel	250,000
2. 8251 Arthur	Elevated storage	1998	Steel	500,000
Total	NA	NA	NA	750,000

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 existing firm well capacity of 4.2 MGD exceeds the projected 2025 maximum day of 1.8 MGD and the 2040 demand of 2.0 MGD. The firm well capacity is calculated with one well out of service. The capacity of the two water treatment plants also exceeds the maximum day demand even with one filter cell or one station out of service. Therefore, no additional water supply or water treatment is required.

The existing storage volume of 0.75 MG exceeds the projected 2025 average day demand of 0.72 MGD and is near the 2040 average day demand of 0.80 MGD. The water supply and treatment capacity in excess of projected maximum day demands can be used to offset the slight difference in storage volumes. No additional water storage is required.

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	Franconia-Mt. Simon	Well #1 206638	1961	900	741’	Active	Yes
Groundwater	Franconia-Mt. Simon	Well #2 223294	1965	1000	690’	Active	Yes
Groundwater	Mt. Simon-Hinckley	Well #4 180920	1982	1000	726’	Active	No
Groundwater	Mt. Simon-Hinckley	Well #5 563006	1998	1500	783’	Active	No
Interconnection	City of Blaine	-	-	1.0 MGD	-	Emergency	-
Interconnection	City of Mounds View	-	-	1.0 MGD	-	Emergency	-

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.

Both utilities are required to open a closed valve to allow for emergency interconnection.

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 population in Spring Lake Park has actually decreased over 5% between 2005 – 2015 (6,835 to 6,464). Total per capita water demand is also decreasing; from over 120 gpcd in 2005 – 2009 to 102 gpcd in 2014 – 2015. The total per capita water demand average was approximately 110 gpcd between 2010 and 2015.

Average day water demand has decreased slightly over the last 10 years as per capita water usage and population have decreased. The maximum day water demands have decreased from a high of 2.8 MGD in 2006 to an average of 1.5 MGD in 2012 - 2015.

Per capita water demands and maximum day demands have decreased. The key factor for this trend is the City's conservation rates. Newer water saving products on the market when homeowners are replacing outdated appliances, bathroom toilets, and fixtures has also decreased water usage.

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	6,433	6,433	110	0.71	1.77
2017	6,440	6,440	110	0.71	1.77
2018	6,500	6,500	110	0.72	1.79
2019	6,600	6,600	110	0.73	1.82
2020	6,700	6,700	110	0.74	1.84
2021	6,730	6,730	110	0.74	1.85
2022	6,760	6,760	110	0.74	1.86
2023	6,790	6,790	110	0.75	1.87
2024	6,820	6,820	110	0.75	1.88
2025	6,850	6,850	110	0.75	1.88
2030	7,000	7,000	110	0.77	1.93
2040	7,400	7,400	110	0.81	2.04

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:

The total per capita water demand average was approximately 110 gpcd between 2010 and 2015. This per capita demand is projected forward through 2040 using population projections from Met. Council.

The projected maximum day demand was calculated based on a maximum to average day demand ratio of 2.5. The last several years the maximum day demand ratio has been lower (the average factor was 2.2 from 2010 to 2015.), but for planning purposes a conservative approach is preferred. A maximum day demand factor of 2.5 has not been exceeded since 2007.

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
Well #1 206638	☒ 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
Well #2 223294	☒ 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
Well #4 180290	☒ 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
Well #5 563006	☒ 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
Well #1 206638	Franconia- Mt. Simon	Remains stable	☐ Falling ☒ Stable ☐ Rising	03/25/16: 375 ft
Well #2 223294	Franconia-Mt. Simon	Remains stable	☐ Falling ☒ Stable ☐ Rising	03/25/16: 387 ft 07/25/16: 386 ft 11/25/16: 387 ft
Well #4 180290	Mt. Simon-Hinckley	~20 ft	☐ Falling ☒ Stable ☐ Rising	03/25/16: 219 ft 07/25/16: 246 ft 11/25/16: 233 ft
Well #5 563006	Mt. Simon-Hinckley	~30 ft	☐ Falling ☒ Stable ☐ Rising	03/25/16: 238 ft 07/25/16: 259 ft 11/25/16: 229 ft

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		☐ 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		☐ 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		☐ 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	
☐ Wetland		☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat	☐ 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
		or other natural resource impacts ☐ Other: _____				
☐ Trout stream		☐ 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	Mt. Simon Aquifer	☑ 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: ___	Established threshold guideline is water level drop no more than half of the available head. Law does not allow aquifer to be pumped so that a confined aquifer becomes unconfined.	☐ Revise permit ☑ Change groundwater pumping ☑ Increase conservation ☐ Other	DNR has oversight on thresholds (and permitting) for pumping from regional bedrock aquifers.
☐ Endangered, threatened, or special concern species habitat, other natural resource impacts		☐ 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	February 2001	Per MDH, due to low vulnerability risk and no major local changes, current plan is still active.
SWP	☐ In Process ☐ Completed ☒ Not Applicable	NA	NA

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	2017-2018	Rehab Wells 4 & 5
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	Ongoing	Routine repair and preventative maintenance.

System Component	Planned action	Anticipated Construction Year	Notes
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	N/A				
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 N/A

Alternative Source Considered	Source and/or Installation Location (approximate)	Estimated Amount of Future Demand (%)	Timeframe to Implement (YYYY)	Potential Partners	Benefits	Challenges
☐ Groundwater	NA					
☐ Surface Water	NA					
☐ Reclaimed stormwater	NA					
☐ Reclaimed wastewater	NA					
☐ Interconnection to another supplier	NA					

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? July 2004

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	TERRY RANDALL		TRANDALL@SLPMN.ORG
Alternate Emergency Response Lead	KEN PROKOTT		KPROKOTT@SLPMN.ORG

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 BLAINE	1 MGD	NO LIMITATIONS	VALVE WRENCH, TRUCK, LABOR
CITY OF MOUNDS VIEW	1 MGD	NO LIMITATIONS	VALVE WRENCH, TRUCK, LABOR

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.)

Utilize the emergency response groups such as the Salvation Army and MN Dept. of Health.

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	500,000	150,000
Commercial/Institutional/Industrial	2	140,000	35,000
Non-Essential	6	20,000	15,000
TOTAL	NA	660,000	200,000

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 emergency interconnections. ☒ 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.	☒ Supply augmentation through emergency interconnections. ☒ 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	Local Media
☒ 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	Anoka and Ramsey Counties Local Media

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.

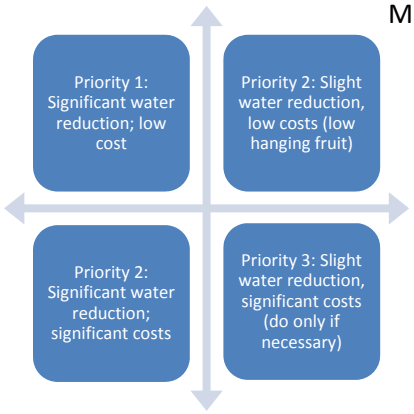
Irrespective of whether a critical water deficiency control is in place, does the public water supply utility, city manager, mayor, or emergency manager have standing authority to implement water restrictions? Yes ☐ No ☒

If yes, cite the regulatory authority reference:

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

Ordinance 50.04 states that City Council may impose emergency conservation regulations. Spring Lake Park has drafted a new critical water deficiency ordinance which would extend power to implement water restrictions to City staff (draft ordinance included in Appendix 7).

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.

Spring Lake Park implemented a conservation water rate structure in 2012, we restrict lawn watering to odd/even days, we monitor water use on a regular basis to detect possible leaks and provide educational materials to the public through hand-outs, newsletters and the website.

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 – Tiered conservation rates first established in 2012.	☒ Yes ☐ No
Water supply system improvements (e.g. leak repairs, valve replacements, etc.)	☒ Yes ☐ No
Educational efforts	☒ Yes ☐ No
New water conservation ordinances – Even/Odd sprinkling ordinance in place	☒ 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 – Citations may be issued for violators.	☒ Yes ☐ No
Describe other – All commercial/industrial properties are required to have rain sensors on their irrigation systems.	☒ Yes ☐ No

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

Significant reduction in yearly water usage/sales evident by the yearly pumpage reports and sales.

Total per capita water demand is also decreasing; from over 120 gpcd in 2005 – 2009 to 102 gpcd in 2014 – 2015. The total per capita water demand average was approximately 110 gpcd between 2010 and 2015.

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: _____
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: _____	☑ 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 emergency interconnections. ☐ 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. ☑ 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	☑ Determined by State	☑ 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.

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)

Overall water use is reviewed on a quarterly basis and unusual high use or a significant spike in use is investigated. The City averages only 4 leaks per year and discovered leaks are fixed immediately.

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? October 2016

Frequency of water audits: ☐ yearly ☒ Quarterly

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

The average unaccounted for water between 2005 and 2015 was approximately 7 percent. The City will conduct regular water audits to compare water pumpage and water sales.

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	2,024	2,024	2,024	10 years	10/20
Irrigation meters	57	57	57	10 years	10/20
Institutional	13	13	13	10 years	10/20
Commercial	145	145	145	10 years	10/20
Industrial	5	5	5	10 years	10/20
Public facilities	2	2	2	10 years	10/20
TOTALS	2,246	2,246	2,246	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.

The City does not have any unmetered systems. All water meters are equipped with radio receivers and the City actively replaces radios on a regular basis, periodically updating water meters as well. The City plans to replace non-residential water user meters in the future.

Table 24. Water source meters

	Number of Water Meters	Meter testing schedule (years)	Number of Automated Meter Readers	Average age/meter replacement schedule (years
City Wells	4	15	4	12/20
Treatment plant	3	15	3	12/20

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? 75 gal/person/day

Describe the water use trend over that timeframe:

Residential per capita water use has trended down since 2010 and only significantly exceeded 75 gpcd in 2012. Per capita demand was as high as 76 gpcd in 2010, but is now approximately 68 gpcd in 2014-2015.

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	
☐ 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:	
☐ 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: Continue preventative maintenance to replace aging infrastructure.**	**Ongoing**
☐ Offer free or reduced cost water use audits) for residential customers.	
☒ **Implement a notification system to inform customers when water availability conditions change. Utilize billboard, social media, & quarterly mailings.**	**2017**

Strategy to reduce residential per capita demand	Timeframe for completing work
☐ 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.	
☒ **Describe other plans Heighten community awareness with conservation tips and ideas in our bi-annual newsletters, eNews, website, handouts and or flyers with water bill mailing.**	**Ongoing; expand in 2017**

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: Citywide radio readings are reviewed on a quarterly basis to alert the City of any unusual use or a spike in use and to follow-up accordingly.**	**Ongoing**
☐ 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: The 1992 Federal Energy Policy Act established manufacturing standards for water efficient plumbing fixtures, including toilets, urinals, faucets, and aerators. All new fixtures and appliances must be in compliance with current building codes.**	**Ongoing**
☒ **Repair leaking system components: Continue preventative maintenance and proactively replace aging infrastructure.**	**Ongoing**
☐ Investigate the reuse of reclaimed water (e.g., stormwater, wastewater effluent, process wastewater, etc.)	

Strategy to reduce total business, industry, agricultural demand	Timeframe for completing work
☐ Reduce outdoor water use (e.g., turf replacement/reduction, rain gardens, rain barrels, smart irrigation, outdoor water use meters, etc.)	
☒ **Train employees how to conserve water during preventative maintenance and water system repairs on the job and water saving tips for at home.**	**2017**
☒ **Implement a notification system to inform non-residential customers when water availability conditions change. City will provide notification when water availability conditions change with our website, electronic billboard, & with respect to our small community, door to door notification or tags.**	**2017**
☐ 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	
☐ 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.

Per capita water use is declining after a signficant change in commercial/industrial water sales in 2010. Total per capita water demand is trending downward; from over 120 gpcd in 2005 – 2009 to 102 gpcd in 2014 – 2015.

Residential per capita water use has trended down since 2010 with a spike in per capita usage in the summer of 2012. Per capita demand was as high as 76 gpcd in 2010, but is now approximately 68 gpcd in 2014 – 2015.

Per capita commercial, industrial, and Institutional water use is approximately 20 gpcd with a slight downward trend since 2010.

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 2005-2015 maximum day demand to average 2005-2015 average day demand reported in Table 2 more than 2.6? Yes ☐ No ☒

Calculate a ten year average (2005 – 2015) of the ratio of maximum day demand to average day demand: __2.4__

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: __None___

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

Water Rate Evaluation Frequency: ☒ every year ☒ every 2 years ☐ no schedule

Date of last rate change: January 2016. A workshop is planned to review the rates and implement an increase in 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 ☐ Use water bill to provide comparisons ☒ Service charge not based on water volume	☐ 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 ☐ Use water bill to provide comparisons ☒ Service charge not based on water volume	☐ Uniform	☐ Service charge based on water volume ☐ Declining block ☐ Flat ☐ Other (describe)

*** 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:

While conservation neutral, Odd/Even day watering reduces peak water usage, reducing infrastructure needs required to meet peak demands.

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 least two 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). City will review a private well ordinance in 2017.**
☒	**Stormwater management program is ongoing.**
☐	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
☐	Other

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

Spring Lake Park will continue to review water use for all users on a quarterly basis, change radio receivers as needed, and replace older meters as they deteriorate with age resulting in inaccurate readings. The City will monitor per capita water usage to monitor water usage changes.

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.

C. 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: MN Statues 103G.298 requires "All automatically operated landscape irrigation systems shall have furnished and installed technology that inhibits or interrupts operation of the landscape irrigation system during periods of sufficient moisture. The technology must be adjustable either by the end user or a professional practitioner of landscape irrigation services."**	☒ **Ongoing** ☐ Seasonal ☐ Only during declared Emergencies
☒ **Water efficient plumbing fixtures required. The 1992 Federal Energy Policy Act established standards for water efficient plumbing fixtures, including toilets, urinals, faucets and aerators, and fixtures must meet current building code requirements.**	☒ **New development** ☒ **Replacement** ☐ Rebate Programs
☒ **Critical/Emergency Water Deficiency ordinance**	☒ **Only during declared Emergencies**
☒ **Watering restriction requirements (time of day, allowable days, etc.): Add additional enforcement of watering restrictions**	☒ **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)	☐ 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)	☐ 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

D. 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 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 ☐ Free distribution of ☐ 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 ☐ 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.):

Aerators and low-flow showerheads have been available to residents through CenterPoint Energy and the City has made this information available in a flyer to residents. We've also educated residents on the regular maintenance of water softeners as they can malfunction and waste a high volume of water and provided hand-outs how to check for toilet leaks.

E. 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	Conservation tips for both indoor and outdoor water usage. Information on detecting leaks.	4	☒ Ongoing ☐ Seasonal ☐ Only during emergencies
Consumer Confidence Reports	MDH Drinking Water Report is published each year. Add conservation information in future.	1	☒ Ongoing ☐ Seasonal ☐ Only during emergencies
Press releases to traditional local news outlets (e.g., newspapers, radio and TV)	Press releases prepared during emergencies only at this time.	-	☐ Ongoing ☐ Seasonal ☒ Only during emergencies
Social media distribution (e.g., emails, Facebook, Twitter)	Spring Lake Park is on Facebook and Twitter.	24/7	☒ Ongoing ☐ Seasonal ☐ Only during emergencies
Paid advertisements (e.g., billboards, print media, TV, radio, web sites, etc.)			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Presentations to community groups	Will conduct educational presentations during water restrictions.		☐ Ongoing ☐ Seasonal ☒ Only during emergencies
Staff training			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Facility tours			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Displays and exhibits			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Marketing rebate programs (e.g., indoor fixtures & appliances and outdoor practices)			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Community news letters	Water conservation tips and the City's sprinkling even/odd ban are published in the newsletter.	4	☒ Ongoing ☐ Seasonal ☐ Only during emergencies
Direct mailings (water audit/retrofit kits, showerheads, brochures)			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Information kiosk at utility and public buildings	Conservation tips for both indoor and outdoor water usage. Information on detecting leaks.	24/7	☒ Ongoing ☐ Seasonal ☐ Only during emergencies
Public service announcements			☐ Ongoing ☐ Seasonal ☐ Only during emergencies

Education Methods	General summary of topics	#/Year	Frequency
Cable TV Programs			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Demonstration projects (landscaping or plumbing)			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
K-12 education programs (Project Wet, Drinking Water Institute, presentations)			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Community events (children's water festivals, environmental fairs)			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Community education classes			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Water week promotions			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Website: http://www.slpmn.org/	Conservation tips for both indoor and outdoor water usage. Information on detecting leaks.	24/7	☒ Ongoing ☐ Seasonal ☐ Only during emergencies
Targeted efforts (large volume users, users with large increases)			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Notices of ordinances			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Emergency conservation notices			☐ Ongoing ☐ Seasonal ☐ Only during emergencies
Other:			☐ Ongoing ☐ Seasonal ☐ Only during emergencies

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

Expand current efforts to heighten community awareness with conservation tips and ideas in our newsletters, eNews, website, handouts and or flyers with water bill mailing.

Add water conservation information to the annual Consumer Confidence Report.

Train Utility staff to conserve water during preventative maintenance and water system repairs on the job and water saving tips for at home.

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	2018, with City comprehensive planning	City of Fridley
☐ 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: Eliminate unfunded new initiatives

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

Unique No. 00206638

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
Minnesota Statutes Chapter 1031

Update Date 2014/08/18

Entry Date 1991/04/15

Township Name	Township	Range	Dir	Section	Subsection
	30	24	W	2	CDADAB

Well Depth 741 ft. **Depth Completed** 741 ft. **Date Well Completed** 1961/10/13

Well Name SPRING LAKE PARK 1

Drilling Method Cable Tool

Well Owner's Name SPRING LAKE PARK 1

SPRING LAKE PARK MN 55432

Drilling Fluid

Well Hydrofractured? ☐ Yes ☐ No

From ft. to ft.

