

Roseville Public Works, Environment and Transportation Commission Meeting Agenda

Tuesday, October 27, 2015, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

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- | | |
|-----------|--|
| 6:30 p.m. | 1. Introductions/Roll Call |
| 6:35 p.m. | 2. Public Comments |
| 6:40 p.m. | 3. Approval of August 25, 2015 and September 22, 2015 Meeting Minutes |
| 6:45 p.m. | 4. Communication Items |
| 6:55 p.m. | 5. 2016 Utility Rate Proposal |
| 7:15 p.m. | 6. Water Service Presentation and Discussion |
| 8:15 p.m. | 7. Review November Agenda |
| 8:30 p.m. | 8. Adjourn |

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

Agenda Item

Date: October 27, 2015

Item No: 3

Item Description: Approval of the September 22, 2015 Public Works Commission Minutes

Attached are the minutes from the September 22, 2015 meeting.

Recommended Action:

Motion approving the minutes of September 22, 2015 subject to any necessary corrections or revision.

Move: _____

Second: _____

Ayes: _____

Nays: _____

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

Agenda Item

Date: October 27, 2015

Item No: 3

Item Description: Approval of the August 25, 2015 Public Works Commission Minutes

Attached are the minutes from the August 25, 2015 meeting.

Recommended Action:

Motion approving the minutes of August 25, 2015 subject to any necessary corrections or revision.

Move: _____

Second: _____

Ayes: _____

Nays: _____

Roseville Public Works, Environment and Transportation Commission Meeting Minutes

Tuesday, September 22, 2015, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

1 **1. Introduction / Call Roll**

2 Acting Chair Joe Wozniak called the meeting to order at approximately 6:30 p.m.
3 and Public Works Director Mark Culver called the roll.
4

5 **Members Present:** Members Kody Thurnau, Joe Wozniak, John Heimerl and
6 Duane Seigler
7

8 **Members Excused:** Chair Dwayne Stenlund; Vice Chair Brian Cihacek; and
9 Member Sarah Brodt Lenz
10

11 **Staff Present:** Public Works Director Marc Culver and City Engineer Jesse
12 Freihammer
13

14 **2. Public Comments**

15 None.
16

17 **3. Approval of August 25, 2015 Meeting Minutes**

18 Acting Chair Wozniak suggested that, since he was not in attendance at the August
19 meeting and would abstain from meeting minute approval, action on the August
20 minutes be deferred until a quorum is available to vote for their approval.
21

22 Unless changes were of a substantive content nature, Public Works Director Culver
23 encouraged members to submit changes via email to staff outside of and prior to
24 meetings in an effort to save meeting time.
25

26 By consensus action on the August 25, 2015 meeting minutes was deferred to the
27 October 2015 meeting.
28

29 **4. Communication Items**

30 Public Works Director Culver deferred to City Engineer Jesse Freihammer for a
31 brief review and update on projects and maintenance activities listed in the staff
32 report dated September 22, 2015.

Discussion included the process for water main bursting; questioning by Member Wozniak of what project was creating the digging up of approximately twelve front residential lawns along County Road B-2 east between Dale and Western Streets, with staff offering to follow-up since it wasn't perceived by staff as a city project and thought by staff to be an Xcel Energy project as part of their replacement of gas distribution line services; and observation by Member Thurnau of the lack of curb & gutter on Victoria Street between the pathway and street on the segment closest to Larpenteur Avenue, and concern with the longevity of grass growing in this area given the amount of runoff coming down the hill.

Mr. Culver responded specifically to the design of this segment and options considered balancing the existing rural section and desire of residents to retain that as well as keeping overall costs down for this type of design rather than the higher cost for installing storm sewer infrastructure. Mr. Culver advised that in designing the segment, a minimum boulevard with adjacent to the path had been challenging, noting that vegetation health varies from one area to another. Mr. Culver stated that he could not guarantee there would not be issues with that vegetation in the future, and it had been seeded versus sodded to enhance that longevity and with all factors considered determined to be the best option.

5. **Snelling Avenue (A Line) Bus Rapid Transit (BRT) Project Update**

Mr. Culver advised that Metro Transit staff were unable to attend tonight's meeting; and therefore had provide City staff with an update on the Snelling Avenue BRT project.

As part of the presentation, Mr. Culver reviewed construction phasing with service anticipated by next spring; future provision by Metro Transit or periodic ridership and data to the City of Roseville for dissemination to the PWETC and City Council by staff; comparisons with other BRT and LRT lines currently in operation taking the place of express commuter routes. As this is the first urban environment, Mr. Culver noted it would be interesting to see how this compares with traditional bus service along Snelling Avenue and with the LRT, since this is anticipated to be a more cost-effective option.

Discussion among Commissioners and staff during the presentation included location of the Snelling Avenue BRT station at County Road B and its proximity of northbound and southbound stops with Har Mar Mall and crossing at those signals; continuation of regular bus service along Snelling Avenue (Route 84) and routing of connecting bus routes outside the ½ mile radius for regular bus riders to access the BRT; availability of and general policy for bike racks on the buses to facilitate bike commuters on the route; and how Metro Transit intended to monitor and enforce fares on the BRT routes.

