

Roseville Public Works, Environment and Transportation Commission Meeting Agenda

Tuesday, January 27, 2015, 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 November 25, 2014 Meeting Minutes |
| 6:45 p.m. | 4. Communication Items |
| 7:00 p.m. | 5. Sanitary Sewer Ordinance Update |
| 7:20 p.m. | 6. Pathway Maintenance Discussion (Parks Staff) |
| 7:50 p.m. | 7. Solar Energy Discussion Update |
| 8:05 p.m. | 8. Sewer and Water Lateral Ownership |
| 8:25 p.m. | 9. Victoria Street Reconstruction Plan Review |
| 8:40 p.m. | 10. Possible Items for Next Meeting – February 24, 2015 |
| 8:45 p.m. | 11. Adjourn |

Be a part of the picture...get involved with your City...Volunteer!
For more information, contact Kelly at Kelly.obrien@ci.roseville.mn.us or 651-792-7028.

Volunteering, a Great Way to Get Involved!

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

Agenda Item

Date: January 27, 2015

Item No: 3

Item Description: Approval of the November 25, 2014 Public Works Commission Minutes

Attached are the minutes from the November 25, 2014 meeting.

Recommended Action:

Motion approving the minutes of November 25, 2014 subject to any necessary corrections or revision.

November 25, 2014 Minutes

Move: _____

Second: _____

Ayes: _____

Nays: _____

Roseville Public Works, Environment and Transportation Commission Meeting Minutes

Tuesday, November 25, 2014, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

1 **1. Introduction / Call Roll**

2 Chair Dwayne Stenlund called the meeting to order at approximately 6:30 p.m.
3 and Public Works Director Schwartz called the roll.
4

5 **Members Present:** Chair Dwayne Stenlund; Vice Chair Steve Gjerdingen; and
6 Members Brian Cihacek, Joe Wozniak, Joan Felice, Duane
7 Seigler, with Member Sarah Brodt Lenz arriving at
8 approximately 6:31 p.m.
9

10 **Staff Present:** Public Works Director Duane Schwartz and City Engineer
11 Marc Culver

12 **2. Public Comments**

13 None.
14

15 **3. Approval of October 28, 2014 Meeting Minutes**

16 Member Cihacek moved, Member Felice seconded, approval of the October 28,
17 2014, meeting as presented. Commissioner Brodt Lenz arrived at this time,
18 approximately 6:31 p.m.
19

20 **Corrections:**

21 Members were asked to submit any individual minor and/or typographical errors
22 directly to staff unless of a substantive nature for the Commission's attention.
23

24 **Ayes: 6**

25 **Nays: 0**

26 **Abstentions: 1 (Gjerdingen)**

27 **Motion carried.**
28

29 **4. Communication Items**

30 Mr. Schwartz and Mr. Culver each briefly reviewed project updates and
31 maintenance activities listed in the staff report dated November 25, 2014.
32

Discussion included a history of water main breaks in the community, trends, and decreases in breaks as new materials and technologies are installed and/or used, with problem areas being addressed on a priority basis; and the pending list of punch list items remaining for completion in the spring of 2015 from the County Road B-2 project.

5. **Solar Energy Discussion, Continued**

Mr. Schwartz introduced Patrick Weir and Mike Kampmeyer of Sundial Solar, for their company's presentation entitled "Solar Options;" and their review of three available programs for city solar installations: Made in Minnesota Rebates; Commercial Solar; and Community Solar. Presentation materials were provided as a bench handout, *and attached hereto and made a part hereof.*

Patrick Weir

During his portion of the presentation, Mr. Weir reviewed the services provided by Sundial Solar, including engineering, procurement and construction as part of their design of solar projects, procurement of solar panels and inverters, and construction by their team. Mr. Weir noted that their firm had completed approximately 100 installations to-date; and reviewed the funding for those projects, available through Xcel Energy.

At the request of Mr. Schwartz, Mr. Weir advised that it was necessary for large scale-ground mount solar arrays to be close in proximity to a substation; and that the typical size of a community solar installation in the metropolitan area is approximately 2.5 acres.

Mike Kampmeyer

Mr. Kampmeyer reviewed various options that the City of Roseville could consider for their benefits and various financing considerations. Mr. Kampmeyer reviewed the advantages of financing and partnerships with the St. Paul Port Authority (SPPA) with 100% financing that would offset the energy produced with the loan payment, providing a positive cash flow from day one of operations. Mr. Kampmeyer opined that the SPPA program was easy to apply for with no out-of-pocket costs, but providing a pass-through lease arrangements to take advantage of tax equity partners and buy down of the system, with Sundial monitoring and maintaining the system through an Operation and Management (O & M) Agreement, with the entire program outlined in a proforma provided by Sundial as part of their initial analysis and before agreements were put in place.

Discussion included production efficiencies of the installation during the term of the contract and energy costs; lifespan of the inverters; and warranties of each product and options for a Made in Minnesota and/or Chinese manufactured panel and/or inverter; and typical 15 year inverter replacement recommendation.

Further discussion included the benefits and risks of ownership by the City; tax equity investor credits through 2016 followed by accelerated depreciation; use of

PACE funding for the system's construction costs; and typical prices for construction and investor profit potential over time and paid by from revenues in comparison to using an SPPA loan that would provide positive cash flow from the start.

Additional discussion included minimal differences through any economies of scale; full ownership by the City after 10 years of semi-annual payments to the SPPA; responsibility for ownership of the hardware depending on which option was chosen; and warranties for panels and inverters based on 100% production numbers and typical degradation, estimating 80% production at 20 years.

Further discussion included typical terms for power purchase agreements at 20 years to allow for depreciation of equipment and a return on the investment, with a profit typical at year 12 to 15; continued panel electrical production beyond their expected lifespan of twenty-five years; and potential purchase of the equipment at a nominal cost after the contract term expires providing continuing operations.

Discussion ensued regarding the manufacturers used by Sundial Solar; options for sizing the solar arrays based on their construction costs and/or extra power produced; preference for roof mounted installations versus ground mounts; and recognition of the competitiveness and attractiveness of the SPPA financing, with consultation sought by staff from the City's Finance Director on his recommendations on financing the system.

Mr. Schwartz noted that the City Council had previously signed onto a Joint Powers Agreement (JPA) with the St. Paul Port Authority to allow properties to access that money, as well as other commercial entities.

Mr. Weir advised that the SPPA would not authorize a project unless the analysis and proforma found the cash flow to be positive.

At the request of Chair Stenlund, Mr. Weir reviewed the possibility of new technologies and better solar panels over time that may make a current installation obsolete or no longer cost effective during that twenty-five year period. Mr. Weir advised that while costs had come down considerably over the last few years, the current investment tax credit being reduced from 30% to 10% over the next two years would have more of an impact than changing technologies on solar panels. Mr. Weir further noted that some companies were just now getting involved in recycling of solar panels.

Discussion ensued regarding the options to pay the City for use of their rooftops or solar installations and how that was valued annually; the recycling of components of the solar arrays; how and where solar arrays are connected to the rooftop without penetrating the roofs and balanced by weights, typically around the perimeter of the solar system; micro wiring for higher voltage based on 2014

125 NEC code requirements for a shut-off, and more efficiencies and reliability of
126 micro inverters of low voltage; and risks for snow covered panels and subsequent
127 low output, with the dark panel color attracting the sun and melting snow to bring
128 them up to full production in short periods of time; with three months of each year
129 considered a “write off” due to the location of the sun, even though Minnesota
130 works quite well for solar power.

131
132 Further discussion included which option was better: going through the lottery
133 system with only one out of four applications selected on average; or a straight
134 loan from the SPPA for a two page application form for PACE financing.

135
136 Mr. Kampmeyer advised that of the 44 applications they submitted last year, 22
137 were approved, which was higher than normal; with the City of Golden Valley
138 submitting 8-10 applications and four approved; while other communities
139 receiving no approvals. Mr. Kampmeyer advised that the lottery system received
140 300 applications in 2014 with 106 of varying sizes selected.

141
142 At the request of Chair Stenlund, Mr. Kampmeyer advised that aisles for access of
143 other equipment on the roof were provided, with a typical 40 K system taking up
144 4,000 square feet in one open area.

145
146 Mr. Schwartz noted that the City had a number of buildings just on the city
147 campus with roofs of varying sizes, displayed by map (e.g. new fire station,
148 skating center, city hall, public works building, and police station) providing
149 campus solar rooftop space. Mr. Schwartz questioned if a Made in Minnesota 40
150 K project was pursued, would it prohibit another type of project on another city
151 facility’s roof; since the City has up to six meters available at this time.

152
153 Mr. Weir responded that it would not, with plenty of rooftop available; and noted
154 the desire to install solar arrays on newer rooftops, but some facilities of the size
155 that could allow both a 40K and a 100 K system on the same rooftop; and with six
156 meters available, should provide more flexibility as well.

157
158 Commissioners and/or staff sought additional information, with Sundial
159 representatives offering to provide that information to staff for dissemination:
160 which portions of the solar systems are recyclable (e.g. racking and rails made of
161 aluminum and silicon); and whether one 40K per meter would impact any other
162 meters, or simply mean adding another meter.

163
164 At the request of Member Gjerdingen, Mr. Kampmeyer advised that maintenance
165 and operational responsibilities would be outlined and built into a contract.

166
167 Mr. Kampmeyer reviewed typical moving of panels and the system if required
168 with any unforeseen repairs for a roof, with the panels coming apart and picked
169 up for assembly or disassembly as the case may be; with the preference for
170 installations on rooftops that are less than 5-7 years old to avoid that potential.

171
172 With concerns raised by Member Gjerdingen regarding building maintenance
173 and/or expansion, Member Cihacek noted that, with a twenty year agreement for
174 the solar installation, any substantial changes to that particular building would
175 most likely not be anticipated until the end of that contractual agreement; with
176 costs for moving panels and/or down time also negotiated as part of the fixed
177 price for the twenty-year agreement period.
178

179 At the request of Member Cihacek, Mr. Kampmeyer reviewed energy cost
180 assumptions including annual inflation; but depending on how much of an
181 increase was granted by the Public Utilities Commission (PUC) to Xcel Energy
182 during that time. Mr. Kampmeyer noted the current dramatic drop in natural gas,
183 and potential increases in the future as Xcel Energy was regulated to shutter coal
184 plants and/or decommission nuclear plant and associated costs. Mr. Kampmeyer
185 noted that Minnesota currently had low energy costs due to coal energy, and
186 average annual increases of approximately 4.3% over the last ten years.
187

188 Mr. Weir anticipated a realistic 3.5% annual increase from Xcel Energy over the
189 next twenty years, with a 2% escalator built in.
190

191 At the request of Member Cihacek, Mr. Kampmeyer confirmed that the purchase
192 price of the system was negotiable depending on the system cost and available
193 investors; but was typically low risk for municipal governments from their past
194 experience in these negotiations.
195

196 At the request of Chair Stenlund, Mr. Kampmeyer advised that their firm would
197 not charge for designing the system and was part of their services provided; and
198 was available to offer a proforma if the City chose to own the system and
199 depending on financing through the SPPA, inflation and degradation over time of
200 the system. Mr. Kampmeyer offered to provide information for the Commission
201 and City to make an informed decision.
202

203 At the request of Chair Stenlund, Mr. Schwartz provided suggestions for moving
204 forward. Mr. Schwartz advised that, on a dual track, staff was seeking a
205 recommendation from the PWETC to the City Council in preparation for their
206 January meeting, and anticipating that work would continue at that same time if a
207 decision was made to pursue the Made in Minnesota application due in February
208 and allowing enough lead time to work out remaining details; as well as
209 continuing to discuss programs for larger roof areas. Mr. Schwartz advised that
210 staff felt applications were feasible on smaller roofs on campus to pursue other
211 programs as well.
212

213 At the request of Member Cihacek, Mr. Schwartz advised that staff did not see
214 any need to pursue a competitive bidding process under Minnesota municipal
215 contracting laws for smaller systems, but to simply negotiate with installers and
216 financial partners.

At the request of Member Cihacek, Mr. Schwartz suggesting, from staff's perspective, to pursue an initial project that was not too large, but given the amount of available roof space, get several applications in for the Made in Minnesota program; and consider one larger system for the SPPA program, if that was what the PWETC would also support.

Member Cihacek spoke in support of pursuing a solar power purchase agreement, based on the information provided, but also providing an opportunity for public comment and firm analysis on cost versus savings, and clarification for whether or not the City should purchase the solar system. Member Cihacek suggested a recommendation to the City Council from the PWETC to initiate a solicitation process for a power purchase agreement for selected sites.

Mr. Culver, in questioning the recommended size of the initial system from the PWETC, noted that a system of 100 K could take up to 10,000 to 12,000 square feet of rooftop; and expressed concern about finding a roof or combination thereof that would provide that space. Mr. Culver also suggested the need to define whether it was best to pursue financing or seek a direct purchase by the City.

Mr. Kampmeyer addressed capacity credits; noting that a 100 K system allowed the City to collect almost up to 50% of the solar capacity credit through distributive generation.

Mr. Culver noted that, based on previous discussions specific to maintenance, if the solar system was installed on a rooftop twice the size needed (e.g. 12,000 square feet size for a 100 plus K system), that could be accomplished on the City Hall roof or the side most recently refurbished; and then could be installed as necessary on another portion or on a portion of the public works garage. Mr. Culver opined that this should address concerns brought up about the power purchase agreement and entering into a preset escalator or rate increase not knowing what the market was going to do, and given the size of the proposed large system on city facility rooftops.

After numerous presentations and discussions, Member Cihacek opined that the best long-term savings option seemed to be through a power purchase agreement with escalating amounts, which would include some risks, but also provide some guarantees for at least twenty years. While he had no preference in any options presented, Member Cihacek opined that the PWETC recommend that the City Council use its discretion to pursue an alternative measure to provide that best long-term savings availability; and from a valuation standpoint opined that that may prove the best option presented to-date, and allow initiation of the steps to begin the process.

Member Seigler suggested specifying the Made in Minnesota option, and proceed with that on six different sites.

263
264 Mr. Schwartz questioned if the City was successful in applications on two sites
265 that were on larger roofs, would it lose some opportunity or be allowed to swap
266 roofs after selected.

267
268 Mr. Kampmeyer advised that he was unsure of that result, and was also not sure
269 how the process may work and whether or not the City may lose its place and the
270 award drop to the next candidate.

271
272 Mr. Schwartz noted the need to consider how best to maximize the opportunity of
273 available roof space to some extent.

274
275 Further discussion ensued regarding roof and system capacity; cost of panels and
276 available tax credits; structure of a capital lease since the municipality would be
277 unable to qualify for tax credits; purchase of the system outright versus seeking
278 investors able to take advantage of those tax credits and thereby reduce overall
279 costs; and options for the City to lease the system from Sundial Solar and buy it
280 back after expiration of the tax credits expire and end of the direct purchase
281 agreement after 30 years; and how the City could achieve its best return on
282 investment, with the representatives offering to provide a proforma on both
283 options versus a loan.

284
285 Additional discussion included indicating that the City had no money specifically
286 targeted for solar, with some monies included in energy budgets that was already
287 operationally budgeted and most likely used for this type of a buy back.

288
289 Mr. Schwartz opined that a twenty-year agreement would provide the City with a
290 significant payback period, anticipating it would supply 1/3 of the power used on
291 some buildings.

292
293 **Member Cihacek moved, Member Felice seconded, recommending staff to**
294 **recommend to the City Council that they initiate the process and associated**
295 **analyses and solicit proposals and proformas for comparison purposes, for a**
296 **three part solar system to investigate three programs: Made in Minnesota, a**
297 **Power Purchase Agreement, and a 100 KW Direct Purchase Solar system;**
298 **and to pursue those programs in accordance with Minnesota Statutes,**
299 **Chapter 471, and related requirements; with the purpose of determining**
300 **which option offers the best financial return to the City.**

301
302 Member Seigler suggested further refining the recommendation; with Member
303 Cihacek clarifying that those details would be addressed in the process and
304 analysis.

305
306 Mr. Schwartz advised that staff would most likely wait for the City Council's
307 authorization before starting any of the processes, even though as noted by
308 Member Cihacek, time is of the essence.

Discussion ensued regarding funding options; with Mr. Schwartz recommending that the City Council make that decision; with staff to consider minimum and maximum sizes to consider per rooftop, and provide costs on various inverters and products, with the PWETC leaning toward those locally made inverters and/or panels.

Ayes: 7

Nays: 0

Motion carried.

Member Cihacek asked that staff include solar updates as a future agenda item, which was duly noted by Mr. Culver.

Chair Stenlund thanked representatives of Sundial Solar; and asked that the responses to questions raised during tonight's discussion be provided to staff for dissemination to the PWETC.

Recess

Chair Stenlund recessed the meeting at approximately 7:46 p.m. and reconvened at approximately 7:52 p.m.

6. Upcoming MnDOT Project Information

City Engineer Marc Culver presented information on 2015 MnDOT Construction projects, specifically those impacting Roseville and its residents (Attachment A).

In response to a question by Member Cihacek, Mr. Culver advised that MnDOT representatives had made this presentation to the City Council in October, and while they could have been asked to attend the PWETC meeting, staff felt they could provide the information.

Member Cihacek asked that, in the future, a MnDOT be present to respond to questions of the PWETC, with that request duly noted by staff.

Mr. Culver provided information on various Ramsey County and MnDOT projects, including bridge replacements, and potential road closures and/or detours. Mr. Culver addressed the Snelling Avenue project in detail and impacts it would have on Roseville residents, due to resurfacing south of the Minnesota State Fairgrounds and re-decking the bridge over I-94; with some minor impacts already due to advance utility work. Mr. Culver noted the need to work around the State Fair dates, but anticipated traffic back-ups throughout the Snelling Avenue corridor during the major portion of the work.

Mr. Culver noted that the current road systems in the NE Metro were already running at or over capacity, and when one route was lost it put strains on the remaining routes.

Mr. Culver highlighted the Highway 36 bridge replacement over Lexington Avenue in Roseville, with Roseville staff working with MnDOT on some final design decisions before those plans were presented for municipal approvals as applicable. Mr. Culver reviewed sidewalk connections as part of the project and to improve safety.

Discussion ensued among PWETC members on the best way to extend the existing pathway to facilitate a safe crossing point and to address future vehicular capacity and pedestrian needs, but limited to available rights-of-way; bike lanes and/or sidewalk preferences; and MnDOT's intent to keep curb lines located as is with a barrier curb under the bridge to separate vehicular and pedestrian traffic.

Mr. Culver noted the complaints fielded by staff from that neighborhood about their ability as pedestrians to connect to the high school and points north, as well as crossing Lexington Avenue, especially at County Road B. Mr. Culver noted several options to get pedestrians to a cross street and then allow them to navigate internal streets to move in the area and off major streets and intersections. Mr. Culver confirmed that traffic management devices are intended in that area as part of providing safe crossings for pedestrians.

