

Roseville Public Works, Environment and Transportation Commission Meeting Agenda

Tuesday, September 25, 2012, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

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| 6:30 p.m. | 1. Introductions/Roll Call |
| 6:35 p.m. | 2. Public Comments |
| 6:40 p.m. | 3. Approval of August 28, 2012 Meeting Minutes |
| 6:45 p.m. | 4. Communication Items |
| 6:55 p.m. | 5. Pathway Build Out Plan Committee Appointment and Schedule |
| 7:10 p.m. | 6. Watermain Lining Presentation |
| 7:35 p.m. | 7. Public Works Strategic Plan Overview |
| 7:55 p.m. | 8. Asset Management Update |
| 8:15 p.m. | 9. Possible Items for Next Meeting – October 23, 2012 |
| 8:20 p.m. | 10. Adjourn |

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**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: September 25, 2012

Item No: 3

Item Description: Approval of the August 28, 2012 Public Works Commission Minutes

Attached are the minutes from the August 28, 2012 meeting.

Recommended Action:

Motion approving the minutes of August 28, 2012, subject to any necessary corrections or revision.

August 28, 2012 minutes

Move: _____

Second: _____

Ayes: _____

Nays: _____

Roseville Public Works, Environment and Transportation Commission Meeting Minutes

Tuesday, August 28, 2012, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

1 **1. Introduction / Call Roll**

2 Chair Jan Vanderwall called the meeting to order at approximately 6:30 p.m.

3
4 **Members Present:** Chair Jan Vanderwall; and Members Steve Gjerdingen; Jim
5 DeBenedet; Dwayne Stenlund; and Joan Felice

6
7 **Staff Present:** City Engineer Debra Bloom

8
9 **Others Present:** Ron Leaf, Sr. Water Resources Engineer and Rebecca
10 Nestingen, PE, Water Resources Engineer with SEH
11 Public Comments

12
13 **2. Public Comments**

14 **Tony Anderson, 1935 Victoria Street**

15 Mr. Anderson requested information on the Victoria Street reconstruction project,
16 which had been delayed several times. Mr. Anderson commended City Engineer
17 Bloom on her efforts to keep neighborhoods and the community up-to-date on
18 upcoming projects through the Community Forum website; but questioned how
19 and when scheduling decisions were determined. Mr. Anderson reviewed the area
20 on Victoria and discussed neighborhood character, with six (6) private homes off
21 a private drive; Roselawn Avenue currently has asphalt curbing and the proposed
22 project will include concrete curbs. Mr. Anderson questioned the need to update
23 the street now. Mr. Anderson opined that, in his review of Lexington Avenue
24 with concrete curbs on either side, it didn't look any different or have more
25 integrity than Victoria currently does with the asphalt curbs. Mr. Anderson
26 cautioned that if the road was raised any higher, they would be unable to access
27 their driveways.

28
29 In response to Mr. Anderson and for the PWETC's information, Ms. Bloom noted
30 that Victoria Street is a Ramsey County turnback road from County Road B to
31 Larpenteur Avenue; and is one of the City's lower rated streets based on the
32 Pavement Condition Index. Ms. Bloom further clarified that Lexington Avenue is
33 managed by Ramsey County, not the City; and that Victoria Street had also been

34 managed by the County, and their typical maintenance process is to overlay their
35 streets, thus the raising of the pavement elevation, sometimes causing drainage
36 issues for properties.

37
38 City Engineer Debra Bloom advised that the project delays were due to a lack of
39 Municipal State Aid Funds, but the project was now scheduled for 2014. Ms.
40 Bloom noted that one of the reasons for the delay was also due to staff being
41 directed by the City Council to move forward with the County Road C-2
42 connection, causing a shift from focus on Victoria Street to County Road C-2 and
43 use of State Aid funds for that project. Ms. Bloom advised that the City sets the
44 street capital improvement plan by using a number of factors; the street Pavement
45 Condition Index; this indicator helps staff determines the life cycle of streets;
46 working with Capitol Region Watershed District on existing drainage issues; and
47 any other issues that have come forward. Ms. Bloom advised that it was typically
48 a one (1)-year long public input process for reconstruction projects, with this
49 project initiated in June of 2013 to begin discussions of the project. Ms. Bloom
50 anticipated that the final road elevation would probably be lower to address
51 drainage concerns in the area. Staff worked with Ms. Gale Pedersen on the
52 Reservoir Woods trail project to try to address drainage issues. Ms. Bloom
53 advised Mr. Anderson that the stretch immediately adjacent to his home was
54 repaved as part of that Reservoir Woods trail project, so it was in better condition
55 than the other segments areas of Victoria. However, Ms. Bloom reiterated that
56 the pavement condition drove a project's timing; as well as needed safety
57 improvements for pedestrian/ bicycle access.

58
59 Ms. Bloom noted that the City's current Assessment Policy was followed for any
60 assessable costs from reconstruction projects, as well as other funding as
61 applicable, such as Municipal State Aid funds. In reviewing the current Policy,
62 Ms. Bloom noted that affected residential properties were typically assessed 25%
63 of the total cost, based on frontage served. Ms. Bloom noted that Victoria Street
64 is a high priority on the Pathway Master Plan for safety concerns, as well as to
65 connect the existing east/west pathway on Roselawn up to County Road B. Ms.
66 Bloom noted that the City would also partner with Capitol Region for three (3)
67 areas for water quality and drainage improvements as part of the McCarron's
68 system; but clarified that there would be no storm sewer or pathway assessments
69 to property owners.

70
71 Mr. Anderson noted that of the six (6) homes, only three (3) fronted Victoria
72 Street even though they all had Victoria Street addresses.

73
74 Ms. Bloom advised that in the case described, the street frontage of the homes that
75 abut Victoria would typically be divided by six (6), consistent with the standard
76 assessment formula for homes served by private drives. In response to Mr.
77 Anderson's question of one (1) extra lot, Ms. Bloom advised that the actual
78 frontage and assessment footage assigned to each property would be determined
79 based on who was served by the private drive. Ms. Bloom indicated that she

would be unable to address all aspects of the project at this time without more information before her, but these items would certainly be part of the future Feasibility Report, Ms. Bloom offered her willingness to meet with the neighborhood even before the project informational meetings are scheduled and the proposed Feasibility Report is approved by the City Council.

Member DeBenedet noted, as part of the decision-making processes, the community or Roseville continues to rate community-wide curbed streets as a high priority, thus the 25% assessment to benefitting properties. Member DeBenedet noted that the rest of the City picked up the remaining 75% of the costs; and that this Policy applied to all residential properties, whether they were actually benefitting from an improvement at that time or not. Member DeBenedet opined that the entire community benefited from well-maintained streets.

At the request of Chair Vanderwall, Ms. Bloom confirmed that the Assessment Policy was based on a standard residential street, whether a road was an MSA road, such as Victoria Street, with everyone assessed on a thirty-two foot (32') width and 7-ton strength; artificially lowering the cost even when roads, such as Victoria Street, are constructed to a 10-ton standard.

3. Approval of July 24, 2012 Meeting Minutes

Member Gjerdingen moved, Member DeBenedet seconded, approval of the July 24, 2012, meeting as amended.

Corrections:

• **Page 3, Lines 117, 121, 124 (Gjerdingen)**

- o Line 117: Correct to read "...option to build a bridge across Highway 36 in the vicinity of Snelling Avenue, but stymied..."
- o Line 121: Correct to read "...bridge across Highway 36, specifically in the area of Hershel Street, along the Snelling Avenue right-of-way, but taking into..."
- o Line 124: Correct to read "...further east, near the Rosedale Mall..."

• **Page 7, Lines 284, 294 (DeBenedet)**

- o Line 285: Correct to read "...resurface County Road C from Long Lake Road..."
- o Line 294: Correct to read "...alignment of the NE Diagonal Pathway ..."

Ayes: 5

Nays: 0

Motion carried.