Mr. Culver noted that Metro Transit had their own police force and typically randomly surveyed riders to ensure compliance with fare payment; with discussion ensuing on how fare compliance could be improved to avoid additional expense to

79 the general public as had been realized on LRT lines and creating an additional
80 police presence and/or payment of fares by all riders.

81
82 In conclusion, Mr. Culver advised that Metro Transit would continue reviewing
83 ridership and other areas of the operation to ensure effective routing between
84 branch lines feeding into this BRT system, similar to review of existing green line
85 routes along University. Mr. Culver noted City staff's continued advocacy and
86 monitoring of how to enhance County Road B and Larpeur Avenue routes to get
87 more riders to BRT stations; and advised that staff would continue to periodically
88 update the PWETC if and when Metro Transit made significant changes or
89 advances in that area.

90
91 **6. Sanitary Sewer System Review and Discussion of Sanitary Services**

92 Acting Chair Wozniak briefly summarized meeting minutes from the joint meeting
93 of the PWETC and City Council in June of 2015 listing the interest points and City
94 Council charge to the PWETC specific to this discussion.

95
96 Mr. Culver introduced the discussion by providing an overview of sanitary sewer
97 services and components; typical areas for problems to develop within or along
98 those service lines and mains; and options for residents experiencing problems
99 under the City's current ownership policy.

100
101 Mc. Culver presented a graphic synopsis via a Power Point presentation, ***attached***
102 ***hereto and made a part hereof***; outlining existing city-wide sanitary sewer and
103 Metropolitan Council trunk interceptor sewer mains and lines throughout the City.
104 Mr. Culver noted that the vast majority of the sanitary sewer system in Roseville
105 was installed in the 1960's, making it now 60 years old; and also a majority of those
106 lines were of clay piping. Given the age and deterioration of piping found in the
107 system, Mr. Culver advised that the City had started an aggressive sewer line
108 televising and lining program; with approximately 30 miles lined to-date of the total
109 approximate 140 miles of sanitary sewer pipes in the community. Mr. Culver
110 advised that approximately 6—7 miles of pipe annual is budgeted, leaving a
111 considerable way to go, with approximately 80 miles of clay pipe left to televise
112 and/or line. Mr. Culver noted that newer lines installed were constructed of PVC,
113 lined pipe, or iron or concrete pipes.

114
115 At the request of Vice Chair Wozniak, Mr. Culver advised that generally spot pipe
116 replacements are done if there is a collapse in one segment or if there is an offset
117 pipe, otherwise lining is being done wherever possible as a less invasive and costly
118 technique. At the further request of Member Wozniak, Mr. Culver advised that
119 areas being replaced generally follow the annual Pavement Management Program
120 (PMP) with the concept of performing maintenance before repaving a street, with
121 televising pipes the first process to determine if they're good candidates for lining,
122 which is being found to be the case. However, for those pipes that cannot be lined
123 for one reason or another, Mr. Culver advised that those spots were identified for
124 open cut with the remainder of the pipe lined. Mr. Culver noted that often televising

found problem areas outside the PMP, with those lines becoming a higher priority due to inflow or water seepage or root issues in the lines, accelerating repair or replacement of those lines.

Specific to sanitary sewer connections, Mr. Culver displayed various types of connections found in the Roseville system, with a typical 4" sewer line traversing from the home into the street and tying into the sewer main using a Wye connection, with the property line variable (Attachment A). Mr. Culver noted that Roseville has 10,186 sewer service connections – residential and commercial – with most of those constructed of vitrified clay pipe (VCP) and at variable depths, locations, and some with complicated connections to accommodate the gravity flow system. Again, Mr. Culver advised that any new connections are constructed of PVC pipe. Mr. Culver reviewed connections in more detail, including saddle connections used for repairs; length of life of those connections estimated at approximately 50 years and well outlasting clay pipes, but depending on their type of soils with sandier versus clay soils providing better longevity. For new homes or businesses connecting to existing systems, Mr. Culver advised that the entire segment of pipe was cut out and refit, called "in line connections" but are more intrusive.

Mr. Culver provided pictures of typical individual sanitary sewer line connections from private properties into the City's sanitary sewer mains, and displayed problems encountered including water flow, offset joints, settling of some joints, and other areas of pipe that may not be good candidates for lining. Mr. Culver noted that a very common problem with mains and service lines is root intrusion into the pipe with roots seeking nutrients (e.g. sewage) with very small roots finding the joints or cracks and then larger roots growing in and clogging those pipes, ultimately compromising the integrity of the pipe and joint and reducing capacity. With a newly lined pipe, Mr. Culver noted capacity and flow are much better through that smooth surface.

At the request of Member Seigler, Mr. Culver advised that once the lining product is set it becomes cured, hard plastic and roots would have difficulty getting through it without a joint or crack to access.