Mr. Schwartz noted the potential conflicts at three traffic signals along that stretch that always created a challenge for pedestrians; with staff noting the need to get kids to high school as pedestrians or bicyclers, not just driving in vehicles.

At the request of Member Lenz, Mr. Culver addressed the rationale in not providing a phased left turn lane and signal arrow due to the geometry and width of the roadway as well as from a capacity standpoint, necessitating the shared lane, which did create some inefficiency.

Mr. Culver advised the PWETC and listening audience that during the staging of the Highway 36/Lexington Avenue Bridge phasing, public information would be provided notifying businesses and residents of the specific areas scheduled for construction. Mr. Culver noted that the intent of MnDOT was for a two-construction season staging project, but Roseville staff negotiated it as a one-season construction project to get it completed and hopefully limit long-term impacts.

Discussion ensued on the rerouting of traffic up and down ramps.

At the request of Member Cihacek regarding ongoing and continuous closure of north/south arterials in the area and whether there were any steps the City could take for proactive mitigation of those traffic issues in the area even though they were not city roads, Mr. Schwartz advised that staff continued to talk with MnDOT about the impacts of those area projects and the need to still move people. Mr. Schwartz advised that staff continued to seek MnDOT's cooperation in scheduling alternative routes.

Member Cihacek noted that the projects must also negatively impact Metro Transit requiring them to continually adjust their bus routes; and suggested a synergistic approach to move people based on population routes.

Mr. Schwartz noted that Metro Transit is invited to the meetings, and they hopefully would work out the details for routes and timing.

In response to Member comments on the Snelling Avenue Bus Rapid Transit (BRT) route, Mr. Culver advised that the BRT was planned for late 2015, and the Snelling Avenue/I-94 Bridge should be open by then, with the projects being coordinated simultaneously.

Chair Stenlund thanked staff for the update.

Chair – thanked for update

7. Discuss Next Meeting Date

At the request of Chair Stenlund, Mr. Schwartz noted the short time period from this meeting to the Christmas holidays, and current staff work load as they are in the height of the 2015 project development. Therefore, from staff's perspective, Mr. Schwartz advised that it would be difficult for staff to develop additional new topics between now and then; and suggested those agenda items be deferred to the January 27, 2015 meeting of the PWETC.

Member Cihacek moved, Member Lenz seconded, cancelling the December PWETC meeting.

Ayes: 7

Nays: 0

Motion carried.

Member Lenz advised that she would not be able to attend the January 2015 meeting due to a previous commitment.

Suggested Future Agenda Items

Discussion ensued briefly regarding the timing of the solar applications and ability of staff to provide an update in January and meet the end of February deadlines for submission.

Mr. Schwartz advised that the Parks & Recreation staff, scheduled to meet jointly with the PWETC to discuss pathway maintenance issues, had asked to defer meeting until the January meeting due to the grand opening of some of their park facilities during December.

446 Member Cihacek reminded staff of his previous request for tax increment fund
447 balance information, with Mr. Schwartz responding that he was working with
448 Finance Director Miller and anticipated that information and/or presentation in
449 January as well.

450
451 Mr. Schwartz advised that staff was in the process of developing the design plans
452 for the Victoria Street project for 2015, and would present those preliminary plans
453 to the PWETC in the very near future as well.

454

455 **8. Adjourn**

456 Member Cihacek moved, Member Gjerdingen seconded, adjournment of the
457 meeting at approximately 8:32 p.m.

458

459 **Ayes: 7**

460 **Nays: 0**

461 **Motion carried.**

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: January 27, 2015

Item No: 4

Item Description: Communication Items

Projects update:

- Snelling Ave Bus Rapid Transit: This project is still on schedule for a 2015 construction timeline with actual bus operations beginning in the end of 2015.
- Victoria Street Reconstruction and Sidewalk Project: An update will be given on this project at tonight's meeting. Since the PWETC last met, a public meeting was held with the neighborhood to review the proposed design and discuss proposed assessments. The City Council accepted the Feasibility Report and ordered a Public Hearing for this project on February 23rd.
- Work continues on finalizing the details for the 2015 Work Plan, specifically the Pavement Management Program. More information will be presented in February about the final proposed segments for mill and overlay.
- Lift Stations: Council recently authorized staff to enter into design contracts with Bolton & Menk for the Wagner Sanitary Sewer lift station and SEH, Inc. for the St Croix storm water lift station. The Wagner lift station will be completely replaced whereas the St Croix lift station will be refurbished with new pumps and electronics. Both lift stations should be under construction in 2015.

Maintenance Activity:

- Street maintenance staff is providing winter snow and ice control as necessary, boulevard tree trimming, and sign maintenance as well as other preventative equipment maintenance.
- Utility crews have been busy with occasional water main breaks and other normal seasonal maintenance activity. Frost levels are at 3 plus feet which is normal or slightly below for this time of year.

Other:

Staff will brief the Commission on some possible department reorganization for facility management due to a recent retirement.

Attachments:

A: 2015 Street/Pathway Project Map

B: 2015 Utility Project Map

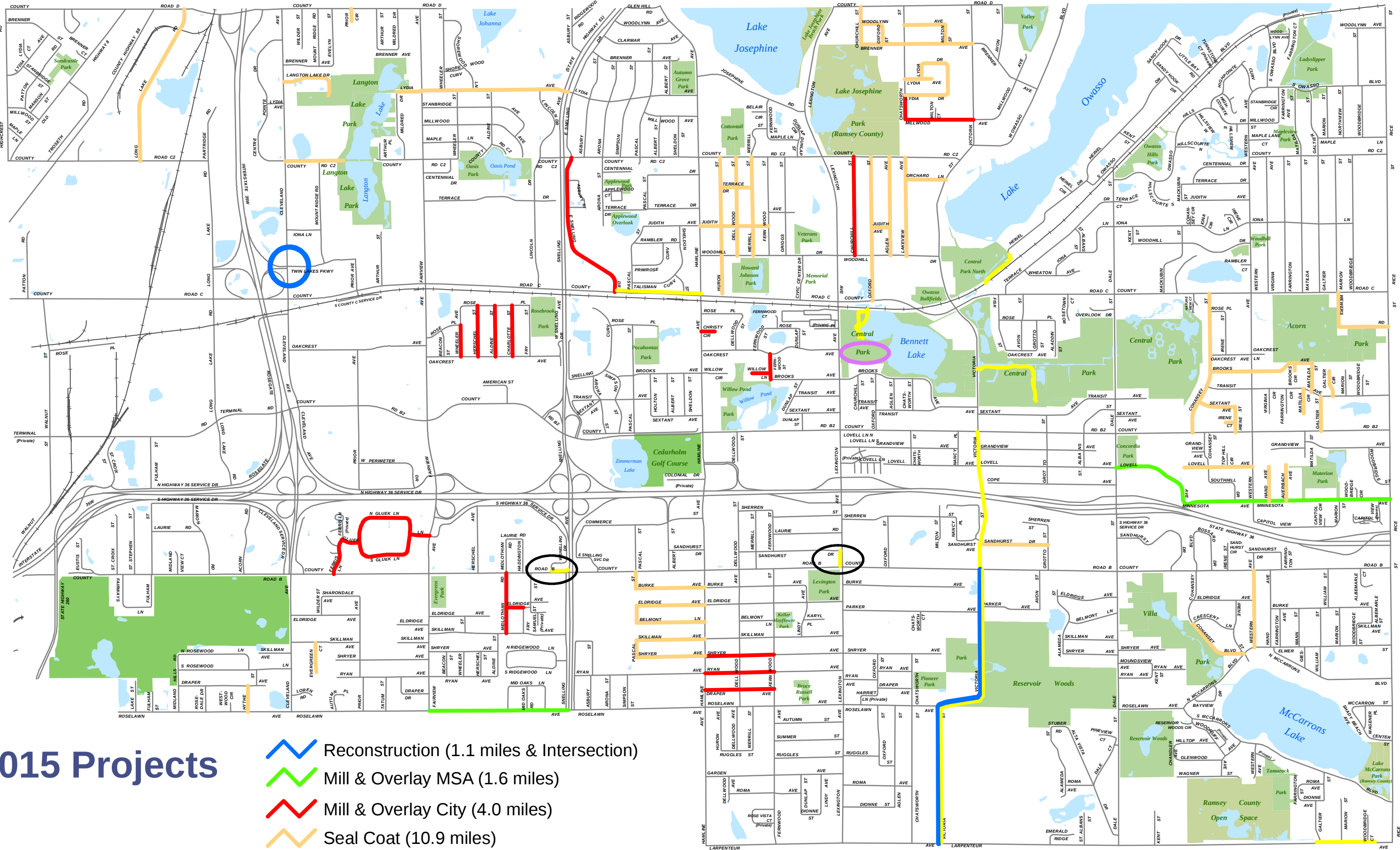
C: Tax Increment Fund Balance Information

2015 Projects



Prepared by:
Engineering Department
December 01, 2014

- Reconstruction (1.1 miles & Intersection)
- Mill & Overlay MSA (1.6 miles)
- Mill & Overlay City (4.0 miles)
- Seal Coat (10.9 miles)
- Sidewalk/Pathway
- Parking Lot

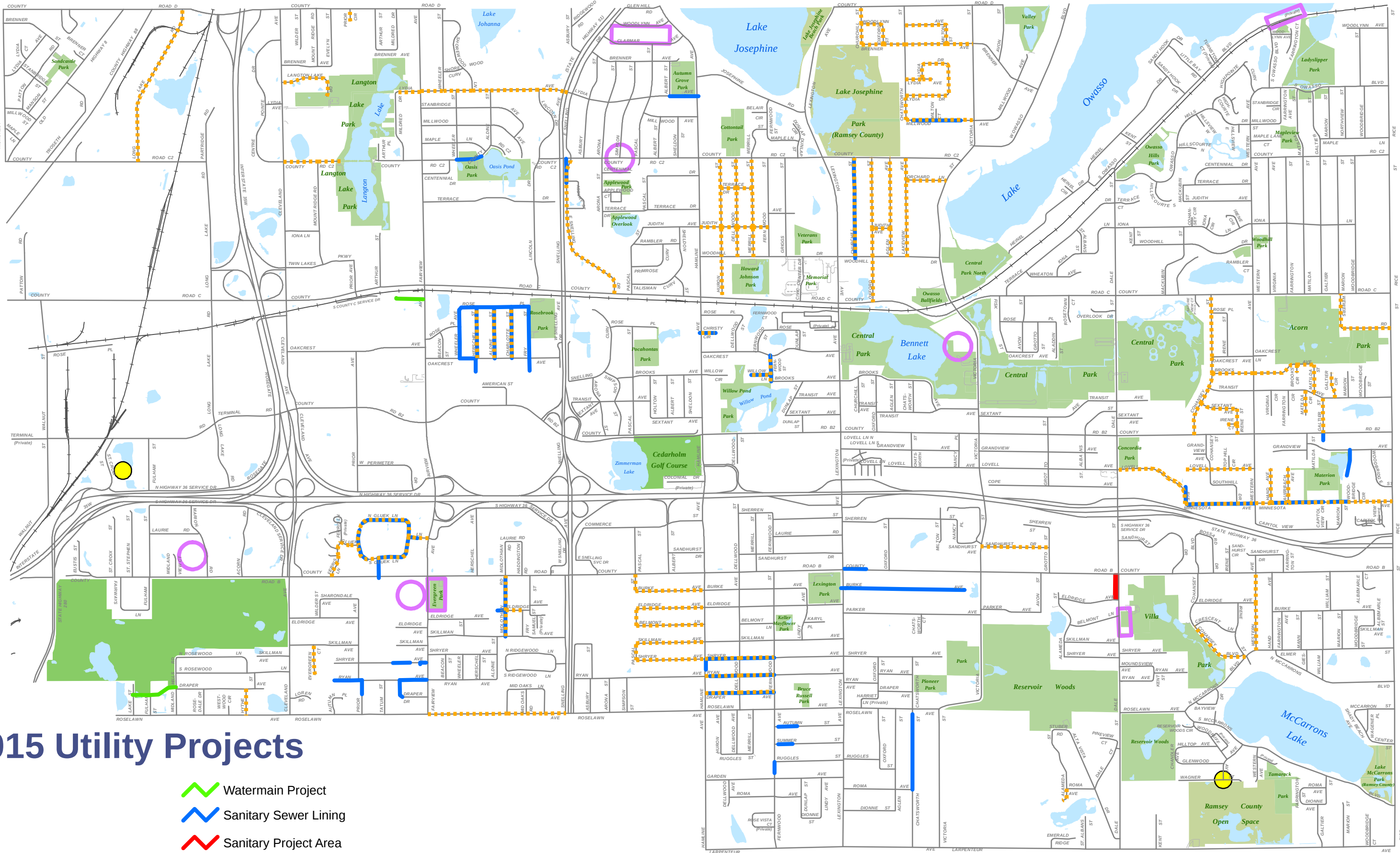


Data Sources and Contacts:
* Ramsey County GIS Base Map (9/2/14)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

0 500 1000 1500 2000 Feet
mapdoc: 2015Projects.mxd
map: 2015Projects.pdf





2015 Utility Projects

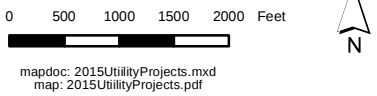
- Watermain Project
- Sanitary Sewer Lining
- Sanitary Project Area
- Storm Project Area
- Lift Station Replacement
- Regular Maintenance Work (Seal Coat and Mill & Overlay Segments)



Prepared by:
Engineering Department
January 16, 2015

Data Sources and Contacts:
* Ramsey County GIS Base Map (1/05/15)
* 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

DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-782-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: Nov. 17, 2014
Item No.: 14.e

Department Approval



City Manager Approval



Item Description: Tax Increment Financing (TIF) Status

BACKGROUND

The City of Roseville has 7 active TIF districts in the City (Attachment A). Four of these TIF districts will be expiring in the next 4 years (expiration dates and the types of TIF districts are indicated in the map legend).

TIF is an economic development tool created by the legislature to help projects get over the financial gap “Catch 22” that can sometimes occur with development and redevelopment projects. TIF is commonly used to remove extraordinary costs associated with redevelopment and blight removal, significant job creation, public infrastructure related to development and redevelopment projects and affordable housing. All such redevelopment projects generally include costs of redeveloping a property for the owner/developer that exceed the value of doing nothing. TIF recognizes that doing nothing can have an opportunity cost to the public because if the property were redeveloped, the increased taxes could significantly exceed the financial gap standing in the way of that redevelopment.

Decades ago, Minnesota had TIF laws that were lax in some ways which led to perceived abuses and gave the financial tool a bad name that was not the case in other parts of the country. These laws have been revised several times to limit the flexibility for use of the tool while still allowing communities to meet their policy objectives for projects that require using TIF. Even with the law changes some of the negative attitudes towards the use of TIF remain. A brief overview of TIF in Minnesota prepared by the nonpartisan Research Department of the Minnesota House of Representatives is Attachment B. This overview also outlines the various types of TIF districts which are used for different policy objectives and include different expiration dates.

TIF is often accomplished in one of two ways:

1. As a “pay as you go” TIF which requires the developer to finance the monetary gap up front and then is paid back over time by the increase in taxes created by the development
2. As an “up front” payment where the public finances the monetary gap, generally public improvements and infrastructure costs, at the beginning of the process and then collects the annual increment to pay back the obligation. The public finance can either be via interfund loan or bonds which may be issued to preserve City funds with certain security provisions included that assist to mitigate City risks. Taxability of the bonds is subject to certain use and security limitations resulting from the 1986 federal tax law changes that included additional restrictions on the use of bond proceeds.

No matter which method of TIF is used, the City, County, School District and other taxing authorities will continue to receive the same amount of pre-development taxes they did before the TIF district until the district is closed. At the time of closure, the captured tax capacity will

be available for all of the taxing authorities and assuming all other variables remain constant, each will receive the higher level of taxes that are now created by the redevelopment which should make the use of TIF revenue positive over the long term. A city is authorized to keep a district open to fulfill all district obligations and eligible expenditures as outlined in the TIF Plan, up to the maximum term of the TIF District. All projects financed with TIF must meet the ‘but-for’ test, meaning that the proposed development and redevelopment project would not proceed ‘but for’ the use of TIF. There can sometimes be negative feedback from the public or other taxing authorities regarding the ‘but for’ test and use of TIF if cities leave districts open in place for the maximum term to finance multiple projects as outlined in the TIF Plan. At times TIF funds are being accumulated for certain projects (such as future phases of development, planned capital improvement projects, etc.) To a lesser extent, TIF districts can also generate negative feedback because they do not adjust the baseline values to account for inflation, but the scale of that issue is generally dwarfed by the positive gains from the redevelopments over time.

TIF districts now have what are referred to as “knockdown rules” to ensure that the district is sized at the minimum size to accomplish the policy objective and that development activity is occurring. The knockdown rules as well as the constantly ticking expiration clock on TIF districts provides some incentive to create smaller, project specific districts rather than large, “catch all” TIF districts.

By law, TIF may not be used for general government purposes.

RISKS AND BENEFITS RELATED TO HOW TIF IS PROVIDED

Pay as you go: The lowest risk method for providing TIF is with the “pay as you go” model because the City is not incurring a financing risk. The structure of the “pay as you go” agreement can be structured in ways to transfer virtually all risk to the developer through the use of minimum assessment agreements and placing caps on the maximum amount of benefit which can be received by the recipient. The proposed project is generally known at the time of the financing commitment and therefore the City can negotiate directly with the end users to ensure the development is meeting the goals that the City has for the project.

Up front: Risk can be minimized with the use of minimum assessment agreements and other techniques as well, but because there is a financing component to this type of TIF financing, there is more risk than with “pay as you go”. In “up front” financing, the proposed project is generally known at the time of financing commitment and therefore the City can negotiate directly with end users to ensure the development is meeting the goals that the City has for the project.

Public infrastructure funding: Another way to use TIF is by constructing infrastructure in order to create an environment that is improved for development. This is particularly useful in situations where the infrastructure is difficult to finance through assessments, such as due to extraordinary technical difficulties or because the infrastructure is introducing important amenities that are critical for becoming the catalyst for the new development, which is common with streetscape and stormwater amenities.

Public infrastructure funding often occurs before the projects are proposed which can generate some risks. Since the City has already invested prior to any development negotiations, the investment may not assist in attracting the desired end users since the City would not have any input beyond regulatory controls in the end users. In addition, the redevelopment benefit can be muted because the initial underlying property owners may absorb a lot of the infrastructure benefits by raising land prices which doesn’t assist the end users with any gap financing.

81 Property acquisition:

82 Cities can also use TIF to acquire properties which provides the maximum control and risk for
83 redevelopment. A city should ensure it has a complete knowledge of property condition and
84 development risks if it wants to become the underlying landowner (or joint venture owner) as
85 well as develop a strategy for the eventual sale of the asset. Since the City would have an
86 underlying ownership interest, the City has extensive ability to negotiate with end users and
87 achieve the development that is desired.