4. Communication Items

City Engineer Debra Bloom advised that many projects were wrapping up for the 2012 construction season; and noted that updates on various construction projects were included in tonight's meeting packet or available on-line at the City's

website at www.cityofroseville.com/projects, and as detailed in the staff report dated August 28, 2012.

Discussion included the Terrace Drive water main lining project and others based on the age of the water main and road conditions; County Road D reconstruction meeting with residents held on August 7 was very well-attended by Roseville residents, with minimal support for a sidewalk along the south side; the consistency of a County Road D sidewalk with the Pathway Master Plan and City Council goals, and remaining as a project recommendation to the City Council at the future Public Hearing.

Member DeBenedet asked that a future agenda include an overview of the lining technologies as an area of interest of the PWETC; as well as to inform the public on this cost-saving process.

Member DeBenedet asked that staff provide the PWETC with a copy of the Strategic Plan recently adopted by the City Council to review any changes with the addition of the new CIP and staffing responsibility changes in place; along with the changes based on the asset management program.

Chair Vanderwall opined that there were a number of property owners unable to attend the County Road D meeting; and suggested the PWETC make an opportunity to meet with them.

Member DeBenedet noted that this (County Road D Sidewalk) remained a high priority project due to safety concerns and kids accessing area schools along that route.

Ms. Bloom discussed the safety of children, currently having to walk on the street in a school zone; as well as public safety with the numerous crosswalks needed to access the school.

Member DeBenedet and Chair Vanderwall were of the consensus that it would be good for the PWETC to facilitate such a meeting with residents to discuss safety issues.

5. Comprehensive Surface Water Management Plan (CWSMP)

Ms. Bloom introduced Ron Leaf, Sr. Water Resources Engineer and Rebecca Nestingen, PE, Water Resources Engineer with SEH; who presented DRAFT #2 (dated August 16, 2012) of the Comprehensive Surface Water Management Plan (CSWMP), originally developed in 1990 and last updated in 2002.

Mr. Leaf reviewed the intent for tonight's feedback to be incorporated into Draft Plan #3 for distribution by a target date of September 5, 2012 for agency review (45 days) and then to the Metropolitan Council and Watershed Districts for their comments (60 days); followed by the City's response to those comments (11

days) by approximately November 15, 2012, and ultimate City Council adoption in December of 2012.

Ms. Nestingen reviewed the Table of Comments and highlighted those sections with significant revision or additional content based on input received at the last presentation to the PWETC.

Several typographical and formatting issues were noted, with Ms. Nestingen advising that the final PDF document would be corrected once the next draft was updated.

Section 1.2 Organization and Scope (page 2)

Member DeBenedet noted that 2003 was inconsistent with the staff memorandum stating 2002; with Ms. Bloom advising that the staff memorandum date was incorrect, as that was when the process initially started.

Section 2 Physical Environment (page 4)

Member Stenlund questioned where the “Roseville Complete Streets” was included; with Ms. Bloom responding that it was included as a bullet point in the Goals section.

Member Stenlund suggested that it also be included in Section 2.3 under the Sustainability area, as he preferred that it be introduced fairly early in the verbiage before it became lost in the reading of such an extensive document.

Mr. Leaf and Ms. Nestingen suggested that it be included in the Introduction area or as a topic of the Executive Summary as a sustainability theme to call out. Mr. Leaf noted that the Executive Summary had yet to be completed and/or presented to the PWETC.

Member DeBenedet concurred with Member Stenlund, opining that it was also worthwhile to specifically state how this document ties into the Comprehensive Plan and the prior *Imagine Roseville 2025* community engagement document. Member DeBenedet opined that that should be brought in and developed as a goal or aspiration, not simply because a higher authority is making the City of Roseville do it, but having the support of the community and its residents. Member DeBenedet concurred that this needed to be addressed early in the document before a reader lost interest.

Chair Vanderwall, with concurrence by Member DeBenedet, suggested adding language similar to that found in it to that found in Section 8.10 of the Comprehensive Plan (Purpose/Sustainability).

Ms. Bloom noted that it was also addressed under sustainability issues in Section 4.7 of this plan.

Member Stenlund questioned how and where to include new rain data (updated TP-40) rather than the old numbers, noting that they were available, even though not yet official.

After some discussion, Ms. Bloom and Mr. Leaf suggested that, another table or tickler be used to reference including the updated rain event data; updating these numbers is also included in the implementation portion of this document. Member Stenlund suggested a footnote.

Member DeBenedet opined that his concern is if the old TP-40 data is used for development and design plans, with money spent on that predication but knowing it was already outdated, it would make the City look short-sighted.

Member Stenlund concurred; and opined that the document needed to deal with the kinds of rain events currently being experienced. Member Stenlund sought to make sure when the City Council adopts this and others review it, that those significant design changes are acknowledged.

Ms. Bloom suggested an additional column be added to Table 1 (page 5) to include anticipated 2013 numbers.

Members concurred, with Member Stenlund noting that this would be prudent, since this document will be used as a planning document in the future, not for past planning scenarios.

Member DeBenedet opined that it made sense to put an Appendix in the document with a one-page discussion on what may happen, with a footnote in this section to reference that appendix, rather than creating a document that would become out-of-date as soon as or before published; particularly acknowledging that the website would need to be continually updated.

Mr. Leaf addressed broader policy issues than can currently be anticipated as the pond and easement design storms are updated and what that meant for City policy; or if Best Practices should be designed for 5.9 inches today and analyzed for larger storms, as long as any overflow was addressed; whether large or small.

Chair Vanderwall opined that this was more than simply a statistic; and suggested that overdesign may need to be part of the process rather than something we don't yet know.

Ms. Bloom read the design standards in the Implementation Plan (page 33) and suggested it be highlighted with a hyperlink; with Member Stenlund suggesting referencing Footnote #1 to check data as updated.

Mr. Leaf suggested either a blank column or including an additional column.

Member DeBenedet noted that dealing with emergency overflow and high water was also necessary for property protection and public safety.

Member Stenlund used Cleveland Avenue as an example for consideration, and planning ahead for designing for significant rain events.

Section 2.3 Soils and Geology

Member Stenlund addressed getting down to percentages specific to Roseville to assist in design; and opined that, while all accurate, this section needed to be more to the point.

Mr. Leaf concurred that this was a good point, and suggested a table could help summarize that data.

Sections 2.4 and 2.5

In Section 2.4 (pages 6 – 7), Member Felice suggested education not only at established center, but out in the community as an additional bullet point.

Member DeBenedet shared a photograph he'd recently taken in St. Louis Park showing laminated graphic signage along ponds and explaining native vegetation surrounding the pond; suggesting that this would be a good way to educate and make people aware of those amenities.

Chair Vanderwall asked that Member DeBenedet provide an electronic copy of the sample graphic for staff to include as part of the record.

Ms. Bloom noted that Section 4.4 (Public Education and Outreach) was also included in the implementation plan; and suggested it be expanded upon there.

Throughout the document, Member Stenlund noted that "dual use" opportunities (e.g. soccer fields and storm water runoff areas) be addressed as "active green space."

Ms. Nestingen noted that this was addressed as an implementation item.

Member Stenlund spoke favorably of including Table 5 (page 10 showing MPCA impaired water bodies' summary).

Ms. Bloom noted that, at their recent presentation to the City Council, the Ramsey-Washington Metro Area Watershed District had advised that Bennett Lake TMDL was on their upcoming work plan. Ms. Bloom opined that Mr. Aichinger did a good job of starting to incorporate issues from the former GLWMO area.

Member DeBenedet expressed appreciation, opining that the area didn't get much attention in the GLWMO.

Chair Vanderwall opined that he thought Section 2.6 would include more bullet points; and suggested that it be entitled, "Select Group" or "Sample;" duly noted by Ms. Bloom; as well as her noting that the proper title for McCarron's Lake needed to be verified.

As a way to maintain things in the future, Member Stenlund suggested an "Adopt a Pond" or similar program for storm water infrastructure similar to "Adopt a Highway" programs to engage the community and educate them on and address areas for how engineer green infrastructure and its impacts on everyone.