Use Community Supply

Contact's Name CITY OF SPRING LAKE PARK
1301 81ST NE AV
SPRING LAKE PARK MN 55432

Casing **Drive Shoe?** ☐ Yes ☐ N

Hole Diameter

Casing Diameter **Weight(lbs/ft)**

20 in. t 154 ft

16 in. t 350 ft

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO
PLATFORM			0	3
FINE SAND			3	37
SANDY CLAY	BLUE		37	55
CLAY & STONES	BLUE	HARD	55	70
FINE DIRTY SAND			70	75
SANDY CLAY	BROW		75	147
HARD CLAY & ROCK			147	175
SANDY CLAY		HARD	175	205
SAND, GRAVEL, SHALEY S			205	219
SHALEY SANDROCK LIME			219	234
SHALEY SANDROCK LIME			234	242
SANDROCK		SOFT	242	303
SHALEY SANDROCK	BROW	HARD	303	334
SHALE	GREE		334	339
SHALE	GREE		339	350
SHALE-LIME	GRAY		350	365
SHALE SANDROCK	GRAY		365	370
SANDY SHALE	GREE		370	453
SHALE STICKY	RED		453	457
SHALE	GREE	HARD	457	478
SHALE SANDY	GREE		478	488
SANDY SHALE	RED		488	499
SHALY SANDROCK		HARD	499	519
SHALEY SANDROCK		HARD	519	546
SHALE	BROW	HARD	546	555
SHALE	RED/G		555	581
SHALE STICKY	GREE		581	611
SHALE STICKY	GREE		611	625
SHALEY SANDROCK		HARD	625	680
SANDROCK		HARD	680	724
SHALEY SANDROCK			724	732
SHALE	RED		732	741

Screen N

Open Hole From 350 ft. to 741 ft.

Make Type

Static Water Level 80 ft. from Land surface Date 1961/10/04

PUMPING LEVEL (below land surface)

201 ft. after 12 hrs. pumping 1000 g.p.m.

Well Head Completion

Pitless adapter mfr Model

Casing Protection ☑ 12 in. above grade

☐ At-grade(Environmental Wells and Borings ONLY)

Grouting Information Well grouted? ☑ Yes ☐ No

Material	From	To (ft.)	Amount(yds/bags)
Y			

Nearest Known Source of Contamination

ft. direction type

Well disinfected upon completion? ☐ Yes ☐ No

Pump ☐ Not Installed Date Installed Y

Mfr nam

Model HP Volts

REMARKS, ELEVATION, SOURCE OF DATA, etc.

M.G.S. NO.204. OLD PA NO. 61-0150.

USGS Quad	Minneapolis North	Elevation	885
Aquifer:	CTCM	Alt Id:	72-0123

Report Copy

Drop Pipe Length ft. Capacity E+03 g.p.m

Type T

Any not in use and not sealed well(s) on property? ☐ Yes ☐ No

Was a variance granted from the MDH for this Well? ☐ Yes ☐ No

Well CONTRACTOR CERTIFICATION Lic. Or Reg. No. 27058

License Business Name

Name of Driller

HE-01205-06 (Rev. 9/96)

Unique No. 00223294
County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
Minnesota Statutes Chapter 1031

Update Date 2014/08/18
Entry Date 1991/04/15

Township Name	Township	Range	Dir	Section	Subsection
	30	24	W	2	CDACBB

Well Depth 694 ft. **Depth Completed** 694 ft. **Date Well Completed** 1965/09/22

Well Name SPRING LAKE PARK 2

Drilling Method Cable Tool

Well Owner's Name SPRING LAKE PARK 2

SPRING LAKE MN 55432

Drilling Fluid

Well Hydrofractured? ☐ Yes ☐ No
From ft. to ft.

Contact's Name CITY OF SPRING LAKE PARK
1301 81ST NE AV
SPRING LAKE PARK MN 55432

Use Community Supply

Casing **Drive Shoe?** ☐ Yes ☐ N

Hole Diameter

Casing Diameter **Weight(lbs/ft)**

30	in. t	157	ft
24	in. t	206	ft
16	in. t	329	ft

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO
GLACIAL DRIFT			0	195
SHALE			195	199
SANDSTONE			199	217
BROWN SHALEY SANDSTO	BROW		217	289
GREEN SHALE			289	297
RED SHALE			297	318
RED SHALE			318	325
ALTERNATE LAYERS SAND	GREE		325	342
ALTERNATE LAYERS SAND			342	472
ALTERNATE LAYERS SAND			472	485
SANDSTONE-THIN SHALE L			485	505
SHALEY SANDSTONE			505	525
SANDSTONE			525	530
SANDSTONE			530	535
GREEN SHALE-BROWN LA	BRN/G		535	594
SANDSTONE			594	596
SANDSTONE			596	602
GREEN SHALE	GREE		602	609
SANDSTONE WITH SHALE			609	677
SANDSTONE			677	694

Screen N

Open Hole From 329 ft. to 694 ft.

Make Type

Static Water Level 128 ft. from Land surface Date 1965/09/22

PUMPING LEVEL (below land surface)
238 ft. after hrs. pumping 1200 g.p.m.

Well Head Completion
Pitless adapter mfr Model
Casing Protection ☑ 12 in. above grade
☐ At-grade(Environmental Wells and Borings ONLY)

Grouting Information Well grouted? ☑ Yes ☐ No

Material	From	To (ft.)	Amount(yds/bags)
G			

Nearest Known Source of Contamination
ft. direction type
Well disinfected upon completion? ☐ Yes ☐ No

Pump ☐ Not Installed Date Installed Y
Mfr nam LAYNE
Model HP 0 Volts
Drop Pipe Length ft. Capacity g.p.m
Type S

Any not in use and not sealed well(s) on property? ☐ Yes ☐ No

Was a variance granted from the MDH for this Well? ☐ Yes ☐ No

REMARKS, ELEVATION, SOURCE OF DATA, etc.

OLD PA NO. 65-0185.

GAMMA LOGGED 12-9-1998.

USGS Quad Minneapolis North Elevation 877
Aquifer: CTCM Alt Id: 72-0123

Well CONTRACTOR CERTIFICATION Lic. Or Reg. No. 27118
License Business Name
Name of Driller BENEKE, R.

Report Copy

HE-01205-06 (Rev. 9/96)

E. H. Renner & Sons

INVOICE

INCORPORATED
WELL DRILLING FOR FIVE GENERATIONS
15688 JARVIS STREET N.W. • ELK RIVER, MN 55330
PHONE: (763) 427-6100 • FAX: (763) 427-0533
www.ehrenner.com

INVOICE NO.:000129770000
CUSTOMER NO.:02221
DATE: 04/11/13

SOLD TO:
CITY OF SPRING LAKE PARK
Attn: Terry Randall
1301 81st Avenue NE
Spring Lake PK, MN 55422-2188

SHIP TO:
ATTN: Terry Randall

Well No 02

SHIP DATE	SHIPPED VIA	F.O.B.	TERMS	SALES-PERSON	ORDER DATE	P.O. NUMBER
02/27/13	12R	Site	NET 30	02	10/17/12	Verbal TR

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Final Pay Request		
1	Set Bowl Bearings	1,100.00	1,100.00
1	Motor Repairs	10,958.00	10,958.00
2	Pitless O-Rings	81.00	162.00
2	Flomatic Check 8"	1,208.00	2,416.00
13	8" x 21' Drop Pipe Sch 40 T&C	726.00	9,438.00
288	Submersible Cable 250MCM	32.00	9,216.00
274	Pipe 3/4" Sch 80	1.50	411.00
1	Press Transducer .39 OD 283' Cable	1,860.00	1,860.00
1	Misc	140.00	140.00
10	Shop To Repair	70.00	700.00
1	Labor to Install	2,400.00	2,400.00

SUB-TOTAL	38,801.00	SHIPPING CHARGES	0.00
SALES TAX	0.00	TOTAL	38,801.00

* T H A N K Y O U *

WHITE - CUSTOMER YELLOW - OFFICE PINK - REMITTANCE

Unique No. 00180920
County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
Minnesota Statutes Chapter 1031

Update Date 2015/03/13
Entry Date 1994/04/04

Township Name	Township	Range	Dir	Section	Subsection
	30	24	W	2	CABCDD

Well Depth 726 ft. **Depth Completed** 726 ft. **Date Well Completed** 1982/05/28

Well Name SPRING LAKE PARK 4

Drilling Method Cable Tool

Drilling Fluid

Well Hydrofractured? ☐ Yes ☐ No
From ft. to ft.

Well Owner's Name SPRING LAKE PARK 4
WYLDWOOD LA
SPRING LAKE PARK MN 55432

Use Community Supply

Contact's Name CITY OF SPRING LAKE PARK
1301 81ST NE AV
SPRING LAKE PARK MN 55432

Casing **Drive Shoe?** ☑ Yes ☐ N

Hole Diameter

Casing Diameter				Weight(lbs/ft)
30	in. t	153	ft	118.6
24	in. t	285	ft	94.6
16	in. t	533	ft	62.6

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO
FILL	BLUE		0	6
SANDY SOIL-WET	TAN		6	10
FINE SANDY MUSH	GRAY		10	35
CLAY	GRAY	SOFT	35	60
STONES, SAND, BINDER	DARK	SOFT	60	80
NO RECORD	RED	HARD	80	85
CLAY	GRAY		85	105
CLAY & STONE	DARK		105	140
CLAY & ROCK	TAN		140	145
SHALE	YELLO		145	175
SHAKOPEE ROTTEN	BROW		175	190
JORDAN	BROW		190	200
JORDAN SOFT	BROW		200	230
JORDAN CHUNKY	WHT/B		230	240
JORDAN COARSE	BROW		240	278
ST. LAWRENCE	YELLO		278	290
ST. LAWRENCE	TAN		290	305
SHALE	BLU/G		305	325
SHALE	BLU/G		325	350
SHALE STICKY			350	370
SHALE	GREE		370	400
SHALE	GREE		400	455
SHALE	LT. BL		455	462
SANDSTONE	WHITE		462	482
SANDSTONE & SHALE	RED		482	509
SANDSTONE & SHALE	RED		509	545
SHALE	BLUE		545	547
SHALE	RED		547	550
SHALE	VARIE		550	560
SHALE	GREE		560	570
SHALE	BLU/G		570	585
FINE SANDSTONE	BLUE		585	675

Screen N
Make Type

Open Hole From 533 ft. to 726 ft.

Static Water Level 162 ft. from Land surface Date 1982/05/00

PUMPING LEVEL (below land surface)
130 ft. after 60 hrs. pumping 1000 g.p.m.

Well Head Completion
Pitless adapter mfr Model
Casing Protection ☑ 12 in. above grade
☐ At-grade(Environmental Wells and Borings ONLY)

Grouting Information Well grouted? ☑ Yes ☐ No

Material	From	To (ft.)	Amount(yds/bags)
G	0	285	0
G	0	533	0

Nearest Known Source of Contamination
ft. direction type
Well disinfected upon completion? ☐ Yes ☐ No

Pump ☐ Not Installed Date Installed Y
Mfr nam
Model HP 0 Volts

SANDSTONE	WHITE	675	720
SANDSTONE	PINK	720	725
CLASTICS	RED	725	726

REMARKS, ELEVATION, SOURCE OF DATA, etc.

GAMMA LOGGED 3-1-1982. M.G.S. NO.1889.

TOTAL OF 30 YDS. OF GROUT USED.

USGS Quad Minneapolis North Elevation 880

Aquifer: CMTS Alt Id: 72-0123

Report Copy

Drop Pipe Length ft. Capacity g.p.m

Type T

Any not in use and not sealed well(s) on property? ☐ Yes ☐ No

Was a variance granted from the MDH for this Well? ☐ Yes ☐ No

Well CONTRACTOR CERTIFICATION Lic. Or Reg. No. 02015

License Business Name

Name of Driller SIGAFOOS, G.

HE-01205-06 (Rev. 9/96)

Unique No. 00563006
County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Update Date 2015/03/13
Entry Date 1999/04/20

Township Name	Township	Range	Dir	Section	Subsection
	30	24	W	1	ADCBCB

Well Depth		Depth Completed		Date Well Completed
783	ft.	783	ft.	1998/12/01

Well Name SPRING LAKE PARK 5

Drilling Method Cable Tool

Well Owner's Name SPRING LAKE PARK 5
8250 ARTHUR ST
SPRING LAKE PARK MN 55432

Drilling Fluid
Bentonite

Well Hydrofractured? ☐ Yes ☐ No
From ft. to ft.

Contact's Name SPRING LAKE PARK
1301 81ST NE AV
SPRING LAKE PARK MN 55432

Use Community Supply

Casing **Drive Shoe?** ☐ Yes ☐ N

Casing Diameter				Weight(lbs/ft)
36	in. t	88	ft	142.68
30	in. t	320	ft	118.55
24	in. t	486	ft	94.62
18	in. t	650	ft	70.59

Hole Diameter

in. t	100	ft	
in. t	532	ft	
in. t	654	ft	
in. t	783	ft	

Screen N
Make Type

Open Hole From 650 ft. to 783 ft.

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO
FINE SAND	TAN/G	SOFT	0	102
CLAY & ROCKS	RED/B	MEDIUM	102	122
SANDY CLAY	RED/B	HARD	122	245
JORDAN S.S.	YELLO	M.SOFT	245	309
JORDAN S.S.	GRN/Y	M.HARD	309	312
SAND/GRAVEL	BROW	M.SOFT	312	332
ST. LAWRENCE	BRN/G	HARD	332	362
FRANCONIA	BLU/G	HARD	362	503
IRONTON/GALESVILLE	WHT/T	HARD	503	560
EAU CLAIRE	RED/G	HARD	560	626
MT. SIMON-T	TAN/P	MEDIUM	626	648
MT. SIMON	WHITE	MEDIUM	648	672
SANDY SHALE	GREE	MEDIUM	672	674
MT. SIMON	TAN	M.SOFT	674	702
MT. SIMON	WHT/T	M.SOFT	702	771
HINCKLEY	TAN/O	MEDIUM	771	778
RED CLASTICS	RED	HARD	778	783

Static Water Level 240 ft. from Top of breather pipe abo Date 1998/11/09

PUMPING LEVEL (below land surface)
312 ft. after 24 hrs. pumping 1400 g.p.m.

Well Head Completion
Pitless adapter mfr Model
Casing Protection ☑ 12 in. above grade
☐ At-grade(Environmental Wells and Borings ONLY)

Grouting Information Well grouted? ☑ Yes ☐ No

Material	From	To (ft.)	Amount(yds/bags)	
G	0	320	7	Y
G	0	486	26.7	Y
G	0	650	33	Y

Nearest Known Source of Contamination
ft. direction type
Well disinfected upon completion? ☑ Yes ☐ No

Pump ☐ Not Installed Date Installed
Mfr nam FAIRBANKS-MORSE
Model 12M7000-6 HP 200 Volts 480
Drop Pipe Length 400 ft. Capacity E+03 g.p.m
Type T

Any not in use and not sealed well(s) on property? ☐ Yes ☑ No

Was a variance granted from the MDH for this Well? ☐ Yes ☐ No

REMARKS, ELEVATION, SOURCE OF DATA, etc.

GAMMA LOGGED 11-24-1997. M.G.S. NO. 3836.

REMOVED 2000 YARDS OF SANDSTONE FROM WELL.

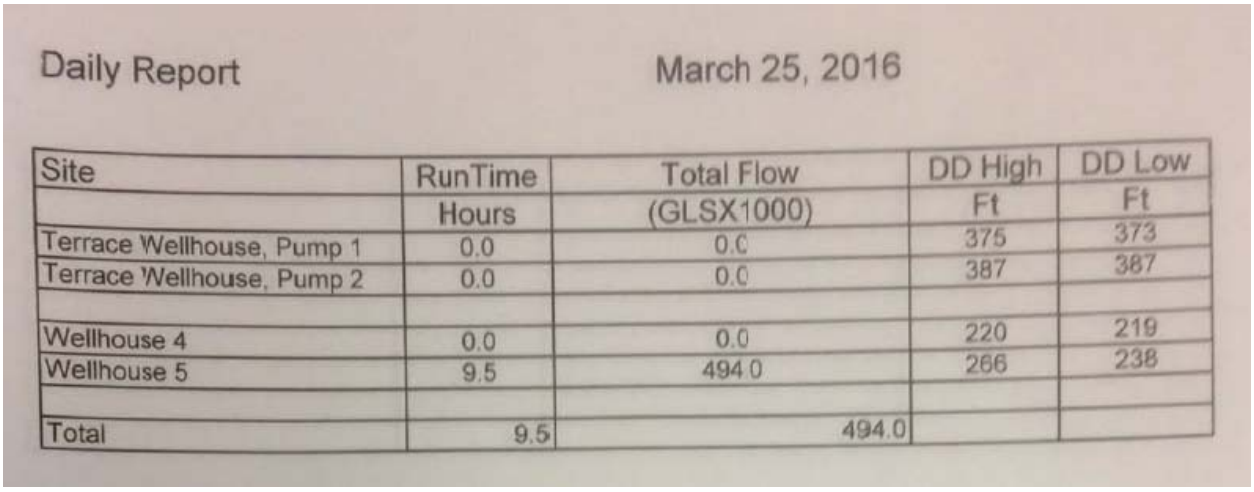
USGS Quad New Brighton Elevation 908
Aquifer: CMSH Alt Id: 72-0123

Well CONTRACTOR CERTIFICATION Lic. Or Reg. No. 71015
License Business Name
Name of Driller COLBURN, S.