88 **POLICY OBJECTIVE**

89 The use of TIF can be used to support a number of policy objectives. As an example, in 2008,
90 the City developed the Twin Lakes Public Financial Participation Framework (Attachment C)
91 which outlines the policy objectives that the City Council is attempting to achieve with the use of
92 financial incentives (including TIF) in the Twin Lakes area.

93 In addition, when TIF districts are created, they include a TIF Plan which outlines the policy
94 objectives for that district.

95 **BUDGET IMPLICATIONS**

96 In the short term, TIF districts can cause a small amount of reduction in taxes received due to the
97 loss of inflationary valuation increases. In the long run, the proper use of TIF districts should
98 significantly increase the amount of taxes received by the City due to the increased property
99 valuation and economic activity.

100 Depending on how the TIF funds generated are used, they can reduce City expenditures for items
101 such as capital improvements that would otherwise need to be financed through the general levy,
102 assessments, fees or some other method.

103 Of course, any new infrastructure creates new ongoing city maintenance obligations over the
104 long term and intensification of uses can increase incremental demands on city services since
105 more employees/shoppers/residents means more people using streets, parks, and needing
106 emergency services. However, cities that use TIF generally view those incremental costs to be
107 balanced out by being able to capture county and school incremental funds while the district is
108 active and then the permanent higher tax revenues going forward when the district expires.
109 However, being aware of the long term costs and benefits is often one of the key inputs into a
110 city's determination of whether it wants to provide economic development assistance to any
111 particular development proposal and why some cities prefer financing methods that preserve end
112 user negotiations where those costs and benefits can be more accurately estimated.

The current TIF district balances are as follows:

District	Name	Expiration	Balance
10	The Lexington	2014	\$495,387
11/11A	Old Twin Lakes	2016	\$765,016
12	NCR (Applewood)	2016	\$716,480
13	College Properties	2018	\$1,868,841
17	Twin Lakes Phase 1	2031	\$1,706,268
18	Sienna Green	2038	\$17,842
19	Applewood Pointe	2020	\$1,261

The current TIF districts are carrying future obligations for the following expenses:

District 10

The remaining TIF balance in this district is obligated to the Dale Street housing development.

District 11

The entire balance in this district is all contained in the Hazardous Substances Subdistrict (HSS). HSS funds are limited to use for issues related to pollution including removal and remediation; testing, demolition and soil compaction; purchase of environmental insurance or creating guaranty fund to indemnify against environmental liability; as well as administrative and legal costs.

District 12

The remaining TIF balance in this district is obligated to the Dale Street housing development.

District 13

This district does not have defined project obligations at this time and is limited in its geographic scope to just being in the Eagle Crest/College Properties area. However, it is anticipated that future projects will likely be defined in this area related to transportation improvements. The area has a lot of projected change with the extension of Twin Lakes Parkway, a future BRT station and the ongoing issues related to pedestrian safety crossing Snelling Avenue.

District 17

The entire value of this district balance is in HSS funds.

Although there are funds in the District 17 regular account, they are obligated to \$5.1 million in infrastructure funding and \$1.9 million as a potential acquisition liability for the Xtra Lease parcel. (This district is currently funding the Cleveland/I-35W interchange project). If both the infrastructure and the Xtra lease obligations were to occur as projected, the projected regular TIF deficit from 2014 – 2031 is (\$2,798,096). Of course, this is an area undergoing active redevelopment which should increase TIF revenues significantly between now and 2031 that are not included in the calculations.

District 18

This project specific district (Sienna Green) does not generate large account balances.

144 **District 19**

145 This project specific district (Applewood Pointe) does not generate large account balances. The
146 City does receive a 20% administrative fee on this district which is significantly larger than in
147 other districts.

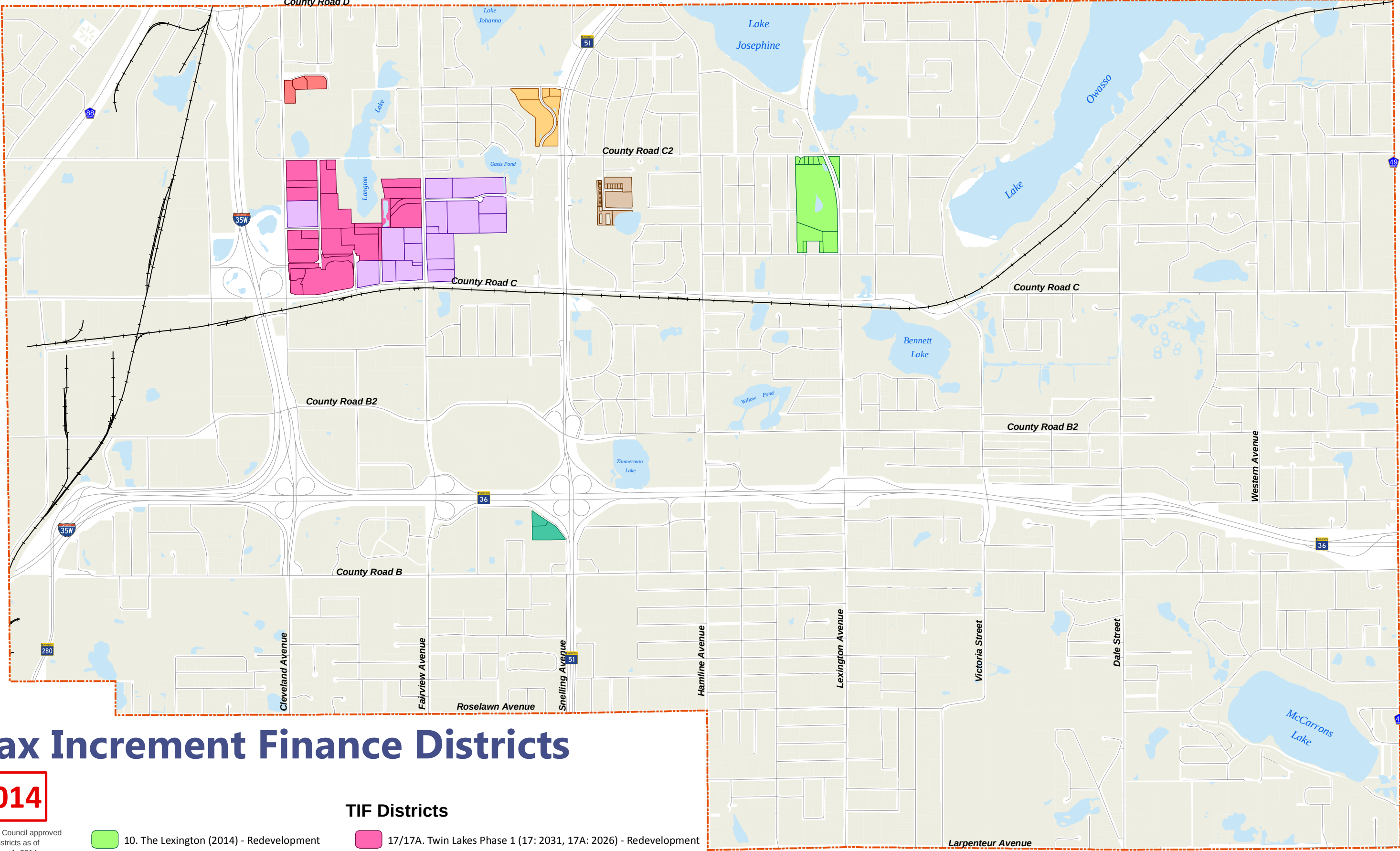
148 **STAFF RECOMMENDATION**

149 This RCA is for informational purposes only.

150 **REQUESTED COUNCIL ACTION**

151 Since this item is informational only, no Council action is requested.

Prepared by: **Paul Bilotta, Community Development Director**
Attachments: A: TIF District Map
B: TIF House Research, (June 2014)
C: Twin Lakes Public Financial Participation Framework



Tax Increment Finance Districts

2014

TIF Districts

- 10. The Lexington (2014) - Redevelopment
- 11/11A. Twin Lakes (2016) Redevelopment
- 12. NCR (2016) - Redevelopment
- 13. College Properties (2018) - Redevelopment
- 17/17A. Twin Lakes Phase 1 (17: 2031, 17A: 2026) - Redevelopment
- 18. Sienna Green Apartments (2038) - Housing
- 19. Applewood Pointe (2020) - Economic Development

Map reflects Council approved
TIF Districts as of
January 1, 2014

ROSEVILLE

Prepared by:
Community Development Department
Printed: February 2014

Data Sources

- * Ramsey County GIS Base Map (2/4/2014)
- * City of Roseville Community Development
- * City of Roseville Finance Department

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651.792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



Tax Increment Financing

What is TIF?

Tax increment financing (TIF) uses the increased property taxes that a new real estate development generates to finance costs of the development. In Minnesota, TIF is used for two basic purposes:

- To induce or cause a development or redevelopment that otherwise would not occur—e.g., to convince a developer to build an office building, retail, industrial, or housing development that otherwise would not be constructed. To do so, the increased property taxes are used to pay for costs (e.g., land acquisition or site preparation) that the developer would normally pay.
- To finance public infrastructure (streets, sewer, water, or parking facilities) that are related to the development. In some cases, the developer would be required to pay for this infrastructure through special assessments or other charges. In other cases, all taxpayers would pay through general city taxes.

How does TIF work?

When a new TIF district is created, the county auditor certifies (1) the current net tax capacity (i.e., property tax base) of the TIF district and (2) the local property tax rates. As the net tax capacity of the district increases, the property taxes (i.e., the “tax increment”) paid by this increase in value is dedicated and paid to the development authority. The tax increment is limited to the tax derived from the certified tax rate. Increases in value that generate increment may be caused by construction of the development or by general inflation in property values. The authority uses the increment to pay qualifying costs (e.g., land acquisition, site preparation, and public infrastructure) that it has incurred for the TIF project.

How is TIF used to pay “upfront” development costs?

There is a mismatch between when most TIF costs must be paid—at the beginning of a development—and when increments are received—after the development is built and begins paying higher property taxes. Three basic financing techniques are used to finance these upfront costs:

- **Bonds.** The authority or municipality (city or county) may issue its bonds to pay these upfront costs and use increment to pay the bonds back. Often, extra bonds are issued to pay interest on the bonds (“capitalizing” interest) until increments begin to be received.
- **Interfund loans.** In some cases, the authority or city may advance money from its own funds (e.g., a development fund or sewer and water fund) and use the increments to reimburse the fund.
- **Pay-as-you-go financing.** The developer may pay the costs with its own funds. The increments, then, are used to reimburse the developer for these costs. This type of developer financing is often called “pay-as-you-go” or “pay-go” financing.

What governmental units can use TIF?

Minnesota authorizes development authorities to use TIF. These authorities are primarily housing and redevelopment authorities (HRAs), economic

development authorities (EDAs), port authorities, and cities. In addition, the “municipality” (usually the city) in which the district is located must approve the TIF plan and some key TIF decisions. TIF uses the property taxes imposed by all types of local governments. But the school district and county, the two other major entities imposing property taxes, are generally limited to providing comments to the development authority and city on proposed uses of TIF. The state-imposed tax on commercial-industrial and seasonal-recreational properties is not captured by TIF.

What is the but-for test?

Before an authority may create a TIF district, it and the city must make “but-for” findings that (1) the development would not occur without TIF assistance and (2) that the market value of the TIF development will be higher (after subtracting the value of the TIF assistance) than what would occur on the site, if TIF were not used.

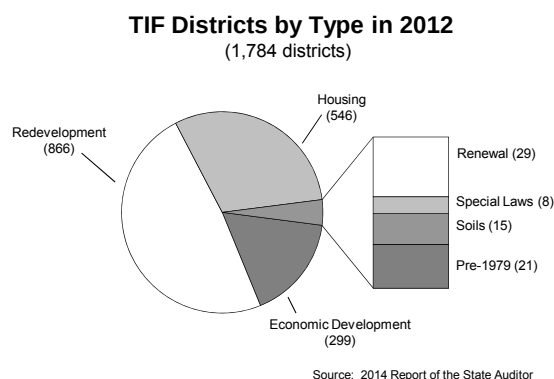
What types of TIF districts may be created?

Minnesota allows several different types of TIF districts. The legal restrictions on how long increments may be collected, the sites that qualify, and the purposes for which increments may be used vary with the type of district.

District type	Use of Increment	Maximum duration
Redevelopment	Redevelop blighted areas	25 years
Renewal and renovation	Redevelop areas with obsolete uses, not meeting blight test	15 years
Economic development	Encourage manufacturing and other footloose industries	8 years
Housing	Assist low- and moderate-income housing	25 years
Soils	Clean up contaminated sites	20 years
Compact development	Redevelop commercial areas with more dense developments	25 years

How many TIF districts exist?

According to the 2014 report of the Office of State Auditor (OSA), there were 1,784 active TIF districts in 2012. The graph shows the relative shares by type of district.



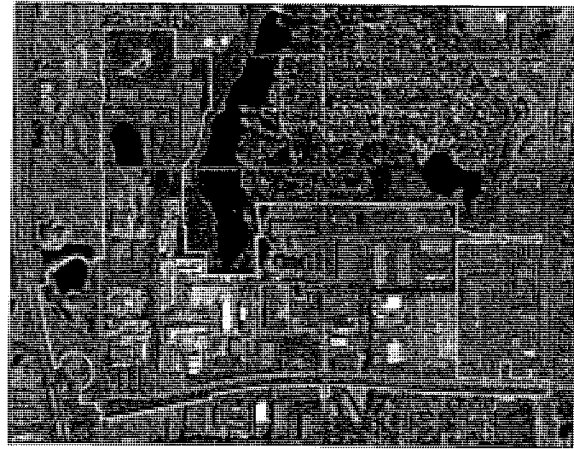
For more information: Contact legislative analyst Joel Michael at 651-296-5057. Also see the House Research website for more information on TIF at www.house.mn/hrd/issinfo/tifmain.aspx.

The Research Department of the Minnesota House of Representatives is a nonpartisan office providing legislative, legal, and information services to the entire House.

Twin Lakes Public Financial Participation Framework

Introduction

Since 1988, the City of Roseville has worked to spark investment in the 275-acre Twin Lakes Redevelopment Area. The City initiated the creation of a Master Plan for the area, which has been updated several times since its inception. Over time, the importance of this project has become deeply rooted within the community, which is demonstrated by the adoption of Twin Lakes Master Plan into the City's Comprehensive Plan.



Twin Lakes Redevelopment Area

During the initial phases of redevelopment activities, public financial participation is often requested by developers to assist in offsetting the increased development costs associated with development on these more complicated sites. With limited financial resources and community expectations high, the City of Roseville has established a Public Financial Participation Framework to identify objectives and criteria by which to consider future financial requests for projects within the Twin Lakes Redevelopment Area.

The following framework, which has been developed with consideration to community goals articulated through the Imagine Roseville 2025 process, the Twin Lakes Master Plan (2001), and the Twin Lakes Design Principles, describes general policies that the City of Roseville will use when considering if to participate, what type of activities to assist with, and parameters of participation. These policies are intended to clarify what is within the realm of consideration when public financial participation is considered for elected officials, city staff, the public, and the development community.

Twin Lakes Public Financial Participation Determination

For all projects requesting financial assistance, the requestor must demonstrate (to be verified by the City) that the project is unlikely to proceed without the infusion of City funds. Beyond need, developers must demonstrate how their project will advance the city's overarching objectives. On the following page are eight community objectives and twenty-three scoring criteria by which to measure potential achievement of these objectives. The objectives include a mix of uses, enhanced aesthetics, environmental quality and sustainability, relationship to parks, transit and transportation options, diverse employment opportunities, diverse tax base, and diverse housing options. In order for the City to consider financial assistance for an individual project, the project must work toward achieving one-third of scoring criteria (eight criteria) within at least four of the objective categories.

Objectives and Scoring Criteria**1. Mix of Uses**

- ☐ Overall Use Mix: Contributes toward the desired mix of uses within the project area described in the Twin Lakes Master Plan
- ☐ Needed Services: Provides a needed service in Roseville.
- ☐ Community Spaces: Incorporates community spaces, such as plazas and greenspaces, into the project that are open for use by the general public

2. Enhanced Aesthetics

- ☐ Blight Elimination: Removes, prevents, or reduces blight or other adverse conditions of the property
- ☐ Urban Design: Achieves a walkable, pedestrian friendly environment, creates a strong “public realm,” and internalizes parking to the project as indicated in the Twin Lakes Design Principles
- ☐ Building Quality: Uses high quality, long-lasting building and construction materials
- ☐ Structured Parking: Replaces large, surface-parking lots with parking structures integrated into the overall project design

3. Environmental Quality and Sustainability

- ☐ Environmental Remediation: Cleans up existing soil and groundwater contamination
- ☐ Green Building: Is designed to a LEED-Silver rating or higher
- ☐ Green Infrastructure: Uses innovative stormwater management techniques, such as rain gardens/bioretention, porous pavement, or underground holding chambers
- ☐ Environmental Preservation: Preserves or improves quality of wetlands, wildlife habitats, or other natural areas inside or outside of parks.

4. Relationship to Parks

- ☐ Park Connections: Provides connectivity to the neighboring parks
- ☐ Buffers: Offers a buffer between the adjacent park and the new land uses
- ☐ Mitigates Environmental Impacts: Addresses environmental impacts related to park resources

5. Transit and Transportation Options

- ☐ Multimodal Transportation: Integrates bus, bicycle, and pedestrian connections into the project
- ☐ Transportation Demand Management: Works to reduce the number of trips to the project area by implementing various transportation demand options

6. Diverse Employment Opportunities

- ☐ Job Creation: Creates or retains a wide-range of professional-level, family-sustaining jobs
- ☐ Businesses Attraction/Retention: Attracts or retains competitive and financially strong businesses to Roseville

7. Diverse Tax Base

- ☐ Tax Base: Diversifies the overall tax base of the City
- ☐ Enhanced Tax Base: Maximizes tax-base potential within the redevelopment area

8. Diverse Housing Choices

- ☐ Unmet Housing Markets: Provides housing options not currently realized in the Roseville market (e.g. market-rate apartments, mid-sized single-family homes)
- ☐ Affordable Housing: Provides affordable housing opportunities.

Priority Funding Activities

The following is a list of activities, fundable under state statute, in which the City may consider financial participation.

- Cleanup of environmental contamination
- Construction of public infrastructure (e.g. utilities, roads, and sidewalks)
- Streetscaping
- Public, structured parking facilities
- Site improvements (e.g. soil correction)
- Land acquisition (e.g. right-of-way acquisition)
- Others on a case-by-case basis

General Financial Participation Parameters

If it is determined that the City will financially participate in a project, the following are the general parameters by which a development agreement will be negotiated.

Grants

- The City will apply for available regional, state, and federal grant funds to offset city costs associated with City-led project elements.
- The City will consider applying for regional, state, and federal grant funds to assist developer costs for projects that provide a demonstrated community benefit.
- If limited funds available, City will give priority to City-led elements.

