Roseville Public Works, Environment and Transportation Commission Meeting Agenda

Tuesday, June 25, 2013, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

6:30 p.m.	**1.**	**Introductions/Roll Call**
6:35 p.m.	**2.**	**Public Comments**
6:40 p.m.	**3.**	**Approval of April 23, 2013 and May 28, 2013 Meeting Minutes**
6:45 p.m.	**4.**	**Communication Items**
6:55 p.m.	**5.**	**Pathway Master Plan**
8:05 p.m.	**6.**	**Review Joint meeting with City Council**
8:20 p.m.	**7.**	**Select Recycling RFP Evaluation Team Member**
8:25 p.m.	**8.**	**Possible Items for Next Meeting – July 23, 2013**
8:30 p.m.	**9.**	**Adjourn**

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: June 25, 2013 **Item No:** 3

Item Description: Approval of the April 23, 2013 and May 28, 2013 Public Works Commission Minutes

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Attached are the minutes from the April 23, 2013 and May 28, 2013 meeting.

Recommended Action:
Motion approving the minutes of April 23, 2013 and May 28, 2013, subject to any necessary corrections or revision.

April 23, 2013 Minutes

Move: ______________________

Second: ______________________

Ayes: ______________________

Nays: ______________________

May 28, 2013 Minutes

Move: ______________________

Second: ______________________

Ayes: ______________________

Nays: ______________________

Roseville Public Works, Environment and Transportation Commission Meeting Minutes

Tuesday, April 23, 2013, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

1. Introduction / Call Roll

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

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

Staff Present: City Engineer Debra Bloom

Others Present: City Attorney Mark Gaughan

2. Public Comments

No one appeared to speak.

3. Approval of March 26, 2013 Meeting Minutes

Member DeBenedet moved, Member Felice seconded, approval of the March 26, 2013, meeting as amended.

<u>Corrections</u>:

Page 2, Line 69 (Gjerdingen)
- Typographical error (…walk-through…)

Page 3, Lines 118 – 121 (Gjerdingen)
- Correct to read: "…Avenue. Mr. Thompson noted that reinstating a connection from Rosedale to the intersection of Dale Street and Grand Avenue was a good move rather than just to Selby Avenue even though it may require some riders to transfer to the Green Line to Downtown St. Paul."

Page 4, Line 135 (DeBenedet)
- Typographical error (…bus fare…)

Page 8, Lines 324-327 (DeBenedet)
- "…cardboard, Member DeBenedet provided an example where building owners were encouraged to manage their tenants and comply with rules."

Page 9, Line 356 (DeBenedet)
- Typographical error (…evaluation categories became the…"

Page 10, Lines 420-421 (DeBenedet)

- Typographical correction (single-sort option; and decrease versus increase frequency of service)

Page 14, Line 588 (DeBenedet)

- Strike "…and/or City."

Ayes: 5
Nays: 0
Motion carried.

4. Communication Items

City Engineer Debra Bloom noted that updates on various construction projects were included in tonight's meeting packet and available on-line at the City's website at www.cityofroseville.com/projects, and as detailed in the staff report dated April 23, 2013.

Discussion included 2012 Pavement Management Plan (PMP) projects and anticipated start schedule; invitation to the School District to the pre-construction conference; gas main replacement on the Rice Street corridor; storm sewer lining project being underway; and confirmation that the existing bituminous pathway will be restored with bituminous materials by Xcel Energy along Rice Street.

5. Open Meeting Law Discussion with City Attorney

City Attorney Mark Gaughan was present to provide a review of Open Meeting Laws and Data Privacy Act issues that could be pertinent to the PWETC business.

Open Meeting Law

Mr. Gaughan briefly reviewed the Open Meeting Law advising that all meetings of a government body, including citizen advisory commissions, were to be open to the public, with applicable notice and public access needed (e.g. who, where, when and topics of discussion). Mr. Gaughan detailed when a meeting actually occurred, and defined it as anytime a quorum of the body was together and discussing PWETC business.

Discussion included work of PWETC members on other committees and/or subcommittees (e.g. Parks & Recreation Natural Resources and Trails Master Plan) and potential quorums, with clarification that those meetings were posted and therefore open to the public; discussions at such subcommittee meetings and subsequent recommendations to the PWETC for potential action, but still done at open meetings; with subcommittees not usually subject to the Open Meeting Law since they were typically work session meetings, with action items made by the full body in open public meeting.

Electronic Communications

Mr. Gaughan spent time specifically reviewing e-mail communications that should typically be considered public data unless specifically addressed by State Statute as being private data.

Mr. Gaughan cautioned the body on electronic communications and avoiding any perception of serial meetings done by e-mail that could be considered a violation of the Open Meeting Law. Mr. Gaughan suggested that it was always good to err on the side of caution, and rather than risking violations of the Open Meeting Law, it was just better to default any discussions for the next public meeting of the body.

Discussion included how to avoid violations of the Open Meeting Law specific to e-mail communications, with each determined on a case by case basis, but recommended that the beset practice would be to send e-mails to staff for dissemination to avoid any perception of a violation, with that correspondence then discussed in open meeting at a future date; authority for collective attendance by government bodies/commissioners at educational conferences, with a caution to avoid any public perception of any huddles of a government group that may indicate decision-making; and a prevailing use of common sense in most situations.

Kathy Klink, 535 Ryan Avenue W
Ms. Klink sought additional clarification from Mr. Gaughan on how to avoid serial communication from person to person to determine their thoughts on a particular topic.

Recess
Chair Vanderwall recessed the meeting at approximately 7:04 p.m. for Member Stenlund and City Engineer Bloom to tour the fire station construction site for a review of erosion issues; and reconvened the meeting at approximately 7:20 p.m.

6. Pathway Master Plan and NRATS Committee Update
City Engineer Debra Bloom summarized the current work of the Pathway Master Plan and Natural Resources and Trails Subcommittee of the Parks & Recreation Master Plan process, as detailed in the staff report dated April 23, 2013 and corresponding attachments: (Pathway Master Plan Priority Table; Parks Renewal Pathway Project Map; Consolidated Master Plan Table). Ms. Bloom noted that a 2013 City Council goal was to develop a Pathway master Plan Built-out Plan for priority pathway segments previously included in the 2008 Plan, with current funding as part of the Park Renewal Program including $2 million for pathway construction.

General discussion included internal pathway connections (e.g. Oasis Park connections within the park); priorities set by the constellation concept for some areas; and approval by the City Council at their April 22, 2013 meeting of a Natural Resources consultant to assist with prioritizing these items and their logistics.

Attachment B
Ms. Bloom noted that staff had been charged to complete a build-out plan as part of the Parks & Recreation Renewal Plan and original Pathway Master Plan preliminary cost estimates prepared by Member DeBenedet (Attachment A) for

various segments and sorted by scores based on funding sources, other work in the area, and the extent of the work required.

Ms. Bloom reviewed connections and pathway work completed over the last four (4) years toward those Master Plan priorities; and those included in the Capital Improvement Program (CIP) details, as well as those not assigned a projected timeline at this date.

Ms. Bloom sought direction from the PWEC in moving forward to determine the best build-out plan to follow and how long to review the build-out plan; and any additional information needed from staff in that decision-making for a recommendation to the City Council.

Discussion included rationale for how the Parks & Recreation Plan Master Plan constellation concept worked with the original Pathway Master Plan and community needs and actual use in each neighborhood; providing examples for the public of things being accomplished and not continuing to be deferred; and major projects underway in specific areas and programmed and/or committed to over the next few years (e.g. Villa Park) and how funding would be addressed by the City or other sources as well.

Member Stenlund expressed his favorable impression with the constellation process with the intent to connect people to various parks and get residents into green spaces. Member Stenlund noted that some would be at minimal expense (e.g. paint and signage) and potentially tied to other city projects; and some serving to help celebrate the City's park systems (e.g. County Road B-2 pathway).

Ms. Bloom noted that the point of the City Council seeking assistance and a recommendation from the PWETC was for the purpose of determining how and when to develop a reasonable budget for the build-out and incorporated into the 20-year CIP plan.

Chair Vanderwall suggested a reasonable annual amount for build-out, including a discussion of funding sources as a first step in driving that build-out plan. Chair Vanderwall noted the challenges in doing so, while also wanting to get the biggest bang for the buck as soon as feasibility possible, and not necessarily always applying to smaller projects, but including the overall goal of connection and safety to get more foot traffic and people away from the roadway. Chair Vanderwall opined that the sooner those safety pieces were in place, the better, especially in high traffic count areas (County Road B-2, and Victoria Street)

Member DeBenedet concurred that safety should be a strong criteria; along with taking into consideration those roadways that would be reconstructed by Ramsey County (Rice Street and County Road B-2) and incorporate sidewalk work with those projects when possible to reduce costs.

Discussion included various high traffic count and safety concern areas; how to prioritize and address specific segments; gravel versus paved parkways; fill in items if funds remained from one year to the next; need to respect the community as well as Parks & Recreation community engagement process for any adjustments in accomplishing the build-out whether or not it fit into a constellation plan and allowing that flexibility; those areas that will need build-out after the Parks Renewal Program is finished; and current 2013 projects that incorporate sidewalks and can be eliminated from the priority list.

Further discussion included prioritizing for 4-5 years; and inclusion of inflationary rates as a given to include in the budgeting process.

Consensus was to have a budget goal of $1 million annually for the pathway build-out plan, and those years with the availability of other funding sources to use excess dollars for additional build-out or setting them aside for upcoming years.

Ms. Bloom opined that inflation was not as prevalent for a shorter term build-out plan (e.g. 10 years) as a longer term plan (e.g. 20 years); would depend on the type of pathway (e.g. concrete, bituminous, or gravel) and needed to include other components (e.g. drainage, retaining wall, etc.). If the PWETC provided guidance, Ms. Bloom offered staff's review of those elements.

Chair Vanderwall requested that staff provide maps of pathways already in place, while allowing visual integrity on those maps to avoid them becoming too multi-layered; with separate maps identifying projects; and another map showing potential projects and linked back to the table in use tonight (Attachment A). Chair Vanderwall suggested that this would allow individual members to personally review areas and make recommendations for connections and new trails throughout the overall system.

Discussion included how to consistently score various components and priorities; allow for feedback from individual property owners; recognizing the need of the overall community as well as those individual property owners for decision-making for the good of all; breaking out some of the more expensive segments to determine their prioritization; and the PWETC returning with ideas for projects already intended, not new segments.

Ms. Bloom noted that the first portion of the build-out plan totaled approximately $15 million without any new sections.

At the suggestion of Member Stenlund for a field trip of the PWETC to see some of the issues; consensus was that individual inspections would be easier to manage and allow discussion time at meetings rather than taking time out for a fieldtrip to review those areas.

Member Stenlund noted the pathway need not just for exercise and recreation, but also to provide a safe passage and connection for elderly to get where they needed to go as indicated by livable community efforts and accessing commercial areas, as well as getting children to and from school safely; but serving everyone for transportation modes of bicycling and/or walking, not just vehicular traffic.

Further discussion included various segments and constellations; loops; industrial areas; and current map numbers corresponding with the NRAT tables;

Ms. Bloom advised that she would not be available for the May meeting, but could prepare information for further discussion by the PWETC at their May meeting with Public Works Director Duane Schwartz, and additional follow-up with her at the June meeting if needed.

Chair Vanderwall asked that Ms. Bloom provide maps to individual PWETC members before the May meeting to allow more knowledge and personal review of those segments, with those segments corresponding to project numbers; and providing a break out of segments with better descriptions. Chair Vanderwall also requested a map showing existing off-road pathways and identifying them as such.

Member DeBenedet also requested that the map indicate City of Roseville borders, but also include where pathway connections adjoined neighboring communities; and parallel pathways of those adjoining communities (e.g. Falcon Heights, Shoreview, Little Canada).

Ms. Bloom suggested an atlas provided by staff with better detail showing all existing and proposed pathways; however, Chair Vanderwall opined that this wasn’t necessary at this point as it was too busy.

Ms. Bloom offered to work with the GIS staff to look beyond the Parks & Recreation constellations.

Member Stenlund requested a more detailed map as suggested by Ms. Bloom; with Chair Vanderwall suggesting staff prepare a PDF map for Member Stenlund and any other members requesting that version; however, he expressed his preference for a paper map with less detail as a working tool for his intent.

Chair Vanderwall requested staff’s advice on the financial and funding component and how to address timing and funding priorities and flexibilities when some projects are moved ahead or deferred, such as the Ramsey County Rice Street corridor projects.

Ms. Bloom concurred that having a column for the funding source(s) was important to identify federal funding, Ramsey County’s current compensation policy for 50% payment for new sidewalks, and other cost-share projects that reduce the City's required portion; but still allow the City to have available funds to get a project moving forward. Ms. Bloom advised that the intent was to get a build-out plan and reasonable budget put together for the City Council based on priorities and PWETC input, then to move toward public input on the proposals.

Chair Vanderwall requested that Ms. Bloom and staff provide spreadsheets allowing individual PWETC members to work through those drafts.