Mr. Leaf noted it certainly impacted wildlife habitat areas; with Ms. Nestingen noting collaborative efforts were discussed later in the plan, to involve service groups, and it could be revised to include such a program as well.

In noting the many lakes with homes surrounding them, Member Stenlund questioned if there were any natural lake edge communities remaining, with Ms. Bloom advising that there was a section around Lake McCarron's with shoreline and no homes; but that the homes across the street owned the shoreline and beaches. Member Stenlund opined that there were a lot of lake resources and when looking at natural communities, the lake edge served as a wetland, but to the typical layperson, they were not necessarily seen as shallow water habitats of buffers, but should be captured as a wetland component. Member Stenlund noted that the next phase of the EPA permit is to have a much larger buffer component.

Ms. Bloom noted that another natural area is North Central park, east of County Road C and Victoria Street, which was basically an untouched area of Lake Owasso shoreline.

Member Stenlund noted parts of Lake Owasso's shoreline were also natural, with that vegetated area part of the forest and wetland community; but opined that those buffers and edges remained special.

Mr. Leaf concurred.

Section 3.1 County, State and Federal Agencies (page 12)

Member Stenlund suggested that in Metropolitan Council's bullet point, sewage be listed last, not first in order not to lose potential readers, since that is only a portion of all the things they did.

Ms. Bloom and Mr. Leaf suggested starting out with "monitoring."

Mr. Leaf noted the need to reference documents at that point as well

Chair Vanderwall noted the need to reference or link to other documents beyond the MPCA; with Mr. Leaf concurring and the intent to have this electronic document available in a user-friendly format.

Member Stenlund asked that Section 3.1 include MnDOT as an agency, since the specific standards that everyone was to follow originated with them; and while regulated, they provided resources and state-wide specifications for the engineering community to use, especially Roseville with several large regional roadways intersecting the community.

Mr. Leaf concurred.

Member DeBenedet concurred, noting that MnDOT and the Ramsey County Highway Department managed a significant portion of impervious surfaces in Roseville; and how they managed that storm water was vital.

Member Stenlund questioned if it was sufficiently clear in the MPCA bullet point in this section of the minimum measures and permits required for documentation to ensure compliance, noting the importance of this compliance when new permit requirements are updated.

Ms. Bloom noted that it was called out in Section 2.5, but could be repeated in this section as well.

Member Stenlund noted that it was embedded in the NPDES Section, but post construction was on the MS4 side.

Chair Vanderwall noted the TMDL acronym, noting that it was talking about the amount of water taken out by this facility, but questioned if this was also applicable coming into water. Chair Vanderwall noted the need to better define TMDL to remove confusion.

Ms. Bloom referenced a similar explanation (page 10) discussing impaired waters, but suggested expanding the description of impairments.

Sections 3.2 Watershed Districts, Section 4 and Section 5

Ms. Nestingen noted that in the Goals and Policies, an introductory section had been added to each, including sustainability.

In referencing Policy, Mr. Leaf suggested adding the 2013 updated rainfall data in Section 4.1 again.

In Table 7 Watershed District Standards Summary (page 18), Member DeBenedet addressed Item 4 (freeboard) and suggested a better explanation was needed for the general public's understanding.

Chair Vanderwall concurred that a better explanation and definition would be helpful; with Mr. Leaf concurring, and suggesting that some graphics may also help in that explanation.

With Mr. Leaf explaining the calculations in determining those freeboard elevations, Member DeBenedet opined that he wasn't confident that they were all that conservative. While there was always the potential that a rainstorm would exceed those estimates, Member DeBenedet opined that once the new storm design numbers were released next spring that would become even more evident.

Ms. Bloom advised that this challenge had been a discussion internally, regardless of changing a table to comply with new rules; and current infrastructure designed around previous designs storm numbers and concepts. Ms. Bloom opined that the challenge was the ripple affect; creating the need for an updated plan. Ms. Bloom advised that enforcing freeboard calculations with existing numbers created no compliance issues; however, with the new numbers, it created a lot of issues in the community; and would need considerable review.

At the request of Chair Vanderwall regarding creating liability issues for the City, Ms. Bloom noted this was why staff was currently hesitant to address the issue at this time, since there were bigger policy issues once those numbers were published.

Member Stenlund noted the "grandfather clause" and differing rules based on which plan was in effect at a given time; and making sure future plans are well aware of the updated data.

Discussion ensued regarding 100 year events; emergency overflow (Item 6) and undeveloped modeling at this time; and designing of facilities based on best available information at the time.

Based on liability concern issues, Member DeBenedet suggested, with review and approval by the City Attorney, that Policy #6 be revised to read: "For newly constructed storm water retention ponds, the City shall require an emergency overflow spillway to safely convey flows in excess of the 100-year (1% probability) event. ~~[...] to the maximum extent practicable.]~~"

While most lift stations throughout the City work just fine under typical events, Ms. Bloom noted that things, such as mechanical failures, could happen.

In response to Chair Vanderwall's question as to whether words become meaningless under practicable application, Member Stenlund noted that "Maximum Extent Practicable" was a legally defined term at the EPA level.

Section 4.0 Goals and Policies (page 17)

Member Stenlund suggested that “Surface Water Management” be clarified, as well as “plan” and “SWWP” to define which actual plan is being discussed to avoid redundancy and/or confusion by the reader.

Mr. Leaf advised that he would review the document to ensure consistency throughout.

Ms. Bloom clarified that the City of Roseville consistently used “Comprehensive Surface Water Management Plan” in other documents.

Section 4.3 Groundwater Protection (page 20)

On Table 9, Member DeBenedet noted that the PWETC had previously asked to include ground water monitoring for commercial sites.

Ms. Nestingen advised that this was added to the implementation plan to consider such a policy.

Member Stenlund questioned the term “explore” and suggested that the City should have an actual “policy.”

Ms. Bloom clarified that the term “explore” was used throughout, as discussions ensued regarding what it would take (e.g. staffing) and how to pull it together, steps involved, similar to the recognition program also brought up by the PWETC, and also included in the implementation plan.

Member Stenlund suggested that Table 10, Goal 4, identify the purpose to prevent the spread of noxious, aquatic vegetation for Goals 4 or 5.

Ms. Bloom suggested adding it as an additional bullet point to Section 4.5 and incorporating it into Table 11.

Member Stenlund asked that it be included in pollution prevention/maintenance, not just recreational, but public works and residential as a decontamination protocol.

Mr. Leaf noted that this was also a required standard for contractors working near lakes or other water bodies.

Member Stenlund opined that this was an emerging issue that needed to be addressed. Member Stenlund noted that, by adding this to Table 11 (Pollution Prevention and Maintenance), it emphasized that the City was not only trainers, but trying to be leaders.

Chair Vanderwall noted while it may not be as specific as Member Stenlund was referencing, it was included in the Coordination/Collaboration Section.

Member Stenlund strongly emphasized the need for the City to be educated and to be leaders; and to try to teach others and add to that knowledge.

Table 13, Goal 7 Sustainability (page 26)

Member Stenlund suggested a need to reward someone using site materials to stabilize controls (e.g. recent building project next to Lake Johanna) rather than considering them a nuisance and having them hauled away. Member Stenlund suggested this be included in sustainable ways that could celebrate and recycle or re-use items rather than throwing them away, and could also be a beneficial soil use. Member Stenlund opined that it was a shame not to use trees to celebrate sustainability of site conditions.

Chair Vanderwall questioned if it added to the cost to make sure things were not contaminated; whether this was a water quality issue or a sustainable practice.

Member Stenlund opined that the forest floor could be used to manage construction; and best management practices minimizing silt and clay throughout Roseville as part of subsoil management.

Ms. Bloom opined that this was more of a practice than a goal; and suggested that it be considered as a sustainable construction practices.

Member Stenlund concurred; however, he opined that it was part of Policy to take advantage of site materials versus importing word; and using organics to make fluffier soils (Policy #2, Table 13, Goal 7).

Chair Vanderwall suggested language addressing “take advantage of site materials;” with Ms. Bloom noting that Policy #2 stated “incorporating construction practices.”