Mr. Culver reviewed typical sanitary sewer problems encountered by property owners and data researched by staff from available city records, including the following:

- From permit records, it appears about 50 "repair/alteration" permits are issued per year for sanitary sewer service-related issues
- The typical repair cost is not listed on permits but in all likelihood probably averages around \$5,000 each (depending on street restoration expenses)
- Options for repair include open cut (usually for spot repairs or total replacement) and lining of service lines
- The cost to line a sanitary sewer service line is about \$100 per linear foot

Mr. Culver noted that permit records would not include the number of property owners having their sewer lines jetted to clear roots or clogs, as no permit is required; as well as records not always available for thawing lines, with permits only needed if replacing those lines.

While clarifying that the value of average sanitary sewer repairs is not shown on permits retained by the City, Mr. Culver advised that the \$5,000 average shown above is what he had researched with local contractors performing that work, and would vary by contractor and how significant the repair work required. Mr. Culver noted that typically a property owner is not proactive with this type of situation until an emergency occurs and usually at a higher cost and creating more inconvenience versus the more cost-effective benefit of addressing potential or ongoing minor issues before they occur.

Acting Chair Wozniak suggested that if he thought there was a problem with his sanitary sewer lateral service line, the first step would be to televise it to determine the nature of the problem; and asked how access to the line would be achieved.

Mr. Culver advised that all homes or structures with a sewer line connection had a cleanout access point, which may be located in various spots depending on its age and type of construction (e.g. main stacks in multi-story homes connecting floor drains in the basement) and providing a clean out point. At the further request of Member Wozniak, Mr. Culver confirmed that the televising and lining usually fell within that previously quoted price of \$100/linear foot, and would be a beneficial investigative issue for property owners similar to diagnostics performed for vehicle problems and repairs, and depending on the contractor or mechanic's policy may or may not be applied to the cost of repair.

Mr. Culver displayed a warranty program he had found on the Internet through the National League of Cities entitled Utility Service Partners, a national private company offering this specific and specialized type of insurance coverage in partnership with cities as an option for residential property owners within their municipal jurisdiction. Mr. Culver admitted he had been skeptical when first finding this option online, but noted it sounded interesting based on the promotional materials he'd received after contacting the firm. Mr. Culver advised that a representative of the firm had offered to attend a future PWETC meeting to provide more information on their services. From his initial contact, Mr. Culver advised that their coverage appears to provide protection for homeowners via a monthly premium to repair protection for leaking, clogged or broken water and sewer lines from the point of utility connection to the home's exterior. Mr. Culver reported that this coverage included:

- Educating homeowners about their service line responsibilities
- Up to \$4,000 coverage per repair incident – with no apparent annual cap
- Additional allowance for public street and sidewalk cutting
- No annual or lifetime limits
- No deductibles, service fees, forms or paperwork

- 24/7/365 availability
 - Repairs made only by licensed, local area contractors
 - Affordable rates and multiple payment methods
- Mr. Culver further reported that premium rates covered both sanitary sewer and water service lines, with separate premiums for each, totaling approximately \$14/month. Mr. Culver noted that the company also provided homeowners – for an additional premium – in-home coverage of their indoor plumbing.

Mr. Culver suggested further investigation by the PWETC if they were interested, and listed other communities in the State of Minnesota that this firm works with, including the City of St. Louis Park who “offers” this premium coverage option. During his initial look, Mr. Culver clarified that the City’s “partnership” would basically involve the city sanctioning them, with the city having no apparent liability if called by a resident, with the city referring the caller to the company; and beyond that, it would be like any other permitted improvement for a homeowner, with contractors needing to pull a permit and be subject to applicable city inspections. Mr. Culver noted that, even if the PWETC found this option viable, the City Council would have the final say, and need to maintain scrutiny of the firm and follow-up with residents for individual customer satisfaction based on their experience if the city listed this company on its website and promoted it, it would want to ensure it was working for residents. Mr. Culver reported that his phone call with a representative of the firm indicated their coverage offered in 200 cities at this time; and emphasized that this would be voluntary on the part of a residential property owner for coverage. While not providing commercial coverage, Mr. Culver further reported that the firm apparently provided coverage for multi-family buildings of up to 8 units, noting that coverage for larger buildings would create more complexities due to most having larger service lines.

Mr. Culver noted that the intent for the October PWETC meeting was to have a similar overview and initial discussion on the water system, the group may wish to have a representative of this firm attend that meeting.

By consensus, the PWETC asked staff to contact the company to arrange their attendance and brief presentation of their services at the October PWETC meeting if available.

Between now and then, Mr. Culver advised that he would follow-up with cities currently using this service and their experience with resident claims and other components of this coverage.

Specific to water lines and for the PWETC’s information, Mr. Culver reported that he asked the firm’s representative if they covered frozen service lines. Mr. Culver advised that the representative stated that until a few years ago, they didn’t cover thawing of frozen services, but do so now. Mr. Culver questioned how that could work for the firm if experiencing a winter similar to that 2 years ago and the number of frozen service lines, but noted it would be up to the firm to arrange for contractors

for those residents, and could prove beneficial for all if there was ever a repeat of that type of situation.