Member Felice requested the constellations in detail for her research in getting people to parks, but also connections within the parks themselves; with Chair Vanderwall noting that the information was available on the Parks & Recreation website as well.

Chair Vanderwall requested a paper map with a complete listing of pathways that he could add onto in his own priority order, along with considering funding sources and how it could be divided into a workable plan.

Discussion included the PWETC's lack of interest in championing specific parks in their neighborhoods, even though they would be more familiar with those areas, but not doing the process justice being so close.

Ms. Bloom advised that she would have the information available mid-May, and the June meeting would then allow for a more informed discussion at which point the timing for public input in the process could be determined.

Chair Vanderwall concurred, opining that he would like the PWETC to be more competent with its decision-making and information before inviting the public's input.

At the request of Ms. Bloom, Member DeBenedet responded that 3-4 meetings may be needed for this project.

Chair Vanderwall opined that this would depend on how much of the good work done to-date was viable; and suggested that fewer meetings may be required unless the PWETC got bogged down in too many details.

Member Stenlund expressed interest in getting work done as funds were available, whether or not a priority or not.

Chair Vanderwall concurred; however, he expressed his interest in maintaining Member Stenlund's passion while getting kids off the street and on safer routes.

Ms. Bloom suggested a program similar to that of the Public Works CIP, with an adjustment every five (5) years and annual review by the PWETC.

Chair Vanderwall opined that the maintenance component was a huge issue, and the need to have the community understand the required commitment in volunteers helping keep costs down, and enhance the overall health and wellness of the community through their participation in maintaining pathways.

Ms. Bloom suggested breaking segments into annual chunks, with Chair Vanderwall suggesting options including $250,000, $500,000, $750,000, and $1 million.

Further discussion included where and when MSA-dedicated dollars are used; projects that move up in the priority level based on coordination with unanticipated infrastructure projects; competition for federal funding among jurisdictions and requirements for projects receiving that type of funding; and additional costs for any outside engineering needed versus in-house engineering.

Member Gjerdingen suggested a short-term focus for pathways, such as five (5) years.

Chair Vanderwall, while liking a short focus, noted the realities of living with available dollars; and noted the previous twenty-five (25) year pathway master plan became to random; and suggested a workable, annual amount to actually move things forward.

Member Stenlund concurred, even if that process took fifteen (15) years to accomplish.

Chair Vanderwall thanked members for tonight's initial discussion; and asked staff to remain cognizant of their existing work load as it prepared these additional items requested by the PWETC.

7. County Road B-2 / Victoria Street Sidewalk Project

Ms. Bloom summarized the preliminary layouts for this sidewalk project, as proposed and detailed in the staff report dated April 23, 2013; and as revised following comments (Attachments A and B) from public information meetings held in February.

Ms. Bloom provided recommendations, reviewed drainage and other challenges of the project; addressed concerns of affected residents in relationship to what was in the way, what was being connected, the cost and how to make decisions for a good project; and how to fairly consider each of those elements.

Ms. Bloom provided staff's rationale for their recommendation of a pathway on the north side based on fewer trees and bushes to manage or remove, fewer driveways, power poles located on the south side, fewer fire hydrants, and the sun hitting the north side for melting quicker; as well as location of Central Park Elementary School on the north side. Ms. Bloom advised that staff continued to work through the various drainage issues; and current development of cross plans to address those issues on various segments of this rural section roadway; and how to improve water quality/quantity. Ms. Bloom advised that staff would be meeting again with individual neighbors to address those solutions over the next few months, at which time the final recommendations would be brought to the City Council for their input. Ms. Bloom advised that staff's major concern at this point was in addressing drainage issues.

Discussion included various drainage options available for managing this area; attempts to mitigate existing issues as well as avoiding designs that would exacerbate drainage issues; installation of ADA ramps as part of the transition plan; using the safest route possible for children using that segment; and ongoing construction meeting information coming forward to the PWETC as it becomes available.

At the request of Member DeBenedet, Ms. Bloom clarified that the comments provided tonight included those received in writing from individual property owners, not verbal comments from the meeting.

Chair Vanderwall noted that this was not just a segment that addressed neighborhood issues, but was a vital route across the community and major school route.

8. Possible Items for Next Meeting – May 28, 2013

Member Felice advised that she would not be available for the May meeting.

- **NPDES Phase II Annual Open Meeting**
- **LED Lighting Retrofit Plan**
- **Recycling Contract Draft RFP**
- **Pathway Build-out? (Gjerdingen)**
  Ms. Bloom noted that it was up to the PWETC as to the amount of time preferred at the May meeting, or if they wanted to send comments back to staff for refinement and discussion at their June meeting.
  Chair Vanderwall suggested that, with additional information provided by staff, a short discussion could ensue at the May meeting in preparation for Ms. Bloom's attendance at the June meeting.

Member DeBenedet suggested that the first three (3) items sounded like a full agenda.

Member Stenlund opined that the pathway discussion should not exceed five (5) minutes.

Chair Vanderwall concurred, that the discussion could be maintained at simply individual impressions and focus, not a larger discussion, but ensuring that everyone was on the same page to move forward.

Ms. Bloom asked that members alert staff to their need for further clarity in information provided to them.

Chair Vanderwall suggested that once members reacted to staff's information; individual members could tour areas as applicable.

Member Stenlund expressed his preference for a tour of the full commission to get a sense from other members of the big vision.

9. Adjourn

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

Ayes: 5
Nays: 0
Motion carried.

Roseville Public Works, Environment and Transportation Commission Meeting Minutes

Tuesday, May 28, 2013, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

1. Introduction / Call Roll

Vice Chair Dwayne Stenlund called the meeting to order at approximately 6:30 p.m.

Members Present: Vice Chair Dwayne Stenlund; Members Jim DeBenedet; and Steve Gjerdingen

Members Excused: Chair Jan Vanderwall; Member Joan Felice

Staff Present: Public Works Director Duane Schwartz

Others Present: Kathy Klink (resident) and a representative of Eureka Recycling

2. Public Comments

None.

3. Approval of April 23, 2013 Meeting Minutes

By consensus, the April 23, 2013 meeting minutes were TABLED until the June meeting, with preliminary amendments as follows:

<u>**Corrections**</u>**:**

- **Page 4, Line 156 (Stenlund)**
  Typographical correction from “PWEC” to “PWETC”
- **Page 9, Line 383 (Stenlund)**
  Typographical correction from “MPDES” to “NPDES”
- **Page 10, Line 410 (Stenlund)**
  Correct to read: “Member Stenlund expressed his preference for a tour of the full commission to get a sense…”

4. Communication Items

Public Works Director Schwartz noted that updates on various construction projects were included in tonight’s meeting packet and available on-line at the

City's website at www.cityofroseville.com/projects, and detailed in the staff report dated May 28, 2013.

Discussion included explanation of a delay in the watermain lining project with the new 3M product due to an equipment problem in CO; delays in various maintenance projects due to weather conditions; continued discussion of pathway build-out scheduled for the June PWETC meeting; and best practices policy for hydrant flushing after street sweeping.

5. National Pollution Discharge Elimination System (NPDES) Phase II Annual Public Meeting

Public Works employee, Pat Dolan, presented the annual review of activities undertaken for the City of Roseville's Storm Water Pollution Prevention Plan (SWPPP) and Permit Application for coverage under general permit MN-R-040000, "Authorization to Discharge Storm Water Associated with Municipal Separate Storm Sewer Systems (MS4) under the National Pollutant Discharge Elimination System/State Disposal System Permit Program," dated May 22, 2012, and included in its entirety in tonight's agenda materials.

As a bench handout, ***attached hereto and made a part hereof***, Mr. Dolan reviewed six (6) points undertaken by the City in the NPDES Phase II program:

1) Public education/outreach measures
2) Public participation and involvement measures
3) Illicit Discharge Detection and Elimination Measures
4) Construction Site storm water runoff control measures
5) Post-construction storm water management measures
6) Pollution prevention and good housekeeping measures

Discussion among PWETC members and staff included those items completed to-date as well as those continuing on a "to-do" list; the recent state-wide ban on PAH's for pollution prevention, and the positive step this provided for communication efforts of the City's SWPPP; the MPCA's recent ruling regarding stormwater management for street construction, previously handled by our watershed districts, but now involving municipalities even more (e.g. volume reduction, rate control, and water quality during reconstruction projects), but the most impact for larger communities outside the metropolitan area versus urban communities such as Roseville, already significantly involved in the process and requirements; and the positive impacts of merging of the former Grass Lakes Water Management Organization (GLWMO) with the Metro-Washington Area Metropolitan Watershed District, as they are currently in the process of a Plan Amendment to enable them to spend resources on future projects; and their apparent eagerness to partner with and devote resources to projects in the immediate Roseville area (e.g. WRAP for the Grass Lakes area in 2015 that will identify TMDL areas).

Further discussion included various sections of the document itself, including:
<u>Section 1.c.1 – Education Program: Public Education and Outreach</u>

Vice Chair Stenlund questioned whether any student involvement from the Roseville Area High School or education at the annual Roseville University was being undertaken.

Mr. Dolan advised that City staff had spent considerably more time with Roseville youth over the last year, but more geared to elementary/middle school students, including an April Open House for Roseville youth with tours and talks about their yards (e.g. washing cars on green space versus asphalt) and other areas of how they use their yards and how much water a family uses; and an intense presentation by Mr. Schwartz as part of the Roseville University courses. Mr. Dolan advised that staff had not yet connected with High School students.

Vice Chair Stenlund expressed his hope that discussions would be pursued with the High School, such as getting science classes involved for a hands-on awareness of obvious illicit discharge and areas of concern in the broader community.

Mr. Dolan advised that City Engineer Debra Bloom had working on those efforts, and they would probably be part of next year's report.

Further discussion included storm stenciling kits for scout groups to map for the City as group projects, which were documented in this year's report (change from ink to tab stencils); other options to involve community groups and cycle people through that educational process; suggestion to include the percentage of stenciling completed to-date in this annual report; continued educational efforts to residents on how to and how not to use water; and some additional volume of curb and gutter debris when experiencing a longer snow year and late plowing events creating more sod disruption. One item clarified through educational efforts included differentiating temporary versus long-term parking on lawns.

Regarding pond inspections, Mr. Dolan confirmed that more wood debris/tree branches were found due to heavier snow falls over the winter months.

Mr. Dolan advised that the Roseville University was allowing opportunities for asking more questions, allowing staff to get the word out to a broader spectrum of the community.

At the request of Vice Chair Stenlund, Mr. Schwartz confirmed that this winter season's salt use and budget had been just above average, which he found remarkable given the length of the season and number of events that occurred. However, Mr. Schwartz observed that the additional snowfall events falling in February through April, when pavement temperatures were higher, minimized use somewhat.

<u>Section 4.a.1 – Ordinance or Other Regulatory Mechanism (BMP Description #10)</u>

Noting that most current construction permits for point of discharge were between 7 – 14 days, Vice Chair Stenlund questioned how this was being monitored and enforced by staff.

Discussion included placement of straw mats on grass; protection of rain gardens during construction to keep soils from detaching in the first place, one of the most frequent and difficult areas for contractor compliance due to it not being cost-effective for them; and the need for more education and enforcement, and how to strengthen that enforcement.

<u>BMP Section 4</u>
Vice Chair Stenlund opined that it seemed the City's management of brown water was weak even with best management practices in place, with snow melt still leading to filthy water. While there were State, City and Federal regulations in place, Vice Chair Stenlund opined that the City needed to be aware of how water was moving off those sites.

At the request of Vice Chair Stenlund, Mr. Schwartz reviewed the current status of basement sump pumps and how that water should be pumped onto grassy areas, as well as pool water. Mr. Schwartz advised that staff continually fielded calls from the public on those types of questions; and Vice Chair Stenlund sought stronger controls for construction projects.

Regarding the State's upcoming release of a new stormwater permit and requirements for all MS4 municipalities to resubmit for a new permit, Mr. Schwartz noted that there were significant changes, including discharge from the entire system and how to demonstrate that maintained or reduced volume through reduced loading. Mr. Schwartz noted that, in the past, watershed districts had typically done that and demonstrated through the City's current permit. Mr. Schwartz referenced a recent *Minneapolis Star Tribune* article (May 21, 2013) outlining the new permit; and an additional news release soon to be released that also covered some of those changes, including impaired waters, preventing/reducing discharge and specific pollutants and water impairments, mapping all stormwater pipes to track illicit discharge, erosion/sediment control; with those local programs being forced to become as stringent as the state, including developers/contractors mimic natural conditions so post-construction stormwater volume is not greater than pre-construction volumes.

Vice Chair Stenlund also noted that it will ask for green space and a larger function for benefits (e.g. tree canopy for future water quality for intercepting and/or mitigating storm water) with a strong emphasis on nutrient loading to avoid blue/green algae in water bodies. Vice Chair Stenlund strongly suggested that someone from City staff be certified for MS4 and reviewed the components of that certification, offering to provide additional literature for staff, and allowing the City to be more adept through this national program.