Tax Increment Financing (TIF)

- Pay-as-you-go Financing: Initial financing of eligible improvements will be the responsibility of the developer with the City repaying the developer for eligible costs as revenue is generated (Developer-led project elements)
- Upfront Capitalization: Upfront financing for public improvements (City-led project elements)
- Financing Terms: Minimum financing for the shortest terms for the project to proceed.

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

Agenda Item

Date: January 27, 2015

Item No: 5

Item Description: Sanitary Sewer Ordinance Update

Background:

Staff anticipates the City will be contracting with Ferguson Waterworks to replace the remaining water meters in the City to complete the automated meter reading program. As a part of this contract, an alternate bid was obtained to complete sump pump inspections during the meter replacement appointment.

Inflow and infiltration (I/I) reduction and elimination continues to be a priority for the City. The Metropolitan Council Environmental Services (MCES) requires communities with excess I/I to invest in local reduction remedies such as disconnecting sump pumps and foundation drains from sanitary sewers and repairing leaky sanitary sewer pipes. To urge compliance, MCES incorporated surcharges for communities with excess I/I. Roseville, along with 74 other cities, was identified as a contributor of excess I/I.

Completing sump pump inspections in residential homes will provide staff preliminary information on how many illegal connections there are, and whether this is a major contributing factor to the City's I/I problem. Staff will use the collected data to develop further I/I reduction plans in the City for recommendation to the City Council. As a part of this process, the Sanitary Sewer Ordinance will need to be reviewed and updated as necessary to carry out the additional inspection.

At the meeting, staff will provide the commission information about ordinances in other cities, and surcharges imposed on non-compliant properties.

Recommended Action:

Discuss and recommend revisions to ordinance, including surcharge amounts for non-compliant properties.

Attachments:

A: Existing Sanitary Sewer Ordinance – Chapter 802.06 L

CHAPTER 802

SEWER USE AND REGULATIONS

SECTION:

- 802.01: General Operation
- 802.02: Supervision
- 802.03: Connection Required
- 802.04: Application for Sewer Connection
- 802.05: Revocation of Contractor License
- 802.06: Construction Requirements
- 802.07: Use of Certain Buildings Restricted
- 802.08: Prohibited Discharges
- 802.09: Tampering Prohibited
- 802.10: Certain Connections Prohibited
- 802.11: Entry upon Private Property
- 802.12: Rates and Charges
- 802.13: Industrial User Strength Charges
- 802.14: Transport and Dumping of Sewage

802.01: GENERAL OPERATION:

The entire Municipal sanitary sewer system shall be operated as a public utility and convenience from which revenues will be derived, subject to the provisions of this Chapter. (Ord. 218, 9-4-56)

802.02: SUPERVISION:

The Chief Code Enforcement Officer shall supervise all house sewer connections made to the Municipal sanitary sewer system and excavations for the purpose of installing or repairing the same. (Ord. 219, 9-4-56; amd. 1995 Code)

802.03: CONNECTION REQUIRED:

- A. Existing Buildings: Any building used for human habitation and located on property adjacent to a sewer main, or in a block through which the system extends, shall be connected to the Municipal sanitary sewer system within two years from the time a connection is available to any such property.
- B. New Construction: All buildings constructed on property adjacent to a sewer main or in a block through which the system extends shall be provided with a connection to the

Municipal sanitary sewer system for the disposal of all human wastes.

- C. Senior Citizen Deferral: In cases where the owner of an existing building is receiving a senior citizens deferral of special assessments for the cost of the sewer main and no health hazard exists, the City Council may defer the requirement for a connection to the sanitary sewer system until such time as the senior citizen deferral expires or a health hazard exists. (Ord. 901, 3-10-82)

802.04: APPLICATION FOR SEWER CONNECTION:

- A. Permit; Fees: Any person desiring a connection to the Municipal sanitary sewer system for property not previously connected with the system shall make application for a permit to the Chief Code Enforcement Officer, accompanied by such information as required by the Chief Code Enforcement Officer, together with a permit and inspection fee as set by City Council resolution; provided, however, that a separate permit may be issued for that portion of the sewer connection extending from the property line to the main sewer or other outlet for which permit the fee shall be as set by City Council resolution and a separate permit may also be issued for that portion of the sewer extending from the house or building to the property line for which the permit fee shall be as set by City Council resolution. Inspection of the sewer service from the main to the building shall be performed by the Chief Code Enforcement Officer to ensure compliance to all applicable codes. (Ord. 1009, 3-23-87; amd. 1995 Code)
- B. Additional Building Permit Fees: In addition to the building permit fees established in Section 901.06 and in addition to any other fees established in this Code there is hereby established a fee to pay and reimburse the City for all sums which the City shall be required to pay to the Metropolitan Waste Control Commission because of all construction.
- C. Additional Fees to Pay for Unassessed Property and to reimburse the City for Metropolitan Sewer Board Charges: The permit fee for connection to the City sanitary sewer system shall be paid for each connection in the amount specified in subsections A and B of this Section. In addition thereto, before any permit shall be issued, the following conditions shall be complied with:
 - 1. No permit shall be issued to connect with any sanitary sewer system of the City directly or indirectly from any lot or tract of land unless the Public Works Director shall have certified:
 - a. That such lot or tract of land has been assessed for the cost of construction of the sanitary sewer main with which the connection is made; or
 - b. If no assessment has been levied for such construction cost, the proceedings for levying such assessment have been or will be completed in due course; or
 - c. If no assessment has been levied and no assessment proceedings will be completed in due course, that a sum equal to the portion of cost of constructing said sanitary sewer main which would be assessable against said lot or tract has been paid to the City; or
 - d. That all charges and fees as required by subsection B, which are fees to reimburse the City for all sums paid to the Metropolitan Sewer Board required by the construction of new buildings are paid. (Ord. 688, 12-18-72)
 - 2. If no such certificate can be issued by the Public Works Director, no permit to connect to any sanitary sewer main shall be issued unless the applicant shall pay an additional connection fee which shall be equal to the portion of the cost of construction of the said sanitary sewer main which would be assessable against said lot or tract to be served by such

connection for the main, including interest at a rate equal to the interest rate of the original assessment from the date of the original assessment and continuing for a period of 20 years or the amount of years the assessment was payable, whichever is less. Interest may be waived or decreased when it is determined by the Public Works Director that the improvement was not subject to utilization until a later date. Said assessable cost is to be determined by the Public Works Director upon the same basis as any assessment previously levied against other property for the main. If no such assessment has been levied, the assessable cost will be determined upon the basis of the uniform charge which may have been or which shall be charged for similar connection with said main, determined on the basis of the total assessable cost of said main, allocated on a frontage basis, acreage basis or both. (Ord. 745, 12-30-74)

- D. Licenses Required: Permits shall be issued only to such persons who are duly licensed by the City to engage in the business of plumbing who have filed with the City the insurance certificates required under subsection F of this Section; provided, however, that permit may be issued to any person who is duly licensed by the City as a sewer contractor and who has filed with the City the insurance certificates required under subsection F for building and repairing that portion of the house or building sewer extending from the property line to the main sewer or other outlet. (Ord. 234, 8-6-57; amd. 1995 Code)
- E. License Fees: The annual license fee shall be as set by City Council resolution.
- F. Insurance:
 - 1. Before any required permit is issued, the licensee applying for the permit shall file with the City Manager a certificate of insurance covering the licensee for the period covered by the license in the minimum liability amount of six hundred thousand dollars (\$600,000.00).
 - 2. The certificate shall state that the policies covering the licensee shall not be canceled without ten days' written notice to the City. (Ord. 531, 3-20-67; amd. 1995 Code)

802.05: REVOCATION OF CONTRACTOR LICENSE:

- A. Violation: The City Council shall have power to revoke any license upon satisfactory proof that the holder of said license has willfully violated any of the provisions of this Chapter.
- B. Reinstatement: A revoked license shall not be reinstated in any manner for a period of six months.
- C. Claim by City: The failure to pay, within sixty (60) days, any legitimate claim the City may have against a contractor shall constitute cause for revocation of license. (Ord. 233, 7-23-57; amd. 1995 Code)

802.06: CONSTRUCTION REQUIREMENTS:

- A. Materials: All pipes shall be constructed of materials approved by the Public Works Director.
- B. Joints and Connections: All joints and connections shall be constructed of materials approved by the Public Works Director.
- C. Grades:
 - 1. Unless otherwise, all house sewers shall have a grade of not less than one-eighth inch per foot. A grade of one-quarter inch per foot should be used wherever practical. The contractor shall check grades before construction proceeds. Wherever possible, the connecting sewer shall join the building at an elevation which is below the basement floor of such building. (Ord. 219, 9-4-56)

2. In the event that a sewer service exists from the main sewer to a point outside of the street, the contractor shall excavate and expose the upper end of the service pipe. The elevation of the pipe leaving the structure shall be determined, and the difference between the two pipes shall be sufficient so that a minimum grade of one-eighth inch per foot is maintained. (1990 Code)

- D. Alignment: No connecting sewer shall contain bends or a combination of bends which at any point shall be greater than 45 degrees, and no more than two bends, regardless of angle, shall be permitted in any single house connection except where manholes or, in case of slab home, cleanouts are constructed at such points and in manner as directed by the Public Works Director. No connecting sewer shall be laid parallel to any bearing wall or footing unless further distant than three feet from any such bearing wall or footing. No connecting sewer shall be laid within 20 feet of any existing well. (Ord. 234, 8-6-57)
- E. Trenching and Backfilling:
 - 1. All excavations shall be open trench work unless otherwise authorized by the City Engineer. The foundation in the trench shall be formed to prevent any subsequent settlement of the pipes. If the foundation is good and firm earth, the earth shall be pared or molded to give a full support to the lower third of each pipe. Bell holes shall be dug to provide ample space for pouring of joints. Care must be exercised in backfilling below the center line of the pipe in order to give it proper support.
 - 2. Backfilling shall be placed in layers and solidly tamped or packed up to two feet above the pipe. Backfilling shall not be done until the section to be backfilled has been inspected and approved by the Public Works Director.
- F. Use of Existing Sewer Services: Existing sewer services or portions of such sewers may be approved for use by the Public Works Director. The Public Works Director may request that the old sewer be excavated for the purpose of facilitating inspection. No cesspool or septic tank shall be connected to any portion of a house sewer that is also laid across or over any existing cesspool or septic tank, the existing cesspool or septic tank shall first be pumped clean and filled with earth to the surrounding ground level. Where a sewer is laid across or over any existing cesspool or septic tank, only material approved by the Public Works Director shall be used for that portion of the connecting sewer which is laid across or over the existing cesspool or septic tank.
- G. Connections at "Y" Only: Every connecting sewer shall be connected to the Municipal sewer system at the "Y" designated for the property served by the connection, except where otherwise expressly authorized by the Public Works Director. Where expressly authorized by the Public Works Director, all connections made at points other than the designated "Y" shall be made only under the direct supervision of the Public Works Director in such manner as the Public Works Director may direct.
- H. Tunneling: Tunneling for distances of not more than six feet is permissible in yards, courts or driveways of any building site. When pipes are driven, the drive pipe shall be at least one size larger than the pipe to be laid.
- I. Independent Systems Required:
 - 1. The drainage and plumbing system of each new building and of new work installed in an existing building shall be separate from and independent of that of any other building except where provided in this subsection and every building shall have an independent connection with a public sewer when such is available. (Ord. 219, 9-4-56; amd. 1995 Code)
 - 2. A separate connection shall be required for each dwelling unit constructed on or after

September 19, 1979, in R-1, R-2, R-4, R-5 and R-6 Districts as defined in Title 10 of this Code. A separate connection shall not be required for apartment-type buildings as determined by the Public Works Director. (Ord. 855, 9-10-79; amd. 1995 Code)

- J. Exception to Independent Sewer System Requirement: Under the following limited circumstances, the requirement for an independent sewer system provided in subsection I of this Section need not be met:
1. Where one building stands to the rear of another building on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard or driveway, the building drain from the front building may be extended to the rear building and the whole will be considered as one building drain. Where such a building drain is extended, a cleanout shall be provided immediately inside the rear wall of the front building.
 2. A new structure on one parcel may be permitted to connect to an existing sewer line serving an adjacent parcel when the following conditions are met:
 - a. The alternative construction of a new sewer service to serve the parcel would create a hardship due to the necessity of crossing a railroad or roadway by method other than open cut or as determined by the Public Works Director.
 - b. The owners of the property will sign and record an instrument, in perpetuity, for joint use and maintenance of the shared service, which instrument specifically holds the City harmless and releases the City from any and all claims relating to the shared service. A copy of said instrument will be filed with the City for approval by the City Attorney.
 - c. The Public Works Director determines that the shared sewer has adequate capacity for anticipated flows.
 - d. A cleanout is provided at the junction point of the two (2) services. (Ord. 926, 5-22-83; amd. 1995 Code)
- K. Repair of Public Right of Way: No connection to the City sanitary sewer system shall be finally approved until all streets, pavements, curbs and boulevards or other public improvements have been restored to their former condition to the satisfaction of the Public Works Director. (219, 9-4-56; amd. 1995 Code)
- L. Costs and Maintenance:
1. Installation and Connection: All costs and expenses incidental to the installation and connection to the Municipal sewer system shall be borne by the owner and the owner shall indemnify the City for any loss or damage that may, directly or indirectly, be occasioned by the installation of the sewer connection, including restoring streets and street surface.
 2. Maintenance: It shall be the responsibility of the owner or occupant to maintain the sewer service from the main sewer into the house or building. (Ord. 532, 3-20-67)

802.07: USE OF CERTAIN BUILDINGS RESTRICTED:

No person shall use any building or allow any other person to use any building which is not connected to the Municipal sanitary sewer system as required by Section 802.03 of the City Code. (Ord. 414, 4-6-64)

802.08: PROHIBITED DISCHARGES:

All discharge into the City's sanitary sewer system shall be in conformance with the Waste Discharge Rules adopted by the Metropolitan Waste Control Commission. (1995 Code)

802.09: TAMPERING PROHIBITED:

No person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the Municipal sewer system. (Ord. 218, 9-4-56)

802.10: CERTAIN CONNECTIONS PROHIBITED:

No building located on property lying outside the limits of the City shall be connected to the Municipal sanitary sewer system unless authorization is obtained from the City Council. (Ord. 218, 9-4-56; amd. 1995 Code)

802.11: ENTRY UPON PRIVATE PROPERTY:

The Public Works Director and other duly authorized employees of the City, bearing proper credentials and identification, shall at reasonable times be permitted to enter upon all properties for the purpose of inspection, observation, measurement, sampling and testing in connection with the operation of the Municipal sanitary sewer system. (Ord. 218, 9-4-56; amd. 1995 Code)

802.12: RATES AND CHARGES:

- A. Charges for Use: A charge is hereby imposed upon every person whose premises are served, either directly or indirectly, by the sanitary sewer system within the City, for the use of the facilities of said sewer system and for connection to the system. Such charges shall be in an amount set by the Council and shall be kept on file in the City Manager's office in the form of a rate schedule. (Ord. 592, 2-17-69; amd. 1990 Code)
- B. Supplemental Charges for Industrial Sewage Wastes: In respect to property which shall be connected to the City sewer for the disposal of industrial sewage wastes, which shall by virtue of its strength and volume be subject to supplementary charges by the Metropolitan Waste Control Commission, the City may impose a supplemental charge based generally upon and at least equal to the amount of the Metropolitan Waste Control Commission supplemental charge.
- C. Payment of Charges: Any prepayment or overpayment of charges may be retained by the City and applied on subsequent quarterly statements.
- D. Penalty for Late Payment: Each quarterly billing for sewer charges not paid when due shall incur a penalty charge of ten percent of the amount past due. (Ord. 592, 2-17-69; amd. 1995 Code)
- E. Action to Collect Charges: Any amount due for sewer charges, including Metropolitan Waste Control Commission sewer charges, in excess of ninety 90 days past due shall be certified to the County Auditor for collection with real estate taxes. This certification shall take place regardless of who applied for sewer services, whether it was the owner, tenant or other person. The City shall also have the right to bring a civil action or other remedies to collect unpaid charges. (Ord. 661, 3-13-72; amd. 1995 Code) (Ord. 1383, 6-08-2009)
- F. Utility Rate Discount: The City Council may establish reduced water and sewer rates for owner-occupied homes that meet financially need-based criteria as established by the City Council from time to time.

802.13: INDUSTRIAL USER STRENGTH CHARGES:

The Metropolitan Waste Control Commission, a metropolitan commission organized and existing under the laws of the State of Minnesota, in order to receive and retain grants in compliance with the Federal Water Pollution Control Act is required to impose industrial user strength charges to recover operation and maintenance cost of treatment works attributable to the strength of discharge of industrial waste. The City shall collect industrial strength charges as dictated by the Metropolitan Waste Control Commission rules and Minnesota State Statutes and adopts the same by reference. (1995 Code)

802.14: TRANSPORT AND DUMPING OF SEWAGE:

The cleaning and/or emptying of the contents of any privy vault, septic tank, cesspool, sink or private drain located in the City shall be done in an inoffensive manner and the contents shall be placed in and be removed from the premises in closed, tight covered barrels, receptacles or tank trucks so as to prevent the scattering, dropping or leaking while being transported and shall be discharged or destroyed so as not to be offensive to surrounding property owners. (Ord. 168, 9-15-53; amd. 1995 Code)

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

Agenda Item

Date: January 27, 2015

Item No: 6

Item Description: Pathway Maintenance Discussion

Background:

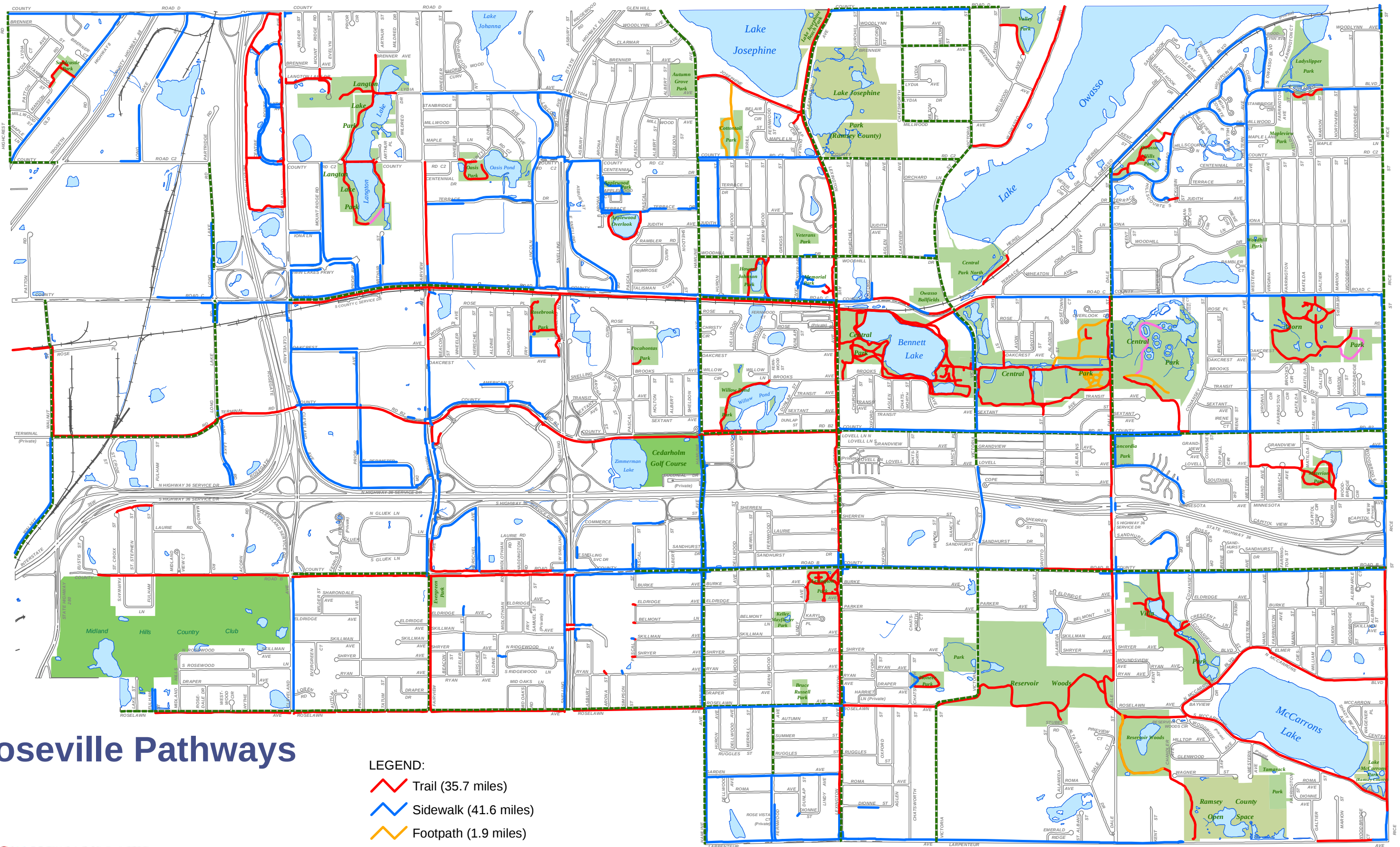
Some members of the Commission had requested a pathway maintenance discussion which would include Parks and Recreation staff as well. We have invited them to participate in the discussion.