Mr. Leaf advised that language would be revised in Policy #2 on Table 13 to address the City encouraging that practice.

Ms. Bloom suggested that the language also be incorporated in the narrative immediately above the table.

After further discussion, Chair Vanderwall opined that the plan language needed to be sensitive to not putting too many things in that would make it hard for anyone to do anything.

Member DeBenedet opined that the plan was simply stating that it was “encouraged” and people were “discouraged” from bringing in other materials by truck.

Ms. Bloom noted that Table 12, Policy #5 also addressed this; and would further enhance this effort for water quality and landscaping efforts.

Ms. Nestingen noted that Policy #5 in Table 12 also addressed multi-use green space as noted by Member Stenlund for dual use areas.

Section 5 Issues Assessment (page 27)

In Section 5.1, Mr. Leaf suggested additional pictures to show past examples; with Member Stenlund offering examples of before/after pictures from the South Owasso Boulevard project that he had monitored.

In Section 5.2, Member Stenlund noted the ongoing issues, such as unfunded pond clean out and what to dredge. Member Stenlund advised that there could potentially be millions of dollars in liability depending on out the sludge is classified.

Mr. Leaf noted that Section 5.2.3 discussed this, and since it was so significant, suggested that it be modified to further highlight that potential.

Member DeBenedet suggested that something more descriptive be used about the cost difference.

Mr. Leaf suggested obtaining information from the City of White Bear Lake as an example of the potential cost.

Member DeBenedet suggested that Mr. Leaf contact Mike Thompson at the City of Maplewood for their detailed study he completed as part of his Capstone Project.

Member Stenlund suggested including examples of problem areas as well.

In Section 5.2.4 Education and Outreach, Chair Vanderwall suggested a different title, since other agencies could also be involved, and to emphasize collaboration to imply that people need to work together.

Member Stenlund reiterated his idea for partnering with watershed districts, and getting the High School curriculum involved in these efforts as well.

Section 6 Implementation Program and Funding (page 29)

Chair Vanderwall noted the need for table column headers to be reformatted.

In response to Member Gjerdingen's question on Table 14, Policy #8 regarding the Rosedale Mall area, Ms. Bloom clarified that this would need to be explored with the Rice Creek Watershed District for a project similar to that built at the Maplewood Mall. Ms. Bloom noted that this would be a future collaborative effort.

Ms. Bloom encouraged PWETC members to the Open House at Maplewood Mall scheduled for September 15, 2012, being hosted by the Ramsey-Washington Metro Watershed District.

Regarding Member Gjerdingen's concerns with regional zoning and borders, Ms. Bloom noted that each area was different, and when approached, staff was happy to consider options.

Mr. Leaf noted that the reason the Maplewood Mall area project was able to proceed was due to the planned upgrades on the property, all under one owner, and cost savings to incorporate landscape and storm water improvements as part of that project.

Member Stenlund expressed appreciation for including shoreland in the Surface Water Protection portion of the implementation plan (page 34).

Section 7.0 Plan Adoption and Amendments (page 35)

Chair Vanderwall noted that the process was well-defined, as further noted in Section 7.2.2 Staff Review (page 36), providing for a process with some flexibility. However, in Section 7.2.1 Request for Amendments (page 36), Chair Vanderwall questioned who could bring forward a request for an amendment, and how time-consuming this potential could be for staff.

Mr. Leaf reviewed the actual process, and noted that staff's response would determine whether or not a request would move beyond the PWETC or City Council; and legal requirements for administrative appeals and a process yet to be defined.

Ms. Bloom concurred, noting that this was under discussion and would be further reviewed at the staff/consultant level; based on legal considerations and requirements. Ms. Bloom advised that she didn't envision an amendment to the plan without it first coming before the PWETC.

Mr. Leaf reviewed the remaining process in developing Draft #3, based on tonight's feedback, opining that he didn't see any changes of substance in the plan; and would confer with staff on edits to get the next draft out for agency review and keep the process moving forward toward adoption by year-end. Mr. Leaf noted that additional graphics could be added at any time, not necessarily during the review process. Mr. Leaf thanked the PWETC for their hard work in reviewing this document and providing good feedback.

Chair Vanderwall thanked Mr. Leaf and Ms. Nestingen as well.

6. Possible Items for Next Meeting – September 25, 2012

- **Pathway Master Plan Build-Out Discussion**

Ms. Bloom sought direction from the commission on whether to bring in outside groups (e.g. Sierra Club) for their input to the full commission or whether they wished to create a subcommittee; with further discussion suggested with Public Works Director Duane Schwartz. Ms. Bloom noted that Parks and Recreation Commissioner Doneen had expressed interest in having a pathways subcommittee; and suggested a cross-over discussion at some point in the near future.

- **Master Plan process.**

- **Complete Streets Policy Discussion**

Ms. Bloom advised that this Policy was in final format, with the addition of further edits by Commissioner DeBenedet as discussed at the previous meeting.

- **Water main lining**

Information item

- **Updated strategic plan**

Information item

- **Lighting Item (October 2012?)**

Member DeBenedet suggested having SEH make a presentation on streetlight options versus Xcel Energy.

- **Outdoor Field Trip(s)**

Member Stenlund suggested outdoor field trip(s) before the weather changed (e.g. Josephine Woods Lift Station; Turn lanes, and/or other examples recently completed).

7. **Adjourn**

Member Stenlund moved, Member DeBenedet seconded, adjournment of the meeting at approximately 8:37 p.m.

Ayes: 5

Nays: 0

Motion carried.

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: September 25, 2012

Item No: 4

Item Description: Communication Items

- Projects update-
 - Josephine Woods– The public improvements are all complete with the exception of the wear course and two short segments of sidewalk along County Road C-2. We anticipate that this work will be completed this fall.
 - Josephine Lift Station– The City’s contractor, Minger Construction, is waiting for Xcel and Century Link to finish up their private utility work. Once this work is complete, they will begin the lift station construction work. Right now, it is anticipated that work will begin the week of 9/24/12.
 - Rice Street Reconstruction Phase 2- The project has been delayed to at least 2016 due to MnDOT’s proposed work on 35E from 2013-2015. Ramsey county will continue to work on ROW needs and project development.
 - 2012 Pavement Management Project- Work on this project is substantially complete.
 - Fairview Pathway, Phase 1- Work on this project is substantially complete.
 - Fairview Pathway, Phase 2- Construction has started on the pathway work on Fairview between County Road B-2 and County Road B. The project is expected to be complete by October 26.
 - Skillman Drainage improvements-
 - Waterman lining project- this project is currently out for bids.
 - Staff is working on the following projects:
 - County Road D Reconstruction
 - 2013 Pavement Management Project
 - County Road B-2 Pathway Construction
- Maintenance Activity
 - 3rd Street Sweeping citywide completed
 - Sidewalk reconstructed on Fairview Ave. from Oakcrest to Co. Rd. C
 - Preventative Maintenance surface treatments on trails and parking lots completed
 - Cracksealing and patching completed for next season’s sealcoat areas

Attachments:

- A. Fairview Avenue newsletter
- B. County Road D Meeting notice
- C. Leaf Program info



Fairview Area Drainage

August 30, 2012

Project Description

Over the last year, City staff completed a drainage study of the Fairview storm sewer system. Areas were identified where improvements would reduce the level of flooding within the system. The City and the Roseville School District have partnered to implement a flood reduction project on the southeast corner of the Fairview Community Center property.

As a part of the project, a rate control storm water pond will be constructed at the southeast corner of the Fairview Community Center property, near the Skillman cul de sac. The pond will be constructed on non-play areas; no field use will be lost. This pond will hold water during rain events only; it will not be designed to hold a permanent pool of water.

Storm water will be retained until the storm sewer pipe drains to a level where it can accept more water. The pond will then drain into the storm sewer (similar to draining a bath tub.) The existing storm sewer on Skillman Avenue will be extended to the end of the cul de sac to connect the pond to the storm sewer system. A drain tile system will be installed beneath the pond to facilitate drainage.