Report Copy

SPRING LAKE PARK
WATER LEVEL MONITORING PLAN

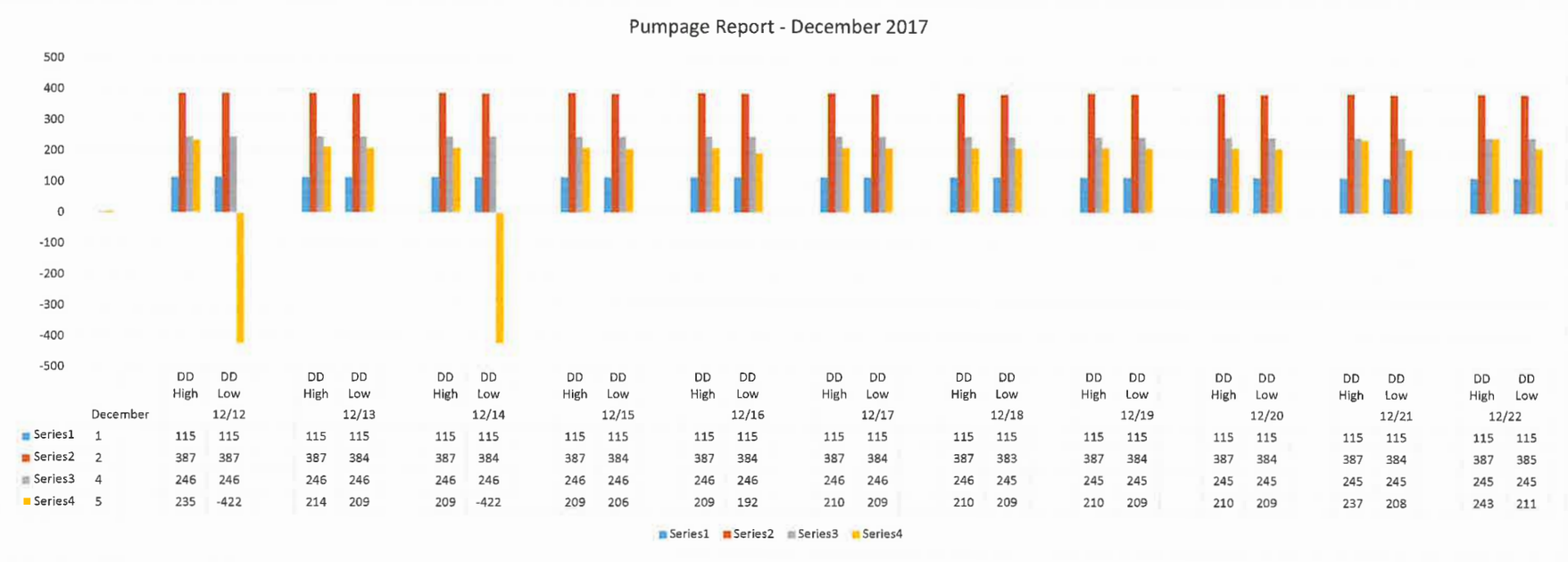
The City of Spring Lake Park has automatic water level monitoring at all four groundwater wells. The City can review drawdown levels for the four wells through the SCADA system as needed. Daily report summaries are printed daily in the Public Works Department and stored as a hard copy. The daily report summary records the well pump run time, total volume pumped, and high and low drawdown levels. An example daily report is shown below.



Daily Report March 25, 2016

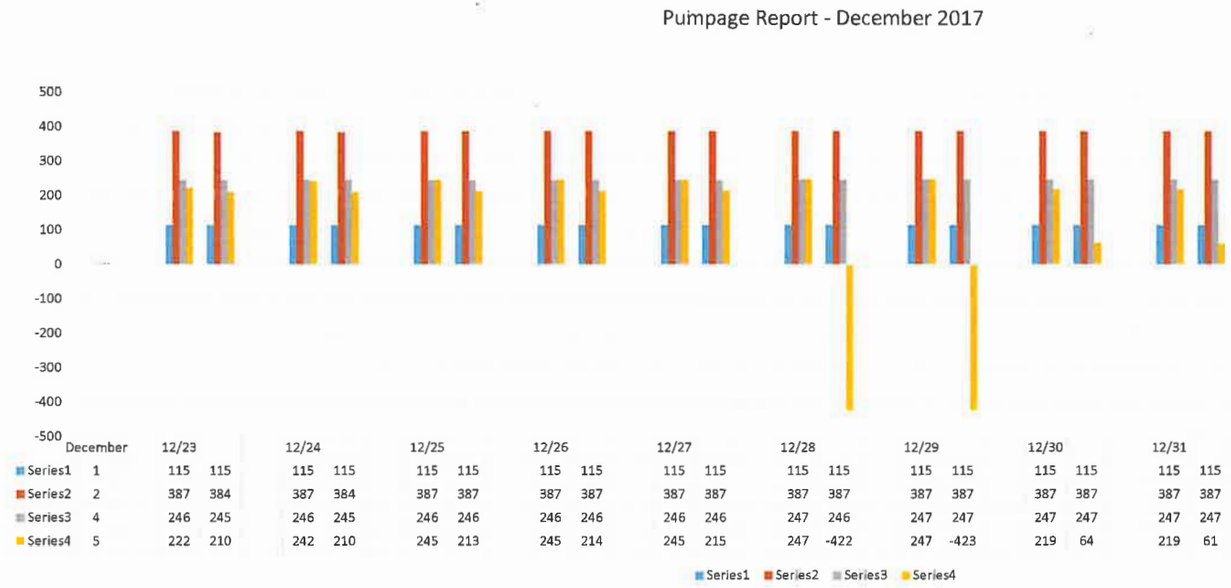
Site	RunTime Hours	Total Flow (GLSX1000)	DD High Ft	DD Low Ft
Terrace Wellhouse, Pump 1	0.0	0.0	375	373
Terrace Wellhouse, Pump 2	0.0	0.0	387	387
Wellhouse 4	0.0	0.0	220	219
Wellhouse 5	9.5	494.0	266	238
Total	9.5	494.0		

December		1	2	4	5
12/12	DD High	115	387	246	235
	DD Low	115	387	246	-422
12/13	DD High	115	387	246	214
	DD Low	115	384	246	209
12/14	DD High	115	387	246	209
	DD Low	115	384	246	-422
12/15	DD High	115	387	246	209
	DD Low	115	384	246	206
12/16	DD High	115	387	246	209
	DD Low	115	384	246	192
12/17	DD High	115	387	246	210
	DD Low	115	384	246	209
12/18	DD High	115	387	246	210
	DD Low	115	383	245	209
12/19	DD High	115	387	245	210
	DD Low	115	384	245	209
12/20	DD High	115	387	245	210
	DD Low	115	384	245	209
12/21	DD High	115	387	245	237
	DD Low	115	384	245	208
12/22	DD High	115	387	245	243
	DD Low	115	385	245	211



	December	DD High 12/12	DD Low 12/12	DD High 12/13	DD Low 12/13	DD High 12/14	DD Low 12/14	DD High 12/15	DD Low 12/15	DD High 12/16	DD Low 12/16	DD High 12/17	DD Low 12/17	DD High 12/18	DD Low 12/18	DD High 12/19	DD Low 12/19	DD High 12/20	DD Low 12/20	DD High 12/21	DD Low 12/21	DD High 12/22	DD Low 12/22
Series1	1	115	115	115	115	115	115	115	115	115	115	115	115	115	115	115	115	115	115	115	115	115	115
Series2	2	387	387	387	384	387	384	387	384	387	384	387	384	387	383	387	384	387	384	387	384	387	385
Series3	4	246	246	246	246	246	246	246	246	246	246	246	246	246	245	245	245	245	245	245	245	245	245
Series4	5	235	-422	214	209	209	-422	209	206	209	192	210	209	210	209	210	209	210	209	237	208	243	211

December		1	2	4	5
12/23	DD High	115	387	246	222
	DD Low	115	384	245	210
12/24	DD High	115	387	246	242
	DD Low	115	384	245	210
12/25	DD High	115	387	246	245
	DD Low	115	387	246	213
12/26	DD High	115	387	246	245
	DD Low	115	387	246	214
12/27	DD High	115	387	246	245
	DD Low	115	387	246	215
12/28	DD High	115	387	247	247
	DD Low	115	387	246	-422
12/29	DD High	115	387	247	247
	DD Low	115	387	247	-423
12/30	DD High	115	387	247	219
	DD Low	115	387	247	64
12/31	DD High	115	387	247	219
	DD Low	115	387	247	61



Fund/Dept	Project	2016	2017	2018	2019	2020	Total
403 - Capital Replacement							
Park & Rec	Able Park Light Fixture Replacement		$25,000				*$25,000*
Park & Rec	Terrace Park Ball Field Lighting		$25,000				*$25,000*
Park & Rec	Terrace Park Hockey Light Fixture Replacement					$25,000	*$25,000*
Police Department	Defibrillator/AED Replacement		$22,000				*$22,000*
	Capital Replacement Total	$0	$72,000	$0	$0	$25,000	$97,000
407 - Sealcoating							
Public Works	Sealcoating	$85,000	$85,000	$85,000	$85,000	$85,000	*$425,000*
	Revolving Construction Fund Total	$85,000	$85,000	$85,000	$85,000	$85,000	$425,000
410 - Lakeside/Lions Park Improvement							
Park & Rec	Lakeside Lions Park Irrigation		$5,000				*$5,000*
Park & Rec	Lakeside Lions Park Ball Field Lighting					$30,000	*$30,000*
	Lakeside/Lions Park Improvement Total	$0	$5,000	$0	$0	$30,000	$35,000
425 - Storm Sewer Rehab							
Storm Water	Pond Dredging	$50,000		$50,000		$50,000	*$150,000*
	Storm Sewer Rehab Total	$50,000	$0	$50,000	$0	$50,000	$150,000
600 - Public Utility Renewal and Replacement							
Public Utilities	Lift Station 2	$900,000					*$900,000*
Public Utilities	Well #4 Rehab	$35,000					*$35,000*
Public Utilities	Well #5 Rehab		$35,000				*$35,000*
Public Utilities	Well #1 Rehab		$35,000				*$35,000*
Public Utilities	Water Plant Filter Media Replacement					$50,000	*$50,000*
Public Utilities	Pickup Replacement			$45,000			*$45,000*
Public Utilities	Sewer Lining	$150,000	$150,000	$150,000	$150,000	$150,000	*$750,000*
	Public Utility Renewal/Replacement Total	$1,085,000	$220,000	$195,000	$150,000	$200,000	$1,850,000

Appendix 5

Emergency Telephone List

Emergency Response Team	Name	Work Telephone	Alternate Telephone
Emergency Response Lead	Terry Randall	763-784-6491	
Alternate Emergency Response Lead	Ken Prokott	763-784-6491	
Water Operator	Terry Randall	763-784-6491	
Alternate Water Operator	Ken Prokott	763-784-6491	
Public Communications	Daniel Buchholtz	763-784-6491	

State and Local Emergency Response Contacts	Name	Work Telephone	Alternate Telephone
State Incident Duty Officer	Minnesota Duty Officer	800/422-0798 Out State	651-649-5451 Metro
County Emergency Director	Anoka Co. Terry Stoltzman	763-421-4760	911
National Guard	Minnesota Duty Officer	800/422-0798 Out State	651-649-5451 Metro
Mayor/Board Chair	Daniel Buchholtz	763-784-6491	
Fire Chief	Charlie Smith	763-786-4436	
Sheriff	James Stuart	763-323-5000	
Police Chief	Doug Ebeltoft	763-792-7200	
Ambulance	Allina	911	
Hospital	Unity Hospital	763-236-5000	911
Doctor or Medical Facility	Mercy Hospital	763-236-6000	911

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	800/422-0798 Out State	651-649-5451 Metro
MPCA			
DNR Area Hydrologist	Kate Drewry	651-259-5753	
MNDNR Water Conservation Consultant	Carmelita Nelson	651-259-5034	

Utilities	Name	Work Telephone	Alternate Telephone
Electric Company	Xcel	1-800-895-4999	1-800-895-2999
Gas Company	CenterPoint	612-372-4727	1-800-245-2377
Telephone Company	Comcast	1-800-934-6489	
Gopher State One Call	Utility Locations	800-252-1166	651-454-0002
Highway Department	MN DOT	651-234-7500	

Mutual Aid Agreements	Name	Work Telephone	Alternate Telephone
Neighboring Water System	City of Blaine, or Mounds View	763-784-6700, 763-717-4000	
Emergency Water Connection	City of Blaine, or Mounds View	763-784-6700, 763-717-4000	
Materials			

Technical/Contracted Services/Supplies	Name	Work Telephone	Alternate Telephone
MRWA Technical Services	MN Rural Water Association	800-367-6792	
Well Driller/Repair	EH Renner	763-427-6100	
Pump Repair	EH Renner	763-427-6100	
Electrician	Aid Electric	763-571-7267	

Plumber			
Backhoe	Valley Rich	612-839-8502	
Chemical Feed	Hawkins Chemical	612-331-9100	
Meter Repair	City of Spring Lake Park	763-784-6491	
Generator	City of Spring Lake Park	763-784-6491	
Valves	HD Supply	952-937-9666	
Pipe & Fittings	HD Supply	952-937-9666	
Water Storage	N/A		
Laboratory	Instrumental Research	763-571-3698	
Engineering firm	Stantec Consulting	651-604-4885	

Communications	**Name**	**Work Telephone**	**Alternate Telephone**
News Paper	Anoka County Union Herald	763-421-4444	
Radio Station			
School Superintendent	Jeff Ronneberg	763-600-5021	
Property & Casualty Insurance	League of Minnesota Cities	651-281-1200	

Critical Water Users	**Name**	**Work Telephone**	**Alternate Telephone**
Hospital Critical Use:	N/A		
Nursing Home Critical Use:	N/A		
Public Shelter Critical Use:	N/A		

No written cooperative agreements exist for potential emergency water services.

CHAPTER 50: WATER AND SEWER

General Provisions

Construction and Connections

Water Meters

Rates and Charges

GENERAL PROVISIONS

§ 50.01 DEPARTMENT ESTABLISHED.

There is hereby established a Public Works Department for the city. The water and sewer systems as they are now constituted or shall hereafter be enlarged or extended shall be operated and maintained under the provisions of this chapter subject to the authority of the City Council at any time to amend, alter, change, or repeal the same.

(1976 Code, § 62.01)

§ 50.02 COUNCIL AUTHORITY OVER SYSTEMS.

The City Council shall have charge and management of the water and sewer systems subject to such delegation of the authority to other employees as the Council shall provide.

(1976 Code, § 62.02)

§ 50.03 DISCLAIMER.

The city shall not be held liable at any time for any deficiency or failure in the supply of water to the customer whether the same be occasioned by shutting off the water for repairs or connections or for any cause whatever.

(1976 Code, § 62.12)

§ 50.04 EMERGENCY CONSERVATION REGULATIONS.

The City Council may impose emergency regulations pertaining to the conservation of water by resolution of the City Council and by giving notice by publication or by posting in the city office and at public places as the Council may direct.

(1976 Code, § 62.15)

CONSTRUCTION AND CONNECTIONS

§ 50.15 CONNECTION; APPLICATION, PERMITS, AND FEES.

(A) No person, firm, or corporation shall make any type of connection to the water system, sanitary sewer system, or storm sewer system except upon making application therefor on a form provided by the city and receiving a permit issued by the city for those purposes. The application shall include the legal description of the property to be served, the uses for which the connection is requested, and the size of the service line to be used.

(B) At the time of taking the application, there shall be paid to the City Administrator, Clerk/Treasurer the following fees for the following purpose:

(1) No connection shall be made with respect to any sanitary sewer, water system, or storm sewer system serving property of any person or occupants of the land, parcel, or premises affected that have not paid or provided for the payment of the full and proportionate share of these utilities, which share shall be payable as follows:

(a) For service to property to which service lines have not been previously run from the street laterals to the property lines, the owner, occupant, or user shall pay into the city treasury an amount not less than the cost of making the necessary connections, taps, and installation of pipe and appurtenances to provide service to the property and the necessary street repairs.

(b) For service to property to which service lines have been run to the property lines but which have not been paid for, the owner, occupant, or user shall pay in cash or agree to pay charges in the form of special assessments to be levied against the property to be spread over a number of years coincident with the maturity requirements of any special improvement bonds sold for the purpose of financing the construction of the

MEMORANDUM

TO: MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL

FROM: DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR

SUBJECT: CRITICAL WATER DEFICIENCY ORDINANCE

DATE: DECEMBER 14, 2016

The City is in the process of completing its decennial update of its Water Supply Plan for submittal to the Minnesota Department of Natural Resources. As part of that plan, the City must address projected demands, adequacy of the water supply system and planned improvements, existing and future water sources, natural resource impacts or limitations, emergency preparedness, water conservation, supply and demand reduction measures and allocation priorities. The plan will be submitted to the City Council for approval after DNR review.

As part of the preparation of the Water Supply Plan, the City learned of an amendment to Minn. Stat. 103G.291. This amendment, adopted in 2015, requires a "public water authority" to adopt and enforce water conservation restrictions within their jurisdiction consistent with rules adopted by the DNR commissioner if the governor determines and declares by executive order that a critical water deficiency exists. The DNR has informed the City that an ordinance must be prepared by the City to comply with this amendment and that these restrictions must be documented in the City's Water Supply Plan.

The proposed ordinance was drafted by the League of Minnesota Cities in consultation with the Minnesota Rural Water Association. The Ordinance outlines the emergency water conservation measures that the City would enforce if the Governor was to declare that a critical water deficiency exists. These measures include:

- Prohibiting outdoor irrigation with the exception of those areas irrigated with reclaimed water.
- Prohibiting the washing or spraying sidewalks, driveways, parking areas and other impervious surfaces except to alleviate an immediate health or safety hazard.
- Prohibiting the use of a water-based play apparatus connected to a hose or pressurized source.
- Prohibiting restaurants from serving water to customers unless specifically requested by the customer.
- Prohibiting the outdoor operation of a misting system
- Prohibiting the filling of swimming pools, fountains, spas or other outdoor water features
- Prohibiting the washing of cars, trucks, trailers or other mobile property unless the facility is equipped with a wash water recirculation system or the vehicle requires frequent washing to protect public health, safety and welfare.