Recommended Action:

Discuss concerns related to pathway maintenance.

Attachments:

A: Pathways Map



Roseville Pathways



Prepared by:
Engineering Department
December 15, 2014

Data Sources and Contacts:
* Ramsey County GIS Base Map (12/01/14)
* 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

DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-782-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §463.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

0 500 1000 1500 2000 Feet

mapdoc: 2014RosevillePathway.mxd.mxd
map: 2014RosevillePathway.mxd.pdf



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

Agenda Item

Date: January 27, 2015

Item No: 7

Item Description: Solar Energy Discussion Update

Background:

Staff has continued to work on developing a solar project for Roseville. The following is the background for the City Council meeting on the 26th. Staff will update the Commission on the Council's actions on this issue:

BACKGROUND

Over the past several months, City staff has conducted research, met with Clean Energy Resource Teams (CERTs), met with solar energy installation companies and financing organizations, and organized presentations to both the Public Works, Environment and Transportation Commission (PWETC) and the City Council to discuss the feasibility of installing solar panels on one or more of the City's campus buildings.

There are several options available to the City for the installation of solar panels on City facilities. The most cost effective option is the Made in Minnesota Solar Incentive Program which involves rebates paid out annually over 10 years if the panels used are "made in Minnesota." The rebate amount is based on the amount of energy produced by the system. Applications for this program are accepted through February 28, 2015. A lottery system is used to select the successful applications.

Solar installations are currently feasible due to tax credit opportunities and rebate programs. City staff provided energy use information from city hall, the maintenance building, the new fire station and the Skating Center on the city campus to Sundial Energy and Newport Partners to determine the feasibility of installations on these facilities. Their findings suggest a 40kw installation on the City Hall building and the Fire Station is feasible. There is adequate area on city hall and on the new fire station building for these installations. The systems are connected to the building electrical panel and reduce the amount of electric energy purchased from Xcel. They also feed power back onto Xcel's grid if there is not enough demand from the facility to use the solar generated power. 40kw is the maximum size installation under the Made in Minnesota rebate program per metered facility. In order to take advantage of the tax credits available, the city would enter into a guaranteed energy savings contract with the owner of the installation. The installation would be turned over to the city after a defined number of years. The current proposal would turn the installation over to the city after 6 years. These types of guaranteed energy savings projects are allowed under State Statute 471.345 Subdivision 13

without following usual competitive bidding requirements. There are other requirements in the statute that must be complied with for these projects.

Additional options include a direct purchase options whereby the City purchases a solar installation financed with a loan through the St Paul Port Authority or other funds. In this case, some upfront funding may or may not be required although this could also be offset by allowing a private company to provide additional financing so that they may take advantage of tax credits.

The Public Works, Environment and Transportation Commission has discussed this item at several meetings this year. In November, the Commission made the following recommendation to the Council:

Member Cihacek moved, Member Felice seconded, recommending staff to recommend to the City Council that they initiate the process and associated analyses and solicit proposals and pro formas for comparison purposes, for a three part solar system to investigate three programs: Made in Minnesota, a Power Purchase Agreement, and a 100 KW Direct Purchase Solar system; and to pursue those programs in accordance with Minnesota Statutes, Chapter 471, and related requirements; with the purpose of determining which option offers the best financial return to the City.

City staff has proceeded to solicit proposals from solar installers and has received two proposals from Newport Energy and TruNorth Solar with the intent of authorizing one of the companies to submit two Made in Minnesota Solar Incentive applications, one for City Hall and one for the fire station. It is expected that there will be far more applications than the available funding can support so there is no guarantee the city will be successful in securing this incentive. If the City is successful on one or both of the applications, we would continue with the installation of said system(s) in 2015.

Below is a matrix comparing the two proposals. Based on the proposals, staff is recommending that we proceed with TruNorth Solar for the Made in Minnesota Solar Incentive applications. While TruNorth's long term energy savings are less than Newport in the below information, their analysis did not include any tax credit equity financing. Implementation would realize an estimated additional 40% reduction in the principal cost of the system and therefore realize a shorter payoff period and larger long term energy savings. Staff will provide more detail at the council meeting on the long term savings.

Please note that these applications are done at no cost to the City. All design and installation costs are included in the overall system cost.

Proposer	Cash Down	Option Cost	Rooftop Lease Payment to City	Installation Cost to City	20 Year Energy Savings	Break point (years after install)
Newport Energy	Yes	Yes	Yes	\$0.00	\$74,133.00	9
TruNorth**	No	Yes	No	\$0.00	\$57,800.00	11

**Figures do not account for Tax Equity Partner which can decrease cost to city by 40-50% and reduce break point to 6 years

Concurrently with this application process, City staff will continue to explore options for a larger system (estimated at 100kW) and use either the Power Purchase or Direct Purchase options. This would be brought back to Council at a later date with a final recommendation and request

for approval. The intent would be to provide a system with little or no upfront cost to the City and the best overall energy savings solution possible. This system could also potentially be considered for a Community Solar Garden application. Staff continues to collect information on this option and the feasibility of offering this immediately or waiting until the system is entirely paid off first.

Policy Objective

The City Council goals and strategic directives include sustainability as a priority. Renewable power fits these goals and is also supported in the IR 2025 document.

Financial Impacts

With the recommended proposal, the City will have no upfront costs and the energy savings realized annually along with the Made in Minnesota rebate payments and the tax credit equity participation will pay for the annualized installation cost of the system. It is estimated that by year 10 the system will be fully owned by the City and we will realize the full benefit of the power generated by the 40kW system(s) on the City Hall and/or Fire Station building(s). This will reduce long term electric costs for the city.

Staff Recommendations

Staff recommends approving Staff to enter into a letter of intent with TruNorth Solar to apply for two 40kW PV Solar installation through the Made in Minnesota Solar Incentive Program and to continue to explore a larger solar installation for the Skating Center roof.

Requested Council Action

Motion directing staff to enter into a letter of intent with TruNorth Solar to apply for two 40kW PV Solar installation through the Made in Minnesota Solar Incentive Program and to continue to explore a larger solar installation for the Skating Center roof.

Recommended Action:

Discuss progress with the project.

Attachments:

A: none

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

Agenda Item

Date: January 27, 2015

Item No: 8

Item Description: Sewer and Water Lateral Ownership

Background:

The City Council has requested the PWETC study the current policy of sewer and water service laterals being the responsibility of the property owner as defined in city code. We are attaching the City Code chapters relating to the sewer and water utilities as background for a more comprehensive discussion at the February meeting. Staff will cover the current code language as it relates to ownership briefly at this meeting.

Recommended Action:

Brief discussion

Attachments:

A: Sewer and Water code – Chapter 801.17

CHAPTER 801 MUNICIPAL WATER SYSTEM

SECTION:

- 801.01: General Operation
- 801.02: Compliance with Chapter Required
- 801.03: Supply from One Service
- 801.04: Use Confined to Premises
- 801.05: Tapping of Mains
- 801.06: Application for Water Connection
- 801.07: Location and Inspection of Shutoff Box Prior to Excavation
- 801.08: Excavation and Construction Requirements
- 801.09: Supervision by Plumber
- 801.10: Location of Curb Stop Boxes
- 801.11: Notice of Connection
- 801.12: Connection Fees
- 801.13: Property Assessments
- 801.14: Turning on Water
- 801.15: Water Meters
- 801.16: Water Rates and Collection of Charges
- 801.17: Repair of Leaks
- 801.18: Use of Water for Air Conditioners
- 801.19: Restrictions against Sprinkling and Other Limitations
- 801.20: Liability for Deficiency or Shutoffs
- 801.21: Willful Damage to System
- 801.22: Discontinuance for Violations
- 801.23: Abandoned Services
- 801.24: Fire Hydrants
- 801.25: Connections Beyond City Boundaries
- 801.26: Private Water Supplies
- 801.27: Private use of Water Towers

801.01: GENERAL OPERATION:

The City Municipal water system ("the water system") shall be operated as a public utility and convenience from which revenue will be derived, subject to the provisions of this Chapter. (Ord.

388, 4-22-63)

801.02: COMPLIANCE WITH CHAPTER REQUIRED:

No person shall make, construct or install any water service installation or make use of any water service which is connected to the water system except in the manner provided in this Chapter. (Ord. 388, 4-22-63)

801.03: SUPPLY FROM ONE SERVICE:

- A. No more than one housing unit or building shall be supplied from one service connection except by special permission of the Public Works Director.
- B. A separate connection shall be required for each dwelling unit constructed on or after September 19, 1979, in R-1 or R-2 Districts as defined in Title 10 of this Code. A separate connection shall be required in R-2 Districts for all dwelling units if there are separate parcels. (Ord. 883, 7-13-81)

801.04: USE CONFINED TO PREMISES:

No person shall permit water from the water system to be used for any purpose except upon their own premises unless written consent is obtained from the Public Works Director. (Ord. 288, 4-22-63)

801.05: TAPPING OF MAINS:

No person except persons employed by the City shall tap any distributing main or pipe of the water supply system, or insert stopcock or ferrules. (Ord. 388, 4-22-63)

801.06: APPLICATION FOR WATER CONNECTION:

- A. Application: All applications for service installations and for water service shall be made to the Chief Code Enforcement Officer on printed forms furnished by the City.
- B. Information Required and Fee: All applications for service installation shall be made by the owner or agent of the property to be served and shall state the size and location of service connection required. The applicant shall, at the time of making application, pay to the City the amount of fees or deposit required for the installation of the service connection as provided in this Chapter.
- C. Application after Installation: When service connections have been installed, application for water service may be made to the Chief Code Enforcement Officer either by the owner, agent, tenant or occupant of the premises.
- D. Size of Connection and Meters: The size of water service connection and meters shall be subject to approval of the Public Works Director upon review of submitted engineering calculations for flow requirements. (Ord. 388, 4-22-63; amd. 1995 Code)
- E. Meter Spacer: A meter spacer with tailpiece couplings will be furnished to the contractor or plumber at the time a connection permit is issued. Meter spacers will be picked up when Department of Public Works installs meter after completion of water service installation.
- F. Notification: The plumber shall notify the Chief Code Enforcement Officer within twenty four (24) hours after piping is complete and ready for meter installation giving street address and permit number. (Ord. 409, 12-23-63)

- G. Water Billings: Water billings shall start at the time of installation of the water meter or, in the event the meter is not installed, seven days after completion of outside piping, and shall be calculated upon the minimum quarterly rate prorated on a monthly basis. (Ord. 455, 2-8-65; amd. 1990 Code)

801.07: LOCATION AND INSPECTION OF SHUTOFF BOX PRIOR TO EXCAVATION:

Before any grading or excavation is started, the water shutoff box shall be located and checked for damage by the contractor. Location ties will be furnished by the Chief Code Enforcement Officer at the time connection permit is issued. If the shutoff box cannot be located or is found bent or in a damaged condition, the Public Works Director is to be called at once. The contractor assumes all responsibility for damage to shutoff box unless the Public Works Director certifies that damage existed before excavation or grading started. (1990 Code; amd. 1995 Code)

801.08: EXCAVATION AND CONSTRUCTION REQUIREMENTS:

- A. Permit Required: No excavation shall be made until a permit for the connection has been issued.
- B. Separate Trenches; Exception: No water service pipe or water connection shall be installed in the same trench or closer than ten feet horizontally to a sewer trench or drain laid, or to be laid, either in the street or in private property, except that the water pipe on private property may be in a common trench with a sewer drain approved by the Public Works Director. The horizontal distances between the sewer pipe and the water service is at least ten feet at the property line and that the water service pipe approaches the sewer trench at an angle with the property line of not less than 45 degrees and having bends with not less than three foot radius.
- C. Conditions for Single Trench: Where it is desired to lay the water service pipe and the building drain or building sewer pipe less than ten feet apart, the water service pipe shall be above the sewer pipe and, unless impractical, it shall be placed at least two feet above the sewer and on a solid shelf excavated at one side of the trench.
- D. Sewer Pipe: The sewer pipe shall be constructed of substantial material which is corrosion-resistant and installed so as to remain watertight as approved by the Public Works Director.
- E. Water Service Pipe: The water service pipe shall be watertight and corrosion resistant of a material approved by the Public Works Director.
- F. Foundation and Backfill: In all cases precautions shall be taken to assure a firm foundation for the pipes. The intervening space between the pipes shall be backfilled with compact earth. (Ord. 530, 3-20-67).

801.09: SUPERVISION BY PLUMBER:

All piping connections from curb box to house supply piping shall be made under the supervision of a plumber licensed by the City. (Ord. 399, 8-12-63; amd. 1995 Code)

801.10: LOCATION OF CURB STOP BOXES:

Curb stop boxes will be installed at a point on the property line most suitable to the property and shall be left in an accurate vertical position when backfilling is completed. Curb stop boxes will

be installed at an approximate depth of seven (7) feet below the grade established by the City Engineer. (Ord. 388, 4-22-63; amd. 1995 Code)

801.11: NOTICE OF CONNECTION:

If, from any cause, the plumber or contractor laying the service pipe should fail to have the connection made at the time specified in the application, notice must be given the Chief Code Enforcement Officer fixing another day on which the plumber or contractor wishes to make connection. The notice must be given at least two (2) days previous to the excavation for laying of the service pipe and the connection must be made before 4:30 P.M., except in special cases, and then the work shall be done only upon a written order from the Chief Code Enforcement Officer. (Ord. 388, 4-22-63; amd. 1995 Code)

801.12: CONNECTION FEES:

- A. Connection Permit: A permit must be obtained to connect to the existing water service leads at the curb box, and interior plumbing. The fee for the permit shall be established by City Council resolution. No permit shall be issued except to a plumber licensed by the City. (Ord. 1009, 3-23-87; amd. 1995 Code)
- B. Additional Charges: Additional charges shall be paid at the time of making application for tapping of water. Taps from three-fourths inch to two inches shall be performed by the City. Each tap will include the physical tapping of the watermain, the installation of the corporation stop and the supplying of a curb box, riser pipe and cap to be installed by a licensed plumber. The costs for the tap shall be set by City Council resolution. Installation of service line, installation of curb stop and box and restoration of street surface where a curb box and service lead is not installed, which charges shall be as follows:
 - 1. Installation on Unsurfaced Street: Where the installation is to be on an unsurfaced street, the amount to be charged shall be fixed by the Public Works Director based upon the estimated cost of installing the service.
 - 2. Installation on Surfaced Street: Where the installation is upon a surfaced street, there shall be a fee established by the City Council for restoration of a typical road mix bituminous street. For the restoration of a higher type street, such fee as will be set by the Public Works Director. All backfill materials shall be mechanically compacted in 12 inch layers to the density of the adjacent material in the roadway area, in accordance with the Minnesota Highway Department standard specifications, to the existing street grade. (Ord. 548, 8-14-67; amd. 1995 Code)

801.13: PROPERTY ASSESSMENTS:

The permit fee for water main tapping shall be paid for each connection in the amount specified in Section 801.12 of this Chapter. In addition, before any permit shall be issued, the following conditions shall be complied with:

- A. Certification by Public Works Director: No permit shall be issued to tap or connect with any water main of the City directly or indirectly from any lot or tract of land unless the Public Works Director shall have certified:
 - 1. That such lot or tract of land has been assessed for the cost of construction of the water main with which the connection is made; or
 - 2. If no assessment has been levied for such construction cost, the proceedings for levying

such assessment have been or will be completed in due course; or

3. If no assessment has been levied and no assessment proceedings will be completed in due course, that a sum equal to the portion of cost of constructing said water main would be assessable against said lot or tract has been paid to the City. (Ord. 388, 4-22-63; amd. 1995 Code)

B. Additional Connection Fee:

1. If no such certificate can be issued by the Public Works Director, no permit to tap or connect to any water main shall be issued unless the applicant shall pay an additional connection fee which shall be equal to the portion of the cost of construction of the said main which would be assessable against said lot or tract to be served by such tapping connection, including interest at a rate equal to the interest rate of the original assessment and continuing for a period of 20 years or the amount of years the assessment was payable, whichever is less. Interest may be waived or decreased when it is determined by the Public Works Director that the improvement was not subject to utilization until a later date.