Holding back water will delay the storm water from reaching the system, making the system better able to accommodate the storm water and reduce the depth of the street flooding.

The project also includes the construction of a small berm and swale along the eastern edge of the fields. This will direct storm water runoff from the field toward the rate control pond, instead of into residents' backyards.



Project Schedule

The Skillman Avenue Drainage project was awarded to G.F. Jedlicki, Inc., at the August 13, 2012 City Council meeting.

The Contractor will be on site late the week of September 10th; however, construction will not begin until the week of September 17th. The project should take about three weeks to complete. The project schedule and updates will be posted on the project website: <http://www.cityofroseville.com/2012Drainage>

Survey Markers

In order to perform the project construction, Engineers place a series of survey markers for the Contractor to measure from. Typically these markers are offset several feet from the object or point they refer to so that they are not disturbed during the construction process. As a result, these offset markers are often placed well into resident's yard. Please notify Dan Turner, Project Coordinator, of any stakes that have been moved accidentally.

Utility Flags

To protect against underground utility damage, the Contractor will be calling in utility locates. This is required by anyone digging a hole, whether it is for planting a tree or removing

curb. Underground phone, cable, electric and gas lines will be located by spray painting and placing flags in the boulevard.

Access

A portion of the western 200 feet of the roadway will be removed to construct the storm sewer extension into the cul de sac. The Contractor is required to keep the street passable and provide driveway access whenever possible. The project will be staged so that residents and emergency vehicles will be able to drive on the streets at all times. If you have special access needs, please let us know.

Project Funding

The project will be funded with storm water infrastructure funds; there will be no assessments for this project.

Project Contacts:

Dan Turner, Project Coordinator

(651) 792-7045

dan.turner@ci.roseville.mn.us

Kristine Giga, P.E., Civil Engineer

(651) 792-7048

kristine.giga@ci.roseville.mn.us

Project website:

<http://www.cityofroseville.com/2012Drainage>



Project Area is shaded in yellow



September 20, 2012

RE: County Road D Reconstruction- between Lexington Avenue and Victoria Street
Open House- Thursday, October 4, 5:00 p.m. to 7:00 p.m.
Shoreview City Hall, 4600 Victoria Street

Dear Resident:

In 2013, the City of Roseville is proposing to reconstruct County Road D. Since County Road D is a city street on the border of Shoreview and Roseville, this will be a joint project between the two cities. We would like to invite you to our second information meeting for this project on:

Thursday, October 4, 5:00 p.m. - 7:00 p.m.
Shoreview City Hall
Open House

This meeting will be an Open House. There will not be a formal presentation. We will have preliminary plans that show the new street location, pathway, and storm sewer. This is your opportunity to review these plans and talk to us about any concerns and questions you may have about the project.

We encourage you to attend this meeting, if you cannot, please consider sending us an e-mail or calling to discuss your thoughts.

Sincerely,

Debra M. Bloom, P.E.
City Engineer
651-792-7042
deb.bloom@ci.roseville.mn.us

2012 Roseville Residential Leaf Pickup Program Oct. 31 - Nov. 16

Before Registering

Consider the tree species on your property; some trees hold their leaves much longer than others. Keep in mind that all your leaves may not fall in time for us to pick them up.

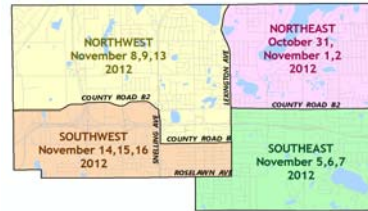
Pre-Registration

Complete, sign, and return the attached postcard to the City no later than Friday, October 26. All participants will be billed \$50 on their water bill.

Please have your leaves raked into piles no more than 3 ft. from the curb **by 7AM on the first day of scheduled pickup (see map). Do not rake leaves into the street; they clog storm drains – a violation of City Code.** Keep leaf piles away from mailboxes, trees, and other obstructions.

Register Online at www.cityofroseville.com/leaf.

Save this card for your records!



The City is divided into four areas. The schedule is rotated annually.

In order for the City to remove all leaves within the scheduled time, NO return trips will be made after an area is completed.

For other options to get rid of your leaves, visit <http://www.co.ramsey.mn.us/ph/hy/index.htm> or call 651-633-3279.

Department of Public Works 651-792-7004

2012 Roseville Residential Leaf Pickup Program Oct. 31 - Nov. 16

Name (print) _____

Property Address (where you want leaves picked up) _____

Contact Phone Number _____ Email _____

By Signing & returning this card, I acknowledge and agree to the following:

- I will be billed \$50 from the Roseville Finance Department on my quarterly water bill
- The \$50 fee covers pickup of only those leaves raked to the curb during my pickup time (see map)
- I am responsible for the entire fee of \$50, even if some leaves remain on my trees or in my yard
- In order to adhere to the schedule, the City will not make any return trips once an area is completed
- I give the City of Roseville authorization to certify unpaid Leaf Pickup fee amounts to my property taxes
- I must complete, sign, and return this card NO LATER THAN FRIDAY, OCTOBER 26 to participate

Signature _____ Date _____

Go Green!

Recycle this card and save time & postage by registering online at www.cityofroseville.com/leaf.

IMPORTANT: If you register online, please DO NOT mail in your card.

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: September 25, 2012

Item No: 5

Item Description: Pathway Build Out Plan Committee Appointment and Schedule

Background:

The City Council has asked for a Pathway Build Out Plan so they can better understand future capital funding needs. The Commission previously looked at the Pathway Master Plan priorities and suggested additional detail on the individual segments. This plan needs to be consistent with the Parks and Recreation Master Plan and Renewal Program. The funding for pathway construction in the next three years is limited to Park renewal program funds and MSA funds on programmed MSA reconstruction projects. Parks and Recreation has requested a subcommittee of the PWETC and their groups be formed to work on this plan in conjunction with staff and their renewal team. We would anticipate the subcommittee would come back to both Commissions with initial recommendations in 2-3 months. Their work would include prioritization, framing of build out timeframe, identifying additional neighborhood connections to Park Constellations, and identify construction costs.

Recommended Action:

Appoint 2 members to Pathway Build Out subcommittee.

Attachments:

A.

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: September 25, 2012

Item No: 6

Item Description: Watermain Lining Presentation

Background:

The majority of the city's water main pipes were originally constructed in the 1950's and 1960's, utilizing cast iron pipe. In the 1970's, the pipe materials used in construction changed from cast iron to ductile iron. This older infrastructure is nearing the end of its useful life. The aging pipe is becoming more brittle and prone to water main breaks. There is an average of 30 water main breaks in Roseville every year. As the pipes continue to age, this number will continue to increase. A Roseville watermain rehabilitation project is currently being advertised for bids; if favorable bids are received construction is anticipated to begin in November.

New technologies in the industry have allowed cities to begin evaluating trenchless methods of water main pipe rehabilitation as a viable alternative to open-cut pipe replacement. One of these technologies is a cured in place pipe (CIPP) liner, similar to that used on sanitary sewer lining projects. Similar to sewer lining, the watermain is cleaned, televised to note service locations, lined, and then services are reinstated using a robotic cutting device. This process requires a temporary water system while the work is completed.

Another lining technology is one that 3M has developed, which is a spray in place lining system. The liner material is applied via a trenchless spin case application system. In this process, the material does not seal off the water services, so a robotic cutter does not need to be used to reestablish service connections. The cure time is much faster on this type of liner; it is possible to complete the lining without a temporary water system and reinstate service the same day. This would require a boil notice be issued to residents until bacteria tests pass, which usually takes 24 to 48 hours. If we chose this method the city may want to distribute bottled water to the affected properties for consumption purposes. Staff will give a short presentation on the project and technologies.

Below are some websites with information on watermain rehabilitation technologies:

<http://www.insituform.com/Water-Wastewater/PipeLiningsWater>

<http://www.aqua-pipe.com/aqua-pipe-lining.php>

www.3m.com/water (Click on "Introducing 3M Scotchkote Pipe Renewal Liner" on the upper right of the page)

Recommended Action:

Discuss watermain rehabilitation technologies.