Mr. Schwartz noted that the City was in “group 3” as far as the schedule for existing permits, but 150 days after the release of the permit, the City would be required to apply for the new permit, anticipating that the new requirements would be related in August of 2013.

Vice Chair Stenlund opined that this would be an aggressive timeframe for many communities.

No one from the public appeared with questions/comments related to the NPDES Program.

6. Recycling Contract Draft RFP

Recycling Coordinator Tim Pratt present was present to continue discussions from previous meetings and review the draft Request for Proposals (RFP) for a new comprehensive recycling service contract, as the current contract expires at year-end. The document was included and detailed in the agenda packet materials (Attachment A), along with Recycling Community Values developed by the PWETC and weighting assigned and prioritized for those values (Attachment B).

Mr. Pratt highlighted components of the RFP, intended as a Best Value Process with no identification of vendors as they documented their performance, with a restricted amount of supplemental data allowed. Mr. Pratt sought additional feedback and comment from the PWETC on any areas needing further clarification. Mr. Pratt reviewed how the community values were intended to work in the RFP process, followed by the interview section.

Mr. Pratt pointed out several items for the PWETC’s attention, including Section 4.07 that included vendor pick-up of additional plastics as a standard; and Section 5.05 (page 18) seeking organic collection options, as dictated by Ramsey County’s ruling that all municipalities provide for planned collection of organics by the end of 2016. At the request of Vice Chair Stenlund, Mr. Pratt noted that organic materials included food waste, and other paper products (e.g. paper plates, napkins, etc.) not currently included in allowable paper collections.

Mr. Pratt advised that staff anticipated that most bids would come in for single cart collection; and noted that the City of Maplewood’s tonnage actually went down for some unknown reason during their first year of moving to roll-out carts; and cautioned that changing may take some time to implement. Conversely, Mr. Schwartz noted that the City of Minneapolis had experienced a significant increase in collections when moving to carts. However, Member DeBenedet noted that the City of Minneapolis had started at a very low participation number to begin with.

Based on those considerations, Mr. Pratt brought up the question of cart ownership (Section 5.22) and an included provision that remained open for ownership by the vendor and/or City. With a vendor able to amortize the cost of the carts, Mr. Pratt opined that this seemed to provide the vendor with a price advantage and reducing future bids. However, Mr. Pratt noted that this had not been evidenced in other communities, with incumbent vendors still proposing a price increase on the next round. Mr. Pratt stated that it was staff's interpretation that this may not be completely accurate, and suggested if the City owned the carts, the City should experience a decrease on the second round.

Mr. Schwartz noted that purchase of bins over a three (3) year contract, with an alternate (5) year contract, should help with amortizing cart costs. Mr. Schwartz also noted that the RFP talks about requiring the vendor to collect the old bins/lids and reimburse the City $1/each. However, Mr. Schwartz questioned if that was cost-effective; noting that when the switch was made to single sort in some areas, customers were told to keep their bins for storage in their garages or for other uses; and again questioned if that was a better option than paying $1/bin.

Mr. Pratt clarified that the City had originally purchased the bins/lids; and the rationale in asking the vendor to pay the City was that the City could then resell the bins for recycling, allowing it to recoup some of those original costs. Mr. Pratt noted that the City would be paid by the vendor and the vendor could set up a collection day and anyone not wanting to keep their bin had the option to drop it off on collection day. Since the City had already purchased the bins, Mr. Pratt advised that the City would get the scrap value back from those for some small return on their purchase. At the request of Mr. Schwartz, Mr. Pratt confirmed that the carts would be brought to a central location on one specific day, and not collected and hauled from curbsides.

In Section 5.21, Vice Chair Stenlund noted that Fire Station #2, even though not in service, was still listed as a municipal pick-up site. Mr. Pratt responded that it was intentional to leave it on the list as its future use remained an unknown; and also noted the inclusion of the new Fire Station when it comes on line. Mr. Pratt recommended leaving all municipal buildings currently listed.

In Section 8.01, Mr. Pratt noted the contract term of three (3) years and an alternate for a five (5) year contract, based on past experience with the 2005 RFP process. While feeling a five year contract would provide the City with lower prices for the term and the ability to amortize costs better, Mr. Pratt advised that the City Council's current policy was for every Professional Services Contract to be reviewed after three (3) years; and any deviation would require City Council approval.

At the request of Vice Chair Stenlund, Mr. Pratt advised that this Section would require City Council approval of allowing the alternate proposal at five (5) years.

Member DeBenedet expressed his hope that the City Council would consider a longer term contract.

Mr. Schwartz concurred, expressing his personal opinion that this was not a Professional Services Contract.

Member DeBenedet expressed his continuing skepticism for the single sort collection, and smaller versus larger carts; questioning the most viable option and frequency of collection.

Mr. Pratt clarified that, as documented in Section 5.01 and meeting minutes of the April 2013 PWETC meeting when Chair Vanderwall opined that every other week collection would be a step backward for the City of Roseville, the weekly collection remained a specified requirement. However, Mr. Pratt noted that most vendors with single stream collection only did a bi-weekly collection; and therefore that option was also included in the general requirements.

Mr. Schwartz noted that this then became part of the overall scoring issue.

In terms of truck weight, Mr. Schwartz advised that he had spoken to a truck vendor that specifically built recycling vehicles, and in terms of weight (Section 5.02), that conversation provided the rationale for the 40,000 pound maximum loaded weight requirement. Mr. Pratt suggested that weight restriction may be based on rear axle weights from past truck specifications. Mr. Schwartz advised that for single-stream mechanical equipment with packer elements on the truck, they were typically constructed on tandem axle trucks; and questioned if that was a compliance issue with the State of the PWETC's preference for weight.

Vice Chair Stenlund opined that it was very important to him to reduce the truck weight as much as possible; expressing his personal frustration with road wear from trucks skidding to stops and/or overloading. Vice Chair Stenlund opined that he preferred light loads relative to heavy loads.

Regarding the contractor selection process and schedule outlined in Section 2 (page 5), Member DeBenedet questioned if it was feasible to get the RFP out by June 19, 2013.

Mr. Pratt responded that it was a preliminary timeframe provided at the request of Mr. Schwartz as an example; however, he noted that nothing was scheduled at this point given the number of unknowns and lack of approvals. Mr. Schwartz noted that the concern was, if this goes to single sort with a new cart roll-out, etc., it would take three (3) months from contract finalization to cart delivery, so the process needed to continue moving forward without delay. While Member DeBenedet suggested there may be a one-month allowance on the schedule example, Mr. Schwartz noted that the current contract expires December 31, 2013. Vice Chair Stenlund also noted that it may not be good to start a new program with wheeled carts during the winter months.

In Section 2.03 (page 5), Member DeBenedet noted an incorrect e-mail address; duly noted by Mr. Pratt for correction.

Reverting to the weight issue (Section 5.02), Member DeBenedet advised that his research through MnDOT earlier today had not been successful in determining type of axle and weight. However, Member DeBenedet opined that 40,000 pounds was a heavy axle load, if intended for two (2) axle trucks, and such a load would create much wear and tear on roads, especially in the spring; suggesting that 7 tons per axle, with a maximum load of 9 tons/axle was typical.

Regarding Section 5.03 (page 14) regarding hours of collection, at the request of Member DeBenedet, Mr. Pratt advised that this was previous RFP language. Member DeBenedet suggested that illegal use of controlled substances should be defined, and include synthetic drugs as well, allowing that no one impaired should be operating the vehicles.

Regarding the evaluation criteria and weighting, Member DeBenedet questioned where in the document it said how and when a vendor passed/failed and didn't make the qualifications and wouldn't be given further consideration.

Mr. Pratt responded that Section 10.07 (page 47) addressed the proposal content and Section 10.08 the evaluation criteria itself; noting that the word "must" should be eliminated from language in Section 10.07. In an effort to avoid any potential legal action, Member DeBenedet suggested that additional language be included as a failsafe for those vendors submitting incomplete proposals and/or not meeting base specifications, and that they would not be considered at all if not doing so.

Discussion ensued regarding a vendor that may go bankrupt or ceased serving the community for any amount of time during the contract; and how that would be addressed. Mr. Pratt responded that any vendors would be required to file a performance bond with the City. However, Member DeBenedet opined that the language needed to be very clear if the City found itself in a position dealing with a contractor in default. Mr. Schwartz noted that there was an exception in the proposal if a vendor failed to perform its duties on a regular basis. Mr. Pratt noted that there are service standards and liquidated damage provisions, in addition to the performance bond.

Member DeBenedet questioned if the language was sufficient for the City to be able to terminate the contract with that vendor and hire another vendor. Member DeBenedet suggested language such as "the vendor had five (5) business days to resume their service schedule or the City would terminate their contract. While recognizing that any such action took time as it processes through the City Council, Member DeBenedet opined that he didn't want to set the City up for not being able to enter into another contract with a different vendor due to failure on the original vendor's part to perform their duties on schedule.

Mr. Pratt noted the Termination Clause (Section 9.08); with Member DeBenedet suggested that language in that section also be clearer; as well as other sections dealing with the contractor making promises that they'd be back in business, but continued being delayed. Member DeBenedet cautioned that the City needed to be able to cancel that contract; and suggested City Attorney review and strengthening that language.

Mr. Schwartz advised that staff could have additional conversations with the City Attorney related to performance and termination; with Member DeBenedet encouraging those discussions based on the City Attorney's access to case law and other expertise.

Member DeBenedet opined that he still had a deep issue with single sort, and evaluation requirements for the vendor to prove where the material is hauled to and how it was recycled, opining that this was absolutely critical for him.

Mr. Pratt reviewed the end-market verification requirements in the criteria, noting that in the past, vendors had stated that the information was proprietary information. However, Mr. Pratt advised that the detailed would be spelled out better providing how and who could access that information (e.g. City staff and/or the public) and which data would remain proprietary between only the vendor and the City. Mr. Pratt reviewed how the City would take possession of the data internally once a contract was signed; and which information could become public, and what information was used by staff and/or a review committee for monitoring and verification that contract terms were being followed. Mr. Pratt noted that the goal was to be able to verify end-market data.

Member DeBenedet, while recognizing the need for proprietary information, also noted the City's need to inform and assure its residents that the materials they recycled would be recycled. Member DeBenedet suggested language be taken a step further, and that whether or not the vendor considered the information proprietary, the City would not consider it as such, and could invalidate their proposal accordingly.

Mr. Schwartz questioned if an annual requirement for providing that information was actually even proprietary in nature, Mr. Pratt suggested that it be made an annual requirement in the RFP criteria. Mr. Pratt noted that, with City's current vendor, staff had been able to profile end-market information for its residents in the City's newsletter.

Member DeBenedet concurred that things had been more transparent recently; and that he would not want to see that change or digress in any way.

Vice Chair Stenlund, in the evaluation criteria and weighting list (pages 47-48), suggested that the "other" category value could include whether a Roseville resident could purchase a product that had been produced from plastics collected from Roseville and other communities (e.g. rain barrels, plastic chairs, etc.).

In Attachment B, related to clean, quiet collection, Vice Chair Stenlund advised that it was important to him to make sure trucks remained safe, and preferred that they retain back-up alarms as a safety feature; and his idea of clean and quiet was that a truck had good trucks and equipment, not lacking mufflers or noisy, but operational safely. Mr. Schwartz advised that the back-up alarm was a requirement of DOT, and could not be eliminated.

Vice Chair Stenlund opined that he wanted the best possible service at the lowest possible price; and opined that this RFP appeared to represent that desire. Vice Chair Stenlund expressed his support of the value added area of additional benefits that the City could not necessarily define or anticipate at this time.

Member DeBenedet concurred, opining that he didn't want any "pretend recycling."

Further discussion included standard or minimum requirements based on community value discussions; and "frequency of service" left at "0" for values, but allowing flexibility for proposals; and ensuring that if a vendor defaulted the City could void that contract and enter into a contract with another vendor.

<u>Public Comment</u>

Kathy Klink, Resident at 535 Ryan Avenue W

In her review of the draft RFP, Ms. Klink questioned if the intent was that the RFP required a vendor to provide carts whether proposing single sort collections or not; and whether there was rationale indicating that carts versus bins making any difference in sorting requirements.

As a resident, Ms. Klink stated that she wanted to know that her recycling materials were made into recycled products versus road aggregate that she didn't consider recycling; and recommended requiring vendors to advise the PWETC where they were selling collected materials. Ms. Klink opined that this was a critical element for her as a resident and her trust in the PWETC and City representatives to keep an eye on those markets; and providing assurance to her that they were being recycled; and questioned if vendors would be hesitant to do that reporting in realistic situations. Ms. Kling advocated that, material vendors submit those reporting requirements as part of the RFP process, and specific to the PWETC and City with as much confidentiality as necessary, while also allowing the City to remain confident about their ability to have end markets for materials collected.

At the request of Vice Chair Stenlund, Mr. Pratt responded to Ms. Klink's comments and concerns.