2. The assessable cost is to be determined by the Public Works Director upon the same basis as any assessment previously levied against other property for the said main. If no such assessment has been levied, the assessable cost will be determined upon the basis of the uniform charge which may have been or which shall be charged for similar tapping or connection with such main, determined on the basis of the total assessable cost of the main, allocated on a frontage basis, acreage basis, or both. (Ord. 745, 12-30-74; amd. 1995 Code)

801.14: TURNING ON WATER:

No person except an authorized City employee shall turn on or off any water supply at the stop box without permission from the Public Works Director. Authorized City employees shall be allowed access to stop boxes at all times. (Ord. 388, 4-22-63; amd. 1995 Code)

801.15: WATER METERS:

A. Meters Required: Except for extinguishment of fires, no person, except authorized City employees, shall use water from the water system or permit water to be drawn from the water system unless the same be metered by passing through a meter supplied or approved by the City. No person not authorized by the Public Works Director shall connect, disconnect, take apart or in any manner change, cause to be changed or interfere with any such meter or the action of such meter. (Ord. 388, 4-22-63)

1. Master Meter: Commercial or industrial buildings shall be metered with one master meter of adequate size as approved by the Director of Public Works.

2. Auxiliary Meters: If additional or auxiliary meters are desired for recording the subdivision of such supply, they must be furnished and set up by the owner or consumer at the owner or consumer's expense and the owner or consumer must assume all responsibility of reading, billing and maintaining the auxiliary meters. (Ord. 662, 3-13-72)

B. Installation: All water meters shall be installed in accordance with the standards set by the Public Works Director. (Ord. 388, 4-22-63; amd. 1995 Code)

C. Security Deposit: A security deposit to be made by customers for water meters and payment for the water meter shall be made in advance of installation for all meters in an amount established by City Council resolution. This deposit will be refunded when the property ownership is transferred. Remote reading devices on water meters will be required except where otherwise determined by the Public Works Director. (Ord. 733, 8-12-74; amd. 1995

Code)

- D. Maintenance and Repair: The City shall maintain and repair all meters when rendered unserviceable through ordinary wear and tear and shall replace them if necessary. However, where replacement, repair or adjustment of any meter is rendered necessary by the act, neglect, including damage from hot water backup or carelessness of the owner or occupant of the premises, any expense caused the City shall be charged against and collected from the water consumer. (Ord. 388, 4-22-63)
- E. Rereading Meter: A consumer may, by written request, have their meter reread by depositing the amount stated below with the Finance Officer. In case a test should show an error of over five percent (5%) of the water consumed, the deposit will be refunded to the consumer, a correctly registering meter will be installed and the bill will be adjusted accordingly if the meter erred in favor of the City. Such adjustment shall not extend back more than one billing period from the date of the written request. The deposit charges for meter testing shall be an amount equal to the City's cost. (Ord. 733, 8-12-74; amd. 1995 Code)
- F. Meters City Property: All water meters shall be and remain the property of the City.
- G. Employees Granted Free Access: Authorized City employees shall have free access at reasonable hours of the day to all parts of every building and premises connected with the water system for reading of meters and inspections. (Ord. 388, 4-22-63)
- H. Rental Fee: A rental fee equal to the interest rate paid on customer security deposits, will be charged the customer for the use of City water meters. The rental fee may be set off or credited against any interest due the customer on the security deposit. (Ord. 733, 8-12-74)

801.16: WATER RATES AND COLLECTION OF CHARGES:

- A. Accounts, How Kept: All accounts shall be kept on the books of the Finance Officer by the house and street number, under the account number assigned and by the name of the owner or of the person signing the application for service. All bills and notices sent out by the Finance Officer shall be sent to the house or street number of the property. If nonresident owners or agents desire personal notice sent to a different address, they shall file an application with the Finance Officer. Any error in address shall be promptly reported to the Finance Officer. (Ord. 388, 4-22-63; 1995 Code)
- B. Water Rates:
 - 1. Regular Rate; Minimum Rate: The rate due and payable by each water user within the City for water taken from the water system shall be payable quarterly in an amount set by the Council and kept on file in the City Manager's office in the form of a rate schedule. (1990 Code)
 - 2. Faulty Meter: In case the meter is found to have stopped or to be operating in a faulty manner, the amount of water used will be estimated in accordance with the amount used previously in comparable periods of the year.
 - 3. Proration: Where service is for less than a quarterly period, the quarterly charge will be prorated on a monthly basis. (Ord. 388, 4-22-1963)
 - 4. Automatic Sprinkler System: Where a connection is made to an automatic sprinkler system for standby service only, on either Municipal or private water mains, a charge for such service shall be made on an annual basis in an amount set by the Council, and kept on file in the City Manager's office, in the form of a rate schedule. (1990 Code)These rates shall apply in all cases where automatic sprinklers are installed and where fire

gates and other outlets are sealed. Meters or detector check valves must be installed on such services as required by the Public Works Director. An additional charge for volume used based on subsection B1 of this Section shall be due and payable by the user for usage over 1,000 gallons per year. (Ord. 936, 12-19-1983)

5. Rates Outside City Limits: Rates due and payable by each water user located beyond the territorial boundaries of the City shall be determined by special contract. (Ord. 388, 4-22-1963) (Ord. 1463, 10-03-2014)

6. Unconnected Service Pipe:

a. Where a service pipe is connected to the stop box and laid into the building with no intention of connecting to the building piping for use immediately, there shall be the same minimum rates charged as in subsection B1 of this Section. (Ord. 496, 7-18-1966)

b. A meter shall be installed on the street valve in the house and a remote register outside regardless of whether inside piping is connected. (1990 Code)

7. Discontinued Use: In the event the water customer elects to discontinue the use of the Municipal water, the regular or minimum charge shall continue until such date as the service pipe is excavated and disconnected at the stop box. (Ord. 496, 7-18-1966)

8. Utility Rate Discount: The City Council may establish reduced water and sewer rates for owner-occupied homes that meet financially need-based criteria as established by the City Council from time to time. (Ord. 620, 4-27-1970; 1995 Code) (Ord. 1463, 3-10-2014)

C. Payment of Charges: Any prepayment or overpayment of charges may be retained by the City and applied on subsequent quarterly statements. (Ord. 407, 11-18-1963; 1990 Code)

D. Action to Collect Charges: Any amount due for water charges in excess of 90 days past due shall be certified to the County Auditor for collection with real estate taxes. This certification shall take place regardless of who applied for water services, whether it was the owner, tenant or other person. All applications for water service shall contain an explanation in clear language that unpaid water bills will be collected in real estate taxes in the following year. The City shall also have the right to bring a civil action or other remedies to collect unpaid charges. (Ord. 661, 3-13-1972) (Ord. 1383, 6-08-2009)

E. Penalty For Late Payment: Each quarterly billing for water service not paid when due shall incur a penalty charge of ten percent of the amount past due. (1990 Code, per letter dated 1-31-1997)

801.17: REPAIR OF LEAKS:

It shall be the responsibility of the consumer or owner to maintain the service pipe from the water main into the house or building. In case of failure upon the part of any consumer or owner to repair any leak occurring in such pipe within twenty four (24) hours after verbal or written notice, the water will be shut off and will not be turned on until the leak is repaired. When the waste of water is great, or when damage is likely to result from the leak, the water may be turned off immediately pending repairs. A water shutoff charge shall be made in an amount set by City Council resolution. (Ord. 530, 3-20-1967; 1995 Code)

801.18: USE OF WATER FOR AIR CONDITIONERS:

A. Permit Required: Permits shall be required for the installation of all new air conditioning systems to the public water system. Said permit shall be on forms as provided by the City.

B. Water Conserving and Regulating Devices: All air conditioning systems which are connected directly or indirectly with the public water system must be equipped with water

conserving and water regulating devices as approved by the Public Works Director. (Ord. 388, 4-22-1963)

801.19: RESTRICTIONS AGAINST SPRINKLING AND OTHER LIMITATIONS:

All water customers and consumers shall be governed by the applicable regulations promulgated by the Board of Water Commissioners of the City of Saint Paul as to limitations in the time and manner of using water and such other applicable regulations promulgated by the City Council affecting the preservation, regulation and protection of the water supply. (Ord. 388, 4-22-1963)

801.20: LIABILITY FOR DEFICIENCY OR SHUTOFFS:

The City shall not be liable for any deficiency or failure in the supply of water to consumers, whether occasioned by shutting the water off for the purpose of making repairs or connections or from any other cause whatever. In case of fire, or alarm of fire, or in making repairs or construction of new works, water may be shut off at any time and kept shut off as long as necessary. (Ord. 388, 4-22-1963)

801.21: WILLFUL DAMAGE TO SYSTEM:

No person shall remove or damage any structure, appurtenance or property of the water system, fill or partially fill any excavation or raise or open any gate constructed or maintained for the water system. (Ord. 388, 4-22-1963)

801.22: DISCONTINUANCE FOR VIOLATIONS:

Water service may be shut off at any stop box connection whenever:

- A. Violation: The owner or occupant of the premises serviced or any person working on any pipes or equipment which are connected with the water system, has violated or threatens to violate any of the provisions of this Chapter.
- B. Nonpayment of Charges: Any charge for water, service, meter or any other financial obligation imposed on the present or former owner or occupant of the premises served is unpaid.
- C. Fraud or Misrepresentation: Fraud or misrepresentation by the owner or occupant of the premises served in connection with an application for service. (Ord. 388, 4-22-1963)

801.23: ABANDONED SERVICES:

- A. Abandoned Service Installations: All service installations that have been abandoned or have not been used for three years shall be disconnected at the main by the City and all pipe and appurtenances removed shall be the property of the City. Any expense of the City shall be charged to the property.
- B. New Building/Increased Service: When new buildings are erected on the site of old ones and it is desired to increase or change the old water service, no connections with the mains shall be made until all the old service shall have been removed and the main plugged by the City. Any expense of the City shall be charged to the property. (Ord. 394, 3-27-1963)

801.24: FIRE HYDRANTS:

All publicly owned hydrants shall remain visible and accessible from the roadway for maintenance and emergency use. All sides, including top, shall have a minimum three foot clear zone. No person other than authorized City employees shall operate fire hydrants or interfere in any way with the water system without first obtaining a permit to do so from the Public Works Director as follows:

- A. Permit: Permit to use a fire hydrant shall be issued for each individual job or contract and for a minimum of 30 days and for such additional 30 day periods as the Public Works Director shall determine. The permit shall state the location of the hydrant and shall be for the use of that hydrant and none other. (Ord. 409, 12-23-1963; 1995 Code)
- B. Deposit: The user shall make an advance cash deposit set by City Council resolution to guarantee payment for water used and to cover breakage and damage to hydrant, which shall be refunded upon expiration of the permit, less applicable charges for use. (Ord. 733, 8-12-1974; 1995 Code)
- C. Rental Charge: The user shall pay a rental charge set by City Council resolution. (Ord. 936, 12-19-1983; 1995 Code)
- D. Hydrant Rentals: There shall be a rental fee for fire hydrants, set by City Council resolution, payable by each owner (including the City) upon whose property such hydrant is situated. (Ord. 394, 5-27-1963; 1995 Code)
- E. Temporary Connection to Fire Hydrants: An owner of a private water system may make a temporary aboveground connection to a fire hydrant, subject to the time periods, conditions and payment as specified in subsection C of this Section. In addition, the method of connection to the private system shall conform to all existing requirements of the City Code and the type of meter used shall meet the approval of the Public Works Director. (Ord. 523, 1-9-1967; 1995 Code)

801.25: CONNECTIONS BEYOND CITY BOUNDARIES:

Where water mains of the City are in any street or alley adjacent to or outside the corporate limits of the City, the City Council may issue permits to the owners or occupants of properties adjacent or accessible to such water mains to make proper water service pipe connections with such water mains of the City and to be supplied with water in conformity with the applicable provisions of this Chapter and subject to the contract between the City and the City of Saint Paul for supply of water. (Ord. 388, 4-22-1963)

801.26: PRIVATE WATER SUPPLIES:

- A. Connection to Water System Prohibited: No water pipe of the water system shall be connected with any pump, well, tank or piping that is connected with any other source of water supply. (Ord. 388, 4-22-1963)
- B. Continued Use after Connection to System: Private wells may be maintained and continued in use after connection is made to the water system, provided there is no means of cross-connection between the private well and Municipal supply at any time. Hose bibbs that will enable the cross-connection of the two systems are prohibited on internal piping of the well supply system. The threads on the boiler drain of the well volume tank shall be removed or the boiler drain bibb replaced with a sink faucet. Where both private and City systems are in use, outside hose bibbs shall not be installed on both systems.
- C. New Construction:
 - 1. Water Main Available: All new homes or buildings shall connect to the Municipal water

system if a water main is available to the property unless the City Council approves a private well where unusual circumstances exist.

2. Water Main Unavailable: Where new homes or buildings do not have a water main available to the property, the City Council shall determine whether and under what conditions the Municipal water system will be extended to serve the property or a private well allowed. (Ord. 530, 3-20-1967)

- D. Existing Private Water System: Existing private water systems may be continued and maintained. Private wells serving such systems may not be drilled without a permit from the Director of Public Works or the City Council. (Ord. 891, 12-14-1981)
- E. Permit Required: No person shall drill any well without first obtaining a permit. Application for such permit shall state the character, location and size of the proposed well. The permit fee shall be set by City Council resolution. (Ord. 891, 12-14-1981)
- F. Requirements For Issuance: The Director of Public Works shall issue such permits only if one of the following exists:
 - 1. The well will only serve one single-family residence, and the use of the Municipal system would create a health problem for the occupants of such single-family dwelling.
 - 2. The well is to be used for monitoring purposes only and will be abandoned in accordance with State regulations at a set future date.
 - 3. All other wells shall require a permit from the City Council. The City Council will issue such permits only after a determination that the private well will not interfere with the Municipal system and that the property cannot be served by the existing Municipal system. (Ord. 891, 12-14-1981; 1995 Code)
 - 4. Upon the completion of the drilling of each and every well, the well driller shall notify the Chief Code Enforcement Officer and shall furnish the Chief Code Enforcement Officer with a visual pumping test of sufficient duration to determine the yield which shall be of a minimum rate of ten (10) gallons per minute. Within ten days after such a test of a well, the well driller shall file an affidavit with the Chief Code Enforcement Officer setting forth the results of the test, the capacity of the well, the pumping level, the depth of casing from grade and a description of the screen or rock formation. (Ord. 276, 5-19-1959; 1995 Code)
- G. Well Pumps: No person shall install or replace a pump without first obtaining a permit to do so. Application for a permit to install or replace a pump for a well shall be made in writing to the Chief Code Enforcement Officer and shall state the manufacturer, type, horsepower and rating of the proposed pump to be installed or replaced. The permit fee shall be set by City Council resolution. (Ord. 873, 12-22-1980; 1995 Code)

801.27: PRIVATE USE OF WATER TOWERS:

- A. Permit Required: No person shall in any way use any Municipal water tower for private use without first obtaining a permit from the City Council to do so.
- B. Fee: If the permit is issued by the City Council, it shall be valid only as long as the applicant pays to the City the fee as set by City Council resolution. The permit must be renewed annually.
- C. Cancelling Permits: The City Council may at any time cancel any permit issued to a private person to in any way use any City Municipal water tower by returning to the person the unused portion of the annual fee. (Ord. 419, 4-20-1964; 1995 Code)

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

Agenda Item

Date: January 27, 2015

Item No: 9

Item Description: Victoria Street Reconstruction Plan Review

Background:

Victoria Street from Larpenteur Ave to County Road B is scheduled for reconstruction in 2015. This roadway segment has been on the City's CIP for the past several years and is now at a point where pavement conditions warrant the reconstruction and funding is available.

Victoria Street was historically a Ramsey County facility, but in 1991 Ramsey County turned over jurisdiction of the roadway to the City of Roseville. The roadway is designated as a Municipal State Aid Street and therefore is eligible for State Aid funding. Also, as this is a full reconstruction of the roadway, a portion of the project costs will be assessed to the benefiting properties.

The project will involve the full depth replacement of the pavement and the replacement of any bituminous curb with new concrete curb and gutter. The project will also install a new pathway along the east side of Victoria Street. The pathway, proposed to be a 8 foot bituminous path between Larpenteur and Roselawn and a 6 foot sidewalk north of Roselawn, will extend beyond the roadway reconstruct project area and connect with the new sidewalk at County Road B2. The portion from County Road B to County Road B2 will be funded with Park Renewal funds.

In the area north of Roselawn Ave, over 75% of the total roadway length has in place bituminous curb and gutter. Therefore, in order to meet State Aid standards, this section will be designed as an urban section with full curb and gutter, filling the existing gaps. We are currently working with the Capital Region Watershed District and the Minnesota Department of Transportation State Aid office to determine if ribbon curb can be used along the wetland section of this area. The roadway will maintain its current width of 32 feet wide and will allow parking on the east side of the roadway.

South of Roselawn Ave the City will maintain the rural section and not install curb and gutter (there is some bituminous curb that will need to be replaced leading up to Roselawn Ave). This will still meet State Aid standards. The roadway will maintain the 32 foot width here and will have parking on the east side only.

Attached is the Feasibility Report for this project which provides more detail on the proposed construction project as well as proposed assessments for the benefiting properties.

Recommended Action:

Receive a presentation on the Victoria Street Reconstruction Project.

Attachments:

A: Feasibility Report



Public Works
Engineering Department

Feasibility Report

Project P-ST-SW-15-02

**Victoria Street Reconstruction
(Larpenteur Ave to County Road B)**

Prepared by: Marcus J. Culver
City Engineer
City of Roseville

I hereby certify that this feasibility report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

A handwritten signature in black ink, appearing to read "M. Culver", written over a horizontal line.

, P.E.

Registration No. 42002

**VICTORIA STREET RECONSTRUCTION
FEASIBILITY REPORT
TABLE OF CONTENTS**

INTRODUCTION	5
PUBLIC INVOLVEMENT	7
LOCATION MAP	8
PROPERTY MAPS	9
CONCLUSIONS & RECOMMENDATIONS.....	12
EXISTING CONDITIONS	14
GENERAL COMMENTS	14
SPECIAL CONSIDERATIONS.....	15
A. Street Design.....	15
B. Storm Water	16
C. Private Utilities	16
D. Other Considerations.....	16
E. Driveways	16
F. Required Permits	17
PROPOSED CONSTRUCTION	18
GENERAL COMMENTS	18
SPECIAL CONSIDERATIONS.....	19
A. Street Design.....	19
B. Storm Water	23
C. Private Utilities	24
E. Driveways	24
F. Required Permits	18
PROPOSED FUNDING.....	26
A. Special Assessments	26
B. Private Improvement Costs	27
C. Proposed Funding Summary.....	27
D. Schedule	28
PRELIMINARY ASSESSMENT ROLL.....	29



January 12, 2015

City Council
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: PROJECT P-ST-SW-15-02, Victoria St Reconstruction
Feasibility Report

Dear Mayor and City Council Members:

At their October 27, 2014 meeting, the City Council adopted Resolution No. 11184 ordering the preparation of a Feasibility Report for the reconstruction of Victoria Street between Larpenteur Ave and County Road B.

The total estimated project cost is \$1,833,245.00 which includes contingencies.

During the process of studying the existing conditions within the project area, two Public Information meetings were held and input was received from area residents and other City department staff. The comments from these meetings are incorporated into the report.