Attachments:

A. none

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: September 25, 2012

Item No: 7

Item Description: Public Works Strategic Plan Overview

Background:

The Commission asked for the recently updated Public Works Strategic Plan to be provided to them. The plan updates were requested by the City Manager to incorporate the City Council adopted goals and work plan. Staff will point out the changes from the previous version of the plan.

See the attached plan.

Recommended Action:

Review and comment

Attachments:

A. 2013-2017 Strategic Plan

Background

The 2014 - 2017 Strategic Plan for the Public Works Department has been developed in accordance with Imagine Roseville 2025 (IR2025), Roseville City Council goals, and the Department's overall mission and long-term vision. Within this framework, the Department has established goals and priorities that will guide the allocation of resources and operational decisions towards the desired outcomes.

The Public Works Department's mission is:

To enhance our community by effectively and efficiently developing, rehabilitating, managing, and operating physical infrastructure and services that provide the foundation for a strong and safe community.

The mission reflects the general responsibilities of the department, including full service engineering services for construction and replacement of the City's transportation and utility infrastructure, pavement maintenance, uninterrupted supply of potable water and collection of wastewater, maintenance of city facilities, and preventative maintenance and repair of a city fleet of 200 vehicles and equipment.

Along with the Department's mission, we have developed value statements to direct long term planning efforts and to help identify new opportunities. These values are integrated into our day-to-day operations and activities and are designed to cultivate a work environment and culture that is committed to excellence.

The Department's value statements are shown below:

Public Works Department Value Statements

Safety

Protecting the health and welfare of the public and our employees is our #1 priority.

Responsiveness

Serve the public, the Mayor, the Council, the Manager and other departments, and internal and external partners in an accurate, informative, and timely manner.

Accountability

Assume responsibility for our actions, decisions, and outcomes efficiently.

Respect and Sensitivity

Respect our customers' needs by providing quality public service; convey to each employee, in words and actions, their value and that of the work they perform.

Integrity

Consistently meet the highest levels of ethics, professionalism, and legal compliance in serving our customers and working with each other.

Commitment

Be dedicated to providing high quality, needed, and timely responses for all services.

A “Can-Do’ Attitude

Approach each challenge or opportunity with optimism and determination.

Respect for Diversity

Recognize and value the opportunities provided by the differences and similarities of individuals in our workforce and customer base.

Innovation

Look for new ways to carry out the department’s mission that will increase quality and effectiveness or reduce costs.

The Environment

Enrich the quality of life through the protection and enhancement of our natural resources.

Department Overview

The Public Works Department is organized into four major areas of responsibility. They are defined as follows:

Public Works Administration and Engineering

The Public Works Administration function provides for overall planning, budgeting for resources, staffing and department direction. The administration function coordinates the functions of the multiple divisions within the department.

The Engineering Division provides full service engineering for construction and replacement of the City’s transportation and utility infrastructure. Transportation projects are planned jointly with MNDOT, Ramsey County, and other transportation groups. The Engineering Division maintains accurate records of all City transportation and utility infrastructure, as well as providing information and assistance to the public, businesses, and developers.

Streets and Storm Utility

The Streets and Storm Division provides pavement maintenance for 124 miles of City streets. This division is responsible for snow and ice control on City streets and parking lots, and maintains the right-of-way, which includes tree care and mowing. Regular street sweeping is conducted three times a year, ponds and ditches cleaned, and approximately 5,000 street signs are maintained. This division is also responsible for 150 miles of storm sewer and 8,000 drainage structures. It manages the Leaf Collection Program each fall and operates the City leaf compost site on Dale Street.

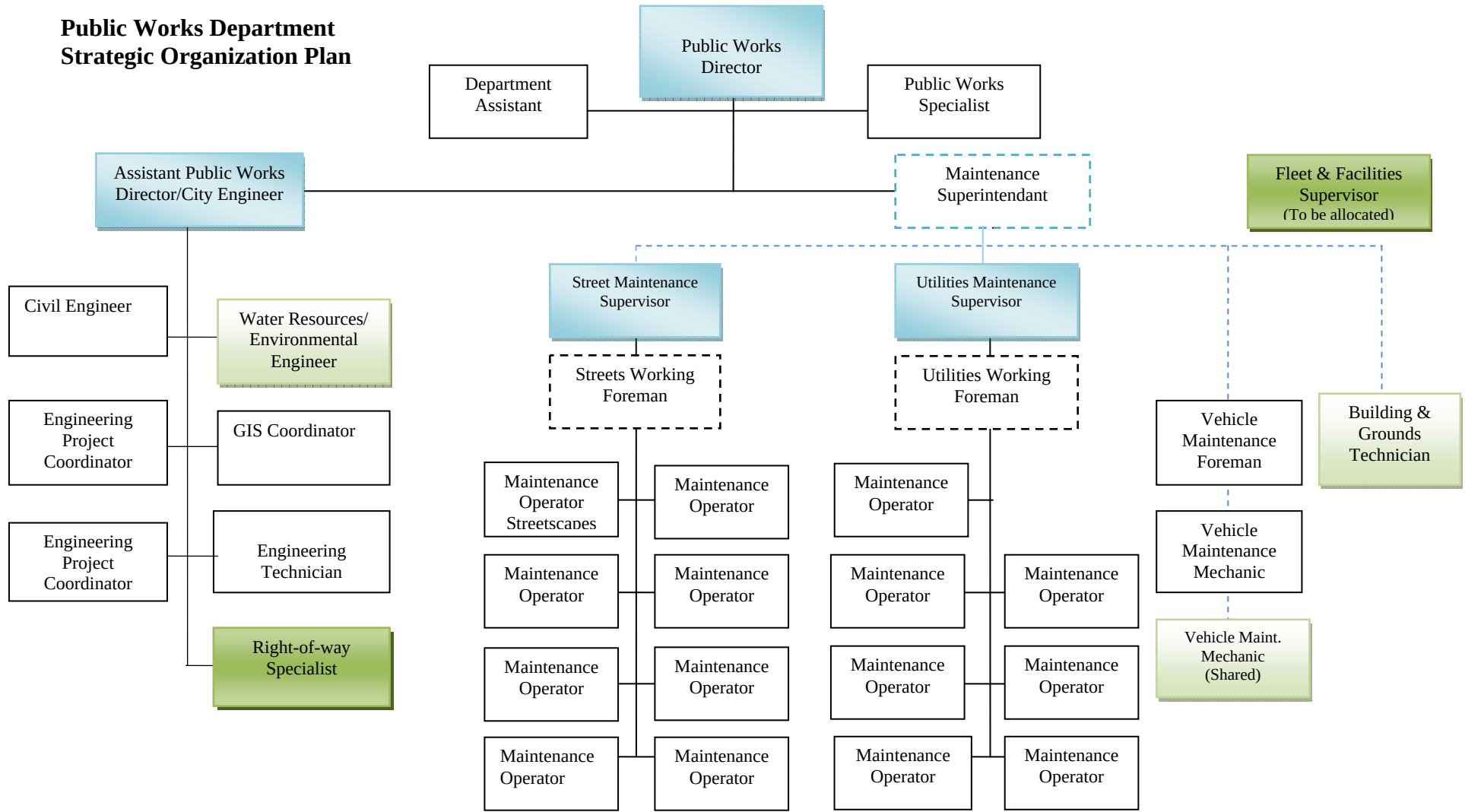
Utilities

The Utilities Division provides for continuous, uninterrupted water supply of potable water to residents and businesses. It provides maintenance of 160 miles of sanitary sewer collection and 172 miles of watermain. The division ensures 13 sanitary sewer and 4 storm sewer pumping stations are maintained at a level that allows 24/7 operation, 365 days a year. Also maintained are 1,750 fire hydrants, 2,000 valves and 1 water tower.

Building Maintenance and Central Garage

Preventative maintenance and on-demand repair of 200 pieces of equipment is performed by this division to keep City operations functioning with minimal down time. It manages janitorial services for the campus and HVAC systems and provides for general repair and maintenance of building and grounds infrastructure on the City Center Campus.