Mr. Pratt advised that while single stream collection suggested carts, it did not require them, and bins would be considered.

Regarding end market verification, Mr. Pratt advised that a vendor would be required to provide that information as part of this RFP process; and could require tonnages being delivered to each end market vendor and examples of those end products made by that specific end market manufacturer for verification.

Vice Chair Stenlund suggested including market indicator/demand as part of Section 4.22 or 4.32; but Mr. Pratt noted that those sections were definitions and wouldn't be an appropriate place for that added language. However, Mr. Pratt advised that staff would find an appropriate place to add the language to guarantee that a real product was available at the end market.

Vice Chair Stenlund opined that, considering carts versus bins and if for single stream, bi-weekly collection, carts would be better for stability and human safety, based on the potential weight of materials being brought curbside.

Mr. Schwartz and Mr. Pratt concurred, noting that there was a proven decrease in workers compensation claims for vendors switching from bins to carts; with Vice Chair Stenlund recognizing that as a significant cost savings for vendors and ultimate the City in the cost of the program.

7. Josephine Heights Subdivision Preliminary Plans

Mr. Schwartz briefly presented this fairly new Preliminary Plan submittal for the Josephine Heights Subdivision, west of Victoria and Millwood Avenues; and referenced the attachments to the staff report for PWETC review and comment. Mr. Schwartz advised that staff had requested the developer provide two (2) Outlots versus easements for infrastructure, including stormwater management.

Discussion and review including long-term maintenance of landscaping addressed through a maintenance contract developed by the City Attorney with the developer/homeowner's association maintaining the landscaping and the City maintaining stormwater management areas; and including assignment for any future landscaping reconstruction costs as part of that agreement. Mr. Schwartz noted that the City needed to be cognizant of that concern when approving a landscaping plan.

Further discussion included reconstruction neighborhood concerns regarding screening of headlights from the new development for existing homes and changes to the character of the neighborhood with the change from this long-term wooded lot to new homes; and maintenance of the cul-de-sac by the City as a public street; lot configuration and size.

Vice Chair Stenlund stated, for the record, that he felt it was important for Roseville staff to see a written maintenance plan in place including where future maintenance/construction vehicles could be staged relative to the location of stormwater management areas, and providing initial performance minimums and expectations in future years and a performance schedule. Vice Chair Stenlund opined that the proposed ration of sand to compost was too much, and based on his professional experience, preferred more sand than compost, since organics could always be added later. Member Stenlund further addressed Sheet 4 of 7 regarding pretreatment best management practices, and expressed concern with the grit chamber and who would clean that out, and if it required a lane closure to do so, where would the equipment be parked for that maintenance.

Mr. Schwartz advised that those concerns had already been provided to the developer by staff, asking that they consider a rain garden.

Vice Chair Stenlund concurred with the rain garden option with a 4-bay system, allowing for raking from the surface on their cul-de-sac versus Millwood Avenue. Vice Chair Stenlund also questioned snow storage proposals, opining that it should be part of the design.

Mr. Schwartz advised that staff had also requested that those be set back from the street.

Vice Chair Stenlund referenced the dual ditch design of two (2) berms installed at the Rice Street/Highway 36 park and ride facility; one for snow piles and one for snow melt, and suggested a similar application for this development.

Vice Chair Stenlund further opined that there was a missing best management practice (BMP) indicating a lack of temporary root control; and asked that the City seek a rigorous BMP as a concept statement, including the specific location for a temporary sediment, noting the difficulties in doing so when the buildings were on top of each other. Vice Chair Stenlund questioned why the developer was not doing rain gardens in front of their own homes, designed as front yard treatment systems as part of the direction the City of Roseville was moving, and providing the developer to design something attractive and functional. Vice Chair Stenlund noted, if the driveway was a 4-bay, there were landscaping elements available (e.g. solid pavers) that wouldn't make the design an obvious or traditional rain garden in a typical sense. Vice Chair Stenlund emphasized the word "rigorous" for the developer's notice and expectations of the City, encouraging them to provide it.

Mr. Schwartz advised that, since this was less than a standard cul-de-sac, as requested by staff, the driveways had little area between them for rain gardens, etc. other than potentially at the throat. Mr. Schwartz advised that if homes exceeded impervious requirements, the City required individual lot BMP's, which the developer had already been informed of; but assured the PWETC that staff would include these comments to the developer.

Further discussion included parking and street width based on City regulations and parking restrictions; advantage to the City of less asphalt installed due to the more narrow street width and smaller diameter cul-de-sac. Mr. Schwartz advised that the firs preliminary design had included a 100’ cul-de-sac with island, and prompting staff’s requested revision as indicated, based on the City’s difficulty in maintaining those types of designs during the winter.

Member DeBenedet advised that his only concern was how the developer intended to manage storm water.

Vice Chair Stenlund noted that the goal was for a twenty (20) year service life and routine 48 hour rain event; and suggested pervious pavement for the cul-de-sac as a perfect opportunity for a grant from the area watershed district, since this is a limited traffic road.

Mr. Schwartz noted that the soils were not great in this area.

8. LED Lighting Retrofit Plan

Mr. Schwartz displayed a map of the areas outlined in Attachment A for a proposed LED Retrofit Four Year Plan from 2013 – 2016. Mr. Schwartz advised that the City Council appropriated $25,000/year, beginning in 2013,to replace or retrofit existing lighting systems. Mr. Schwartz noted that these were for street lights owned by the City, with the remainder of those currently unaffected owned by Xcel Energy.

As part of this plan, Mr. Schwartz advised that a light meter study was indicated for Larpenteur Avenue, felt to be over-lit at this time, and advised that anticipated spillover lighting from parking lots may allow elimination of some overhead lights.

At the request of commissioners, Mr. Schwartz confirmed that it would require the hiring of a consultant or testing company for that study.

Discussion included how the various areas were selected based on lighting age and how it fit the annual budget allotment; identification of the lights by I-35W as the oldest in the community, but the hardest to replace based on design issues, as well as original light installations on both sides of County Road B-2, with anticipated replacement only on the pedestrian side for safety issues; installation of lights on County Road C in about 2006; and ownership of lights by the City on the west side of Snelling Avenue, and the east side owned by Xcel.

Member DeBenedet suggested that light replacements at the City Hall campus seemed to cut electrical power requirements by 2/3, but on County Road C, they were only reduced by a small fraction; and questioned why more significant reductions were not available as part of the replacement.

Mr. Schwartz noted the findings with the City of West St. Paul study by Xcel Energy that the LED's were not reducing wattage as much as he anticipated, and advised that it was meeting the measured lights trying to be achieved; and as noted by Member DeBenedet, the perception that they were brighter or providing more light.

Mr. Schwartz reviewed various types of lighting and their uses (e.g. building wall packs of which there are a significant number around the maintenance building) versus lighting for pedestrian areas and what the goal was, whether for safety for walking or appearing lit for security purposes.

Vice Chair Stenlund opined that, while the LED lighting may not be brighter and create the same visual appearance, a reduction from 150 to 90 watts was still significant.

Mr. Schwartz concurred that it was a measurement versus perception concept.

While agreeing with the proposed plan in 2013 and 2014, Member DeBenedet suggested that the 2015 plan be re-evaluated to see it made sense based on the learning curve of those first two (2) years.

Mr. Schwartz concurred, noting that each year required additional review before construction to make sure the right fixtures were being retrofitted.

Vice Chair Stenlund asked if he could submit the project to student engineers as a Capstone Project; with Mr. Schwartz agreeing that it would be a great idea.

Vice Chair Stenlund expressed his excitement about the project; and reminded members that, when replacing current bulbs on the City Hall campus, to keep in mind that there was a longer life expectancy for LED fixtures as well; and that it should also be taken into consideration that in the future, smaller gauge wiring to supply larger wattages may be needed.

9. Discussion Points for Annual Joint Meeting with City Council

Regarding the upcoming annual joint meeting of the City Council and PWETC, Vice Chair Stenlund encouraged all members to attend if possible, with Members Gjerdingen and DeBenedet committing to attend and looking forward to the opportunity.

Members reviewed possible discussion points to consider, including:

<u>Activities and accomplishments</u>

- Comprehensive Storm water Management Plan
- Drafting of Complete Streets Policy
- Recycling Contract and Community Values Process and draft RFP
- Revised Assessment Policy

- Metro Transit service discussion
- Committee work with Parks & Recreation NRATS on Pathway Master Plan

Work plan items for upcoming year

- Ms4 permit merging into new permit requirements
- Asset Management update on an annual basis

Questions/concerns for City council

- Pavement Condition Index and whether to reconsider the cost benefits of the current standard
- Metro Transit – rapid transit process and Central Corridor re-routing of bus routes

10. Possible Items for Next Meeting – June 25, 2013

- Pathway Master Plan – continued discussion
- Review of the joint meeting with the City Council
- Other unfinished business previous deferred as time allows
- Member Gjerdingen requested a discussion of intersections and interim signage at specific pathway connections to constellations (e.g. way finding signage)
- The natural resources aspect of the NRATS committee, and the role of the PWETC for that natural resources plan; and promote songbirds for walkers

Vice Chair Stenlund advised that he would be unavailable for the June 2013 meeting due to an out-of-town work commitment.

11. Adjourn

Member DeBenedet moved, Member Gjerdingen seconded, adjournment of the meeting at approximately 8:43 p.m.

Ayes: 3
Nays: 0
Motion carried.

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: June 25, 2013 **Item No:** 4

Item Description: Communication Items

- Projects update-
  - 2013 Pavement Management Mill and Overlay Project- The Contractor has been making good progress on the work for this contract. At this time it is anticipated that the work will be complete the first week of July.
  - Storm Sewer Lining – The 73 inch pipe at B and Dale St is lined. Work on the pipe in the intersection of County Road B-2 and Hamline Avenue will be completed once we get a dry period.
  - 2013 Sanitary Sewer Lining Project – The Contractor has completed nearly 6 miles out of the 7 scheduled. There is approximately one mile to complete yet with the majority of which will be night work. This is scheduled for July.
  - Waterman lining project – Staff is working with 3M on final warranty details.
  - County Road D Reconstruction – Xcel Gas is working on replacing their main on the south side of the road. Work is scheduled to begin in early July
  - Villa Park Sediment Removal Project – Work has started on sediment removal in the most southerly cell of the treatment system. This project will be going on for most of the summer.
  - Xcel Gas Main Replacement Project- This project has begun with work at County Road B proceeding south. Work will continue to proceed south along Rice St. with restoration completion in early September. A temporary trail was constructed on the Maplewood side for pedestrian traffic during construction.
  - County Road B-2 Pathway Construction- Staff continues to work on plans for this project.
  - Staff is also working on the following projects:
    - Wheeler Avenue Traffic Management Project
    - Utility Extension at 3040 Hamline Avenue
    - McCarrons Lake Subwatershed Drainage Improvements

- Maintenance Activity
  - Street Division crews are busy patching deteriorated surface on several miles of streets. Crews cleaned up tree debris after winds on June 15th and 16th.
  - Hydrant flushing and inspection is nearly complete and annual sewer maintenance is underway.
  - Annual seal coating of streets was completed in mid June.

Attachments:

A. Wheeler Neighborhood Update letter

June 12, 2013

RE: Wheeler Street Traffic Management Program Request

Dear Resident,

I wanted to take this opportunity to update you on the status of the Wheeler Street Traffic Management Program request. The installation of the temporary closure on Wheeler Street was approved by the City Council in September 2011. The specific direction from the Council was that it would remain in place until the construction on Presbyterian Homes is complete, approximately 2015.

In September 2012, the City received a petition from your neighborhood requesting the permanent closure of Wheeler Street at County Road D.

An information meeting was held on March 7, 2013 to discuss the permanent closure request and get feedback from property owners. The meeting was well attended and a number of questions were asked that staff needs to gather additional information in order to adequately address. Staff is going to collect the data needed to respond to the questions raised at the meeting this summer. This information will be incorporated into a feasibility report.

We will invite the neighborhood in for another meeting in August. At the meeting, staff will present the preliminary findings from the feasibility report for this project. The report will include information on the following: traffic, neighborhood feedback, street design alternatives, potential project costs, and assessments.

The decision on whether to proceed with the proposed project will be made by the City Council at a public hearing. Public hearings are held at regularly scheduled Council meetings. All property owners in the benefited area will receive a formal notice of the project public hearing at least two weeks in advance of the meeting. The public hearing will occur in the fall.

At a public hearing, the findings from the feasibility report are presented and property owners will have an opportunity to speak to the City Council about the proposed project.

After the public hearing, the City Council will vote on whether the project should move forward. If approved, staff will prepare construction documents for a project in 2014.