In accordance with the City Council request, the study has been completed. It is my recommendation that the project as proposed in this study is feasible.

If you have questions regarding the findings and recommendations in the report please contact me directly.

Sincerely,

Marcus J. Culver, P. E.
City Engineer
651-792-7042
marc.culver@cityofroseville.com

INTRODUCTION

On October 27, 2014, the Roseville City Council adopted Resolution No. 11184 ordering the preparation of a Feasibility Report for the reconstruction of Victoria Street between Larpenteur Avenue and County Road B. This report details that investigation.

In 1991, following direction from the Minnesota Legislature, Ramsey County completed a study that reviewed the jurisdiction of all roadways within Ramsey County. Upon completion of this study, Ramsey County began a program whereby a number of roadways switched jurisdiction between State, County and local municipalities. In 1996, Victoria Street changed jurisdiction from Ramsey County to the City of Roseville.

As with other County turnback roads, Victoria Street has been added to the City's Municipal State Aid system (MSA) and is eligible for funding through the City's portion of state gas tax revenues. If MSA dollars are to be used, the roadway must be constructed in accordance with MSA roadway standards.

When the roadway was under the jurisdiction of Ramsey County, it consistently ranked low among their priorities since the traffic volume is relatively small when compared to other County roads. For many years, this roadway only received minor maintenance.

The pavements show signs of distress, such as transverse and longitudinal cracking, and alligator cracking. There is evidence of previous and ongoing maintenance, including patching and seal coating. The pavement surface shows signs of severe oxidation, as evidenced by the exposed pavement aggregates. The current average Pavement Condition Index for this roadway is 48; this rating is considered marginal and is recommended for reconstruction.

The proposed project involves: complete reconstruction of the street, the construction of non-motorized transportation infrastructure consistent with the City's Comprehensive Plan, and public utility improvements. Recommended public utility improvements for the project include: the repair of selected sanitary manholes, and construction of storm sewer infrastructure to address both water capacity and quality concerns. There will be some minor water main infrastructure maintenance such as replacing hydrants and rebuilding valves as necessary.

It is expected that if this improvement is approved, the work will start in the spring of 2015, with completion in fall 2015. The project was initiated by council/staff as part of our Pavement Management Program. As outlined by state law, projects initiated by council/staff require a 4/5 vote by the City Council for approval.

PUBLIC INVOLVEMENT

The public involvement process for this proposed project consisted of two neighborhood meetings in 2014. Meeting notices were sent out at least two weeks in advance to all property owners abutting the street to be reconstructed.

The first meeting was held at 7:00 p. m. on October 9, at the Roseville Skating Center, where staff presented information regarding the proposed reconstruction project, construction process and assessment policy. Residents provided input regarding neighborhood concerns along the corridor. Among these were: street design (rural vs. urban), parking, drainage, traffic, and mailbox locations.

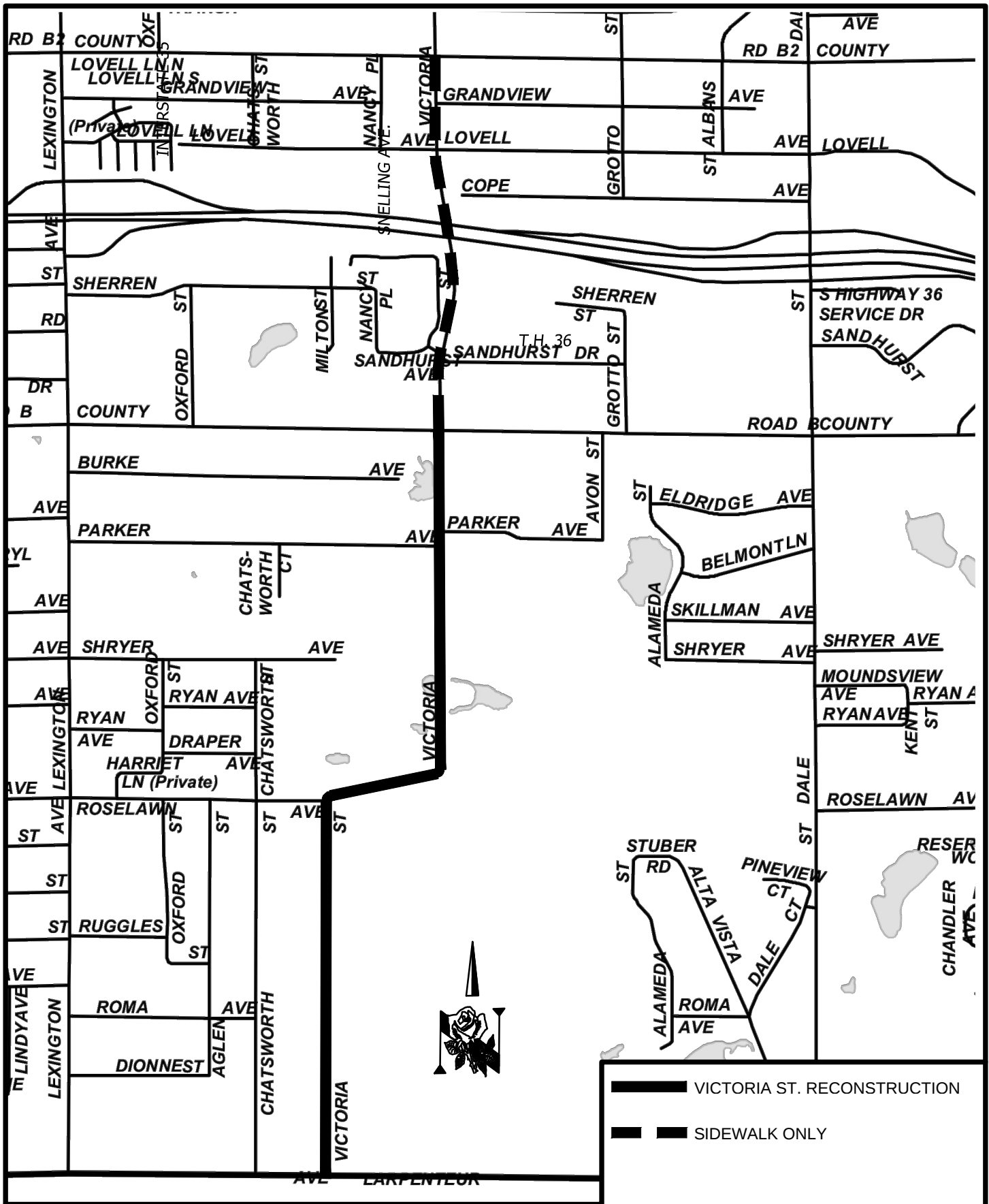
The second meeting was on December 22, at 6:00 p. m., at the Roseville City Hall, where staff showed the residents a proposed street design. South of Roselawn Ave the proposed design included a 32 foot wide, rural design with ditches, parking on one side of the roadway and a pathway also on the east side of the road. At this meeting staff showed an eight (8) foot bituminous path from Larpenteur to the existing path along Roselawn Ave. However, staff may recommend constructing a six (6) foot concrete sidewalk as more detailed design takes place in order to reduce impacts to Roselawn Cemetery including temporary easements.

North of Roselawn Ave, the proposed design included a 32 foot wide, urban design with concrete curb and gutter, parking on one side of the roadway and a six (6) foot concrete sidewalk on the east side of the roadway. Staff did consider looking at designs that would minimize the use of curb and gutter, however, given that about 75% of the north segment already has bituminous curb, and in order to meet State Aid standards for funding, it was determined that installing curb and gutter along the north segment was the best alternative for this project.

Additionally, at the December 22 meeting, some drainage issues were communicated by the residents along the east/west portion of Victoria Street. After investigating the concerns and in place infrastructure, it was determined that using curb and gutter in this area with new storm sewer designed to provide underground storage and infiltration will help alleviate the concerns as well as allow us to meet our storm water mitigation requirements from the Capital Region Watershed District.

At the December 22, 2014 meeting staff also reviewed the estimated project costs and estimated assessments for the benefiting properties.

This report summarizes the design items that were discussed during the public involvement process.



CITY OF ROSEVILLE, MINNESOTA
LOCATION PLAN VICTORIA ST.



CONCLUSIONS & RECOMMENDATIONS

- A. All portions of the project proposed are feasible.
- B. Estimated project cost:

	Project Cost
Street Reconstruction	\$1,290,805.20
Sidewalk Construction Segment A (Larpenteur Ave to County Road B)	\$170,440.00
Sidewalk Construction Segment B (County Road B to County Road B2)	\$120,000.00
Storm Sewer Construction	\$215,000.00
Utility Maintenance	\$37,000.00
Total	\$1,833,245.20

The following is a summary of the recommendations discussed in this report.

- A. Construct the project in 2015
- B. Construct a 6 ft wide concrete sidewalk along the east side of Victoria Street north of Roselawn Ave, extended north to County Road B2 (roadway reconstruction stops at County Road B)
- C. Construct an 8 ft wide bituminous path along the east side of Victoria Street south of Roselawn Ave (subject to change to a 6 ft sidewalk based on final engineering).
- D. South of Roselawn Ave:
 - Construct a 32 ft wide, bituminous street with a rural design (no curb and gutter)
 - 11 foot lanes
 - Prohibit parking on one side of the roadway (proposed west side of roadway)
 - Provide a 2 ft shoulder on the west side of Victoria Street
 - Provide an 8 ft shoulder on the east side of Victoria Street for parking.
- E. North of Roselawn Ave:
 - Construct a 32 ft wide, bituminous street with B-618 concrete curb and gutter.
 - Provide an 8 ft shoulder on the east side of Victoria Street for parking.
- F. Repair sanitary sewer and watermain infrastructure along the corridor as needed.
- G. Construct storm sewer improvements to address water quality, meet watershed requirements for new impervious surfaces, and address drainage concerns along the corridor.
- H. Fund the reconstruction project with Municipal State Aid funds, utility funds, assessments and Park Renewal Bond funds as detailed this report.
- I. Schedule a public hearing for the Victoria Street project on Monday, February 23, 2015.

EXISTING CONDITIONS

General Comments

Victoria Street is a Collector Street on the City's Municipal State Aid Street (MSAS) system. This roadway was a Ramsey County facility until 1996 when it was officially transferred over to the City's jurisdiction.

The properties that abut the road are a part of a mature neighborhood with a majority of the houses well over 50 years old. Land uses in this corridor are as follows:

- LDR1 (Single Family homes): 51 parcels (including two parcels zoned as LDR1 but not developed)
- Institutional: New Life Presbyterian Church (located at Larpenteur and Victoria) and Roselawn Cemetery (located along east side of Victoria Street)
- Reservoir Woods Park and Pioneer Park
- Two City owned Parcels located at the north end of the project area

Victoria Street has two distinct sections within the project area. The section to the south of Roselawn is primarily a rural design with ditches on both sides. With the exception of some compromised culverts under existing driveways, the drainage along this section of Victoria works well. The roadway varies in width slightly through this section but is effectively 32 feet wide with 12 foot lanes and 4 foot shoulders. There is some existing curb just south of Roselawn which perpetuates stormwater drainage in this area.

North of Roselawn Ave Victoria Street primarily has an urban design with bituminous curb along the majority of both sides of the roadway. Of the roughly 6,400 feet of roadway length (both sides of 3,200 foot distance between Roselawn and County Road B), only about 1,500 feet does not currently have curb. Staff has received several comments from residents along the east/west portion of Victoria regarding storm water issues and icy driveways resulting from water flowing down their driveway from the roadway.

There is an existing 8 foot bituminous trail along the east/west portion of Victoria Street that ties into Reservoir Woods. Otherwise there are no other in place pathways along Victoria Street.

The pavement shows signs of distress, such as transverse and longitudinal cracking, and alligator cracking. There is evidence of previous maintenance, including patching and seal coating. The pavement surface shows signs of severe oxidation, as evidenced by the exposed pavement aggregates. The current Pavement Condition Index rating is marginal and is recommended for reconstruction.

The existing street section varies. There is approximately 7-15 inches of sandy gravel overlain with 4-7 inches of bituminous pavement.

Special Considerations

A. Street Design

The majority of Victoria is a 32 foot wide road with bituminous curbing in place for the majority of the length north of Roselawn. The road is divided into two 12 foot wide traffic lanes along with 4 foot shoulders on both sides of the street. The posted speed limit is 40 miles per hour.

1. *Pathway*

The majority of Victoria Street does not have a sidewalk or path along the road. There is an existing 8 foot bituminous trail along the east/west portion of Victoria Street that ties into Reservoir Woods. The City's Pathway Master Plan includes a recommendation to construct a pathway along Victoria Street.

2. *Parking*

Parking is currently allowed on both sides of Victoria Street. Except for the time period around the State Fair (a Park and Ride lot is operated at the New Life Presbyterian Church), there does not appear to be a significant demand for parking except for an area around the Reservoir Woods trailhead. Typical residential on street parking is evident along the corridor.

3. *Road Alignment*

With the exception of an 800 foot section that runs essentially east-west, Victoria Street runs north-south between Larpenteur Ave and County Road B. The existing street right-of-way is variable through the project corridor but is 66 to 76 feet wide, with the road constructed roughly in the center of the right-of-way.

There are two curves along Victoria Street. The first curve, located at the intersection with Roselawn Avenue, is controlled with an all way stop. The second curve occurs where the path along the roadway ties into Reservoir Woods Park. This curve is substandard for the posted speed limit and State Aid standards. It is signed with curve advisory speed signs (20 mph) and chevrons through the curve.

The project corridor has five street intersections. The intersection at Roselawn Ave is an all-way stop. The County Road B intersection is signalized. The intersection with Larpenteur Avenue is a three way intersection with one way stop control on the Victoria approach.

None of these intersections have a significant crash history.

4. *Traffic Management*

Victoria Street serves as a collector road. Traffic from the neighborhoods to the east, west, and north use it to get to the County Road system (County Road B and Larpenteur Ave). The traffic volume, while high for typical residential streets, is in line for a collector road.

Traffic counts were collected in 2013; the traffic volume between Larpenteur Avenue and Roselawn Avenue is 1,550 vehicles per day. The segment between Roselawn Avenue

and County Road B carries 2,550 vehicles per day. Speed data was collected south of Roselawn Avenue in October of 2014. The 85th percentile speed was determined to be 41.5 mph in this section. The 85th percentile speed is the speed at which 85% of the traffic is travelling. Both segments are signed 40 mph.

B. Storm Water

The north portion of Victoria Street has an existing storm sewer system. The street runoff is collected into pipes starting at Pioneer Park and conveyed north to Parker Ave and then heads east to McCarrons Lake. This majority of this project is in the Capital Region Watershed District while a small amount of the new sidewalk north of County Road B is located in the Ramsey Washington Watershed District, and the City is required to obtain permits for this project. Some drainage issues have been identified at some existing driveway culvert crossings and near Roselawn Ave.

C. Private Utilities

This is a mature neighborhood that has the majority of the utilities located on overhead power poles. A summary of the existing private utilities:

- Xcel Gas: The gas main along Victoria Street is in the east boulevard of the street. The properties on the west side of the street are served by long side services.
- Xcel Power: The Victoria Street corridor is served by overhead power.
- Comcast: Has both underground and overhead lines in this corridor.
- Century Link: Has both underground and overhead lines in this corridor.

D. Other Considerations

The following properties, structures or landscape features are unique to this project and deserve special consideration:

1. Existing character of the roadway

There is a strong sentiment from the residents along Victoria Street to maintain the character of the roadway as much as possible with this project, particularly the rural section and minimizing the use of curb and gutter.

2. City of Roseville Watermain

The City watermain along this corridor has had very few breaks with only one break in the last 20 years. Based on this historical data staff is not recommending replacement of the watermain.

3. City of Roseville Sanitary Sewer

The City sanitary sewer along this corridor has been recently televised and lined.

E. Driveways

As a part of plan preparation, staff will review the size, location and material of all existing driveways in an effort to bring them into conformance with City Code at the time of reconstruction.

There are a few driveways along the north (west) side of the road just north and east of Roselawn Ave that have grades greater than 5%. Staff is working to minimize additional impacts to these driveways as well as attempting to reduce the amount of stormwater runoff that flows down these driveways.

F. Permits

Permits will be required from the following agencies for the proposed project:

Agency	Required Permit
Minnesota Pollution Control Agency (MPCA)	NPDES Erosion & Storm water
Rice Creek Watershed District (RCWD)	Storm water
Ramsey County	Right-of-way Permit

PROPOSED CONSTRUCTION

General Comments

City staff has worked closely with the neighborhood to develop preliminary plans that meet the needs of both the neighborhood and the City at large. This is a Municipal State Aid (MSA) roadway and state aid funds will be used to pay for a portion of the costs; the roadway must be constructed to meet minimum MSA standards. The preliminary design, as presented in this report, meets all applicable standards.

The proposed street width and parking is discussed in the following sections of the report. The roadway will be constructed with a 10-ton structural design, bituminous pavement, and concrete curb and gutter north of Roselawn Ave. The new pavement section for the road will be a reclaimed aggregate base with 4 inches of new bituminous pavement. This recommended improvement will meet the City's and State Aid's minimum standard for a 10-ton design roadway.

The concrete curb and gutter will be B618 barrier curb design and will be constructed on both sides of the roadway north of Roselawn Ave. There is also a small stretch of bituminous curb south of Roselawn and this will also be replaced with concrete curb and gutter.

Existing street grades will be maintained in their current condition. The final design may take advantage of some minor variations of a few inches in order to provide a better transition from roadway to private driveways where possible.

The existing manholes and other structures will be adjusted as necessary as part of this project. The sanitary sewer mains were lined in 2014. In addition, property owners with roots in their sanitary sewer services will be given an opportunity to replace their services at their expense. Staff is not recommending replacement of the watermain due to the low historical occurrence of watermain breaks in this area. There may be some maintenance work on sanitary and water main structures such as manholes, valves and hydrants as a part of this project that will be funded by the appropriate utility fund.

If unsuitable material is encountered beneath the existing pavement during construction, it will be removed and replaced with suitable backfill material. Any sod that is damaged as a result of the project will be replaced. As staff is recommending maintaining the existing profile/grade of the roadway, we do not anticipate impacts to in place driveways. If staff is able to make some adjustments that favor the driveway grades and/or the transition from roadway to driveway, driveway approaches will be removed approximately between the existing pavement and the property line. The removed driveway will be replaced with similar material- bituminous or concrete.

During construction, staff will work with those property owners who wish to make driveway improvements outside of the areas necessary for the road project. The cost of any private driveway improvements is the property owner's responsibility.

Efforts will be made to protect and retain the trees that currently exist in the right-of-way. When necessary, however, trees will be removed to allow for the proposed improvements. Several trees are expected to be removed as part of the sidewalk/pathway project and a few large trees will also be removed in order to meet the stormwater requirements for the project.

Staff will work with other public and quasi-public utilities to coordinate other utility improvements with the street reconstruction project. Minor changes to the existing electric, telephone, and cable TV may be necessary for this project.