The Ordinance allows for the Administrator, Clerk/Treasurer to grant variances in instances of hardship. The Ordinance also sets forth penalties for noncompliance with the Ordinance.

If you have any questions, please don't hesitate to contact me at 763-784-6491.

ORDINANCE NO. 432

AN ORDINANCE REGULATING NONESSENTIAL WATER USAGE UPON CRITICAL WATER DEFICIENCY AS AUTHORIZED BY MINN. STAT. § 103G.291, SUBD. 1 AND 2 AND REPEALING SECTION 50.59 OF THE CITY CODE

The City Council of the City of Spring Lake Park, Minnesota, ordains as follows:

Sec. 1-1. Purpose.
This ordinance establishes water conservation restrictions; and the plan will be in effect at any time the governor declares by executive order a critical water deficiency, pursuant to Minnesota Statutes section 103G.291.

Sec. 1-2. Definitions.
Administrator, Clerk/Treasurer means the person assigned duties pursuant to Minn. Stat. § 412.151.
Department means the city water department.
Emergency means the declaration of a critical water deficiency by the governor.
Irrigation means the watering of shrubs, trees, sod, seeded areas, gardens, lawns, or any other outdoor vegetation, except outdoor vegetation utilized for agricultural purposes.
Notification to public means notification through local media, including interviews and issuance of news releases.
Public water supplier means the city or other entity that owns, manages, or operates a public water supply, as defined in Minn. Stat. § 144.382, subdivision 4.
Reclaimed water means water collected from rooftops, paved surfaces, or other collection devices and all water utilized more than once before re-entering the natural water cycle.
Water recirculation system means any system which enables a user to reuse water at least once prior to returning the water to the natural water cycle.

Sec. 1-3. Application.
(a) This ordinance applies to all customers of public water suppliers who own or control water use on any premises.
(b) No person shall make, cause, use, or permit the use of water received from a public water supply for residential, commercial, industrial, governmental, or any other purpose in any manner contrary to any provision in this ordinance.
(c) Mandatory emergency conservation measures shall be implemented based upon the declaration of a critical water emergency by the governor.

Sec. 1-4. Declaration of critical water deficiency.
Upon the declaration of a critical water deficiency by the governor, the public water supplier shall immediately post notice of the emergency declaration at the usual meeting place of the city council, or the official city bulletin board. The city shall provide notification to the public as quickly as possible or through established water supply plans emergency response plans or procedures.

Sec. 1-5. Mandatory emergency water conservation measures.
Upon declaration of a water emergency and notification to the public, the following mandatory restrictions upon nonessential water use shall be enforced:
(1) Outdoor irrigation of yards, gardens, golf courses, parklands, and other non-agricultural land, except for those areas irrigated with reclaimed water, is prohibited.
(2) Washing or spraying of sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas with water from any pressurized source, including garden hoses, except to alleviate immediate health or safety hazards, is prohibited.
(3) The outdoor use of any water-based play apparatus connected to a pressurized source is prohibited.
(4) Restaurants and other food service establishments are prohibited from serving water to their customers, unless water is specifically requested by the customer.
(5) Operation of outdoor misting systems used to cool public areas is prohibited.
(6) The filling of swimming pools, fountains, spas, or other exterior water features is prohibited.
(7) The washing of automobiles, trucks, trailers, and other types of mobile equipment is prohibited, except at facilities equipped with wash water recirculation systems, and for vehicles requiring frequent washing to protect public health, safety, and welfare.

Sec. 1-6. Variances.
The Administrator, Clerk/Treasurer or their designee, is authorized to grant variances to this ordinance where strict application of its provisions would result in serious hardship to a customer. A variance may be granted only for reasons involving health or safety. An applicant may appeal the denial of a variance within five (5) days of the decision by submitting a written appeal to the City Clerk. The City Council shall hear the appeal at the next City Council meeting. The decision of the City Council is final.

Sec. 1-7. Violation.
(a) Violations shall be determined and cited by the Administrator, Clerk/Treasurer or his/her designee. A violator may appeal the citation within five (5) days of its issuance by submitting a written appeal to the City. The City Council shall hear the appeal at the next City Council meeting. The decision of the City Council is final. Violators may be granted an administrative waiver if evidence is provided that equipment failure was the cause of the violation. A letter from a qualified vendor or equipment invoice will be required to show proof of equipment failure.
(b) Upon discovery of a first violation, the violator shall be issued, either personally or by mail, a warning letter that sets forth the violation and which shall describe the remedy and fines for future violations.
(c) Upon subsequent violations at the same location, the violator shall be issued, either personally or by mail, a citation that sets forth the violation and shall describe the remedy. Fines shall be added to the monthly water bill of the owner or current occupant of the premises where the violation occurred. The imposition of the fine shall in no way limit the right of the City to pursue other legal remedies.

Sec. 1-8. Enforcement.
The Administrator, Clerk/Treasurer or his/her designee is authorized to designate city employees or law enforcement personnel to enforce the provisions of this ordinance.

Sec. 1-9. Repeal Homestead Exemption
Section 50.59 of the City Code is hereby repealed.

Sec. 1-10 Severability.
If any provision of this ordinance or the application of any provision to a particular situation is held to be invalid by a court of competent jurisdiction, the remaining portions of the ordinance and the application of the ordinance to any other situation shall not be invalidated.

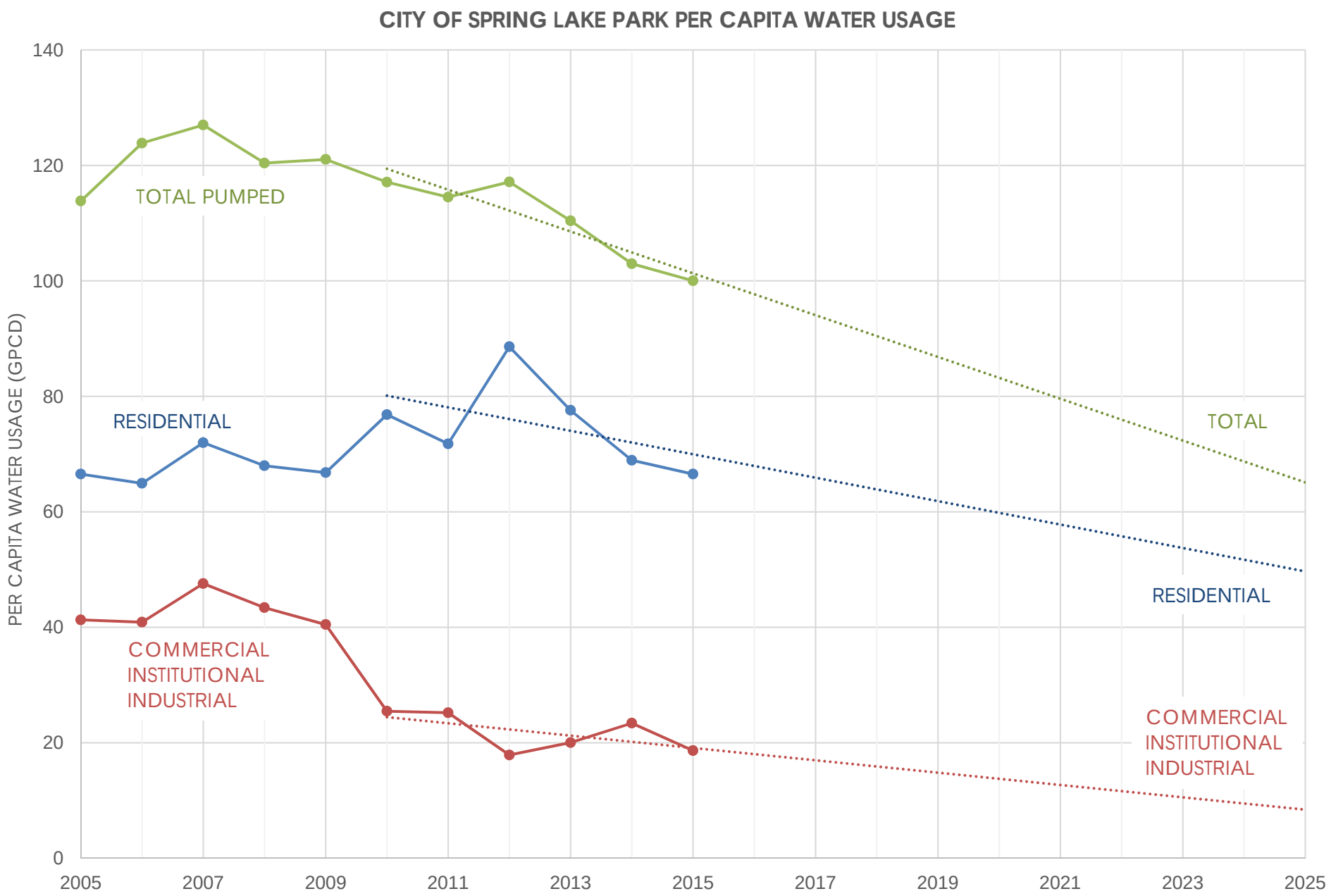
Sec. 1-11 Effective date.
This ordinance becomes effective from and after its passage and publication.

Passed by the City Council of the City of Spring Lake Park, Minnesota, this ___ day of December, 2016.

_____
Cindy Hansen, Mayor

ATTEST:

_____
Daniel R. Buchholtz, Administrator, Clerk/Treasurer


CITY OF SPRING LAKE PARK PER CAPITA WATER USAGE
PER CAPITA WATER USAGE (GPCD)
140
120
100
80
60
40
20
0
2005
2007
2009
2011
2013
2015
2017
2019
2021
2023
2025
TOTAL PUMPED
RESIDENTIAL
COMMERCIAL
INSTITUTIONAL
INDUSTRIAL
TOTAL
RESIDENTIAL
COMMERCIAL
INSTITUTIONAL
INDUSTRIAL

UTILITY RATES FOR THE CITY OF SPRING LAKE PARK

WATER CONSERVATION RATES – ALL PROPERTIES

All User Classification (per unit):

Administrative Base Rate: $7.87/quarter
Tier 1: $1.74/1,000 gallons for 0–9,000/gallons/quarter
Tier 2: $1.96/1,000 gallons for 9,001-18,000/gallons/quarter
Tier 3: $2.22/1,000 gallons for 18,001-27,000/gallons/quarter
Tier 4: $2.60/1,000 gallons for 27,001-36,000/gallons/quarter
Tier 5: $2.88/1,000 gallons for 36,001-45,000/gallons/quarter
Tier 6: $3.20/1,000 gallons for 45,001 and over/gallons/quarter

Multiple units (per meter): Total water use in a multiple-family dwelling, with only one meter servicing the entire dwelling, may exceed that of a single-family dwelling. The quarterly water bill will take into consideration the total number of units. Example: A four-plex uses a total of 20,000 gallons per quarter or approximately 5,000 gallons per residential unit. Water use for each residential unit would fall within the first tier, so a rate of $1.74 would apply for the total 20,000 gallons. Rates increase according to the rate tiers listed above, always considering each residential unit as an individual user.

SEWER RATES – All Properties:
Metropolitan Environmental Services, a division of the Metropolitan Council, owns and operate the facilities that process the wastewater for the metropolitan area and then charges a fee to each city. Sewer rates reflect this fee and in addition, the City charges a small amount for repair and maintenance and renewal and replacement of its sewer system.

Single Family, Duplex, Townhouse & Similar Residential	$62.28/unit/quarter
Apartment, Mobile Home, Institutional, Commercial & Industrial	Min. $62.28/quarter for 18,000 gallons & $3.40/1,000 gallons for all usage over 18,000 gallons

TREATMENT PLANT DEBT SERVICE:

All User Classifications	Min. $14.77/quarter for 18,000 gallons & $.82/1,000 gallons for all usage over 18,000 gallons

In addition quarterly water utility charges include a recycling fee of $10.21/per residential unit, a street light charge of $4.30 for the maintenance of community street lights, and a MN water test fee of $1.59.

The City of Spring Lake Park's office are located at 1301 NE 81st Avenue. Office hours are 8:00 A.M. to 4:30 P.M. Visit our website at slpmn.org for additional information regarding our online utility billing option.

The City Council adopted these new water and sanitary sewer rates January 1, 2016, per Resolution 15-30.

CHAPTER 50: WATER AND SEWER

General Provisions

Construction and Connections

Water Meters

Rates and Charges

GENERAL PROVISIONS

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Spring Lake Park Watering Regulations

The following lawn sprinkling regulations are in effect for the spring and summer of each year as part of an ongoing water conservation policy.

Sprinkling is allowed on an ODD/EVEN basis. Properties with addresses that end in an odd number may sprinkle on an odd numbered day. Properties that end in an even number may sprinkle on an even numbered day.

New sod and seed are exempted for a period of two weeks after installation. People having private wells for sprinkling are encouraged to follow this schedule. Uniform compliance throughout the City is less confusing to the public and Code Enforcement Officials. We also encourage you to water your lawn and gardens in the early morning when it does the most good. Of course, placing your sprinklers where they will water your lawn and not driveways, sidewalks and streets will reduce waste.

In addition, check your outside faucets and sprinklers for leaks. It is also a good idea to monitor your summer water usage by reading your water meter on a regular basis. Please keep in mind that meters read in 1,000 gallons. That way if it is a drier summer, you may decide to scale back on your watering to reduce the potential of a big bill in October. The October bill will reflect water usage from June through September.

Appendix 11. Implementation Checklist

Water Supply Plan Section	Page	Water Supply Plan Action	Implementation Status/Date
Part 1E Appendix 2	10	Well Level Monitoring Plan records daily high and low level at each well.	Ongoing
Part 2	21	Present new City ordinance to City Council to extend the power to implement water restriction to City Staff.	2017
Part 3B, Obj. 1	25	Conduct regular water audits to monitor water pumpage and sales to identify potential water loss. Identify and repair leaks immediately.	Ongoing
Part 3B, Obj. 1	26	The City actively replaces radios on a regular basis, periodically updating water meters as well.	Ongoing
Part 3B, Obj. 2	26	Infrastructure improvements to prevent water loss through preventative maintenance and proactive replacement of water system infrastructure.	Ongoing
Part 3B, Obj. 2	26	Implement a notification system to inform customers when water availability conditions change.	2017
Part 3B, Obj. 2 Part 3E	27 35	Heighten community awareness with conservation tips and ideas in our newsletters, eNews, website, handouts and or flyers with water bill mailing.	Ongoing; expand in 2017
Part 3B, Obj. 3	27	Repair leaking system components: Continue preventative maintenance and proactively replace aging infrastructure.	Ongoing
Part 3B, Obj. 3	28	Train employees how to conserve water during preventative maintenance and water system repairs on the job and water saving tips for at home.	2017
Part 3B, Obj. 3	28	Implement a notification system to inform non-residential customers when water availability conditions change.	2017
Part 3B, Obj. 4	28	Existing per capita water demand trends are trending downward. Continue to monitor per capita demand.	Ongoing
Part 3B, Obj. 5	28	Monitor and maintain the maximum day demand to average day demand ratio below the DNR target of 2.6.	Ongoing
Part 3B, Obj. 6	29	City of Spring Lake Park water rate structure promotes conservation.	Ongoing
Part 3B, Obj. 7	31	Consider adopting a private well ordinance to enforce City water restrictions to all residents whether using municipal water or private well.	2017
Part 3B, Obj. 7	31	Stormwater Management Program to protect wellhead protection area.	Ongoing
Part 3C	32	Water efficient plumbing fixtures and irrigation rainfall sensors required by existing Federal Law and State Statue, respectively.	Ongoing
Part 3C	32	Critical/Emergency Water Deficiency ordinance in place (Ordinance 50.04).	Ongoing
Part 3C	32	Consider additional enforcement of City water restrictions.	2017
Part 3D	33	Continue to support CenterPoint Energy retrofit program and educating customers on water softener maintenance to prevent failure.	Ongoing
Part 3E	34	Continue to include conservation tips and home leak detection information in utility billing inserts.	Ongoing
Part 3E	34	Consumer confidence report to include water quality and future water conservation topics for customer education.	Ongoing
Part 3E	34	Water conservation education and water restriction information distributed through social media.	Ongoing
Part 3E	34	Water conservation tips and the City's sprinkling even/odd ban are published in the City's quarterly newsletter.	Ongoing
Part 3E	35	Conservation tips for both indoor and outdoor water usage and information on detecting leaks on City website (www.slpmn.org).	Ongoing
Part 3E	35	Add water conservation information to the annual Consumer Confidence Report.	2017
Part 4D	37	Comprehensive planning with neighboring communities to protect the overlapping, vulnerable drinking water supply management areas.	2018+

DEPARTMENT OF NATURAL RESOURCES

Minnesota Department of Natural Resources
Ecological and Water Resources
1200 Warner Road
St. Paul, MN 55106

May 18, 2018

Terry Randall, Public Works Supervisor
City of Spring Lake Park
1301 81st Avenue Northeast
Spring Lake Park, MN 55432

RE: City of Spring Lake Park Water Supply Plan

Dear Mr. Randall:

The Department of Natural Resources (DNR) and the Metropolitan Council have received the updated City of Spring Lake Park Water Supply Plan for the public water supply system that is authorized under DNR Water Appropriation Permit No. 1972-0123. I am pleased to advise you that in accordance with Minnesota Statutes, Section 103G.291, Subdivision 3, and on behalf of the Commissioner of the DNR, I hereby **approve your Water Supply Plan**. We encourage cities to complete the attached "Certification of Adoption" form. Please upload the form to the MPARS-Water Supply Plan tab as soon as the city officially adopts the Plan.