If you have any questions about the proposed project please contact me at 651-792-7042 or deb.bloom@ci.roseville.mn.us. More information about the Traffic Management Program is available on the website: http://www.cityofroseville.com/trafficmanagement

Sincerely,

Debra M. Bloom

Debra M. Bloom, P.E.
City Engineer

2660 Civic Center Drive ❖ Roseville, Minnesota 55113
651-792-ROSE ❖ TDD 651-792-7399 ❖www.ci.roseville.mn.us

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: June 25, 2013 **Item No:** 5

Item Description: Pathway Master Plan Build- out Discussion

Background:
At the April 23 meeting, the Commission discussed a Pathway Master Plan Build-out Plan for the list of priority pathway segments included in the 2008 plan.

Since that meeting staff has reviewed the priority segments with scores over 90 and put together estimates for these projects. Larger segments have been broken down to create more manageable projects.

The City's Pathway master plan, including the pathway priority segments and maps, is located at: www.ci.roseville.mn.us/pathways

Recommended Action:
Discuss Pathway Master Plan Build-out

Attachments:
A. Pathway Master Plan Priority table
B. Parks Renewal Program Potential Pathway Project Map
C. Pathway Master Plan Priority Project Map
D. 2013 Pathway Map

Pathway Master Buildout Plan (Scoring per 2008 Pathway Master Plan)		Score	Description	Length (Miles)	Estimated Cost								Build Year	Funding Source	Traffic Counts
					On Street	Signage	Off Road	Bridge	Striping	Drainage	Retaining wall	Total			
PROPOSED TO BE CONSTRUCTED AS A PART OF PARK RENEWAL PROGRAM															
6	**County Road B2**	**140.8**	Sidewalk from Lexington Avenue to Rice Street	**2**			**$942,000**			**$330,000**	**$161,000**	**$1,433,000**	**2013-2015**	**Parks Renewal**	**4,150**
17	**Victoria St (B to C)**	**129.3**	On-road and off-road pathway from County Road B to County Road C	**1**			**$258,693**			**$37,500**	**$80,500**	**$376,693**	**2013-2015**	**Parks Renewal**	**4,825**
	Constellation L		signage and striping along the route	**3**		**$7,500**			**$6,300**			**$13,800**	**2013-2015**	**Parks Renewal**	**NA**
	Constellation E		signage and striping along the route- construct MacKubin Connection (#28 from Pathway Master Plan)	**2.25**		**$5,625**	**$63,250**		**$4,725**			**$73,600**	**2013-2015**	**Parks Renewal**	**NA**
	Constellation B		signage and striping along the route	**1.6**		**$4,072**			**$3,420**			**$7,492**	**2013-2015**	**Parks Renewal**	**NA**
	Contingency (11%)		easement/ testing etc.									**$217,964**			
	Total											**$2,122,550**			
SEGMENTS COMPLETED AS OF NOVEMBER 1, 2012															
12	**Fairview Ave (South of B2)**	**133**	On-road and off-road pathways between Roselawn Avenue and County Road B-2										**Done: 2011-2012**	**Federal Funds**	
	Fairview Ave (B2 to C)		On-road and off-road pathways between County Road B2 and County Road C										**Done: 2012**	**Maintenance funds**	
21	**Rice St. (Co Rd B to Co Rd B2)**												**Done: 2011**	**Federal/ MSA funds**	
19	**Dale St North of Co Rd C**	**73.75**	Off-street trail from S Owasso Blvd to County Road C										**Done: 2011**	**MSA funds**	
22	**Brenner to Langton Connection**	**61.5**	Pathway connection between Brenner Ave and Langton Lake Park										**Done: 2011**	**Developer funded**	

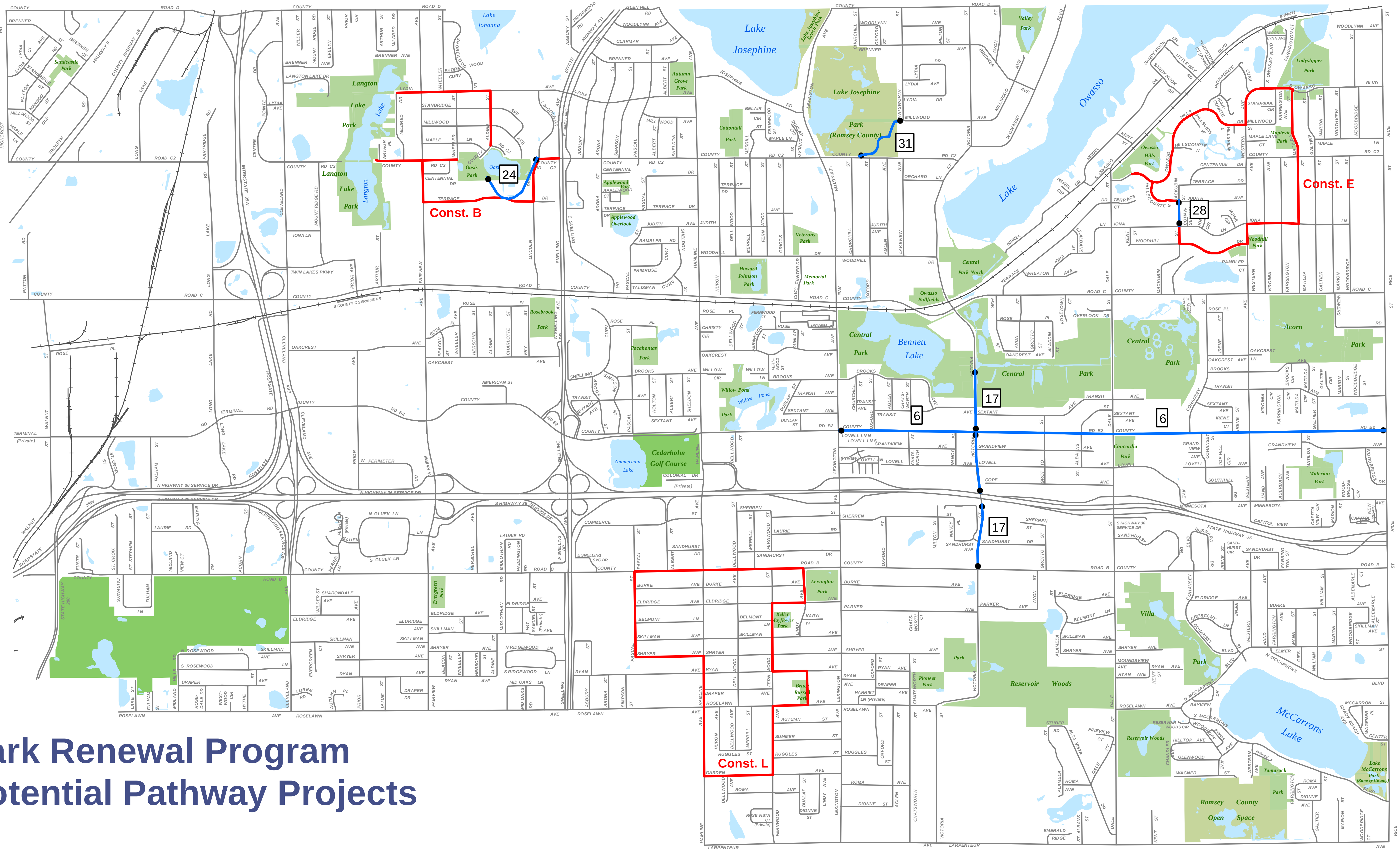
Pathway Master Buildout Plan (Scoring per 2008 Pathway Master Plan)		Score	Description	Length (Miles)	Estimated Cost								Build Year	Funding Source	Traffic Counts
					On Street	Signage	Off Road	Bridge	Striping	Drainage	Retaining wall	Total			
SEGMENTS WITH SCORES GREATER THAN 90															
21	**Rice St**	**141**	**On-road and off-road pathway from Larpenteur to the north City boundary**	**2 & 1**	**$320,000**		**$450,000**		**$4,200**	**$175,000**	**$34,500**	**$983,700**	**2016**	**MSA/ RC/ Fed**	**14,300**
	On Road														
	County Road C2 to County Road D			0.5	$80,000				$1,050			$81,050			
	County Road C to County Road C2			0.5	$80,000				$1,050			$81,050			
	McCarron Street to County Road B			0.5	$80,000				$1,050			$81,050			
	Larpenteur Ave to McCarron Street			0.5	$80,000				$1,050			$81,050			
	Off Road														**13,700**
	County Road C2 to County Road D		6 ft wide concrete sidewalk- one side	0.5			$225,000			$87,500	$17,250	$329,750			
	County Road C to County Road C2		6 ft wide concrete sidewalk- one side	0.5			$225,000			$87,500	$17,250	$329,750			
7	**County Road B**	**130**	**Off-road trail connection from Highway 280 to Rice Street- only missing segment is TH 280 to Cleveland**	**1**			**$370,000**			**$175,000**	**$34,500**	**$579,500**	**2015-2020**		**1,300**
4	**County Road C**	**128**	**On-road bicycle facility from Lexington Avenue to Rice Street**	**2**									**Future**		**8,250**
	Restriping		**work with Ramsey County on restriping the road to include bike lanes**	**2**		**$5,000**			**$9,700**			**$14,700**			
	With Road Reconstruction		**widen road for bike lanes- in conjunction with a reconstruction project**	**2**	**$320,000**				**$4,200**			**$324,200**			
	Lexington to Victoria			0.5	$80,000				$1,050			$81,050			
	Victoria to Dale Street			0.5	$80,000				$1,050			$81,050			
	Dale Street to Western Avenue			0.5	$80,000				$1,050			$81,050			
	Western Avenue to Rice Street			0.5	$80,000				$1,050			$81,050			
18	**Victoria St (South of B)**	**124.5**	**On-road and off-road pathway from Larpenteur Ave to County Road B**	**1.25**			**$500,000**			**$218,750**	**$28,750**	**$747,500**	**2014-2015**	**MSA**	**2,150**
16	**Victoria St (North of C)**	**123.8**	**On-road and off-road pathway from County Road C to County Road D**	**1.25**			**$500,000**			**$218,750**	**$43,125**	**$761,875**	**Future**		**6,600**
	On Road		**On road exists with shoulders today- cost is for paint and signs**	1.25		**$3,125**			**$2,625**			**$5,750**			
	Off Road														**13,700**
	County Road C2 to County Road D		8 ft wide Bituminous Pathway- one side	0.55			$220,000			$96,250	$18,975	$335,225			
	County Road C to County Road C2		8 ft wide Bituminous Pathway- one side	0.7			$280,000			$122,500	$24,150	$426,650			
15	**Lexington Ave**	**120.5**	**Off-road trail on the east side of Lexington Avenue from Larpenteur Avenue north through the City connecting to Shoreview's pathway system**	**3**			**$1,140,000**			**$498,750**	**$98,325**	**$1,737,075**	**Future**		**15,100**
	County Road C2 to County Road D		8 ft wide Bituminous Pathway- one side	0.5			$200,000			$87,500	$17,250	$304,750			
	County Road C to County Road C2		8 ft wide Bituminous Pathway- one side	0.5			$200,000			$87,500	$17,250	$304,750			
	County Road B2 to County Road C		8 ft wide Bituminous Pathway- one side	0.35			$140,000			$61,250	$12,075	$213,325			
	County Road B to County Road B2		8 ft wide Bituminous Pathway- one side	0.5			$200,000			$87,500	$17,250	$304,750			
	Roselawn to County Road B2		8 ft wide Bituminous Pathway- one side	0.5			$200,000			$87,500	$17,250	$304,750			
	Larpenteur Ave to Roselawn		8 ft wide Bituminous Pathway- one side	0.5			$200,000			$87,500	$17,250	$304,750			
11	**Fairview Ave (North of C)**	**118.5**	**On-road and off-road pathways between County Road B2 and County Road D**	**1**									**Future**		**8,100**
	On Road		**On road exists with shoulders today- cost is for paint and signs**	**1**		**$2,500**			**$2,100**			**$4,600**			
	Off Road						**$400,000**			**$175,000**	**$57,500**	**$632,500**			**13,700**
	County Road C2 to County Road D		8 ft wide Bituminous Pathway- one side	0.5			$200,000			$87,500	$28,750	$316,250			
	County Road C to County Road C2		8 ft wide Bituminous Pathway- one side	0.5			$200,000			$87,500	$28,750	$316,250			
5	**County Road C Sidewalk**	**117.5**	**Sidewalk on the north side of County Road C from Western to Rice Street**	**0.5**			**$225,000**			**$87,500**	**$23,000**	**$335,500**	**Future**		**7,400**