Public Works Department Strategic Organization Plan



 Current Management Staff

 Open Management Staff

 Future Management Staff

 Reallocated resources

 New Position

 Future promotion of current positions

 Current Staff

Goals & Priorities

The Public Works Department's long-term goals and priorities have been established in conjunction with IR2025, City Council Goals, and the Department's mission and overall vision. The City Council goals, which were established earlier this year, have influenced the Department's Strategic Plan. In total, there were eleven City Council Goals that were applicable to this plan. They include:

City Council Goals

- *Develop Neighborhood Traffic Management Policy*
- *Model better environmental stewardship*
- *Explore and implement tiered water & sewer rate structure for residential & commercial*
- *Ordinance Updates, Shore Land and Erosion Control*
- *Develop Overhead Electric Undergrounding Policy*
- *Explore ways to improve sustainability through purchases and practice. Apply sustainable methods to areas where appropriate*
- *Improve walk ability of neighborhoods by continuous additions of trails and sidewalks*
- *Continue to lobby for the Northeast Diagonal transportation corridor*
- *Develop a build-out plan for existing pathway master plan and Parks and Recreation Master Plan pathway components, connect multi-family to bus stops and school crossings (on the same side of the street as the complex).*
- *Participate in regional transportation efforts to ensure adequate regional resources are allocated to transit and transportation infrastructure to serve Roseville needs*

Based on these items, along with the Department's own objectives, the Public Works Department's Goals & Priorities are shown below.

Public Works Department Goals & Priorities

- 1) Support high levels of customer service
- 2) Invest in People to Promote Employee Excellence
- 3) Increase Effectiveness and Efficiency
- 4) Enhance Partnerships
- 5) Invest in Infrastructure
- 6) Respect our Environment

High expectations have been set by these goals and priorities. It is expected that every employee perform at a consistently high level to contribute to the success of the Department, as well as the entire City.

Action Plans

In our effort to achieve our goals, the Public Works Department has developed an action plan and cost estimate for each. The Action Plans are revealed below. All costs are shown in current dollars.

Goal #1: Support High Levels of Customer Service

We are committed to providing efficient, effective, responsive, quality services to a diverse customer base, internal and external. We understand the unique needs of the customer. Demand on staff has been increasing steadily through customer expectation and regulatory requirements from other agencies.

Action Plan

Existing Resources

- Use latest technological tools to provide information to the public.
- Utilize technology to support service delivery
- Work with Metropolitan Council to develop transit expansion in the Roseville area consistent with City Council goals.

New Funding Needed

- Restructure the department management team to include a superintendent and working foreman in the operations area. We propose to elevate a supervisor position to superintendent level and promote maintenance positions to working foreman in the streets and utilities areas. This will allow additional focus on external customers and better administration of programs and services.
- Addition of a building and grounds technician to meet maintenance needs and aesthetic expectations of city facilities.

Budget Program:

	Estimated Cost			
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Personal Services	\$13,000	\$14,000	\$75,000	\$76,000
Supplies & Materials	-	-	-	-
Other Services & Charges	-	-	-	-
Capital Outlay	-	-	-	-
Total	\$ 13,000	\$14,000	\$75,000	\$76,000

Additional funding needed for elevating the superintendent and working foreman positions, and for the new grounds technician position.

Goal #2: Invest in People to Promote Employee Excellence

Recruit, develop and retain the best possible team members for the Public Works Department. We are dedicated to training and retaining a superior workforce motivated by challenging assignments, responsibility, accountability and advancement opportunities in a work atmosphere of reasonable expectation, support and appreciation. Currently day to day priorities and emergencies stretch staff beyond reasonable expectations. Adding staff as a corrective measure will allow more long term focus on operations and will help prevent employee burnout and possible exodus.

Action Plan

Existing Resources

- Adequate staffing levels to meet desired service levels.
- Develop reasonable performance expectations that support job satisfaction and healthy lifestyles away from work.
- Promote safety from top down to reduce injury and ensure regulatory compliance.
- Offer flexible schedules to expand service hours for added benefit to the customer and to meet staff needs for family and personal commitments.
- Develop succession, recruitment, and retention plans to ensure quality continuity.

New Funding Needed

- Invest in training to ensure staff has the tools necessary to be effective and efficient.

Budget Program:

	Estimated Cost			
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Personal Services	\$ -	\$ -	\$ -	\$ -
Supplies & Materials	-	-	-	-
Other Services & Charges	\$2400	\$2400	\$2400	\$2400
Capital Outlay	-	-	-	-
Total	\$2,400	\$2,400	\$2,400	\$2,400

Increase training budgets to meet this goal.

Goal #3: Increase Effectiveness and Efficiency

The Public Works Department is committed to establishing performance measures that demonstrate our efficiency and effectiveness. We will utilize the latest technology and equipment. We strive to be innovative and provide leadership in the field of public works.

Action Plan

Existing Resources

- Utilize the Maintenance Support Specialist position to provide support to the operations area in analysis, performance measures, service delivery, and communications.
- Leverage technology to add to efficiency and effectiveness.
- Evaluate programs for opportunities to improve service delivery by contracting or privatization.
- Continue implementation of Automated Meter Reading using the latest technology for greater billing efficiency and enhanced customer service.
- *Implement Neighborhood Traffic Management Policy.*
- *Explore and implement tiered water & sewer rate structure for Residential & Commercial.*

New Funding Needed

- Add an additional mechanic to the Central Garage area to ensure minimal downtime for all city operations.
- Implementation of asset management to allow additional connecting data to Geographic Information Systems for managing infrastructure and services and for providing information to the public.
- Restructure of our right-of-way management under a single position. Consolidate utility locating, erosion control and right-of-way permitting efficiency and effectiveness.

Budget Program:

	Estimated Cost			
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Personal Services	\$36,000	\$36,720	\$102,454	\$104,203
Supplies & Materials	\$2,000	\$2,000	\$3,500	\$3,500
Other Services & Charges	\$20,000	\$20,000	\$20,000	\$20,000
Capital Outlay	-	-	-	-
Total	\$ 58,000	\$58,720	\$125,954	\$127,703

Additional funds needed for added mechanic position, including training and uniform costs and for additional resources for asset management implementation. New funding is also needed for the partially re-allocated right-of-way management position, as well as computer and supplies.

Goal #4: Enhance Partnerships

Foster and strengthen partnerships to reduce cost burden on property owners as supported in Imagine Roseville 2025.

Our Public Works Department has taken a leadership role in partnering with other communities and jurisdictions.

Action Plan

Existing Resources

- Seek additional ways to partner with other jurisdictions in providing public works services and projects.
- *Continue to support the development of the Northeast Diagonal transportation corridor.*
- *Participate in regional transportation efforts to ensure adequate regional resources are allocated to transit and transportation infrastructure to serve Roseville needs.*
- *Participate in regional & intergovernmental collaborations for shared service opportunities.*

Budget Program:

	Estimated Cost			
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Personal Services	\$ -	\$ -	\$ -	\$ -
Supplies & Materials				
Other Services & Charges	-	-	-	-
Capital Outlay	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -

No additional funds needed for this goal.

Goal #5: Invest in Infrastructure

Much of the City's utility infrastructure was installed 40 to 50 years ago and will need full replacement or rehabilitation in the next two to three decades. Roseville has achieved a high pavement rating on our roads, trails and parking lots through a well-managed and effective pavement management program. Our goal is to manage infrastructure investment to achieve acceptable condition ratings.

Action Plan

Existing Resources

- *Improve walk ability of neighborhoods by continuous additions of trails and sidewalks*

Additional Funding Needed

- *Develop a build-out plan for existing pathway master plan and Parks & Recreation Master Plan pathway components.*
- *Implement replacement/rehabilitation of utility infrastructure. Technological advances have made rehabilitation of utility infrastructure more feasible and less intrusive and disruptive to customers and rights-of-way.*

Budget Program:

	Estimated Cost			
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Personal Services	\$40,000	\$40,000	\$40,000	\$40,000
Supplies & Materials	-	-	-	-
Other Services & Charges	\$150,000	\$150,000	\$150,000	\$150,000
Capital Outlay	\$500,000	\$700,000	\$900,000	\$1,100,000
Total	\$690,000	\$890,000	\$1,090,000	\$1,290,000

The funding mechanism is in place for utility infrastructure, but not fully implemented at this time. Personal Services here includes one-third of the new environmental engineer position from goal number 6.