The DNR, Minnesota Rural Water Association, and the Metropolitan Council encourage the city to educate its customers on how they can reduce household water use. As mentioned at the Water Supply Planning Workshops, the DNR will be contacting you in approximately five years about progress the city has made on their water conservation goals that are listed in the Water Supply Plan and Master Water Supply Plan. The DNR is particularly interested in the implementation of the actions that the City of Spring Lake Park listed in Appendix 11 of the approved City of Spring Lake Park Water Supply Plan. We encourage you to keep records of your success. Metropolitan Council staff are available to support your on-going efforts.

We appreciate your submission of daily water level data for the City's production wells. It is our understanding that the City's SCADA system provides printout summarys of water level data, but does not provide water level data in an electronic spreadsheet format. We recommend that the City modify its SCADA system to provide storage of water level data in spreadsheet format. Although not required by the City's permit, we encourage you to regulary submit water level data to the DNR's groundwater level data coordinator at gwlevelcoor.dnr@state.mn.us to assist in monitoring of aquifer levels.

Within 30 days following the adoption of the City of Spring Lake Park Water Comprehensive Plan, of which the Water Supply Plan is a part, please adopt and submit copies of the local controls indentified in the Water Supply Plan to the Metropolitan Council, as required by Minnesota Statutes 473.865. If changes are made to the Water

Supply Plan during the full comprehensive plan update, Spring Lake Park will need to submit the updated information to the DNR and Metropolitan Council.

Thank you for your efforts in planning for the future of the City of Spring Lake Park water supply and for conserving the water resources of the State of Minnesota. If you have any questions or need additional assistance with the city's water appropriation permit, please contact me at (651) 259 – 5877.

Sincerely,

Joseph A. Richter

Joe Richter
District Appropriations Hydrologist
Minnesota Department of Natural Resources

cc: Raya Esmaeili, Metropolitan Council Reviews Coordinator
David Brown, Metropolitan Council
Bart Biernat, Anoka County
Chris Lord, Anoka County SWCD
Carmelita Nelson, DNR Water Supply Plan Coordinator
Jeanne Daniels, EWR Region 3 South District Manager
Jason Spiegel, EWR Area Hydrologist
Minnesota Permitting and Reporting System (MPARS)

Local Water Supply Plan Approval Checklist
2016-2018

Formerly called Water Emergency & Water Conservation Plan

All sections of the plan must be completed in order for the plan to be approved.

Name of Water Supplier: Spring Lake Park, Permit #1972-0123

Date Plan Received by DNR 05/16/2018
Date of Review 05/16/2018
Name of Reviewer Daniel Scollan
Plan Due Date 10/15/2016

Date of Met Council Review 5/03/2018
Name of Met Council Reviewer David Brown

Is this plan approved? Yes ☒ **No ☐**

Purple = Met Council Comments

Green = MN DNR Comments

Part 1. Water Supply System Description and Evaluation

Prelim. ✓ list	Compliant/ Acceptable	Changes Needed	Met Council Concern	Section	Description	Comments/**Changes Needed in Bold**
	Analysis of Water Demand					
☒	☒	☐		Intro	Table 1 General Information	
☒	☒	☐		1.A.	**Table 2 Historic Water Demand**	
☒	☒	☐		1.A.	Table 3 Large Volume Users	
	Treatment and Storage Capacity					
☒	☒	☐		1.B.	Table 4 Water Treatment Capacity & Process	
☒	☒	☐		1.B.	Table 5. Storage capacity	
☒	☒	☐		1.B.	Discuss current capacity vs. project 10 yr. demand	
	Water Sources					
☒	☒	☐		1.C.	Table 6. Water sources and status	
☒	☒	☐		1.C.	Discuss limitation on emergency water source	

Prelim. ✓ list	Compliant/ Acceptable	Changes Needed	**Met Council Concern**	**Section**	**Description**	Comments/**Changes Needed in Bold**
	Future Demand Projections					
☒	☒	☐	☐	1.D.	Discuss Water Use trends	No comment. The discussion of water use trends provides information about the important controls on water use in the community. You may wish to explain why the commercial water use has declined so much.
☒	☒	☐	☐	1.D.	Table 7. Projected annual water demand	No comment. The projections are consistent with the system statement population projections.
☒	☒	☐	☐	1.D.	Describe method to project water demand	No comment. Enough detail was provided to recreate the calculation, or a report with the information was referenced.
	Resource Sustainability					
☒	☒	☐		1.E.	Table 8. Information about source water quality monitoring	
☒	☒	☐		1.E.	**Table 9. Water level data**	
☒	☒	☐	☐	1.E.	**Table 10. Natural resource impacts**	It is great to see that you are taking steps to monitor and protect the Mt. Simon Aquifer. In the Spring Lake Park 2009 water supply plan, it was recommended that you record the water levels on a least a monthly basis in the city production wells. Although this is not required by permit please send this data, preferably in spreadsheet format, to Tim Quan the groundwater level data coordinator at gwlevelcoor.dnr@state.mn.us or tim.quan@state.mn.us. No comment. Issues identified in the Master Water Supply Plan were acknowledged.

Prelim. ✓ list	Compliant/ Acceptable	Changes Needed	**Met Council Concern**	**Section**	**Description**	Comments/**Changes Needed in Bold**
☒	☒	☐		1.E.	Table 11. Status of Wellhead Protection and Source Water Protection Plans	
☒	☒	☐	☐	1.F.	Table 12. Adequacy of Water Supply System	No comment. The difference between the community's 2040 projected demand and the capacity of the current system suggests that the water supply system is likely adequate in the future.
☒	☒	☐	☐	1.F.	Table 13. Proposed future installations/sources	No comment, based on the information provided in Section 1.F., Table 12.
☒	☒	☐	☐	1.F.	Anticipated need for alternative water source Y/N	No comment. Based on your assessment about the adequacy of the water supply system, no information is needed here.
☒	☒	☐	☐	1.F.	If yes above, complete Table 14. Alternative Water Sources	No comment, based on the information provided in the row above.

Part 2. Emergency Planning & Response Procedures

	Emergency Response Plan					
☒	☒	☐		2.A.	Federal Emergency Plan Y/N	
☒	☒	☐		2.A.	Table 15. Emergency Preparedness Plan contact information	
☒	☒	☐		2.B.	Operational Contingency Plan Y/N	
☒	☒	☐		2.C.	Do emergency records & maps exist & staff knowledge Y/N	
☒	☒	☐		2.C.	Table 16. Interconnections with other water supply	

Prelim. ✓ list	Compliant/ Acceptable	Changes Needed	**Met Council Concern**	**Section**	**Description**	Comments/**Changes Needed in Bold**
					systems in an emergency	
☒	☒	☐		2.C.	Table 17. Utilizing surface water as an alternative source	
☒	☒	☐		2.C.	Describe additional emergency measures	
	Allocation & Demand Reduction Procedures					
☒	☒	☐		2.C.	Table 18. Water use priorities	
☒	☒	☐		2.C.	Table 19. Emergency demand reduction conditions, triggers and actions	
☒	☒	☐		2.C.	Table 20. Plan to inform customers regarding conservation requests & water use restrictions	For short-term demand reductions, consider daily notifications and the use of press releases (TV, radio, newspaper). Road signs may also be useful.
	Enforcement					
☒	☒	☐		2.C.	Critical water deficiency restriction/official control in place Y/N	
☒	☒	☐		2.C.	Does the public water supply utility, city manager, mayor, or emergency manager have standing authority to implement water restrictions Y/N	

Prelim. ✓ list	Compliant/ Acceptable	Changes Needed	**Met Council Concern**	**Section**	**Description**	Comments/**Changes Needed in Bold**

Part 3. Water Conservation Plan

	Progress since 2006					
☒	☒	☐		3.A.	First WSP Y/N	
☒	☒	☐		3.A.	If yes, describe conservation practices that you are already implementing OR If no, complete Table 21 on Implementation	
☒	☒	☐		3.A.	What are the results from the actions in Table 21-how were results measured?	
	Triggers for Allocation and Demand Reduction Actions					
☒	☒	☐		3.A.	Table 22. Short and long-term demand reduction conditions, triggers and actions	You may want to consider using the water levels in your Mount Simon wells as a trigger for long-term demand reduction actions.
	Conservation Objectives and Strategies					
☒	☒	☐		3.B.	**Is your ten-year average (2005-2014) unaccounted Water Use in Table 2 higher than 10% Y/N**	
☒	☒	☐		3.B.	**Leak detection monitoring schedule**	
☒	☒	☐		3.B.	Date of most recent water audit & frequency	
☒	☒	☐		3.B.	If Table 2 shows annual water losses over 10% or an increasing trend over time, describe what actions	

Prelim. ✓ list	Compliant/ Acceptable	Changes Needed	**Met Council Concern**	**Section**	**Description**	Comments/**Changes Needed in Bold**
					will be taken to reach the <10% loss objective and within what timeframe	
☒	☒	☐		3.B.	Table 23. Information about customer meters	
☐	☐	☒		3.B.	Table 24. Water source meters	The AWWA recommends water meters larger than 5 inches in diameter be tested on an annual basis. You should consider testing your water source meters on a more frequent basis.
☒	☒	☐		3.B.	**Is your average 2010-2015 residential per capita water demand in Table 2 more than 75 GPD Y/N**	
☒	☒	☐		3.B.	**Ave. residential per capita demand data**	
☒	☒	☐			Describe the water use trend	
☒	☒	☐		3.B.	**Table 25. Strategies & timeframe to reduce residential per capita demand**	
☐	☐	☒		3.B.	**Table 26. Strategies & timeframe to reduce institutional, commercial industrial, & agricultural & non-revenue use demand**	We recommend conducting facility water audits.
☒	☒	☐		3.B.	Describe the trend for each customer	

Prelim. ✓ list	Compliant/ Acceptable	Changes Needed	Met Council Concern	Section	Description	Comments/**Changes Needed in Bold**
					category; explain the reason(s) for the trends, and where trends are increasing.	
☒	☒	☐		3.B.	**Peak Day Demand Ratio & Calculate a ten year average (2005 – 2014) of the ratio of maximum day demand to average day demand**	
☒	☒	☐		3.B.	Current water rate data	
☒	☒	☐		3.B.	**Table 27. Rate structures for each customer category**	
☒	☒	☐		3.B.	Justification for neutral or non-conserving rates	
☒	☒	☐		3.B.	**Table 28. Additional strategies to Reduce Water Use & Support Wellhead Protection**	
☒	☒	☐		3.B.	Measures of success	
☒	☒	☐		3.B.	Table 29. Regulations for short-term reductions in demand and long-term improvements in water efficiencies	
☒	☒	☐		3.B.	Table 30. Retrofitting programs	

Prelim. ✓ list	Compliant/ Acceptable	Changes Needed	**Met Council Concern**	**Section**	**Description**	Comments/**Changes Needed in Bold**
☒	☒	☐		3.B.	Conservation Program success	
☒	☒	☐		3.C.	**Table 31. Current and Proposed Education Programs**	We recommend involvement in K-12 education programs to teach water conservation.
☒	☒	☐		3.C.	Future education and information activities	
☒	☒	☐	☐	4.D. Metro Only	Table 32. Local controls and schedule to protect Drinking Water Supply Management Areas	Within 30 days following the adoption of your community's local comprehensive plan, of which this local water supply plan is a part, adopt and submit copies of the local controls identified here to the Metropolitan Council, as required by Minnesota Statutes 473.865.
☒	☒	☐		Appendix 1	Well records and maintenance summaries	
☒	☒	☐		Appendix 2	**Water level monitoring plan**	
☒	☒	☐		Appendix 3	Water level graphs for each water supply well	
☒	☒	☐		Appendix 4	Capital Improvement Plan	
☒	☒	☐		Appendix 5	Emergency Telephone List	
☒	☒	☐	☐	Appendix 6	Cooperative Agreements for Emergency Services	No comment. No written cooperative agreements exist for potential emergency water services.
☒	☒	☐	☐	Appendix 7	Municipal Critical Water Deficiency Ordinance	No comment. Ordinance provided.
☒	☒	☐		Appendix 8	Graph showing annual per capita water	

Prelim. ✓ list	Compliant/ Acceptable	Changes Needed	**Met Council Concern**	**Section**	**Description**	Comments/**Changes Needed in Bold**
					demand for each customer category during the last ten-years	
☒	☒	☐		Appendix 9	Water Rate Structure	
☒	☒	☐	☐	Appendix 10	Adopted or proposed regulations to reduce demand or improve water efficiency	Within 30 days following the adoption of your community's local comprehensive plan, of which this local water supply plan is a part, adopt and submit copies of the local controls identified here to the Metropolitan Council, as required by Minnesota Statutes 473.865.
☒	☒	☐		Appendix 11	Implementation Checklist	We are pleased with your implementation checklist.

Plan Approved ☒ Plan NOT Approved ☐ Date: 05/16/2018

Memorandum

Spring Lake Park
History. Community. Home.

To: **Mayor Hansen and Members of the City Council**

From: **Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer**

Date: **May 30, 2018**

Subject: **Osborne Road Trail Maintenance**

The Osborne Road trail is in significant need of maintenance. Staff would like to begin the process of restoring the trail to increase its useful life.

Staff proposes the restoration of the Osborne Road trail in three phases:

- Phase 1: A slurry seal of the trail segment between Old Central and the Anoka/Ramsey County line.
- Phase 2: Reconstruction of the trail segment between Old Central and MN Trunk Highway 65
- Phase 3: Reconstruction of the trail segment between MN Trunk Highway 65 and MN Trunk Highway 47 (University Avenue).

The segment between Old Central and the Anoka/Ramsey County line is in fair to okay condition. Due to the current condition, the City Engineer has recommended crack filling and a slurry seal for this segment. The Engineer's estimate for this segment is $12,000.

The segment between Old Central and Trunk Highway 65 is in poor condition, with surface failing, and transverse cracks. There is also a low trail segment between driveways at 1173 Osborne Road that should be raised. This segment requires a mill and overlay, to include raising the low trail segment. The Engineer's estimate for this segment is $60,000.

The final segment between MN Trunk Highway 65 and MN Trunk Highway 47 is in poor condition. Staff has been working with Anoka County to have the trail reconstruction be included in the CSAH 8 (Osborne Road) Roadway Modification project, which is expected to take place in 2020.

Staff recommends beginning the process of restoring the Osborne Road trail, starting with Phase 1. We are seeking authority to obtain quotes for the Phase 1 slurry seal project. In an effort to reduce the price per square yard, staff would like to also obtain a quote to slurry seal the Old Central trail between 81st Avenue and Osborne Road. The Engineer's estimate for this segment is $12,000.

If you have any questions, please don't hesitate to contact me at 763-784-6491.

City of Spring Lake Park

Report For

Osborne Road Bituminous Trail

Prepared for:

City of Spring Lake Park, Minnesota

Stantec

June 2016

Stantec Project No. 193801776

Stantec Consulting Services Inc.
2335 Highway 36 West, St. Paul MN 55113

June 23, 2016

Dan Buchholtz
City of Spring Lake Park
1301 - 81st Avenue North
Spring Lake Park, MN 55432-2116

Re: Osborne Road Bituminous Trail
Stantec Project No.: R:\\18GEN\Streets - Spring Lake Park\2016 Osborne Road Bit. Trail issues

Dear Mr. Buchholtz:

As requested, we have completed a review of the existing condition of the bituminous walking trail along the north side of Osborne Road (CSAH 8). The report presents a review of the existing conditions and recommendations for possible improvements.

Appendix A of the report includes site inspection notes. Appendix B includes photographs of the trail. A location map is attached for reference purposes.

The general conclusion of the report is that the condition of the trail has deteriorated to the point where major maintenance or total replacement is required.

We'd be pleased to meet with you to discuss the contents of this report at a mutually convenient time. Please feel free to contact me if you have any questions.

Sincerely,

STANTEC CONSULTING SERVICES INC.

Phil Gravel, City Engineer

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.

Phil Gravel

Date: 6/23/16 Registration No.: 19864

Introduction

A bituminous trail exists along the north side of Anoka County Road 8 (Osborne Road) through the City of Spring Lake Park. A majority of the trail was constructed in 1983 as part of a Federal Aid construction project completed by Anoka County.

Since the initial trail construction, the City of Spring Lake Park has had ongoing discussions regarding use and maintenance of the trail. This report has been prepared at the direction of the City Administrator. The purpose of the report is to assess the condition of the trail and to provide a planning level cost estimate for repairing the trail.

Existing Conditions

The existing trail is generally an 8-foot wide bituminous trail. The existing trail section (depth of aggregate and bituminous) has not been confirmed. For purposes of this report, the trail will be discussed in five segments:

- TH 47/University Avenue to ECC Driveway
- ECC Driveway to Terrace Road
- Terrace Road to TH 65/Central Avenue
- TH 65/Central Avenue to Old Central Avenue
- Old Central Avenue to east city limits

Notes on the condition of each trail segment are included in Appendix A of this report. Photographs of the trail are included in Appendix B.

Up until recently, the segment from TH 47/University Avenue to the Emmanuel Christian Center Driveway was in the Fridley city limits. The segment is now within the Spring Lake Park city limits. This trail segment is generally in fair condition.

The trail segment from the Emmanuel Christian Center Driveway to Terrace Road is in poor condition with both longitudinal and transverse cracking.

The trail segment from Terrace Road to Highway 65 and the segment from Highway 65 to Old Central Avenue can both be characterized as being in poor condition. The conditions on both segments are similar. The bituminous surface is weathered and the trail has many transverse cracks. Some of the street crossings do not include concrete pedestrian ramps.

The trail segment from Old Central Avenue to the east city limits is in fair condition. A portion of this segment used to be in the Fridley city limits until a recent land transfer between Fridley and Spring Lake Park.

Recommendations

Based on the age and condition of the existing trail, it is recommended that the entire trail west of Old Central Avenue be completely removed and replaced. Construction should also include concrete pedestrian ramps where none currently exist and raising the trail in a few short segments. The segment east of Old Central Avenue should be maintained with crack filling, edge clearing, and a slurry seal.