Pathway Master Buildout Plan (Scoring per 2008 Pathway Master Plan)		Score	Description	Length (Miles)	Estimated Cost								Build Year	Funding Source	Traffic Counts
					On Street	Signage	Off Road	Bridge	Striping	Drainage	Retaining wall	Total			
26	**Rosedale to HarMar Connection**	**114.5**	**A light traffic overhead bridge structure across Highway 36 and pathway connection between Rosedale and Har Mar Mall- cost does not include potential right- of- way needed for construction**	**1**			**$370,000**	**$1,600,000**		**$175,000**		**$2,145,000**	**Future**		**41,000**
8	**Roselawn Ave**	**110**	**On road and off-road pathways from west City boundary to Hamline Avenue**	**2.25**	**$360,000**		**$1,012,500**		**$4,725**	**$393,750**		**$1,770,975**	**Future**		**2,900**
	Off Road		There is already a off road facility in Falcon Heights in this corridor												**13,700**
	Cty Boundary to Cleveland		6 ft wide concrete sidewalk- one side	0.75			$337,500			$131,250	$25,875	$494,625			
	Cleveland to Fairview		6 ft wide concrete sidewalk- one side	0.5			$225,000			$87,500	$17,250	$329,750			
	Fairview to Snelling		6 ft wide concrete sidewalk- one side	0.5			$225,000			$87,500	$17,250	$329,750			
	Snelling to Hamline		6 ft wide concrete sidewalk- one side	0.5			$225,000			$87,500	$17,250	$329,750			
	On Road		Difficult to construct without a full road project and Falcon Heights cooperation												
	Cty Boundary to Cleveland			0.75	$120,000				$1,575			$121,575			
	Cleveland to Fairview			0.5	$80,000				$1,050			$81,050			
	Fairview to Snelling			0.5	$80,000				$1,050			$81,050			
	Snelling to Hamline			0.5	$80,000				$1,050			$81,050			
25	**Northeast Diagonal Trail Connection (Walnut to Co Rd C)**	**110**	**County Road C trail connection to the NE Diagonal Trail into Minneapolis**										**Future**		**14,500**
	Option 1- along County Road C/ Walnut						**$343,636**			**$125,284**	**$12,633**	**$481,553**			
	10 ft wide bituminous attached pathway south side County Road C			0.55			$263,636			$96,117	$12,633				
	East side Walnut 8 ft bituminous			0.17			$80,000			$29,167					
	Option 2- Along the Railroad right- of- way south of County Road C		8 ft wide bituminous trail along tracks	0.87			$348,485			$152,462		**$500,947**			
20	**Dale St South of Reservoir Woods**	**109.7**	**Off-street bituminous trail from Reservoir Woods Park to Larpenteur Avenue**	**0.5**			**$200,000**			**$87,500**	**$40,250**	**$327,750**	**Future**		**9,500**
13	**TH 51 pathway connection to Old Snelling (Arden Hills)**	**104**	**Work with Arden Hills to develop a regional pathway connection along Snelling Avenue to Old Snelling Avenue in Arden Hills connecting Roseville to MoundsView High School, Valentine Hills Elementary School, Bethel College, Lake Johanna Park and County Road E2 commercial businesses**	**0.5**			**$200,000**			**$87,500**	**$17,250**	**$304,750**	**Future**		**31,000**
14	**Hamline Ave**	**102.3**	**An off-road pathway from County Road B-2 to TH 51 (Snelling)- sidewalk exists on west side from County Road B-2 to County Road C**	**1.75**			**$718,500**			**$306,250**	**$60,375**	**$1,085,125**	**Future**		**6,817**
	Off Road														
	County Road C2 to City Bdry		8 ft wide Bituminous Trail- one side	0.75			$300,000			$131,250	$25,875	$457,125			
	County Road C to County Road C2		8 ft wide Bituminous Trail- one side	0.5			$200,000			$87,500	$17,250	$304,750			
	County Road B2 to County Road C		tear out sidewalk and construct 8 ft wide trail	0.5			$218,500			$87,500	$17,250	$323,250			
31	**Millwood to County Road C2 Link**	**98.5**	**Pathway connection that creates a link between the corner of Millwood and Chatsworth through the Ramsey County open space to County Road C2**	**0.25**			**$100,000**			**$43,750**	**$11,500**	**$155,250**	**2013-2015**		**NA**
34	**Alta Vista Drive**	**94.25**	**Pathway connection along Alta Vista Drive between Larpenteur Avenue and Reservoir Woods Park**										**Future**		**Unknown**
	Option 1: On Road		stripe a section of the road and designate for pedestrians- would require no parking on the road	0.45		$1,125			$945			**$2,070**			
	Option 2: Off Road Sidewalk		6 ft wide sidewalk on one side of the road	0.45			$202,500			$78,750	$31,050	**$312,300**			

	Pathway Master Buildout Plan (Scoring per 2008 Pathway Master Plan)	Score	Description	Length (Miles)	Estimated Cost								Build Year	Funding Source	Traffic Counts
					On Street	Signage	Off Road	Bridge	Striping	Drainage	Retaining wall	Total			
1	**County Road D**	**93.75**	**On and off road between Cleveland and Fairview Avenue- the road has shoulders, cost is for off road only**	**0.5**	**$200,000**					**$87,500**	**$13,800**	**$301,300**	**Future**		**8,400**
10	**Cleveland Ave**	**92.75**	**On and off road, between County Road C and County Road D. On road is not recommended until road is reconstructed. Segment has a pathway on the west side from just north of the 35W ramps all the way to County Road D (around Centre Pointe)**	**0.85**			**$382,500**			**$148,750**	**$23,460**	**$554,710**	**Future**		**6,700**
	Off road		Wal Mart is constructing a sidewalk on the east side from County Road C to Twin Lakes Parkway so the segment is not included												
	Twin Lakes Parkway to County Road C2		6 ft wide sidewalk	0.4			$180,000			$70,000	$11,040	$261,040			
	County Road C2 to County Road D		6 ft wide sidewalk- already at Applewood	0.45			$202,500			$78,750	$12,420	$293,670			
9	**Larpenteur Ave**	**92.5**	**An off-road trail from Reservoir Woods to Galtier Street- 6 ft concrete sidewalk**	**0.5**			**$225,000**			**$87,500**	**$13,800**	**$326,300**	**Future**		**12,800**

	Pathway Master Buildout Plan (Scoring per 2008 Pathway Master Plan)	Score	Description	Length (Miles)	Estimated Cost								Build Year	Funding Source	Traffic Counts
					On Street	Signage	Off Road	Bridge	Striping	Drainage	Retaining wall	Total			
	SEGMENTS WITH SCORES LESS THAN 90														
33	**Cohansey St to HANC Connection**	89.5	Pathway connection between Cohansey Street and HANC										Future		**NA**
30	**Villa Park Connections**	88.75	Pathway connection from Shryer Ave and from Ryan Ave into Villa Park										Future		**NA**
2	**County Road C2 (W of Snelling)**	87	On and off road pathways from the west City Boundary to Snelling Avenue This corridor would include a grade separated crossing of 35W										Future		**2,300**
3	**County Road C2 (E of Snelling)**	86	On and off road pathways from the Snelling Avenue to Victoria Street										Future		**2,350**
29	**Lovell to Minnesota Connection**	80.25	Pathway connection between Lovell Ave and Minnesota Street										Future		**NA**
27	**Heinel Drive Connection**	75.5	Pathway connection between S Owasso Blvd and County Road C along Heinel Drive										Future		**NA**
28	**Judith to Iona Connection**	72.75	Pathway connection between Judith Ave and Iona Lane- 8ft wide bituminous	0.1			$40,000			$17,500	$5,750	$63,250	Future	Parks Renewal	**NA**
23	**Langton Lake Loop**	72.5	Pathway that goes around all of Langton Lake										Future		**NA**
24	**Twin Lakes Redevelopment Area Connections**	56.75	On and off road facilities as a part of public street infrastructure project within Twin Lakes Redevelopment area (between Fairview and Cleveland) Provide connection from the redevelopment area into Langton Lake Park										Future	Developer/ TIF/ Assess	**NA**
32	**Eustis to St Croix Connection**	49	Pathway connection between Eustis Street and St Croix Street										Future		**NA**

Attachment B



Park Renewal Program
Potential Pathway Projects

ROSEVILLE

Prepared by:
Engineering Department
June 20, 2013

Data Sources and Contacts:
* Ramsey County GIS Base Map (6/05/13)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

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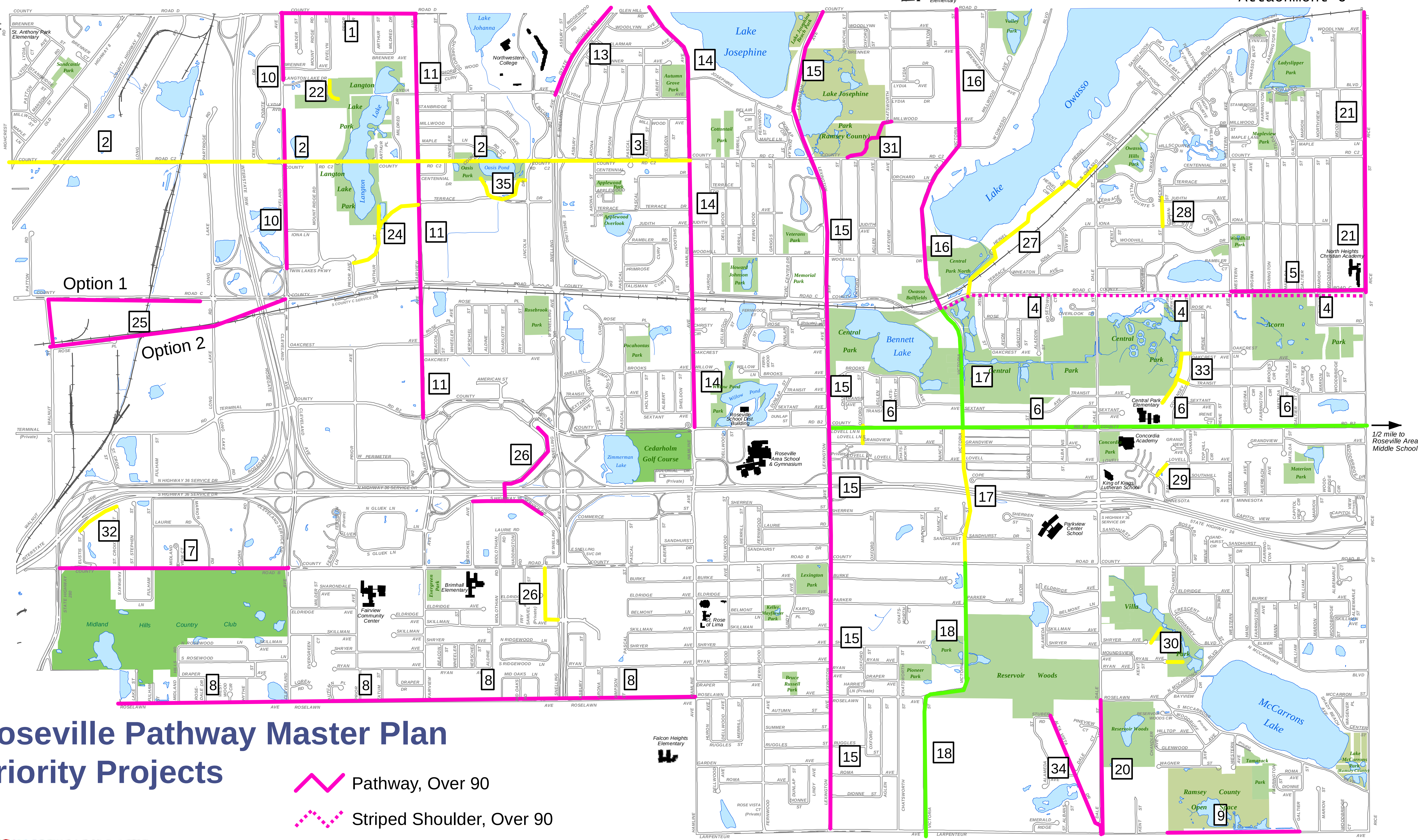
Attachment C



Roseville Pathway Master Plan
Priority Projects

- Pathway, Over 90
- Striped Shoulder, Over 90
- Pathway, Under 90
- Planned Pathway