Mr. Culver provided his initial understanding of the coverage if the city were to endorse this service in Roseville, with a resident able to pay the premium and get coverage within 3 working days. However, Mr. Culver admitted he saw some flaws in the program related to coverage and premiums, with no minimum contract; but if missing one month's premium, you no longer had coverage. Mr. Culver advised that the representative stated they paid 97% of their claims, and the vast majority of the 3% of claims not paid were due to those customers not being current with their premiums. Mr. Culver noted there was apparently an option for annual payment of premiums that the representative had presented as part of his sales pitch. However, Mr. Culver clarified for the benefit of the public that the City is not currently endorsing this option, and only researching it as a potentially interesting option that may be available.

Acting Chair Wozniak opined that he found it an interesting proposal that he had not been aware of before. However, on the surface, Member Wozniak further opined that it didn't seem like a good business plan for this firm, and admitted that he had a number of questions to ask of the representative when they attend the PWETC meeting. Member Wozniak noted that this coverage didn't apparently provide for lateral problems that may affect service on an intermittent basis and only paid if a failure occurred.

Mr. Culver noted that, apparently if you have a backup or clog consisting of roots, the firm would pay for cleaning out those roots, but clarified the firm was not offering coverage for preventative maintenance (e.g. lining services), which may cause repeat problems in the future. While not being proactive about lining services, Mr. Culver advised that the only time the firm would make a physical repair was if a structural issue was found with the line. Since most residents aren't aware of the condition of their service lines, Mr. Culver opined that, like any other insurance program, the intent was to get as many subscribers as possible for the offered coverage.

While recognizing that PWETC Member Cihacek has been strongly advocating that the city change its policy and require clean-outs at the property line for sanitary sewer lines, from the city's perspective, Mr. Culver that the city would most likely not agree or staff recommend that this be done. Mr. Culver advised that on average the typical clean-out cost is \$1,000; and that staff would most likely recommend and advocate that ownership be limited to service lines for sanitary sewer lines, even if requiring clean outs due to long-term clean-out scenarios for most properties in Roseville.

To clarify, Acting Chair Wozniak stated that staff wouldn't recommend that the city change its current approach with the lateral owned by the property owner up to the line, even if clean-out is required, just due to the time lag.

Mr. Culver concurred, noting that at the time a larger percentage of properties actually have a clean-out, it would make more sense to change that policy, even though there remained an issue if a clog happened between the home and main. If something happens in the service line, Mr. Culver noted that it was more than likely created by something the homeowner had put down the line unless caused by a root. However, once the item reached the main, Mr. Culver questioned how to identify its source; while it was more obvious if occurring between the home and the main.

City Engineer Jesse Freihammer further noted that, given the smaller diameter of the pipe between the home and main, if the item made it through to the main, there should be no problem with it clogging the system given the larger diameter of the main.

Mr. Culver concurred, noting that many interesting stories and photos of what actually ended up in sanitary sewer lines.

From a cost standpoint based on staff's financial analysis, Mr. Culver noted the difficulty in determining the city's total or potential exposure in taking on more ownership of sewer lines, without knowing the full spectrum and annual exposure. However, Mr. Culver reported that by making assumptions and spreading a projected cost over 10,000 homes or base fees, and average permit experience cost of \$5,000 per repair, it could cost the city a potential of \$250,000 annually. Again, without having more data available, Mr. Culver admitted it was difficult to project with the sanitary sewer system, since it was an unknown of how many potential problems already existed in addition to future exposure. Mr. Culver noted that refining this information would take considerable time and involve a significant amount of staff time and cost to further analyze that potential.

However, on the water service side, Mr. Culver noted it would be much easier to define, since all water services had a curb stop; but clarified that the city wanted to be the only ones having access to that curb stop, and therefore making it easy to separate ownership. Mr. Culver noted that water lines from the curb stop to the main usually ran underneath the street and/or sidewalk, with those costs therefore making more sense for the city to bear. However, Mr. Culver noted that it would still mean cost implications for the city and adjusting base water fees to cover those costs to make more sense for the broader community in the future versus the homeowner covering those costs as is the current practice. Mr. Culver noted that this also created a fairness or equity issue for homeowners, who over the last 50 years have already fielded these costs on their own, and if the city shifts their policy for future events to be covered by the city, they were in reality paying twice.

Acting Chair Wozniak noted that lateral ownership came up at the joint meeting of the PWETC and City Council, with the City Council encouraging discussion of laterals from various perspectives. With three of the PWETC members missing from tonight's meeting, Member Wozniak expressed his interest in hearing their

input as well as from those present tonight; opining that this was not the end of the discussion and would need to continue. In his review of the minutes of that joint meeting, Member Wozniak noted the strong direction from the City Council on how to educate residents about this issue and sewer and water line infrastructure to create a more proactive situation to alert them to what can go wrong and the cost of repairs, as well as what repair service options are available to them, and available insurance options. In terms of costs, Member Wozniak asked if there were cost-sharing opportunities to bring unit costs down for residents within that construction area if the city was planning a PMP, and replacement of the main line, if the resident could have their service laterals lined or replaced based on economy of scale rather than the city participating or contributing to that private work.