A planning level cost to complete the recommended improvements is as follows:

Construction	$235,300
Contingency	$ 23,500
Admin and Eng.	$ 47,200
Estimated Total Project	$306,000

Next steps in the project process could include exploring funding options, completing a topographic survey, and holding a public informational meeting.

APPENDIX A – SITE INSPECTION NOTES

TH 47/UNIVERSITY AVENUE TO ECC DRIVEWAY

Length: Approximately 600-feet

- Fair to okay condition
- Has been seal coated
- Good ped ramp at TH 47
- Trail is adjacent to curb for a short segment at TH 47
- Narrow grass boulevard by mall
- Drainage from mall parking lot drains across trail

ECC DRIVEWAY TO TERRACE RD

Length: Approximately 550-feet

- Poor condition
- Broken concrete section on east side of ECC driveway
- Low area east of ECC Driveway has severe cracking
- Longitudinal cracks
- Transverse cracks
- Trail edges need to be maintained

TERRACE ROAD TO TH 65/CENTRAL AVENUE

Length: Approximately 3,680-feet

- Poor condition
- Surface failing
- Transverse cracks
- Trail edges need to be maintained
- Ped ramp issues at hospital traffic signal
- Low area west of Jackson
- Driveway apron on Osborne could be removed just west of Able
- Need ped ramps at Monroe Street
- Need ped ramps at Taylor Street
- Terrace, Quincey, Jackson, Van Buren, Able, and Tyler have concrete ramps
- Water crosses trail from auto lot east of Taylor
- Trail adjacent to curb from Taylor to TH 65
- New construction at TH 65

TH 65/CENTRAL AVENUETO OLD CENTRAL AVENUE

Length: Approximately 1,300-feet

- Poor condition
- Surface failing
- Transverse cracks
- Trail edges need to be maintained
- Low trail segment between driveways at 1173 Osborne should be raised

OLD CENTRAL AVENUETO EAST CITY LIMITS

Length: Approximately 2,600-feet

- Fair to okay condition
- Good ped ramps at Old Central
- Need ped ramps at Carriage Oaks Drive
- Need ped ramps at Lakeview Lane
- Short section of concrete trail

APPENDIX B – SITE PHOTOGRAPHS

At TH 47/University Avenue (looking west).

By retail mall east of TH 47 (looking west).

South of Emmanuel Christian Center (looking west).

From Terrace Rd. NE (looking west).

At main hospital entrance – ped ramp issues (looking west).

At Madison Street NE (proposed medical bldg. site) (looking west).

At Monroe St. NE – need ped. ramps (looking west).

Just west of Quincey ST. NE – edge failure (looking west).

From Jackson – low area (looking west).

West of Able St. – driveway apron could be removed (looking west).

From just east of Tyler St. NE (looking west).

From Taylor St. NE (looking west).

Runoff drains across trail just east of Taylor St. NE.

From northwest corner of TH 65 and Osborne (looking west).

Northeast corner of Osborne and TH 65.

Segment between Old Central and TH 65 (looking west).

Low segment at 1173 Osborne Rd. (looking west).

Segment between Old Central and TH 65 (looking west).

From Old Central Avenue (looking west).

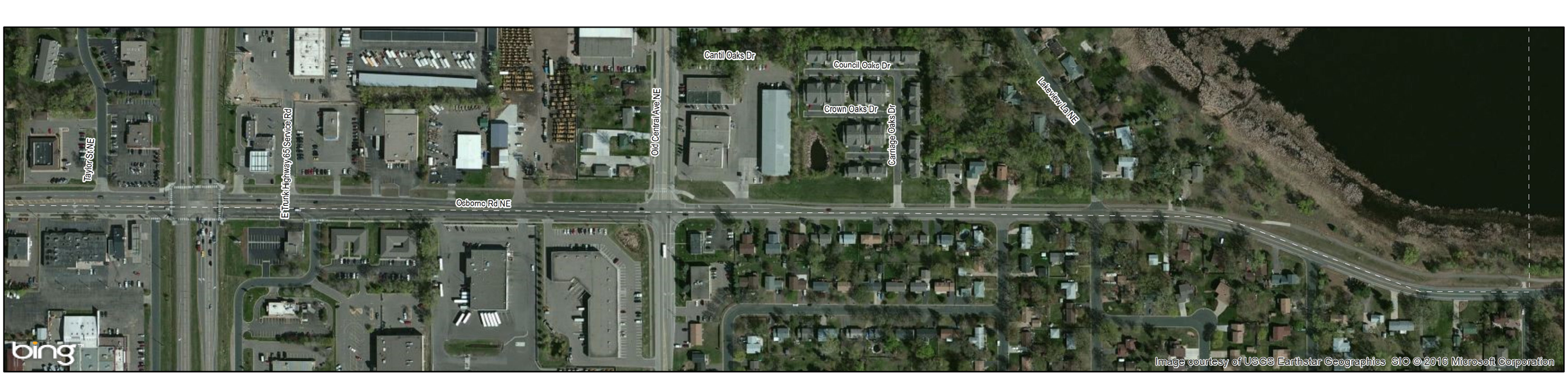
At Old Central Ave. (looking west). New concrete at intersection.

At Carriage Oaks Drive (looking west).

At Lakeview Lane (looking west).

Short concrete section near eastern city limits (looking west).

Eastern city limits (looking west).



2335 Highway 36 West
St. Paul, MN 55113

Stantec

City of Spring Lake Park

N

Osborne Trail

Date	Job No.	Scale
06/23/2016	193803115	0 75 150 300 Feet

Document Path: R:\client\municipal\spring_lake_park_ci_mn\2016\Osborne Trail\Osborne Trial.mxd

City of Spring Lake Park

Engineer's Project Status Report

To:	Council Members and Staff	Re:	**Status Report for 6.4.18 Meeting**
From:	Phil Gravel	File No.:	R-18GEN

Note: Updated information is shown in *italics.*

MS4 Permit (193802936).
Annual Report process has started (Annual report due June 30th). The Annual Public Meeting will be held on June 18th. Required Annual Training will be completed in the fall.

Surface Water Management Plan (193803949).
Detailed storm water modeling has been completed. We are currently using the storm water model to evaluate proposed conditions to see what can be done to reduce flooding in these areas. A summary report will be presented later this summer with the updated LSWMP.

2017 Sanitary Sewer Lining Project (193803782).
This project included sanitary sewer lining in the neighborhood east of Able Street and north of 81st Avenue. The Contractor was Visu-Sewer. Terry Randall is working on follow-up items.

2018 Sanitary Sewer Lining Project (193804547).
This project includes sewer lining in the northeast area of the city. *Construction Contracts are being reviewed and a Preconstruction Conference is being scheduled.*

2017-2018 Street Seal Coat Project (193803783).
This 2-year project includes street maintenance in the neighborhood north of 81st Ave. and west of Monroe St. (2017) and in the neighborhood east of Monroe St., south of 81st St. and west of TH 65 (2018). Terry Randall will coordinate 2018 work this summer. *A meeting will be held with the Contractor on June 5th to discuss the 2018 project schedule.*

Wells 4 and 5 (193804554): *Beginning preparation of plans and specifications.* The timeline for rehabilitating the wells will be late summer for Well 4 and autumn for Well 5.

Water Supply Plan: Terry Randall, Nancy Kelm, and Mark Janovec from Stantec worked together to compile additional information requested from the Minnesota Department of Natural Resources (DNR) for the city's Water Supply Plan*. DNR has approved the plan. Need Council approval.*

Wellhead Protection Plan: Well survey responses have been reviewed and compiled. The results of the survey, along with other wellhead protection activities in the past two years, will be included in a Plan Evaluation Report which will be provided to the Minnesota Department of Health (MDH). *A letter requesting the 10-year extension to the Plan will be sent to MDH*.

Buchanan Street Parking Lot: Staff is working on the idea of possibly construction a small parking lot on the city owned lot on Buchanan Street south of 81st Avenue. A cost estimate has been prepared. The Administrator will discuss options with the commercial property on Buchannan.

Bituminous Trail Maintenance: Terry and Dan have been discussing ongoing bituminous trail maintenance for the trail on Osborne and Central Avenue. See separate memo from Administrator Buchholtz.

Anoka County 2018 Paving Project: *Anoka County will be completing a mill and overlay of County Road 10 a shorth distance each side of the Highway 65 bridge this summer. The County does not have a dedicated webpage for the overlay program. However, the following webpage will have weekly updates on the overlay projects:*
http://www.anokacounty.us/1578/Construction-Weekly

The County's construction and detours map is kept up to date with projects on roads.
http://gis.anokacountymn.gov/highway/

Terry Randall will attend the Preconstruction Conference for the County Overlay Project at 10AM on June 4th.

Cellular Antenna Installations on Water Towers:

- **T-Mobile on Able Street tower**. Final construction acceptance letter was sent on May 2, 2018. This project can be closed out once final invoices clear.
- **Verizon on Arthur Street tower**. This is a new installation. *Final comments on the Construction Drawings were sent to the applicant on April 24th (CDs are approved). Lease issues are still being discussed.*
- **AT&T on Arthur Street tower**. This is a replacement/modification project. *Initial comments on the Construction Drawings were sent to the applicant on May 22nd. Revised CDs are required. Lease is being reviewed.*

Other issues/projects.

Dominium Project. A site walkthrough inspection will be completed this month the review remaining site improvement work.

Hy-Vee Project. No news.

Public Storage Project. No news.

Interstate Plaza Project (7700 Hwy 65 NE). No news.

...

Feel free to contact Harlan Olson, Phil Carlson, Jim Engfer, Mark Rolfs, Marc Janovec, Peter Allen, or me if you have any questions or require any additional information.

CORRESPONDENCE

RCWD
RICE CREEK WATERSHED DISTRICT

Notice of Annual Public Information Meeting
Rice Creek Watershed District

Storm Water Pollution Prevention Program
MS4 (Municipal Separate Storm Sewer System)

NOTICE IS HEREBY GIVEN that the Annual Public Information Meeting on the District's Storm Water Pollution Prevention Program (SWPPP) will be held on Wednesday, June 27, 2018 during the Rice Creek Watershed District Board of Managers regular meeting at 9:00 AM in the Shoreview City Hall Council Chambers, 4600 North Victoria Street, Shoreview, Minnesota. The purpose of this meeting is to present the District's MS4 Annual Report and receive comments and respond to questions regarding the District's SWPPP. Interested parties will have an opportunity to provide oral or written input on the Best Management Practices (BMPs) being utilized by the District. The District's SWPPP can be reviewed on the District's website www.ricecreek.org or a copy is available for review at the District office.

For questions regarding the meeting, contact Lauren Sampedro, District Technician, at lsampedro@ricecreek.org or (763) 398-3078.

LEAGUE OF MINNESOTA CITIES

CONNECTING & INNOVATING
SINCE 1913

May 18, 2018

Dear Mayors and Administrators,

With a long winter behind us, we hope that you are doing well and that your city is gearing up for a successful summer.

We are writing to let you know that the League of Minnesota Cities Board of Directors voted at its May meeting to set a preliminary maximum member dues schedule increase of zero percent (or, no dues increase) for the League's 2019 fiscal year that runs from September 1, 2018 through August 31, 2019.

The League's final dues schedule is similar to how your city sets its preliminary levy increase in that it cannot be higher than the maximum that is set. Please note that while there is no proposed dues increase, you may still see a slight increase or decrease in dues based on any shifts in your city's population (to learn more about how your dues are calculated, visit www.lmc.org/dues). The Board will make its final decision on annual dues when it meets on July 19 to approve the League's FY 2019 budget.

The League's finances continue to be strong so that we can provide you with the many services you rely on—from advocating for local control at the state Capitol and transportation funding in Washington, D.C.; providing a variety of big-picture and skills-focused training for your city officials and staff; to answering your questions about laws, statutes, and trending topics like data privacy and drones, among many others. We take our responsibility to carefully manage member assets very seriously, and we thank you for your continued support of our work. It is an honor to serve your city.

Please let us know if you have any questions about your dues or if you have comments about how we can better serve your needs. Feel free to call or email Dave Unmacht at (651) 281-1205 or dunmacht@lmc.org—and if you're ever near St. Paul, be sure to stop by for some coffee and conversation.

Jo Emerson
League of Minnesota Cities President,
Mayor, City of White Bear Lake

David J. Unmacht
Executive Director,
League of Minnesota Cities
Twitter: @UnmachtMnCities

145 UNIVERSITY AVE. WEST
ST. PAUL, MN 55103-2044

PHONE: (651) 281-1200 FAX: (651) 281-1299
TOLL FREE: (800) 925-1122 WEB: WWW.LMC.ORG

May 11, 2018

Daniel Buchholtz, City Administrator
City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, MN 55432-2188

Dear Mr. Buchholtz:

The Metropolitan Council has prepared preliminary population and household estimates for your community as of April 1, 2017. This is an annual process governed by Minnesota Statutes 473.24. Please note that these estimates are different from the Council's local forecasts that your community has reviewed before. Forecasts look ahead to the coming decades; the annual estimates communicated below look back in time to the previous year.

2017 Annual Population Estimate
The Metropolitan Council estimates that the City of Spring Lake Park had 6,450 people and 2,679 households as of April 1, 2017. Household size averaged 2.402 persons per household.

How was this estimate calculated?
We estimate households and population with a housing-stock-based method, which involves three questions:

1. *How many housing units did your community have?*
2. *How many households occupied these housing units?*
3. *How many people lived in these occupied housing units?*

This letter includes an overview of our estimation method along with a report showing the data inputs and calculations used to develop the preliminary estimates. For more information, visit https://www.metrocouncil.org/populationestimates, or contact me at 651-602-1513.

Can this estimate be compared to last year's estimate?
Each year, we update our data and refine our methods, so preliminary estimates from different years are not directly comparable. We don't recommend taking the difference between the 2016 and 2017 estimates to calculate growth between 2016 and 2017. Instead, we recommend examining growth since the 2010 Census, which you can find in the enclosed report.

How can my community provide feedback on this estimate?
We welcome discussion of the preliminary estimates and invite you to review and comment on them. Please send any written comments or questions to Matt Schroeder, Metropolitan Council Research, 390 Robert Street North, Saint Paul, MN 55101; or by e-mail to Matt.Schroeder@metc.state.mn.us. *Under Minnesota Statutes 473.24, we must receive your comments, questions, or specific objections, in writing, by June 24, 2018.*

What happens after my community provides feedback?
The Council will certify final estimates by July 15, 2018 for state government use in allocating local government aid and street aid.

Sincerely,

Matthew B. Schroeder

Matt Schroeder
Senior Researcher

Spring Lake Park city, Anoka County

2017 Annual Population Estimate

Published May 11, 2018 (preliminary; distributed for local government review)

	Housing units	Occupancy rate	Households	Persons per household	Population in households	Population in group quarters	Total population
2017 Estimate	**2,700**	**96.37%**	**2,602**	**2.402**	**6,249**	**16**	**6,265**
2010 Census	2,715	95.65%	2,597	2.394	6,216	18	6,234

The Metropolitan Council estimates population using the housing stock method, which answers three main questions for each community as of April 1, 2017.

First, how many housing units did the community have?

- We start with housing units measured by the 2010 Census, then add units built between 2010 and 2016, based on permits reported to us by communities. (Permit data are available on our website (https://stats.metc.state.mn.us/data_download/DD_start.aspx).)
  - We assume that 95% of single-family detached units and 90% of townhome/duplex/triplex/quadplex units permitted in 2016 were completed and occupiable by April 1, 2017; the remainder are assumed to have been completed after that date and will count toward next year's estimates (for April 1, 2018).
  - Multifamily units permitted between 2010 and 2013 are assumed to be completed. Units permitted between 2014 and 2016 are counted only if they were open by April 1, 2017; the remaining units will count toward next year's estimates if they were open by April 1, 2018. According to our records, Spring Lake Park permitted 0 multifamily units in 2014 or 2015 that were not open by April 1, 2017, and 0 units permitted in 2016 that were not open by April 1, 2017.
  - Manufactured home data comes from our annual surveys of manufactured home park operators and local governments.
  - Data on other housing (boats, RVs, etc. used as housing) comes from the most recent American Community Survey data; this housing is included in the estimates only if occupied.
- We also examine other housing stock changes reported by communities. These include demolitions, building conversions (units added or lost), boundary changes (units annexed in or out), and other changes reported by city and township staff.

	Housing stock April 1, 2010	Permitted and built since 2010	Other changes since 2010	Housing stock April 1, 2017
Single-family detached	1,693	7	-3	1,697
Townhome (Single-family attached)	313	0	0	313
Duplex/triplex/quadplex	90	0	0	90
Multifamily (5 or more units)	499	0	0	499
Alternative dwelling units (ADU)	0	0	0	0
Manufactured homes	120			101
Other units	0			0
Total	**2,715**			**2,700**

Second, how many of these housing units were occupied by households?

- Each housing type has an estimated occupancy rate. These data come from the most recent American Community Survey estimates for housing units and households, decennial census data from the U.S. Census Bureau, and the U.S. Postal Service.
- Multiplying the number of housing units of each type by the occupancy rate yields the number of households (occupied housing units).

Third, how many people lived in these occupied housing units?

- Each housing type has an estimated average household size. These data come from the most recent American Community Survey estimates of households and population in households as well as decennial census data from the U.S. Census Bureau.
- Multiplying the number of households in each housing type by the average household size yields the population in households.