ROSEVILLE

Prepared by:
Engineering Department
June 20, 2013

Data Sources and Contacts:
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* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
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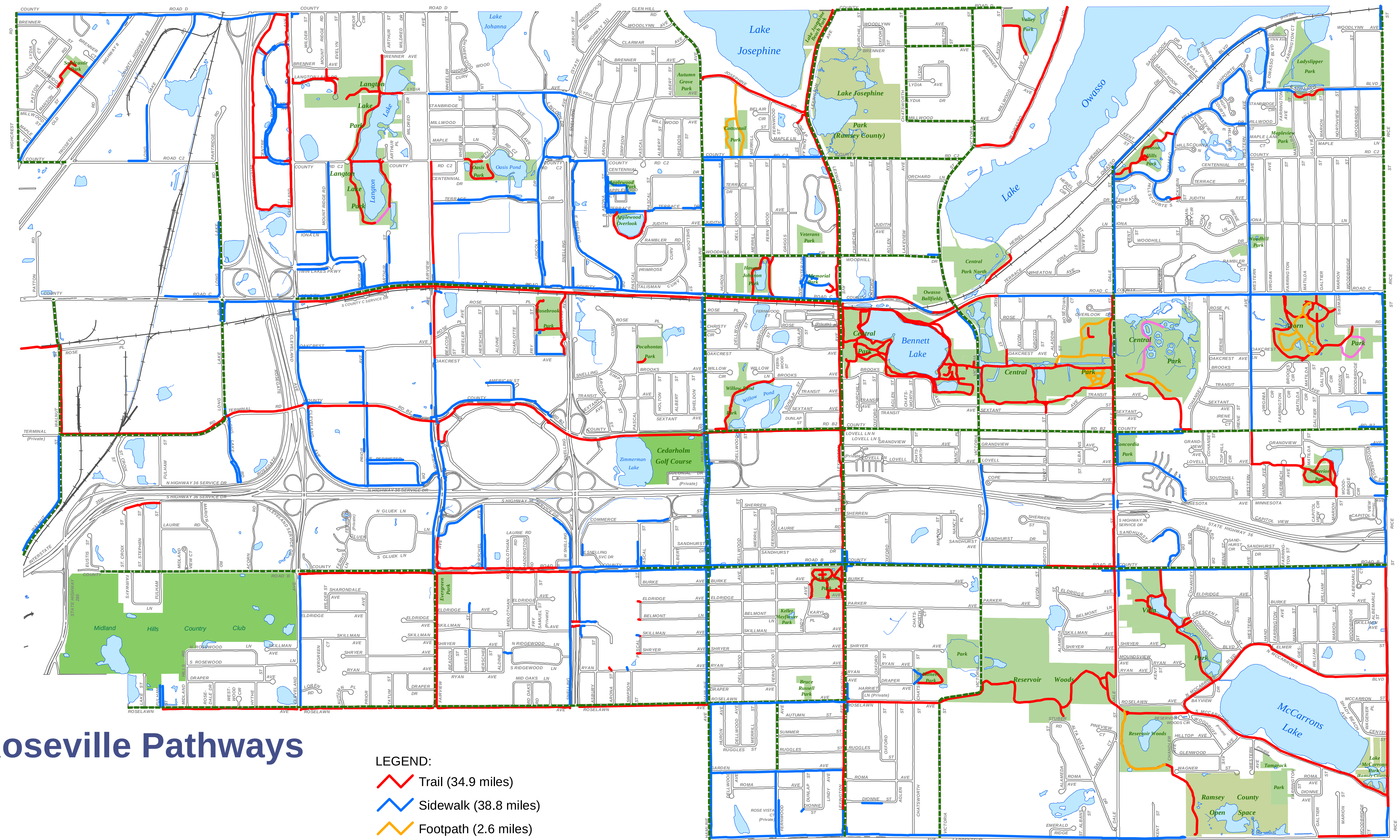
map: PathwayMasterPlan2008withUpdates.pdf



Roseville Pathways

LEGEND:

- Trail (34.9 miles)
- Sidewalk (38.8 miles)
- Footpath (2.6 miles)
- Striped Shoulder (29.1 miles)
- Other (Boardwalk- 0.6 miles)

TOTAL 105.9 miles

ROSEVILLE

Prepared by:
Engineering Department
January 20, 2013

Data Sources and Contacts:
* Ramsey County GIS Base Map (1/02/13)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

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map: 2013RosevillePathway.mxd.pdf

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: June 25, 2013 **Item No:** 6

Item Description: Discussion of Joint Council/Commission Meeting Topics from June 17, 2013

Background:
The PWET Commission met with the City Council on June 17, 2013 for your annual discussion with council members. Attached are the minutes from that meeting and the council packet information from the meeting. You may want to discuss any particular points that are of interest or topics to add to a future agenda.

Recommended Action:
Discuss joint meeting and potential future work plan items.

Attachments:
A. 2013 Council Action
B. Minutes of June 17, 2013 City Council Meeting

REQUEST FOR COUNCIL ACTION

Date: 06/17/2013
Item No.:

Department Approval

City Manager Approval

DJS

Item Description: Public Works, Environment, and Transportation Commission Meeting with the City Council

BACKGROUND

Each year, the Public Works, Environment, and Transportation Commission meets with the City Council to review activities and accomplishments and to discuss the upcoming year's work plan and issues that may be considered. The following are activities of the past year and issues the Commission would like to take up in the next year:

Activities and accomplishments:
- Comprehensive Storm water Management Plan
- Drafting of Complete Streets Policy
- Recycling Contract and Community Values Process and draft RFP
- Revised Assessment Policy
- Metro Transit service discussion
- Committee work with Parks & Recreation NRATS on Pathway Master Plan
- LED street lighting review

Work Plan items for the upcoming year:
- Ms4 revised permit requirements
- Asset Management updates on an annual basis
- Additional Pathway Master Plan work

Question or Concerns for the City Council:
- Pavement Condition Index goals with cost benefits of the current targets
- Metro Transit – rapid transit process and Central Corridor re-routing of bus routes
- Organized waste collection

Prepared by: Duane Schwartz, Public Works Director
Attachments: A: None

ville, which provided a much less active park in comparison to most of Roseville's parks, with a lot of natural area around it; and suggested that this be considered as a useful model.

Mr. Schroeder noted that residents had been very clear that they perceived trails as being part of any park concept, basically that trails were parks.

Mayor Roe noted that, throughout the Master Plan process, it was continually brought forward that the SW area of Roseville not be overlooked.

Councilmember Willmus noted that this had been an overwhelming and recurring theme heard during his campaigning; not necessarily for a big park, but to enhance smaller areas; and expressed his appreciation in offering some options that could achieve that preference.

In conclusion, Mr. Brokke advised that all preliminary plans were available for the public online; and that continued feedback was welcome. Mr. Brokke reiterated that follow-up meetings for Rosebrook Park and SW Roseville would be forthcoming in the future, following additional fine-tuning of concepts.

Etten moved, Willmus seconded, approval of the Preliminary Plans for Evergreen, Oasis and Sandcastle Parks, as presented and as detailed in the RCA dated June 17, 2013; moving toward final design, plans and specifications for subsequent approval.

Roll Call

Ayes: Willmus; Laliberte; McGehee; Etten; and Roe.
Nays: None.

Recess

Mayor Roe recessed the meeting at approximately 7:37 p.m. and reconvened at approximately 7:38 p.m.

10. Presentations

a. Joint Meeting with Public Works, Environment and Transportation Commission (PWETC)

PWETC Members present included Vice Chair Dwayne Stenlund and members Jim DeBenedet and Joan Felice.

Member DeBenedet reviewed current activities and accomplishments since last meeting with the City Council, as detailed in the RCA dated June 17, 2013.

Vice Chair Stenlund noted the important component of two advisory commissions working collaboratively, as noted in the Parks & Recreation NRATS work on the Pathway Master Plan.

Vice Chair Stenlund reviewed the proposed PWETC work plan for the coming year, as noted in the RCA, expressing his continued amazement of the work accomplished by the PWEC, and the things that came before them during a given year from the community-at-large as well as the City Council.

At the request of Mayor Roe, Vice Chair Stenlund defined "MS4" as the Municipal Separate Stormsewer System," a required permit process to separate stormwater drainage from sanitary sewer drainage.

Vice Chair Stenlund reviewed the three (3) questions or concerns in the RCA to provide additional direction or clarification for the PWETC.

<u>Pavement Condition Index (PCI)</u>
For the benefit of the public, discussion included an explanation of the current computer software program used to establish the condition index at the lowest cost for the best reasonable length of time possible.

Member DeBenedet led the discussion regarding whether there was City Council support for the PWETC to review whether or not there may be significant funds saved if the current formula was reduced to reduce the condition index and/or lengthen the timeframe for maintenance or reconstruction of the City's roads.

Mayor Roe spoke in support of continuing with a PCI in some form, but recognized the reduced gas tax money coming to the City for this purpose. Mayor Roe note that it was fortunate that most of the City's streets had now been reconstructed, creating more of an emphasis on maintenance versus a reconstruction mode. Mayor Roe stated that a good question was what the best condition index was to use; and whether or not the same index should apply to streets and pathways/parking lots as well. Mayor Roe supported the PWETC reviewing the PCI and providing their recommendations to the City Council.

Councilmember Laliberte spoke in support of the PCI; and questioned if winters similar to that experienced in 2012/13 throw the index off at all.

Member DeBenedet responded that Public Works Director Schwartz would be the best person to answer that question; however, he did note, with Mr. Schwartz acquiesce from the audience, that the City's Engineering staff annually physically surveyed at least 20% of the City's streets, allowing for rescoring of the streets at that time. Member DeBenedet noted that this allowed for a realistic review, and was not just dependent on when the road was last constructed and computer assumptions on projected deterioration, but included that field inspection for more accuracy.

Mayor Roe reiterated his support of what average was best indicated.

<u>Metro Transit/Rapid Transit Process/Central Corridor Re-routing of Bus Routes</u>
Vice Chair Stenlund reviewed discussions by the PWETC with Metro Transit and their attempts to create a less auto-centric and more community-centric transportation system; with the PWETC's desire to ensure all modes of travel were evaluated and/or re-evaluated.

Councilmember Laliberte shared her perspective in her attendance at a recent planning meeting for rapid bus transit down Snelling Avenue, with additional community discussions, including when it reached Roseville, probably in conjunction with the City of Falcon Heights, since they shared some bus stops.

Responding to Mayor Roe's comment that the route currently stopped at Rosedale, Councilmember Laliberte advised that she had pushed the discussion to question why the route didn't proceed up to Northwestern and Bethel Universities. Councilmember Laliberte advised that rationale of Metro Transit was that there had not been sufficient ridership in the past to support extending that route; however, they reluctantly agreed that they would review it again and if so indicated, could make changes based on future ridership. Councilmember Laliberte noted that Metro Transit seemed quite set in the route ending at Rosedale at this time; however, she noted that their focus was based on the need to renegotiate their transit station lease with Rosedale. Councilmember Laliberte advised that Metro Transit had received significant input from the communities along that route relative to the design of stations, curbing, stops, etc.

Mayor Roe opined that the City of Roseville, as a community, needed to continue advocating other transit modes for the Rice Street corridor, along with other adjacent communities. Mayor Roe noted that it was typical that transit opportunities in Roseville focused on Rosedale; however, he noted that there were a growing number of people passing through Roseville to access both downtown St. Paul and Minneapolis that created significant congestion on Roseville streets. Mayor Roe stated that this needed to be considered to address the quality of life in Roseville for its residents.

Councilmember McGehee opined that, southbound Rice Street seemed to have a lot of activity toward University Avenue to connect with the light rail system; and suggested Snelling Avenue and Rice Streets would be realistic north/south rapid transit bus routes.

Councilmember Laliberte responded that it may be part of Metro Transit's long-term plans.

Mayor Roe concurred with that point; as well as supporting continued advocacy for the NE Diagonal.

Member DeBenedet noted that there had been a lot of discussion in the past of the emphasis and Metro Transit funding in the northwest and southwest portion of the metropolitan area, but that this side of the Mississippi River seemed to be in never-never land. Member DeBenedet opined that it was important to make sure they didn't forget that area was here and needed to be served as well.

Mayor Roe reported on his involvement in a loosely-organized group calling themselves the East Metro Transit Alliance, made up of Ramsey County, Washing County, and Dakota County Commissioners, staff and elected officials and/or staff of communities in those counties, seeking to create more advocacies for transit in their area of the metropolitan community. Mayor Roe advised that the group was not seeking to be competitive, but hoping to facilitate pre-planning and cooperation among communities along those corridors. Mayor Roe advised that he represented Roseville on that informally; and would keep the PWETC and City Council apprised of those discussions, through Public Works Director Schwartz.

Vice Chair Stenlund expressed his hope that the connection of the City of Roseville to Como Park remained part of that history.

Councilmember Willmus asked that the PWETC assist the City Council in proactively exploring funding and planning in general to facilitate bicycle and pedestrian traffic flow.

Discussion ensued on ways to provide community access to bus rapid transit from east/west routes; use of rail tracks along County Road C and potential development as Ramsey County plans improvements on County Road C west of I-35W in the next few years through potentially narrowing vehicle lanes to accommodate a continued and safe pathway safely beyond the narrow portion that is currently deemed dangerous; the need for pedestrian crossings at Highway 36; and providing public refuges for pedestrians at busy intersections.

Member Stenlund advised that a future field trip is planned by the PWETC to look at the City's busiest intersections.

Councilmember Willmus suggested a field trip by the PWEC and City council to several recycling facilities, based on the significant number of renovations in the last few years, and to see some of the different opportunities available.

Councilmember Laliberte advised that the Ramsey County League of Local Governments (RCLLG) was planning a field trip later in 2013 to a water treatment plant, and when the dates became available, she would share them with the City Council and PWEC.

<u>Organized Waste Collection</u>

In noting that the PWETC had previously recommended that the City pursue organized waste collection through a formal resolution to the City Council, Vice Chair Stenlund noted that the PWETC had not yet received a response from the City Council; and therefore, questioned if the City Council wanted the PWETC to continue pursuing that previous direction.