Mr. Culver advised that this was offered to homeowners now when a street reconstruction project is planned, with contractors given a line item for bidding on sewer service repairs or replacements. Depending on the project, Mr. Culver noted that sometimes this consisted of individual bids from contractors, but in those cases, residents are provided an option to have repairs or replacements made while the street is open at the city's expense versus the potential that they may have to pay to do so on their own if a problem develops after the city's construction project.

At the request of Acting Chair Wozniak, Mr. Culver clarified that the City made residents in a work area well aware of that during initial informational meetings and pre-construction meetings. Mr. Culver admitted staff could maybe be more aggressive in outlining potential costs for property owners and advantages of participating now versus later.

Member Thurnau suggested that could be part of the enhanced educational and outreach efforts desired by the City Council, to outline for residents how to take advantage of the construction situation.

In addition to those efforts during construction Acting Chair Wozniak suggested a broader and separate outreach campaign for the city to inform residents of what was happening underground in the utility infrastructure system that could cost them money.

As an example, Mr. Freihammer noted that this year's PMP project resulted in only 3 residents signing up for private lateral work, with all 3 having experienced problems and therefore not proactive interest. At the request of Acting Chair Wozniak, Mr. Freihammer reported that in each case, the homeowners had experienced a recent back-up.

Related to the educational component, Member Thurnau reported on his personal experience and clog due to roots in the sewer lateral line going into his home, making him aware that if a construction project occurred on his street, he'd be much more proactive in having the line replaced to avoid future occurrences.

399 As part of the education/outreach program, Acting Chair Wozniak asked if the city
400 could consider offering discounted televising of service laterals in advance of the
401 city's main replacement or PMP, again to garner economies of scale for
402 replacements that could start with televising. Since people are so visual, Member
403 Wozniak opined that showing them a picture would gain better participation than
404 simply telling them.

405
406 From his initial consideration, Mr. Culver suggested something could perhaps be
407 done prior to a contract or signing up a contractor, clarifying that those the city used
408 for street/utility work were not the same ones working on home service lines. As
409 an example, Mr. Culver noted this would involve the city working with a local
410 plumber to offer televised services, if the City Council agreed to the process, with
411 participation being voluntary for residents, with a potential financial incentive for
412 them to participate. Mr. Culver admitted that was an interesting concept, and
413 depending on the number of homes involved in a PMP project area, more than one
414 contractor may be needed depending on the response of residents.

415
416 Mr. Freihammer noted that it may involve considerable coordination for timing if
417 a clean-out isn't outside a home, requiring access to the inside by the contractor and
418 working that out with a homeowner, thereby potentially requiring 2 weeks to
419 accomplish televising in one area.

420
421 Mr. Culver noted that Councilmember McGehee had asked staff several times why
422 the city didn't offer residents an opportunity to line their service lines when the city
423 lined their mains since work was being done in the street anyway. Mr. Culver
424 advised that staff had looked into that, and since the diameter of laterals was smaller
425 than the main, the same contractor would not be used for both lining projects. Mr.
426 Culver noted that often lining of the laterals is done from the clean-out found inside
427 the home, with a different product used for those laterals. To bring in a
428 subcontractor for lining service laterals, Mr. Culver advised would require a
429 minimum number of interested residents within a certain project area. Mr. Culver
430 clarified that this didn't indicate a lack of interest by the city or its staff, but simply
431 providing some of the challenges and commitment needed based on staff's
432 preliminary conversations with contractors performing the work, who have
433 indicated it would be very difficult to coordinate lateral linings with sewer main
434 lining projects.

435
436 Acting Chair Wozniak noted one councilmember suggesting comparisons with
437 another metropolitan community with similarly-aged infrastructure to Roseville.

438
439 Mr. Culver admitted had not completed a thorough survey, but was unaware of any
440 agencies or jurisdictions with sewer service ownership options different than the
441 City of Roseville's; but advised he would continue to perform more detailed
442 research in a broader area.

Mr. Culver advised that water services had more variables due to the curb stop, with several agencies taking ownership to the curb stop, while many had a policy similar to the City of Roseville with St. Paul Regional Water Services taking ownership up to the main given the multitude of customers involved, but to his knowledge no municipalities or jurisdictions taking ownership up to the house.

With Acting Chair Wozniak noting this discussion would continue at the October PWETC meeting, Mr. Culver advised that staff would introduce the water service side similar to tonight's sewer service presentation, of much shorter content due to fewer complexities. Mr. Culver anticipated further discussion, given PWETC Member Cihacek's previously-expressed interest, along with the potential attendance of the insurance provider.

Other Discussion

Roof Solar Project Update

At the request of Acting Chair Wozniak, Mr. Culver advised that an update on the solar project was pending with the contractor, and if available offered to mail it out prior to the October PWETC meeting if the contractor provided the information. Mr. Culver noted that the weather and season would impact the solar roof project, but anticipated having draft agreement available for the PWETC's review by the November meeting for installation in the spring of 2016.

December PWETC Meeting

Mr. Culver noted the need for the PWETC to give thought to cancelling the December meeting, given that it falls so close to the holidays.