	Housing stock April 1, 2017	Occupancy rate	Households (Occupied housing units)	Persons per household	Population in households
Single-family detached	1,697	97.64%	1,657	2.562	4,246
Townhome (Single-family attached)	313	98.83%	309	2.562	792
Duplex/triplex/quadplex	90	84.97%	76	2.350	179
Multifamily (5 or more units)	499	91.89%	459	1.761	808
Alternative dwelling units (ADU)	0	91.89%	0	1.761	0
Manufactured homes	101	100.00%	101	2.221	224
Other units	0	N/A	0	2.500	0
Total	**2,700**	**96.37%**	**2,602**	**2.402**	**6,249**

To obtain the total population, we also add the number of residents in group quarters facilities.
These are residences that are not part of the standard housing market, such as college dormitories, nursing homes, prisons and jails, and group homes. Data come from the Metropolitan Council's annual survey and the Minnesota Department of Human Services.

Population in households	Population in group quarters	Total population April 1, 2017
6,249	16	6,265

Due to rounding, not all estimates can be reproduced exactly from the above inputs.

For more information, see our methodology document, available from https://www.metrocouncil.org/populationestimates.

Spring Lake Park city, Ramsey County

2017 Annual Population Estimate

Published May 11, 2018 (preliminary; distributed for local government review)

	Housing units	Occupancy rate	Households	Persons per household	Population in households	Population in group quarters	Total population
2017 Estimate	**80**	**96.25%**	**77**	**2.403**	**185**	**0**	**185**
2010 Census	80	93.75%	75	2.373	178	0	178

The Metropolitan Council estimates population using the housing stock method, which answers three main questions for each community as of April 1, 2017.

First, how many housing units did the community have?

- We start with housing units measured by the 2010 Census, then add units built between 2010 and 2016, based on permits reported to us by communities. (Permit data are available on our website (https://stats.metc.state.mn.us/data_download/DD_start.aspx).)
  - We assume that 95% of single-family detached units and 90% of townhome/duplex/triplex/quadplex units permitted in 2016 were completed and occupiable by April 1, 2017; the remainder are assumed to have been completed after that date and will count toward next year's estimates (for April 1, 2018).
  - Multifamily units permitted between 2010 and 2013 are assumed to be completed. Units permitted between 2014 and 2016 are counted only if they were open by April 1, 2017; the remaining units will count toward next year's estimates if they were open by April 1, 2018. According to our records, Spring Lake Park permitted 0 multifamily units in 2014 or 2015 that were not open by April 1, 2017, and 0 units permitted in 2016 that were not open by April 1, 2017.
  - Manufactured home data comes from our annual surveys of manufactured home park operators and local governments.
  - Data on other housing (boats, RVs, etc. used as housing) comes from the most recent American Community Survey data; this housing is included in the estimates only if occupied.
- We also examine other housing stock changes reported by communities. These include demolitions, building conversions (units added or lost), boundary changes (units annexed in or out), and other changes reported by city and township staff.

	Housing stock April 1, 2010	Permitted and built since 2010	Other changes since 2010	Housing stock April 1, 2017
Single-family detached	29	0	0	29
Townhome (Single-family attached)	18	0	0	18
Duplex/triplex/quadplex	4	0	0	4
Multifamily (5 or more units)	29	0	0	29
Alternative dwelling units (ADU)	0	0	0	0
Manufactured homes	0			0
Other units	0			0
Total	**80**			**80**

Second, how many of these housing units were occupied by households?

- Each housing type has an estimated occupancy rate. These data come from the most recent American Community Survey estimates for housing units and households, decennial census data from the U.S. Census Bureau, and the U.S. Postal Service.
- Multiplying the number of housing units of each type by the occupancy rate yields the number of households (occupied housing units).

Third, how many people lived in these occupied housing units?

- Each housing type has an estimated average household size. These data come from the most recent American Community Survey estimates of households and population in households as well as decennial census data from the U.S. Census Bureau.
- Multiplying the number of households in each housing type by the average household size yields the population in households.

	Housing stock April 1, 2017	Occupancy rate	Households (Occupied housing units)	Persons per household	Population in households
Single-family detached	29	96.91%	28	2.496	70
Townhome (Single-family attached)	18	96.91%	17	2.496	42
Duplex/triplex/quadplex	4	97.11%	4	2.573	10
Multifamily (5 or more units)	29	96.61%	28	2.247	63
Alternative dwelling units (ADU)	0	96.61%	0	2.247	0
Manufactured homes	0	92.11%	0	1.000	0
Other units	0	N/A	0	2.584	0
Total	**80**	**96.25%**	**77**	**2.403**	**185**

To obtain the total population, we also add the number of residents in group quarters facilities.
These are residences that are not part of the standard housing market, such as college dormitories, nursing homes, prisons and jails, and group homes. Data come from the Metropolitan Council's annual survey and the Minnesota Department of Human Services.

Population in households	Population in group quarters	Total population April 1, 2017
185	0	185

Due to rounding, not all estimates can be reproduced exactly from the above inputs.

For more information, see our methodology document, available from https://www.metrocouncil.org/populationestimates.

MINNESOTA POLLUTION CONTROL AGENCY

520 Lafayette Road North | St. Paul, Minnesota 55155-4194 | 651-296-6300

800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

May 18, 2018

Saumil Brahmbhatt
Hk Corporation
7701 Highway 65 NE
Spring Lake Park MN 55432-2847

RE: Petroleum Tank Release Site File Closure
Site: Go Gas N Wash, 7701 Highway 65 NE, Spring Lake Park Anoka 55432
MPCA Site ID: LS0020168

Dear Saumil Brahmbhatt:

The Minnesota Pollution Control Agency (MPCA) is pleased to let you know it has determined your investigation and/or cleanup have adequately addressed the petroleum tank release at the site (Site) listed above. Based on the information provided, the MPCA has closed the petroleum tank release site file.

The closure of the petroleum tank release site file means the MPCA does not require any additional investigation and/or cleanup work at this time or in the foreseeable future. Please be aware that file closure does not necessarily mean that all petroleum contamination has been removed from this Site. However, the MPCA has concluded that any remaining contamination, if present, does not appear to pose a threat to public health or the environment under current conditions.

The MPCA reserves the right to reopen this file and to require additional investigation and/or cleanup work if new information, changing regulatory requirements, or changed land use makes additional work necessary. If you or other parties discover additional contamination (either petroleum or non-petroleum) that was not previously reported, Minnesota state law requires that the MPCA be notified immediately.

You should understand this letter does not release any party from liability for the petroleum contamination under Minn. Stat. § 115C.021, subd. 1 or any other applicable state or federal law. In addition, this letter does not release any party from liability for non-petroleum contamination, if present, under Minn. Stat. § 115B, the Minnesota Environmental Response and Liability Act.

The monitoring wells for this Site should be sealed in accordance with the Minnesota Department of Health (MDH) Well Code, Chapter 4725. If you choose to keep any monitoring well, the MDH will continue to assess a maintenance fee.

Please note that as a result of performing the requested work you may be eligible to apply to the Petroleum Tank Release Compensation Fund (Petrofund) for partial reimbursement of the costs you have incurred in investigating and cleaning up this petroleum tank release. The Petrofund is administered by the Petroleum Tank Release Compensation Board (Petro Board) and the Minnesota Department of Commerce. To learn more about who is eligible, the types of work, and the amount of reimbursement available, please contact the Petrofund at 651-539-1515 or 800-638-0418.

If future development of this property or the surrounding area is planned, it should be assumed that petroleum contamination may still be present. If petroleum contamination is encountered during future development work, the MPCA should be notified immediately.

Thank you for your response to this petroleum tank release and for your cooperation with the MPCA to protect public health and the environment. If you have any questions regarding this letter, please contact Roberta Wirth-Feeney, Project Manager, at 651-757-2830 or by email at roberta.wirth-feeney@state.mn.us or Sara Nelson, at 651-757-2300 or by email at sara.nelson@state.mn.us.

Sincerely,

Roberta Wirth-Feeney

This document has been electronically signed.

Roberta Wirth-Feeney
Project Manager
Petroleum Remediation & Redevelopment Section
Remediation Division

Sara Nelson

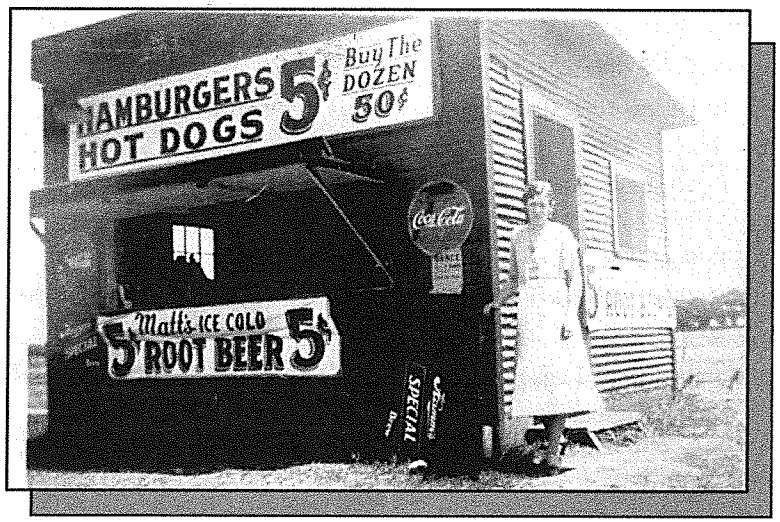
This document has been electronically signed.

Sara Nelson
Hydrologist
Petroleum Remediation & Redevelopment Section
Remediation Division

RWF/SN:ah

cc: Daniel Buchhltz, City of Spring Lake Park
Charlie Smith, City of Spring Lake Park
Laurel Hoff, Anoka County
David Schultz, Vieau Associates Inc
Kara Dennis, Minnesota Department of Health (electronic)

Anoka County Historical Society



HISTORY 21

Volume 48 No.3 May-June 2018

Making alcohol legal since 1933 with the 21st Amendment

AnokaCountyHistory.org

History 21 (in honor of the 21 cities in Anoka County) is published by the Anoka County Historical Society six times yearly as a member benefit. The ACHS is a 501(c)(3) nonprofit organization. Contributions are tax-deductible within the allowable limits of the law.

Table of Contents:

Front Cover: Margaret (Soderquist) Livgard, daughter of Bill & Minnie Soderquist in 1932 [per Verna Lee].
Hamburgers, hot dogs and root beer. Coca Cola Sign
Object ID#: 408.1.03

From the President

As your newly elected president I want to express my gratitude for the honor. There is no greater recognition in life than that of one's peer group. Let me introduce myself. I have lived in Anoka County since 1957 when my parents purchased a farm in Ham Lake. We later moved to a dairy farm in St. Francis. My background has always had a farm connection. My wife and I have lived on the same hobby farm in Nowthen for the past 47 years.

I am a Vietnam veteran which is a big part of my interest in history. I really believe that if in the 1960's our government leaders would have understood the history of Vietnam, the war could have been prevented. My military experience also motivated me to get involved in local government. I served approximately 20 years each on the Burns Township board and the Anoka County Board of Commissioners. I retired in 2011.

I'm a strong believer that the best decisions are made by the synergy of a committed board, which is why I'm excited about the future of the Anoka County Historical Society. With the makeup of our board, along with staff, we have the expertise available to meet any and all challenges.

We, as a governing board of the Historical Society, recognize that our true strength is the dedication of our membership and their support of our mission.

Dennis D. Berg

Dennis Berg, ACHS President

From the Director

It's not terribly often that history geeks feel like rock stars. Surprising, I know. But unbelievably true.

I had the privilege of presenting at History Whatever II recently. This second annual "non-conference" hosted by the Minnesota Historical Society and partners brought together not just historical organizations, but heritage groups of all kinds. Light on Power Point presentations and heavy on discussion, this seemed like the perfect opportunity to bring up the question of, "Why, if history is built on stories and human experiences, do we consistently feel compelled to remove emotion from the conversation?"

[insert cheering and my rock star moment]

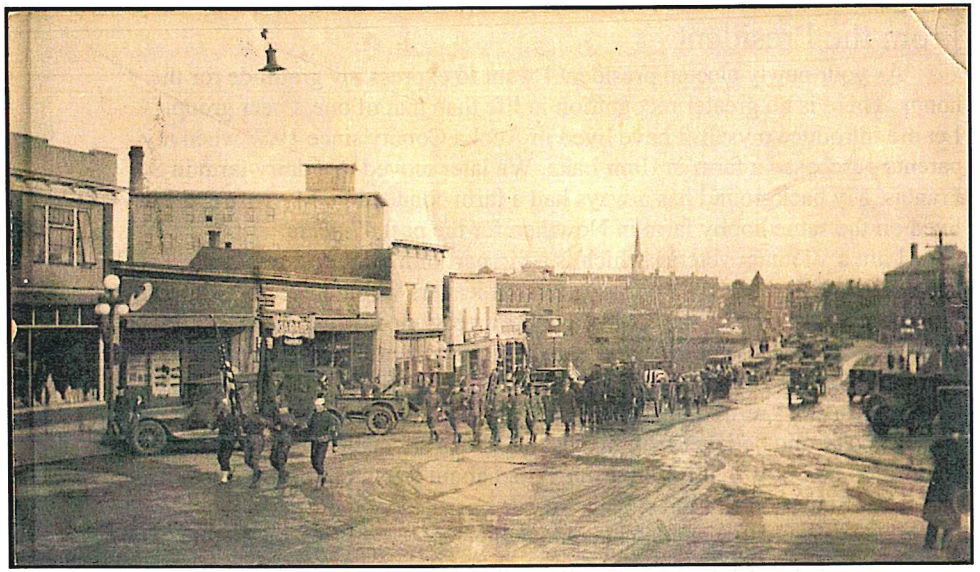
Apparently, I'm not the only one feeling trapped by the (still very necessary) academic and scholarly approach to History. Many people share the same experience of memorizing dates and timelines with little else to hold their interest in history class. It's a chore. Unless someone introduces them to an engaging, emotional story from a primary source, many people go through their lives thinking, "history equals boring."

Dates can be boring, but the people who lived the experiences are anything but. Here's to changing the face of history, so we can focus more on the heart of it.

Rebecca Ebnet-Mavencamp, Executive Director

Coon Rapids, East Bethel, Fridley, Ham Lake, Hilltop, Lexington, Lino Lakes, Linwood, Nowthen, Oak Grove, Ramsey, Spring Lake Park, St. Francis

Andover, Anoka, Bethel, Blaine, Centerville, Circle Pines, Columbia Heights, Columbus,



ALBERT F. PRATT

On January 30, 1928 the Mayor of Anoka, John Palmer, issued a proclamation that all flags would fly at half staff, and stores in the city would close. While schools would remain open, the local Anoka High School students could be released from classes starting at 2:30 p.m. on February 1. All this in preparation for the funeral of Albert F. Pratt. Who was this man that an entire city literally closed its doors in order to honor his passing?

Born on September 25, 1872 on his family's farm east of Anoka, Albert Fuller Pratt's family was already established in the area. His father, Thomas Franklin Pratt, owned a creamery and land near Crooked Lake. After graduating from Anoka High School, he attended the University of Minnesota and then graduated from their law school in 1895 at the age of 23.

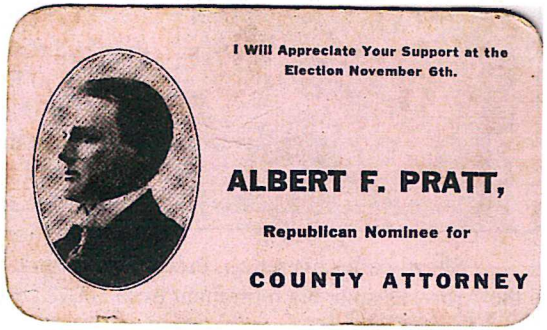
The young lawyer moved back to Anoka and began a practice with Judge Arthur E. Giddings with offices in Anoka and Milaca. In addition to his job as a lawyer, Pratt was already serving the community in another way. Before college, he joined Company B in the 3rd regiment the National Guard in Anoka. By 1897, Pratt was an established lawyer, and married Olive Bell Graham. With the start of the Spanish-American War in 1898, Pratt took a break from his practice and his new bride to fight as part of the 14th Minnesota U.S. Volunteers.

During the war, Pratt rose in rank to First Lieutenant, and shortly after the war became Captain. Upon his return, he reestablished his practice, but with a new partner, Wesley S. Foster. Foster could focus on the Milaca office, which left Pratt free to focus more in the city of Anoka.

The Anoka County Historical Society houses in its collection 16 boxes of

Above: Funeral procession for Albert F. Pratt headed to Forest Hill Cemetery on West Main St., Anoka.

documents from Pratt's career as a lawyer. The cases range from simple contract disputes, estate issues, and unpaid bills to divorces and even murder. Pratt became the official city attorney for Anoka in 1899 and 1900. One of the files contained in his papers is an appellant's brief for a case he most likely supervised while the city attorney. The brief describes a dispute between The City of Anoka vs. Anoka Water Works, Electric Light and Power Company and the American Trust and Savings Bank. It was "an action brought by the Anoka Water Works...against the City of Anoka to recover certain rentals claimed to be due...for the furnishing of water and light to the city." At the turn of the century, cities and utilities were still navigating their relationships.

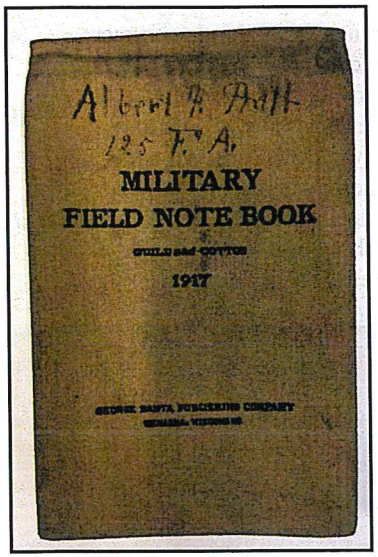


In 1900 Pratt made the decision to run for County Attorney. The previous Attorney, Everett Hammons, had served for only two years. This position rotated through a number of prominent Anoka men, some with colorful lives. For example, George Morrill finished his service as County Attorney in 1887. One day Morrill left his home for an alleged appointment in Minneapolis, and was never seen or heard from again. Circulating rumors ranged from Morrill abandoning his wife and family for a mistress, to being murdered for gambling debts.