Councilmember McGehee stated that she continued to hear from her neighborhood about it; and recognized the recent legislative changes to the rules, with 60-days for negotiating with haulers. Councilmember McGehee opined that it would be a saving to the community in many ways; while recognizing that there were passionate feelings from both sides. While not having the same emotional connection with her garbage hauler as some residents, Councilmember McGehee advised that her main concern was the potential of putting small businesses out of business. In her consideration of the different ways to organize collection, Councilmember McGehee stated that she would prefer a model allowing for current licensed haulers in Roseville to have an opportunity to retain a similar number of customers so they would not be forced out of business, and could keep their business interests in the community.

Councilmember McGehee addressed recycling as part of organized collection; questioning if mixing glass and paper, in a single sort system, meant that the paper could no longer be used for recycling as she had heard. Councilmember McGehee further stated that she would support a small cart versus a bin for recycling, and if it was determined to pursue single sort recycling, she wanted to have assurances that the items she was preparing for recycling actually were recycled and didn't end up in a landfill. Councilmember McGehee suggested that the City put some conditions on a recycling vendor to ensure they prove where the recycling was being taken.

Mayor Roe suggested that the focus remain on organized collection; noting that through a community using an organized collection concept, it was the only available means for the City to specify where collected materials went; and could be included as one of the selection criteria based on community values.

Member Felice opined that there was a greater recovery of materials with dual sort recycling; and further opined that the question remained whether or not more people would participate in a single sort system, since the City of Roseville's participation rates were already very high.

Mayor Roe noted that, while the overall amount collected is higher, would all of it be recyclable, or is some contaminated.

Member DeBenedet opined that, if Roseville residents called it recycling because it was in a different container than refuse, but it was still not recycled into another product, it wasn't recycling, and the community was simply feeling good with no effect. Member DeBenedet advised that the last direction provided by the PWETC to staff in developing the draft RFP was to include single and dual sort; with a mandate that each bidder state and demonstrate to the City where its recycling went and what it was recycling for the end market. Member DeBenedet noted that the City's goal was to increase recycling collections, but also to ensure those materials were actually being recycled. As an example, Member DeBenedet noted that the City of Minneapolis, when going to single sort recycling, their numbers shot up; however, he noted that their numbers were significantly lower than those of Roseville's as well, with current Roseville numbers indicating 80% participation or more. Member DeBenedet opined hat fine-tuning was important, but allowing a wider range of bidders was also important.

Regarding recycling and community values, Councilmember Willmus questioned to what extent outreach had been conducted to measure those values. Councilmember Willmus stated that he heard repeatedly from residents their preference to move to single stream and sue carts; and referenced a flyer from Eureka Recycling supporting that community support.

Vice Chair Stenlund advised that the PWETC had researched community values through performing surveys; and that the City's goal of maximizing community recycling could be re-evaluated if it was determined that the single stream program didn't accomplish that; and upon renewal or rebidding the contract, it could return to a dual sort system. Vice Chair Stenlund opined that the important thing was to attempt innovations and try to find the best way to accomplish the goals.

Mayor Roe, whether in considering recycling or refuse, opined that if more was being recycled than ending up as refuse, the community would find that supportable. Mayor Roe opined that the question is what is realistic; and the only way to know that was through reporting mandates in the recycling contract.

Vice Chair Stenlund noted that another consideration for carts versus bins is the workers compensation costs for vendors in their employees lifting bins versus a single sort system with a cart that was lifted through robotic means, with the future probably trying to eliminate some of the human components and costs.

Councilmember Willmus asked if the PWETC had addressed why other communities are switching to single sort recycling.

Member DeBenedet advised that the PWETC had discussed researching that; however, there was no contact with other communities; while indications were that it was to increase participation rates; but not allowing for any analysis of how it related to recycling rates.

Mayor Roe advised that the City had been provided some data.

Councilmember McGehee questioned how to evaluate how much of the current 80% of materials collected was actually recycled and if and how that could change with single sort. Councilmember McGehee questioned if forcing revenue sharing was the only way to know what happened to the materials. Councilmember McGehee questioned if any communities were doing dual sort with carts; and reiterated her concerns, if the decision was to move to single sort, that the materials were actually recycled, and didn't simply become glorified garbage.

Member DeBenedet advised that the PWETC had been told by staff that some vendors considered the final market for materials as proprietary information. Member DeBenedet advised that therefore, the RFP had been drafted that this was a requirement of the City of Roseville, and if they were not willing to provide it, they would not be considered as a vendor. Member DeBenedet opined that the PWETC thought it was a right of the City to be informed of that information. In response to Councilmember Willmus questioning if the information was actually proprietary, Member DeBenedet opined that the proof would surface in the bid if the RFP demands the information.

Mayor Roe refocused the discussion to organized collection; and providing a response to the PWETC.

Councilmember Willmus advised that he was still at the same point he was almost one year ago; opining that it largely depended on how such a program was administered; and he wasn't sure he was quite there to know how that would happen, and remained still up in the air. In response to Councilmember McGehee's suggestion to provide segments of the community for each vendor, Councilmember Willmus opined that such a program would lose one of the key aspects to switch to organized collection: economies of scale. Without having one vendor for the entire community, Councilmember Willmus opined that it was difficult to put a tangible figure on the wear and tear on streets, which he intuitively thought was part of the equation.

Member DeBenedet advised that, if the City Council provided a response to the PWEC's recommendations outlined in their resolution last year, indicating that they were willing to pursue organized waste collection, the PWEC would then respond to any and all specific issues identified by the City Council. Member DeBenedet opined that this would be the best way to proceed, after receiving the City Council's feedback, otherwise the PEWTC could really do nothing else until the City Council took that step and responded to the PWETC recommendation.

Member DeBenedet opined that if the City dealt with only one contractor, that vendor would still send out many trucks and divide the City into routes; whether divided by neighborhoods or however, and the PWETC could put a proposal together and determine a reasonable way to accomplish it. Member DeBenedet cautioned the City Council that the PWETC may not recommend the least expensive vendor, depending on their qualifications and the information in their proposal. However, Member DeBenedet further opined that it was not the role of government to protect every small business in the state, using as a reference the little mom and pop grocery and hardware stores that had not survived; suggesting that it was just the way things were in the business community.

Councilmember Laliberte noted that while she had not been on the City Council when this was initiated, she had heard citizen opinions in her campaigning. From her personal perspective, Councilmember Laliberte opined that this was not a high priority; however, she would provide a list of things she'd want to know from the PWETC before making a decision. Councilmember Laliberte advised hat her goal would not be to protect business as much as to protect the choice of homeowners. In hearing both sides of the issue during her campaigning, Councilmember Laliberte noted that some were in favor or organized hauling, mostly based on the perceived wear and tear to streets, but she had also heard from more homeowners who preferred the current status quo, and liked the option of changing vendors if they weren't receiving good services from their current vendor. If organized collection is proposed, Councilmember Laliberte noted that this then eliminated that choice for homeowners. Councilmember Laliberte opined that she was not convinced that the information on wear and tear on roads was conclusive enough for her, given the other large vehicle traffic through town, including the City's own snow plows and equipment. In the interim, Councilmember Laliberte challenged individual Councilmembers to talk to their neighbors to determine if they could coordinate vendors themselves to reduce traffic on their streets.

Councilmember Etten stated that he was in agreement with the majority of things he'd heard tonight. Councilmember Etten opined that it made sense to divide the City as indicated by Member DeBenedet; however, he thought the concept that a garbage can size should be mandated seemed unfounded, while the ability to pick any size container and still provide standards of service with City oversight through a contract was feasible to ensure there was no reduction in service. Regarding the problem of residents with lack of notice for increases in collection fees from current vendors, Councilmember Etten opined came back to whether or not it was a public utility similar to that consideration for recycling services, which he thought was comparable. Councilmember Etten opined that the concern for not running out some of the City's current haulers would not be accomplished by handing out sections of the community to certain vendors, and would indeed lose the economy of costs being sought.

Member Felice noted that the City had the ability to write the contract allowing residents to change the size of their container; and accommodate other situations, such as when people moved out and left considerable material for the next person to take care of. Member Felice opined that this would take care of some of those concerns.

Mayor Roe, recognizing the adopted legislation included a first step to see if haulers could come up with a plan on their own, suggested that was a great idea and provided an interesting approach if the City didn't end up dictating to haulers, while still requiring that they met a level of acceptability for the City. Mayor Roe advised that, based on his concerns about choice of service, choice of carts, etc.; this process held more appeal for him than the previous approach that didn't appeal to him at all based on a much different process and less creativity for haulers. Mayor Roe advised the revised legislation had swayed him a little more toward organized collection; however, he would want to retain the ability for residents to have some choice, and where the garbage ended up. Mayor Roe opined that he was not swayed by arguments related to safety or wear and tear on streets, based on the current truck traffic in Roseville; with the onus on the City to do a better job enforcing safety concerns.

Councilmember McGehee opined that it would be helpful for the City Council to give the PWETC better direction for a plan if their research included other communities, such as White Bear Lake, Maplewood, and No. St. Paul who had taken on this issue over a year ago. Councilmember McGehee agreed with Member Felice on the ability to draft contract language with the City taking on the cost role as a good place to start, along with community values components. Councilmember McGehee addressed her other concerns related to health from diesel trucks, noise issues, safety issues, and garbage haulers having a specified areas. Councilmember McGehee suggested that the PWEC talk to haulers and come up with ideas to administer an organized collection program and still provide safeguards for residents at no extra charge. Councilmember McGehee expressed her interest in hearing a report on the proposal from garbage haulers as well as their suggestions.

Councilmember Willmus advised that he owned properties in communities with organized collection, and opined that it was nice. However, Councilmember Willmus questioned if it was the best fit for Roseville. Councilmember Willmus noted that the term "community values" was thrown around a lot; and suggested if that was going to be continued, those values needed to be accurate, and opined that the only way to do that was to ask the community what they wanted. Councilmember Willmus noted that community values had been sought for the park improvement process that helped him make his initial decisions, and suggested that was a good place to start.

Mayor Roe, in responding to the PWETC, suggested that the first step was to hold community meetings, using the Parks & Recreation meetings as a model; concurring that it was an excellent idea to provide good insight. Mayor Roe advised that the City Council would formally receive the PWETC resolution at an upcoming meeting; and provide written direction to the PWETC on their recommendations; at which time it could be seen how the process moves forward.

Member Felice expressed her personal appreciation of the members serving on the PWETC, opining that there were some people with tremendous skills and background which helped the community become sustainable with their forward-thinking. Member Felice exhorted the City Council to make it possible for those members to continue serving in their capacity on the PWETC as long as they were willing to do so.

Mayor Roe referenced the City ordinance regarding terms and reapplication to serve.

Vice Chair Stenlund suggested that, if the City Council was promoting recycling, it needed to specify use of those products itself, whether they cost more or not.

On a personal note, Vice Chair Stenlund expressed his pride in serving on the PWETC; and thanked fellow members for their various perspectives and expertise, bringing a richness to the body. Vice Chair Stenlund also personally thanked City staff for their support of the PWEC.

Mayor Roe, on behalf of the City Council and community, thanked the PWETC as well.

Recess

Mayor Roe recessed the meeting at approximately 8:35 p.m. and reconvened at approximately 8:43 p.m.

11. Public Hearings

12. Budget Items

13. Business Items (Action Items)

b. Issue Recycling Contract Request for Proposals (RFP)

A bench handout was provided, ***attached hereto and made a part hereof***, entitled, “Attachment A – Proposal Content Checklist,” as an attachment to the draft RFP.

Public Works Director Duane Schwartz briefly provided a background of this issue and past City Council direction, as detailed in the RCA dated June 17, 2013 and attachments. Mr. Schwartz advised if the City Council did not approve the draft RFP presented tonight, the process itself needed to continue moving forward to meet RFP timeline, vendor selection, cart delivery and expiration of the current contract at the end of 2013. Mr. Schwartz suggested several information points to initiate tonight’s discussion. Mr. Schwarz noted that Recycling Coordinator Tim Pratt was also available to address any information as needed, given his substantial work on the process and RFP to-date.

<u>Three (3) Year versus Five (5) Year Contract Term</u>

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: June 25, 2013 **Item No:** 7

Item Description: Select Recycling RFP Team Member

Background:
The City Council discussed the draft Recycling RFP at its June 17, 2013 meeting. Their comments and concerns will be reflected in the final RFP document which will be back for their approval in early July. The evaluation team will consist of 3 staff members, a PWETC member, and a member from Ramsey County Environmental Health. Staff would like the Commission to agree on a willing representative to this team.

Recommended Action:
Appoint a Recycling RFP Evaluation Team Member.

Attachments:
A. None

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: June 25, 2013 **Item No:** 8

Item Description: Look Ahead Agenda Items/ Next Meeting July 23, 2013

Suggested Items:

- Intersections and Interim Pathway Signage
- Natural Resources Aspect of the NRATS Committee
- Potential tour of pathways, intersections, and projects
-

Recommended Action:

Set preliminary agenda items for the July 23, 2013 Public Works, Environment & Transportation Commission meeting.