Organized Trash Collection

Acting Chair Wozniak reported on recent action of the City Council approving the PWETC's recommended educational guides and suggested format and process for neighborhoods to consider organized trash collection, with that information available on the City's website and a brief note about its availability in the next issue of the *City News* newsletter.

Ramsey-Washington County Recycling Energy Board

Acting Chair Wozniak reported on the purchase, effective January 1, 2016, of the Newport Resource & Recovery Facility, creating a publically owned waste processing facility. Member Wozniak reviewed the benefits to the public ensuring where their waste ended up outside of a landfill; with contracts to be renegotiated with recyclers, landfills, and union operators currently employed at the facility over the next three months.

At the request of Member Seigler, Member Wozniak stated that he didn't anticipate any rate reduction for taxpayers, but over the next 25 years, it should result in public/private ownership rates much lower than projected at the facility under private ownership. At this time, Member Wozniak noted that the counties are subsidizing haulers to deliver to the facility via a rebate, rather than to a landfill,

but opined that it was too early to determine the effects on pricing. With counties owning/operating the facility, Member Wozniak opined that they would eventually have the authority to direct waste to the facility, probably not before 2018 until ordinance revisions and MPCA plan approval are finalized.

7. **Review October Agenda**

- **Proposed 2016 Utility Rates**

Mr. Culver advised that the City's Finance Director Chris Miller will be present to review proposed rates.

- **Sanitary Sewer Discussion Continuation**

- **Water Distribution System: Discussion of overall system and private ownership and maintenance policies**

Eureka Recycling Contract

Discussion ensued regarding the timing for review of the current Eureka Recycling contract expiring the end of 2016, and preparation of the request for proposals (RFP) for that contract. Mr. Culver advised that staff was initiating preliminary work, and as a starting point would be meeting with consulting staff from Ramsey County on how to incorporate upcoming county mandates into the new RFP (e.g. organics). Mr. Culver anticipated feedback from the PWETC, as well as public input after that, to determine what was working with the current provider and any changes that were needed to guide the next RFP.

Walkability/Pedestrian and Bicycle Access

Member Seigler suggested a broader discussion on the community's walkability and an overall plan or blueprint to encourage Roseville residents to get more active.

Acting Chair Wozniak noted that many of those components were provided under Ramsey County's "Active Living" umbrella.

Mr. Culver noted the existence of the Pathway Master Plan that previous members of the PWETC had discussed and updated addressing some of those issues, but mostly focusing on pathways and sidewalks; with some remaining gaps still obvious the current system. While some areas were re-prioritized by the PWETC in their review, Mr. Culver noted there was no dedicated funding, with priority established as other project came forward and leveraging funds from Ramsey County or grant opportunities.

Mr. Culver suggested the Pathway Master Plan be incorporated into the broader Comprehensive Plan update that would start in 2017, allowing the PWETC to tap into the public engagement process for discussions related to land use, transportation networks, and other elements that the City Council was required to update every ten years, and receiving considerable public input throughout that process.

While there are many sidewalks now, Member Seigler suggested showcasing improvements made in that system around elementary schools and residential areas to emphasize what we have versus what we need. Member Seigler suggested utilizing the GIS software to see where holes remain and focus more specifically on those smaller segments or problem areas that have more challenges.

Member Thurnau noted it could be an ongoing planning workshop showing the current inventory and what was still missing; with Member Wozniak concurring, noting that the discussion could be brought down to a neighborhood level.

Member Seigler noted the improvements made in the pathway system from Har Mar Mall to Rosedale Center.

Mr. Culver spoke in support of that area of focus to accentuate the positives, noting the additional development occurring in the Twin Lakes Redevelopment Area that would further fill in some of those gaps.

Member Seigler opined that by showcasing the improvements made over the last few years, it would refocus the community and address Green Cities efforts as well.

8. Adjourn

Seigler moved, Thurnau seconded, adjournment of the meeting at approximately 8:13 p.m.

Ayes: 4

Nays: 0

Motion carried.

9.

Roseville Public Works, Environment and Transportation Commission Meeting Minutes

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City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

1 **1. Introduction / Call Roll**

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3 Public Works Director Marc Culver called the roll.
4

5 **Members Present:** Chair Dwayne Stenlund; Vice Chair Brian Cihacek; and
6 Members Kody Thurnau, John Heimerl, Sarah Brodt Lenz;
7 with Member Duane Seigler arriving at approximately 6:48
8 p.m.
9

10 **Members Excused:** Member Joe Wozniak
11

12 **Staff Present:** Public Works Director Marc Culver and City Engineer Jesse
13 Freihammer

14 **2. Public Comments**
15

16 **3. Approval of July 28, 2015 Meeting Minutes**

17 Member Cihacek moved, Member Heimerl seconded, approval of the July 28,
18 2015, meeting as presented.
19

20 **Ayes: 5**

21 **Nays: 0**

22 **Motion carried.**
23

24 **4. Communication Items**

25 Public Works Director Culver and City Engineer Jesse Freihammer reviewed
26 project updates and maintenance activities listed in the staff report dated August
27 25, 2015.
28