Pratt's family life was less eventful than Morrill's. He and his wife, Olive, had four children together during his time as a City and then County Attorney, between 1900 and 1906; Robert, Lucia, Thomas, and Albert. It is during his time with the County that his personal files reflect a wider range of cities represented.

One file from 1910 is a "Notice of Election for the Determination of the Proposed Incorporation of the Village of Centreville [sic]." The mimeographed copy of the legal paper noted that on September 24, 1910, Victor Dupre, Louis A. Labonne and Oliver Valois would act as election judges and organize the vote, which ultimately succeeded. In 1904, Pratt was called to represent the state as County Attorney in the State of Minnesota vs. Orlin Kalerwit, John Kold, and Charles Hammons. The three men were accused of entering Mingo's Saloon in Columbia Heights on November 22, and in the course of robbing the establishment, fired at least two shots; One of which wounded the bartender, and another that killed Fred King, a 10 year old boy at the bar with his father for a turkey raffle. Pratt's files on the case contain a 102-page transcript of testimony from the coroner, the father of the

Captain Albert Pratt [far left] , undated.



deceased, witnesses, and the detective on the case.

In 1915, Pratt branched out from his practice as a lawyer and left his position as County Attorney to represent District 44 in the Minnesota State Legislature. His time in politics was interrupted when he once again left Anoka to serve in uniform. In 1916 he travelled with the 125th Field Artillery to the Mexican border. ACHS has some pieces of his uniform from this detail, including a canteen, ammunition belt, and a field note book.

On September 24, 1918, Lieutenant Colonel Pratt boarded the H.M.S Kashmir, a British ship assigned to ferry troops from New York to Liverpool. Now with the 126th Field Artillery, 34th Division in the U.S. Army, Pratt ultimately made his way to France. While he journeyed across the Atlantic Ocean, Pratt couldn't know that in less than two months WWI would officially be over.

Shortly after his return, Pratt received an honorable discharge as a full Colonel in the Army. Despite his retirement from active service, he joined the Reserve Corps that same year.

Pratt continued to move among the state's political circles, but this time he was appointed as the State's Assistant Attorney General. He served in this position from 1919 until December 1927 when Minnesota Governor Theodore Christianson appointed him State Attorney General.

From a small practice lawyer, through city attorney, county attorney and assistant attorney general, Pratt climbed the ladder. Unfortunately, a month later, on January 28 Mrs. Pratt called their family doctor, Dr. Caine, to their home at 241 Van Buren St. in Anoka after she noticed her husband struggling for breath in the wee hours of the morning. Before the doctor could arrive, Colonel Albert Pratt had passed away. Both local newspapers, the *Anoka Union* and *Anoka Herald,* ran extensive obituaries. The *Union* noted that "the entire community was stunned by his sudden going and the realization of the loss sustained," while the *Herald* declared that "there was no better loved nor highly respected man in Anoka county than Albert Pratt. He was able, honest, upright, industrious and sincere." With such praise from both of the competing newspapers it is no wonder that on February 1st, the city of Anoka shuttered its doors as his funeral began.

Research Books Available

By Sandy Connor

Genealogy is widely popular. The ACHS's research collection contains an extensive variety of resources for locating ancestors from across the State or across the Country. For those interested in the Daughters of the American Revolution, there are two volumes which index the names of proven Revolutionary War supporters.

I found the record of my first ancestor to arrive in colonial Pennsylvania in 1772 through the *Passenger and Immigration Lists* (Call # 929.3 PA) edited by P. William Filby with Mary K. Meyer. The research library includes three volumes and a supplement. Each volume contains an alphabetical list of names of arrivals, age at time of arrival if known, port of arrival, year of arrival, and a code for the source document. The first three volumes contain the names of 500,000 passengers and immigrants.

Using the name of the source document, I searched online and quickly found the document with more information about my ancestor. If you need a computer, you can use one free of charge at the Anoka County History Center. Information in the source document varies. I was able to find where my first ancestor went in Pennsylvania and what he listed as his occupation.

Who knows what you can find out about your ancestors?

Meet Janice! - New Front Desk Staff

If you have called or dropped by the Anoka History Center in the past month you may have heard a new voice at the front desk. This new voice belongs to Janice, who comes to ACHS through a partnership with Anoka County. Her smile, laugh and the extra set of hands she provides help with the daily tasks of running an active building.

What is your favorite thing about ACHS so far?

There are too many things! People are always the best part. I've met so many amazing people who drop in to use the resources here in the building.

Any surprises you never expected?

It was really exciting to find and work with Property Assessment books from since I worked as an assessor for 15 years. I was amazed that they assessed personal property as well as structural property. The things you can learn here!!

Hanovia Alpine Sun Lamp

If you have crossed the Ferry Street Bridge over the Mississippi River in Anoka, then chances are you will have seen the Kline Sanitarium; the large building with two conical towers on its front façade. Dr. James F. Kline built this unique structure in 1902 to be Anoka's first medical hospital. Dr. Kline already had an established medical practice in Anoka County, but wanted a location for a surgery and to help patients who needed longer-term care.

Dr. Kline used many methods to treat his patients. In addition to prescribing medicines and performing surgeries as necessary, he also encouraged clean and healthful living. A variety of "Swedish baths" were advertised as a specialty of the Sanitarium, and Dr. Kline also imported various spices from Asia, having them packaged under his name. He thought that eating right was a big step towards getting (or staying) healthy.

He also believed in the benefits of sunlight, in this case, through the form of a sun lamp, such as this Hanovia brand Alpine Sun Lamp used by Kline at the Sanitarium. First patented in 1905, this particular lamp's most recent patent is listed as 1919, so it likely dates from the 1920s. The 1932 Hanovia Manual claims that their lamps were the "first practical artificial source of Ultraviolet Rays," and illustrations show patients under the lamp's beams for "systemic and endocrine" disorders, and the "treatment and prevention of rickets" in infants (rickets is a "softening or weakening of bones in children" due to severe Vitamin D deficiency, which exposure to sunlight can help prevent).

This particular model was fitted for AC (alternating current) power use, and originally came with a transformer attached at the base (this part was gone when the lamp came to ACHS). The lamp sits at the top of a tall pole on a three-pronged, wheeled stand, designed so that the lamp could be moved easily. The bulb is filled with mercury and is placed inside a large spherical metal hood, which can be opened or closed to varying degrees. The idea was, when fully opened, the light would shine across a large portion of the patient's body; with the openings closed down, a narrow beam of light might be directed at only a particular area the doctor was attempting to treat. The lamp was cooled by air flow.

Dr. Kline, concerned as he was with helping his patients live a comprehensively healthy lifestyle, was undoubtedly conscious of the limited sunlight we get during our northern winters, which might be limited even further for someone who was bedridden. In addition to any other benefits he may have seen his patients derive from use of the lamp, making sure they got enough exposure to UV light likely improved both their moods and their health.

15TH ANNUAL ANOKA HERITAGE

Home and Garden Tour

Sunday July 15, 2018

1 p.m.-5 p.m.

Beautiful Gardens

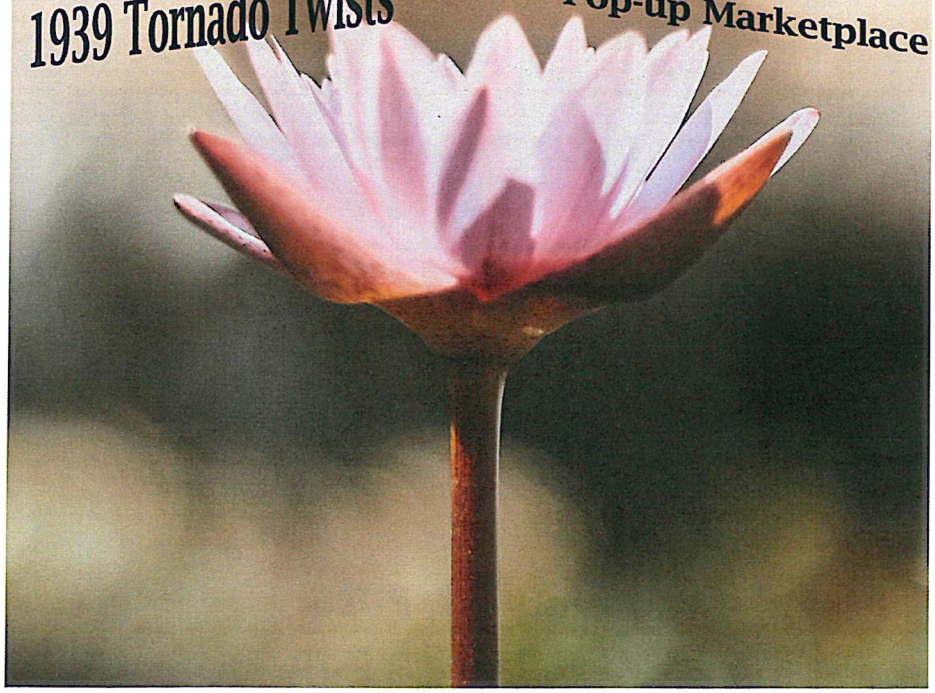
Federal Clubhouse

1939 Tornado Twists

Pop-up Marketplace

Buy tickets at AnokaCountyHistory.org

ADVANCE TICKETS $12



Anoka County Historical Society

City of Fridley

Fridley Historical Society

Anoka County Library

Ramble back in time...

Fridley Historic Home & Garden Tour

Step into Fridley's most famous era, the 60s: an age of tornadoes, strength, and rebuilding

July 22, 2018
1 p.m. to 5 p.m.

Oak View Middle School

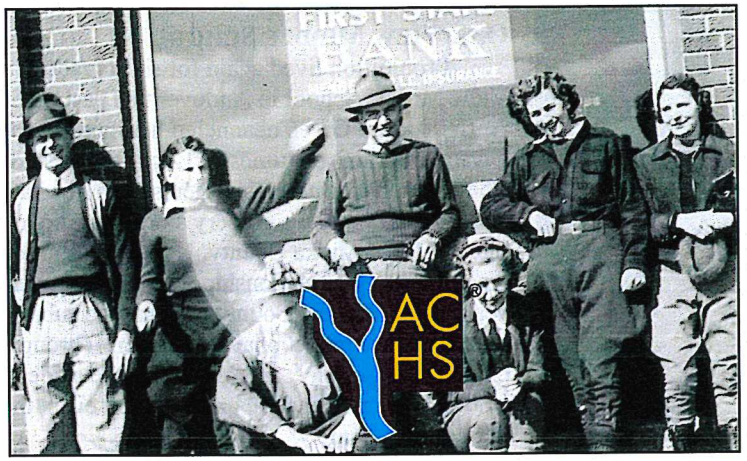
Prohibition lived again for sixth graders at Oak View Middle School in Andover this past month. On April 20, Sara Given channeled her inner flapper and gave a programs six times to 12 classes of students. They started by immersing themselves in what students, classrooms, and even grocery stores and diners looked like in 1920s Anoka County. Next, they learned about Anoka County's relationship with alcohol over the years that led to the County banning the substance a full four years before national prohibition. Through all the photographs, stories, and questions, the students gained a new, local, perspective on a national event that defined our country.

ACHS at MALHM!

Staff at the Anoka County Historical Society had the opportunity to present two sessions during the Minnesota Alliance of Local History Museums (MAHLM) conference, held in Marshall, this April. They were intended as informational think-pieces for nearly 150 colleagues who gathered for this annual event.

The first session focused on our Phase II archaeology partnership grant, funded through the Arts and Cultural Heritage Amendment. We outlined the project, which provided for a professional archaeologist to spend time with each institution to explore Alpha Sites (past cultural locations previously documented but never formally investigated). The session also included the successes and challenges of the project to help other organizations in planning similar grants of their own. Creating awareness of issues like surprise blizzards interrupting a dig or the sheer amount of public engagement necessary will help future partnerships have a smoother experience.

The second session ACHS presented addressed the often-ignored topic of death and illnesses in staff, their families, and volunteers at history organizations. Like us, our colleagues need to develop methods of coping with loss in the workplace on both a functional and emotional level. This may include hosting memorial services, placing plaques, planting gardens, using memorial gift funds, and conducting oral histories with family members. As a group, we discussed the staff time and resource commitment of attending funerals, sending flowers, conducting home visits, or adapting the work and work structure for our volunteers.



While Winter seemed to hang on FOREVER this year, Summer will sneak in and appear before you know it. It is the time of sunshine, lakes, fun and …HISTORY! The ACHS has a number of events this summer that we need help with. Check your calendars, and sign up to help at one (or more ☺) of these programs. For much of the year we are limited to reaching the people who walk through the doors of the History Center in Anoka. While this is essential, it means that we talk to people who already know who we are and where to find us. These summer events are a chance to surprise people and introduce them to ACHS and the local history that lives around them every day. Sign up yourself, and even invite a friend to join in the fun. Training always provided. Hope to see you this summer!
Here's to needing sunblock soon.

Sara Given
Volunteer Coordinator
Sara@AnokaCountyHistory.org

Keep up with the Fun at ACHS!

Don't wait another two months to discover what the ACHS is up to. Find us on Facebook, Instagram, and Twitter. We share photographs and artifacts from the collections, updates about upcoming programs, and a behind the scenes look at antics around the History Center.

Anoka County Historical Society

AnokaCoHistory

AnokaCoHistory

VOLUNTEERS NEEDED!!

RiverFest

July 14

Help greet people, sell tickets and create a welcoming atmosphere for visitors during Anoka's city festival.
Shifts 2 hours.
Volunteers needed: 14

Anoka Home & Garden Tour

July 15, 1-5 p.m.

Join the 15th annual tour in Anoka. Volunteers will be stationed at stops throughout the tour to act as crowd control and to answer location questions as needed.
Volunteers needed: Approx. 30

Fridley Home & Garden Tour

July 22, 1-5 p.m.

Our first Home and Garden tour will be an amazing event! Volunteers will be stationed at stops throughout the tour to act as crowd control and to answer location questions as needed.
Volunteers needed: Approx. 30

Anoka County Fair

July 24-29

Hang out at the Old Farmhouse on the Fairgrounds, and share in local history stories and adventures to visitors throughout the day. 2.5 or 5 hour shifts available. Entrance ticket provided.
Volunteers needed: 40

Ghost Tour Guides

Training July/August
Tours September & October

Lead tour groups through the city of Anoka while retelling stories of history and mystery along the way and create a memorable and enjoyable experience for tour patrons.
Volunteers needed: 8+

Nowthen Threshing Show

August 17-19

Go back in time and help run our 1920s General Store. With penny candy, pickles, and historical toys for sale we bemoan the passage of Prohibition while chewing the fat.
Shifts 4 hours, ticket provided.
Volunteers needed: 15

THANK YOU TO OUR SUPPORTERS

All lists are current to April 22, 2018

General Donations
AAA Auction & Realty, LLC
Helen J. Aling
Anoka American Legion Post 102 Auxiliary
Anonymous
Marlys Burman
Mike & Mary Clark
Ed & Marg Faherty
Albert & Millie Kordiak
Jerome & Marilyn Manley
Network for Good
Patricia Russell
Jean Seaborg
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Thomas & Kristi Sullivan

Memorial Donations
Charlotte Johnson
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Amy Hennen
Gladys Odegaard
Chad Roberts

ACHS Sustaining Members
Northeast Bank
Terry and Gina Overacker
Rita Warpeha

ACHS Business Members
Anoka Dental
Anoka Knights of Columbus Council 2018
The BIG White House
City of Columbia Heights
Coon Rapids Historical Commission
Fifth Avenue Dental
Forest Lake Contracting, Inc.
Hawaii Nail Spa
Nowthen Historical Power Association
Pierce Refrigeration
Peterson Shoes
Ticknor Hill Bed & Breakfast

MONTHLY

Visit the History Center! Open 5 days a week, FREE:
Tuesday 10 a.m.—8 p.m.
Wednesday-Friday 10 a.m.—5 p.m.
Saturday 10 a.m.— 4 p.m.

ACHS Board Meetings
Second Thursday of each month. 6 p.m. at the Anoka History Center
Open to membership and the public.

Indy's Graduating Class—Archaeology Series
May 10, 6 p.m. in the Brookview – Bassett Creek North Room
Celebrate your new Archeology skills with others and get a jumpstart on what's next for the new graduates.
Pre-registration available online

The Crusade for Forgotten Souls by Susan Bartlett Foote
May 24, 6 p.m. at the Anoka County History Center
The stirring story of the reform movement that laid the groundwork for a modern mental health system in Minnesota, including at the Anoka State Hospital. Join the Anoka County History Center in welcoming author Susan Foote for social time, a reading, and Q&A of her new book, "The Crusade for Forgotten Souls." It is available from the University of Minnesota Press and Amazon.
Tickets are FREE, but reservations are required.

Anoka RiverFest
July 14
Stop by the History Center for fun, history, community and root beer floats. Also enjoy new exhibits, music, and performances from 'InMotion dance studio from Fridley.

Anoka Heritage Home & Garden Tour
July 15, 1-5 p.m.
Back for the 15th year, Anoka's Home & Garden Tour takes a journey into the history of Anoka's 1939 tornado, into the Federal Cartridge Clubhouse, and into gardens filled with passion and love. Also enjoy a Pop-Up Museum and Marketplace at the Armory.
Advance tickets: $12

Fridley Home & Garden Tour
July 22, 1-5 p.m.
Ramble back in time and explore the beauty and history of the city of Fridley on its first Home & Garden Tour. The tour will feature the city's most famous era, the 60s: an age of tornadoes, strength and rebuilding.
Advance tickets: $12

Anoka County
Historical Society
2135 Third Avenue North
Anoka, MN 55303
(763) 421-0600

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