Special Considerations

All items in this section of the report have been presented and discussed with the residents during the public involvement process.

A. Street Design

As a part of any street design project, staff takes a comprehensive look at the road to be reconstructed and identifies ways that the corridor can be improved for all users. When considering the new street cross section it is important to take into account the existing street alignment, right-of-way, traffic volume, surrounding land use, and parking needs. The existing conditions for all of the following items were discussed in the previous section. What follows is a discussion of the proposed street design

1. Pathway

Staff is recommending that the project include the construction of a pathway along the south east side of Victoria Street. This is consistent with existing City policies included in the Pathway Master Plan and Comprehensive Plan.

The sidewalk will address the following items discussed in the Pathway Master Plan and referenced in the Comprehensive Plan:

1. Address issues related to (Page numbers correspond to the Pathway Master Plan):

Safety (pg 15)

- The sidewalk will improve safety for children, senior citizens, people with disabilities, pedestrians, bicyclists, and all light traffic.

Connectivity (pg 15)

- Improve the ability to safely travel from location to the next
- Provide connections to and from Reservoir Woods Park, the existing trail along Roselawn Avenue and the City of St. Paul's existing and future bike and pedestrian facilities south of Larpenteur Ave.

2. Adhere to the Policies and Standards of the Pathway Master Plan:

- Provide pathway facilities along all roads (pg 17): The design standards recommend that a road with 35 MPH and over 1,000 ADT have a 5 foot wide striped shoulder for bicycle use or an 8 foot wide trail. The plan also recommends that we consider sidewalks in primarily residential areas to minimize impacts to property owners.
- Provide a safe network of pathway linkages for pedestrians and cyclists to and between educational facilities, churches, business centers, transit stops, parks and open space.
- Provide pathway linkages for light traffic to the regional pathway system. (pg 19)
- Pathways shall be part of roadway design and construction. (pg 21)

a. Pathway Recommendation

Staff recommends that a pathway be installed on the east side of Victoria Street.

South of Roselawn Ave staff recommends installing an 8 foot bituminous trail with a 5 foot boulevard where possible. Where necessary, the boulevard may be reduced to zero and curb and gutter may be used to provide a barrier between the trail and sidewalk. Final design may identify additional impacts to the cemetery and the bordering vegetation that would modify this recommendation to a 6 foot sidewalk with a 5 foot boulevard. A trail is preferred in order to meet the guidelines of the Pathway Master Plan and to better connect Reservoir Woods and the trail along Roselawn Ave with Larpenteur Ave and the regional facilities south of Larpenteur.

North of the Reservoir Woods trail connection staff recommends installing a 6 foot concrete sidewalk with a 5 foot boulevard. The transition to a sidewalk at this point is recommended in order to reduce impacts to the wetland and heavily wooded areas north of Roselawn Ave. Also, this will reduce impacts to the private properties located on the north section of the project.

North of County Road B the City will also be installing a 6 foot sidewalk along the east side of Victoria Ave. While the roadway will be narrowed in some sections to provide space for the new sidewalk, the roadway is not being reconstructed as part of this project. This portion of the project will be funded with Park Renewal Bond funds.

Staff anticipates minimal tree and vegetation removal on private property with the installation of the proposed pathways but there will be considerable brush and tree removal along the edge of the wooded areas north of Roselawn Ave. The City will coordinate any replacements with property owners and work to minimize the impacts to the wooded areas.

There is adequate right of way to construct the sidewalk without needing to obtain additional easement.

Constructing a sidewalk along the east side of Victoria Street is consistent with the goals and policies of the City's Comprehensive Plan and Pathway Master Plan.

2. Parking and mailbox locations

At the October public meeting regarding this project, residents expressed interest about parking and street width; would the street need to be widened to support parking. Many residents did not want the roadway to be widened, but also wanted to maintain some parking. Also, there was some discussion about mailbox locations as all mailboxes are currently located on the east side of Victoria while the majority of homes are located on the west side of the roadway.

As a result of these discussions a survey was sent to residents asking about both mailbox locations and on street parking. 54 surveys were mailed and we received 27 responses.

The results of the survey are as follows:

	MAILBOXES		PARKING		
	Move to West Side	Keep on East Side	Restrict Both Sides	Restrict One Side	Allow Parking Both Sides
North of Roselawn	3	5	5	3	0
South of Roselawn	17	2	9	7	3
Total	20	7	14	10	3

It is helpful to separate the results between the north side of Roselawn Avenue and the south side as all of the homes south of Roselawn Avenue are on the west side of Victoria Street. North of Roselawn Avenue, about a third of the homes are on the east side. Also, as indicated previously in this report, Victoria Street is essentially a rural design south of Roselawn Avenue and effectively an urban design north of Roselawn Avenue.

While the survey results show the majority of the respondents favored restricting parking on BOTH sides many of the comments on the returned surveys made it clear that residents misunderstood the amount of widening, if any, necessary to support parking on one side. State Aid standards require a minimum roadway width of 32 feet to support parking on one side of the roadway and 38 feet for parking on both sides of the roadway. This was discussed in more detail at the December Public Meeting and staff is recommending the 32 foot wide pavement section with parking on one side of the street. A follow up survey will be sent to residents to clarify this issue and the results will be available for the Public Hearing in February.

Staff also had a brief discussion with the Post Office and determined that the Post Office would approve relocating mailboxes but due to the manner in which they operate the mail delivery route all mailboxes would need to be located on either the east or west side of the roadway. Based on the survey results and in

order to avoid potential conflicts with the new pathway, staff is recommending that all mailboxes be moved to the west side of the roadway.

3. *Road Alignment*

Currently the road is aligned straight north-south with an 800 foot section of roadway that is aligned mostly east-west. There are two curves in the alignment that transition the roadway from north-south to east-west and then back to north-south. The first curve as you travel north from Larpenteur is an all way stop controlled intersection and therefore meets State Aid requirements.

The second curve is near the trail entrance to Reservoir Woods and does not meet State Aid requirements based on posted speed limit (40 mph) as well as minimum design speed allowances (30 mph). City staff requested a variance to State Aid rules for this curve and was granted said variance given the following conditions:

- Appropriate lighting is provided
- As much as practicable, vegetation is cleared within the sight corner
- Reflective delineation through the curve is considered
- Signage in accordance with the Minnesota Manual of Uniform Traffic Control Devices (MnMUTCD) be provided

Given this variance and the other proposed elements of the project no additional permanent right-of-way is required for this project. The particular elements of the proposed design are as follows:

a. Victoria Street from Larpenteur Ave to Roselawn Ave

Staff is proposing to construct a 32 foot wide street with a rural design. The 32 foot wide street segment will include the following:

- An 8 foot shoulder on the east side for parking.
- Two 11 foot lanes
- A 2 foot shoulder on the west side

b. Victoria Street from Roselawn Ave to County Road B

Staff is proposing to construct a 32 foot wide street with curb and gutter. The 32 foot wide street segment will include the following:

- An 8 foot shoulder on the east side for parking.
- Two 11 foot lanes
- A 2 foot shoulder on the west side

B. Storm Water

Concrete curb and gutter will be used to replace all existing bituminous curb and will also be installed in areas north of Roselawn Ave that does not currently have curb. Existing storm water catch basins and other infrastructure will be replaced with new castings to bring them up to City standards and also to work with the new concrete curb and gutter. Additional catch basins will be installed where needed. The boulevards and yards will be graded to drain to the street, where possible. Where this is not possible, catch basins will be extended into areas to capture water.

This road is located within the Capital Region Watershed District (CRWD). CRWD requires that this project provide volume control and treatment for the storm water runoff. This can be accomplished through a variety of potential Best Management Practices (BMPs) for stormwater management.

City staff is recommending the installation of several hundred feet of perforated pipe along the east-west portion of Victoria Street that will allow rate control, provide some infiltration and also address some drainage concerns in the area. The outlet to this new system is proposed to drain into the very southeast corner of Pioneer Park. A pretreatment cell will be installed at this outlet to provide treatment of the stormwater before discharging into the existing wetland in this area.

A raingarden is also proposed in the northwest corner of Larpenteur Ave and Victoria St to provide infiltration, rate control and treatment of stormwater before draining into the Larpenteur Ave stormwater system.

Erosion Control

As part of the project plans and specifications, staff is required to prepare a storm water pollution prevention plan (SWPPP) for the purposes of enforcing erosion and sediment control rules. The SWPPP will include erosion and sediment control methods that will be implemented throughout the project. Silt fence, bio-rolls, erosion control blanket, and other best management practices will be utilized where direct runoff might occur. Inlet protection will be used to protect both the existing and new catch basins during construction. Street sweeping will occur, as needed, on all paved street surfaces throughout the project, including intersecting streets. Exposed soils and aggregate material will be watered as needed as a dust-control measure. An erosion and sediment control plan sheet and storm water pollution prevention plan will be created during the design phase of this project. Immediate turf establishment in areas of soil disturbance will be required such as placing seed and erosion control blanket. After street and utility work is completed, sod and/or hydro mulched seed will be placed as the permanent turf establishment in all disturbed areas. The City, in coordination with the watershed district, will closely monitor all erosion and sediment control measures throughout the construction process. The selected contractor will be required to install all preventative measures and maintain them as required by the City, CRWD, MPCA, and other regulatory agencies.

C. Private Utilities

Private utility companies have been notified that this project is being considered for construction in 2015. It is their responsibility to relocate facilities within the right-of-way that interfere with the City's proposed project.

D. Driveways

As a part of our plan preparation, staff reviewed the size, location and material of all existing driveways in an effort to bring them into conformance with City Code at the time of reconstruction. Staff will work with residents to provide a final design that minimizes any additional impact to existing driveways and minimizes stormwater runoff that traverses down the driveways from the roadway.

E. Permits

Permits will be required from the following agencies for the proposed project:

Agency	Required Permit
Minnesota Pollution Control Agency (MPCA)	NPDES Erosion & Storm water
Capital Region Watershed District (CRWD) and Ramsey Washington Metro Watershed District (RWMWD)	Storm water
Ramsey County	Right-of-way Permit

During final design for the project, City staff will coordinate with each of the agencies to ensure all requirements are met.

PROPOSED FUNDING

A. Special Assessments

State Statute 429 has two major points to consider when justifying assessments, first, the assessment has to treat similar properties equally, and second, the amount of the assessment has to be equal to or less than the resulting increase in property value. Assuming this project is completed by fall 2015, the final assessment amount would be determined following an assessment hearing in the fall of 2016 and a thorough review of the proposed assessments by the Council. The following City of Roseville assessment policies are being followed:

- To meet MSA standards, this road will be constructed to a 10-ton design.
 - For the purposes of assessment calculation, the estimated quantities are reduced to reflect the cost to build a 7-ton road. (7 ton road design is 6 inches of aggregate base material with 3 inches of new bituminous pavement).
- Property zoned LDR1 and LDR2 shall be assessed up to 25% of the cost of a 7-ton, 32-foot wide roadway.
- All other property zoning shall be assessed up to 50% of a 7-ton, 32-foot wide roadway.
- Costs associated with sidewalk construction are not assessed to property owners. These costs are funded using MSA funds or Park Renewal funds for the area north of County Road B.
- Stormwater costs necessary to meet the requirements of the watershed district will be funded by the Stormwater Utility Fund and will not become part of the assessable portion of the project.
- Sanitary and Watermain repair costs will be funded by the appropriate utility fund and not become part of the assessable portion of the project.
- The homes along the private drive off of Victoria Street (1935, 1945, 1965, 1967, 1971 and 1975 Victoria St) will be assessed based on an equal share of the total frontage of this area along Victoria Street. The total frontage along Victoria is 672.92 feet so each parcel will be assessed for 122.5 feet of frontage
- The total frontage along both sides of Victoria Street is 10,921.69 feet. OF that frontage, 5,799.93 feet is owned by the City of Roseville or is owned by Roselawn Cemetery which cannot be assessed for roadway projects based on Minnesota State Law. The per foot cost for the assessments includes this frontage.

Assessment Summary

Estimated total street construction cost with required drainage	\$1,290,805.20
---	----------------

Estimated 7-ton, 32 ft wide, street construction cost- with required drainage	\$1,200,805.20
Total Assessable Frontage (linear feet)	10,921.69

Assessment Rate

100% of cost/foot	\$109.95
50% of cost/ foot	\$54.97
25% of cost/ foot	\$27.49

- Appraisals are underway to determine the influence of the improvement project on the value of the properties proposing to be assessed. These appraisals will be completed before the required notice for the public hearing is sent to benefiting properties. This feasibility report will be amended at that time to reflect the maximum benefit to each type of property within the project corridor.

B. Private Improvement Costs

In addition to the public work proposed, this project may include the construction of a number of private improvements. The cost of these private facilities is the responsibility of the benefiting property owner. The engineer's estimate does not include estimates for private work

- The benefiting property owner shall pay for private sanitary sewer repair. This cost may be added to the property's assessment.
- The benefiting property owner shall pay for private driveway work. This cost must be paid in full prior to such work and may not be added to the property's assessment.

C. Proposed Funding Summary

D.

	Estimated cost	MSA	Assessments	Stormwater Fund	Utility Funds	Parks Renewal Fund
Street Construction	\$1,290,805.20	\$1,139,689.88	\$151,115.32		\$0	\$0
Sidewalk/ Trail Construction	\$290,440.00	\$170,440.00	\$0		\$0	\$120,000.00
Stormwater Improvements	\$215,000.00	\$0	\$0	\$215,000.00	\$0	\$0
Water/Sewer Repairs	\$37,000.00	\$0	\$0		\$37,000.00	\$0
Total	\$1,833,245.20	\$1,310,129.88	\$151,115.32	\$215,000.00	\$37,000.00	\$120,000.00

E. Schedule

If the City Council approves the project for construction the following is the recommended schedule for this project.

City Council Receives Feasibility Report and Orders the Public Improvement Hearing	January 12, 2015
Conduct Public Improvement Hearing and Order Preparation of Plans and Specifications	February 23, 2015
City Council Approves Plans and Specifications and Orders Ad for Bids	March 2015
Anticipated Bid Opening	April 2015
City Council Accepts Bids and Awards the Construction Contract	April 2015
Begin Construction	May 2015
Complete Construction	October 2015
City Council Conducts the Assessment Hearing	September 2016

Preliminary Assessment Roll

Parcel ID	Site Address	FRONTAGE	Assessment	Notes
142923210079	0 County Road B	288	NA	City owned parcel.
142923210029	0 Victoria St N	170	NA	City owned parcel.
142923120015	0 Victoria St N	293.25	\$8,060.48	
142923120062	858 County Road B W	90	\$2,473.80	
142923210056	2067 Victoria St N	82.5	\$2,267.65	
142923210061	2111 Victoria St N	90	\$2,473.80	
142923120016	2112 Victoria St N	80	\$2,198.94	
142923120017	851 Parker Ave	10	\$274.87	assessed 100% short side 93-02-66, assess 10% of 100 feet long side
142923120057	2088 Victoria St N	22.4	\$615.70	assessed 100% short side 93-02-66, assess 10% of 224.12 feet long side
142923120058	2080 Victoria St N	80	\$2,198.94	
142923120059	2076 Victoria St N	80	\$2,198.94	
142923130001		1472.71	NA	City Park (leased from Roselawn Cemetery)
142923120063	2142 Victoria St N	75	\$2,061.50	
142923210055	870 Parker Ave	114.48	\$3,146.68	not assessed for Parker, assess 100% short side for 15-02 (114.48)
142923210058	2043 Victoria St N	82.5	\$2,267.65	
142923210060	873 Parker Ave	98.97	\$2,720.36	not assessed for Parker, assess 100% short side for 15-02 (98.97)
142923210064	2057 Victoria St N	82.5	\$2,267.65	
142923210065	2049 Victoria St N	82.5	\$2,267.65	
142923240001	2035 Victoria St N	100	\$2,748.67	
142923240002	816 Heinel Dr W	556	NA	City Park
142923240029	0 Victoria St N	204.76	\$5,628.18	
142923240024	935 Roselawn Ave W	133	\$3,655.73	
142923240025	929 Roselawn Ave W	153.8	\$4,227.46	
142923240026	1925 Victoria St N	105.5	\$2,899.85	
142923240033	1971 Victoria St N	112.15	\$3,082.63	Private road
142923240034	1975 Victoria St N	112.15	\$3,082.63	Private road
142923240035	1967 Victoria St N	112.15	\$3,082.63	Private road
142923240036	1965 Victoria St N	112.15	\$3,082.63	Private road
142923240037	1935 Victoria St N	112.15	\$3,082.63	Private road
142923240038	1945 Victoria St N	112.15	\$3,082.63	Private road
142923240030	0 Victoria St N	741.3	NA	Roselawn Cemetery
142923130001	1920 Victoria St N	2571.92	NA	Roselawn Cemetery
142923310002	1915 Victoria St N	14.7	\$404.05	assessed full amount on short side. Assess 10% of long side = 14.7 ft
142923310003	1901 Victoria St N	147.43	\$4,052.37	
142923310004	1875 Victoria St N	184	\$5,057.55	
142923310005	1869 Victoria St N	92	\$2,528.78	

Parcel ID	Site Address	FRONTAGE	Assessment	Notes
142923310006	1861 Victoria St N	92	\$2,528.78	
142923310007	1851 Victoria St N	100	\$2,748.67	
142923310008	1843 Victoria St N	84	\$2,308.88	
142923310009	1835 Victoria St N	75	\$2,061.50	
142923310010	1829 Victoria St N	75	\$2,061.50	
142923310011	1823 Victoria St N	75	\$2,061.50	
142923310012	1817 Victoria St N	75	\$2,061.50	
142923310013	1811 Victoria St N	75	\$2,061.50	
142923310014	1803 Victoria St N	75	\$2,061.50	
142923340001	1795 Victoria St N	75	\$2,061.50	
142923340002	1789 Victoria St N	75	\$2,061.50	
142923340003	1781 Victoria St N	75	\$2,061.50	
142923340004	1775 Victoria St N	75	\$2,061.50	
142923340005	1767 Victoria St N	112.9	\$3,103.25	
142923340006	1759 Victoria St N	62.67	\$1,722.59	
142923340007	1751 Victoria St N	62	\$1,704.18	
142923340008	1747 Victoria St N	62	\$1,704.18	
142923340009	1741 Victoria St N	62	\$1,704.18	
142923340010	1735 Victoria St N	62	\$1,704.18	
142923340011	1727 Victoria St N	62	\$1,704.18	
142923340012	1719 Victoria St N	62	\$1,704.18	
142923340027	965 Larpenteur Ave W	376	\$20,670.00	
TOTAL		10,921.69	\$151,115.32	

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: January 27, 2015

Item No: 10

Item Description: Look Ahead Agenda Items/ Next Meeting February 24, 2015

Suggested Items:

- Utility service lateral ownership
- Solar update
-

Recommended Action:

Set preliminary agenda items for the February 24, 2015 Public Works, Environment & Transportation Commission meeting.