29 At the request of Member Cihacek, Mr. Culver reported that with the I-35W and
30 Cleveland Interchange Project coming in under bid, it would simply mean use of
31 fewer tax increment financing (TIF) funds, since those are restricted to certain
32 infrastructure uses, but noted that the additional \$200,000 from the lower bid may
33 be available for some of the smaller elements as alternates or options while work is

34 being done in the area. On a related note, Mr. Culver reported that the City Council
35 had elected to bond for funds within that TIF District 17 allowing other projects
36 eligible for funding rather than the District expiring and losing that funding option.
37

38 Member Cihacek asked if the additional funds could provide an opportunity for
39 furthering the efforts of the Master Pathway Plan in that section.
40

41 Mr. Culver responded that was a good point and question, noting that sidewalk was
42 already installed adjacent to Walmart, and will be extended as part of any new
43 developments on the north side. However, depending on the boundaries of TIF
44 District 17, Mr. Culver suggested that may provide an opportunity to extend the
45 sidewalk further than anticipated at this time, which he offered to look into. Mr.
46 Culver noted this would allow for linking pathways along Twin Lakes Parkway as
47 part of this project, especially into Langton Lake Park if TIF funding eligible since
48 park expenses are not typically TIF eligible.
49

50 At the request of Chair Stenlund, Engineer Freihammer reviewed specifics of
51 Pavement Maintenance Program (PMP) projects in more detail.
52

53 Member Lenz noted the need for better communication by Ramsey County with
54 private citizens in timing their projects.
55

56 In response, Mr. Culver advised that the County and City attempted to coordinate
57 their projects; however, he also noted the various efforts involved. Mr. Culver
58 noted that the City was not thrilled that Ramsey County's Dale Street project was
59 occurring during the Minnesota State Fair, since it may have full closures at times.
60 With several weddings also scheduled at Central Park during the project, Mr.
61 Culver noted the considerable coordination between Ramsey County and the City
62 of Roseville Parks & Recreation Department to limit impacts to that event, in
63 addition to scheduled events at the Harriet Alexander Nature Center (HANC)
64 during that time as well. Mr. Culver sympathized with the concerns and frustration
65 expressed by Member Lenz, but noted as with many projects it depended somewhat
66 on whether a project was done in-house or by an outside contractor given a window
67 of work and completion date deadlines. Mr. Culver further noted the current busy
68 contractor climate, requiring the need to provide some flexibility to avoid excess
69 costs and allow coordination of work among contractors and subcontractors.
70

71 Mr. Culver reported that unfortunately it would be a similar situation in 2016 with
72 work on the I-35W and Cleveland Interchange and Twin Lakes Parkway projects,
73 with several contractors working in the same general area, creating ongoing
74 challenges to be monitored and coordinated.
75

76 Chair Stenlund reminded PWETC members of opportunities for their involvement
77 and leadership in volunteering for various Parks & Recreation Commission
78 projects, encouraging members to help spread the word about citizen involvement
79 in the community.

80
81 Mr. Culver announced an upcoming Roseville University session scheduled on
82 October 8, 2015 at 6:30 p.m. that will focus on sewer maintenance and connections,
83 in addition to roadway maintenance, encouraging Members to attend as well as
84 alerting interested neighbors and citizens.
85 Member Seigler arrived at this time, approximately 6:48 p.m.
86

87 **5. Leaf Disposal Outreach and Education Discussion**

88 Mr. Culver noted that, in addition to the newsletter article copy included in the
89 agenda materials and a U of MN information sheet on leaf disposal options that he
90 thought provided a good narrative on options for residents, he was distributing four
91 additional bench handouts, ***attached hereto and made a part hereof.*** Those
92 included: "City of Roseville Leaf Pickup Program," providing residents with
93 alternatives for the program after this year and disposal sites and potential vendors
94 for hauling intended as a utility bill insert; "2015 City of Roseville Residential Leaf
95 Pickup Authorization" card along with on-line registration for residents wishing to
96 take part in this year's program; "2015 Roseville Residential Leaf Pickup Program
97 October 28 – November 13," alerting residents that 2015 will be the final year for
98 this city-coordinated program and the tentative pickup schedule; and "another
99 handout providing alternatives for removal. Mr. Culver advised that staff continues
100 to gather information on private vendors with the intent to post it this fall and in
101 2016 online regarding options; and a website section detailing many options and an
102 updated contractor list similar to "Angie's List," that will provide vendor options,
103 not recommendations.
104

105 At the request of Member Cihacek, Mr. Culver advised that staff had not intended
106 to provide a targeted outreach of current customers of the leaf pickup program to
107 let them know the program would not be offered in 2016; with Member Cihacek
108 suggested that be done. Member Cihacek opined those customers would be the
109 most highly impacted versus those not currently using the program; and should
110 reduce future communication costs.
111

112 At the request of Member Cihacek, Mr. Culver confirmed that Eureka Recycling
113 did not currently offer yard waste as part of their program.
114

115 Member Cihacek further suggested timing communication efforts and leaf disposal
116 options for next spring and summer by cell within the community the purchase of
117 composting barrels and rain barrels for purchase by residents, including in-house
118 workshops on composting, mulching and other options. Member Cihacek noted
119 the U of MN Extension Service provided an excellent resource for this
120 education/communication effort.
121

122 Member Cihacek asked if rain barrels were offered at contractor rates to residents.
123

124 Mr. Culver advised that they were generally offered in the spring – both composting
125 bins and rain barrels – as a pass-through by the City with no mark-up in cost.