New funding needed to support pathways/parking lot maintenance to maintain acceptable condition.

Additional funding for Pathway Master Plan build-out per CIP and street infrastructure to maintain pavement condition goals.

Goal #6: Respect our Environment

The community places high value on our natural resources, as stated in Imagine Roseville 2025. Public Works staff recognizes this commitment and has identified resources needed to meet community goals and regulation placed upon us by other agencies. Public Works is committed to sustainable practices in project delivery and design to reduce the city's environmental impact.

Action Plan

Existing Resources

- Increase our effort in the areas of storm water management, environmental protection, and reducing our carbon footprint with the added engineer position.
- Meet storm water regulation rules and goals in the areas of infiltration, total maximum daily loading and wetland management.
- Continue to measure results of ice control program in our efforts to reduce salt/chemical use reduction.
- Reduce the City's carbon footprint by understanding the City's impact and creating achievable and reasonable goals for implementing an action plan.
- *Implement Overhead Electric Undergrounding Policy*

Additional Funding Needed

- Add water resources/environmental engineer to the engineering division to increase our efforts in the area of storm water management.
- *Explore ways to improve sustainability through purchases and practices, and apply sustainable methods to areas, where appropriate.*

Budget Program:

	Estimated Cost			
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Personal Services	\$60,000	\$60,000	\$60,000	\$60,000
Supplies & Materials	-	-	-	-
Other Services & Charges	\$30,000	\$30,000	\$30,000	\$30,000
Capital Outlay	\$50,000	\$50,000	\$50,000	\$50,000
Total	\$140,000	\$140,000	\$140,000	\$140,000

Sustainable vehicles and green products and technologies generally cost more and additional funding is needed in these areas. Environmental engineer position includes two-thirds of the cost here in personal services (the other third is included in goal number 5).

Performance Measures and Results

The Public Works Department has established performance indicators and benchmarks to assure that we make continuous progress toward reaching the goals and priorities identified above.

Local Benchmark: Number of annual water main breaks.

IR2025 Strategy: 12. C

Description: # of breaks in City's water main that were repaired.

Our Goal: Decrease the number of water main breaks.

2009	2010	2011	3-Year Avg.	2012 (thru 5/31/2012)
33	28	29	30	11

Local Benchmark: Number of annual sewer backups.

IR2025 Strategy: 12. C

Description: # of verified sewer pipes clogged that created a backup in the system.

Our Goal: Decrease the number of sewer backups.

2009	2010	2011	3-Year Avg.	2012 (thru 5/31/2012)
14	15	16	15	10

Local Benchmark: Average Pavement Condition Index – City Streets

IR2025 Strategy: 12. C

Description: Overall annual pavement condition index number.

Our Goal: To maintain a pavement condition index of 80 or higher for City Streets.

2009	2010	2011	3-Year Avg.
87	86	84	85.6

Local Benchmark: Average Pavement Condition Index – City Pathways

IR2025 Strategy: 5.A.5

Description: Overall annual pavement condition index number.

Our Goal: To maintain a pavement condition index of 70 or higher for City Pathways.

2009	2010	2011	3-Year Avg.
76	74	72	74

Local Benchmark: Average Pavement Condition Index – City Parking Lots

IR2025 Strategy: 12. C

Description: Overall annual pavement condition index number.

Our Goal: To maintain a pavement condition index of 70 or higher for City Parking Lots.

2009	2010	2011	3-Year Avg.
79	77	76	77.3

Local Benchmark: Project engineering cost as a percent of total project construction cost
IR2025 Strategy: 12. C

Description: N/A

Our Goal: To provide consulting services at a cost below other consulting companies.

Project	Total Project Construction Cost	Project Engineering Cost	Percentage
09-02 Roselawn Reconstruction	\$1,446,516	\$221,294	15%
09-04 2009 Mill & Overlay	\$998,930	\$52,849	5%
10-04 2010 Mill & Overlay	\$1,261,404	\$125,430	10%
11-02 Dale Street Reconstruction	\$976,476	\$182,230	19%
11-04 2011 Mill & Overlay	\$764,844	\$82,558	11%
2011 Sewer Lining	\$548,068	\$21,203	4%

Local Benchmark: Street Sweeping

IR2025 Strategy: 12. A

Description: Sweeping operation costs.

Our Goal: To provide sweeping services at the most cost efficient price.

Street Sweeping		2009		2010		2011	
		Linear	Lane	Linear	Lane	Linear	Lane
Spring	Cost per mile	\$310	\$111	\$347	\$124	\$371	\$133
Fall	Cost per mile	\$115	\$41	\$136	\$49	\$176	\$63

Local Benchmark: Snow Plowing

IR2025 Strategy: 12. A

Description: Cost per lane mile for street snow plowing and ice control.

Our Goal: Cost effective safe driving conditions.

	2009/2010	2010/2011	2011/2012	3-Year Avg.
Snowfall for season	35"	86"	18"	46.3"
Cost per lane mile	\$1,563	\$2,155	\$656	\$1,458

Local Benchmark: Street Seal Coating

IR2025 Strategy: 12. A

Description: Cost per square yard

Our Goal: To provide quality seal coating at cost effective prices.

	2009	2010	2011	3-Year Avg.
Cost per square yard	\$.91	\$.94	\$1.08	\$.98

Local Benchmark: Facility Energy Use Trending
IR2025 Strategy: 2.C.2

Description: Comparison of energy use at City facilities

Our Goal: To continue energy-saving practices to keep energy use trending down.

Table 1 Gas Usage			
	2009	2010	2011
	<i>therms</i>	<i>therms</i>	<i>therms</i>
City Hall	32,534	17,162	16,793
Public Works	27,117	25,155	24,533
Total	59,651	42,317	41,326

Table 2 Electric Usage			
	2009	2010	2011
	<i>kWh</i>	<i>kWh</i>	<i>kWh</i>
City Hall	930,720	841,760	800,400
Public Works	285,440	277,760	299,200
Total	1,216,160	1,119,520	1,099,600

Local Benchmark: Unaccounted For Water

Description: Accounting for unidentified water use

Our Goal: To minimize lost water.

****This is a new measure and we are currently working on the best way to accurately identify unaccounted for water use.**

The Department has also established additional measures of performance. They consist of:

- Program based budgeting
- Surveys of satisfaction levels of various services
- Cost of service analysis for major programs and services
- Tracking of infrastructure replacement and rehabilitation for compliance with capital improvement goals
- Life cycle costing for fleet vehicles

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: September 25, 2012

Item No: 8

Item Description: Asset Management Update

Background:

Staff recently made a purchasing recommendation for asset management software to the City Council. This was the culmination of an 18 month evaluation process where staff assessed the capabilities, cost, and user friendliness of nearly a dozen different asset management products. The selected software is PubWorks from the Tracker Software Company.

Staff is scheduled for a kick off meeting with the vendor on Monday the 24th of September to understand the information and data needs for the vendor to begin setting up the system. Initial training will occur approximately one month after they receive the data for conversion and information for set up of drop down bars etc.

Staff will give the Commission a brief update at your meeting on the software and implementation schedule. We would anticipate a future demonstration for the Commission once we have some city data in the system and staff receives training.

The link to the software website is <http://pubworks.com/>.

Recommended Action:

None

Attachments:

A.

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: September 25, 2012

Item No: 9

Item Description: Look Ahead Agenda Items/ Next Meeting October 23, 2012

Suggested Items:

- Xcel Energy presentation on their LED Streetlight study
- County Road D Reconstruction Project Preliminary Design

Recommended Action:

Set preliminary agenda items for the October 23, 2012 Public Works, Environment & Transportation Commission meeting.