Member Cihacek suggested having the contractor offer savings to the City for multiple purchases.

Mr. Culver responded that the cost is minimal, estimated at \$50 each, and while staff could look into bulk purchasing the bins and barrels, the problem was that the City had no place to store the excess.

Member Cihacek suggested structuring the contract for delivery on an as-needed basis, or available for local purchase (e.g. Home Depot, etc.) or a cooperative purchase with other communities. Member Cihacek opined that this would allow for support from a customer basis and cost benefit, as well as encouraging the option. Member Cihacek further opined that, if the City could offer a one-year specialized discount in 2016 to encourage residents to pursue that option and help them transition into this non-leaf pickup program, it would serve to benefit the entire community and water quality efforts.

Chair Stenlund provided his research from the Internet, that he had entitled "Compost 101," that could serve to offer educational components on composting blades for lawnmowers and explain how a mulching mower worked. Chair Stenlund noted that both items could be found at local hardware stores, and noted by promoting this for local Roseville businesses that rent or stock this type of equipment, it would be a win/win for that business and residents. Chair Stenlund also noted the local and regional companies he'd researched online that provided those items, and recommended that information as well as how to compost and the science behind it, be included as part of the educational/informational efforts initiated by staff.

Customer basis supported, cost benefit, encourage project – if we can offer one-year specialized discount next year to encourage people to pursue that option and help residents transition into this non-leaf program service

Chair Stenlund suggested providing information to Roseville residents, and for consideration of facilitating private/public service efforts through the School District as potential fundraising programs for high school students who could potentially bring leaf grinders directly to the yards of elderly citizens. Chair Stenlund suggested a pilot "Mulch Saturday," for youth and/or civic groups to offer an educational component as well as information, and offer savings and help for lawn care. Chair Stenlund opined there wouldn't be too many residents remaining uninformed with these various efforts; although he anticipated several homes placing their leaves curbside expecting them to be picked up.

Member Lenz spoke in support of the "Compost 101" concept; and suggested Eagle Service projects as an option as well.

Mr. Culver advised that staff tries to be diligent in determining which customers were receiving services and had paid for them versus those taking advantage of the service and not paying the annual fee for pickup. However, Mr. Culver agreed that he expected to find a situation with some leaves still placed curbside for pickup by the City due to lack of attention or simply out of habit.

Chair Stenlund noted this would be a great opportunity to provide related information on why no seeds or lawn clippings should be in debris in discharge locations, no matter a resident's opinion of government, in an effort to protect and/or improve water quality for all. Chair Stenlund noted this review could serve as a quantifiable in the City's MS4 annual report as well.

Mr. Culver advised that staff would incorporate this additional educational material and/or links on the City's website. Mr. Culver reported that he expected this to be an annual educational effort in the September newsletters starting in 2016.

Member Thurnau suggested starting the educational efforts earlier in the spring and throughout summer/fall to address lawn care basics and how that affected the environment with practices on our private property as much as public properties (e.g. streets).

Member Cihacek concurred, suggesting the educational component may prove interesting; and asked if there were capacity concerns at available lawn waste sites.

Mr. Culver advised that, historically the City dropped leaves picked up curbside to those sites, while other times they were delivered to other locations, depending on the time of the year and their volume. Mr. Culver noted that one problem was with contractors sometimes bringing their leaves to a site and ongoing challenges in verifying Roseville leaves are going into the Roseville compost site. With the demand for compost throughout the year, Mr. Culver advised that using it was not problematic, but allowing time for processing it and room to move and turn the piles often became a challenge in some years. Due to those issues, Mr. Culver advised that the City had found some partnership opportunities with other firms using that material for some of their own soil blending for organics. Mr. Culver noted that there was more contamination in yard waste compost than in the City's leaf pickup program, with some timing issues for marketing the compost. Mr. Culver opined that staff didn't anticipate a lot more leaves coming to the sites when discontinuing the pickup program; but noted it would prove interesting to see where contractor leaves showed up, which would create a challenge for them as well.

At the request of Chair Stenlund, Mr. Culver reviewed current Ramsey County Yard Waste sites (Highway 96, Dale Street, Pierce Butler, etc.) and offered to provide a map online of their locations similar to that of Ramsey County's hazardous waste sites.

Chair Stenlund stated, from his perspective, it may be more problematic for a resident – if not mulching or composting – to transport the leaves without having

217 their own trailer for transport or hiring a contractor to haul them. Chair Stenlund
218 asked how that situation could be addressed for residents, especially those unable
219 to pay for those services or unable to haul it off-site themselves. Noting recent
220 discussions about organized and community-based garbage collection, Chair
221 Stenlund suggested a “community trailer” for someone to use and/or interact with
222 their neighbors. While this would be infrequently used, Chair Stenlund noted
223 opined that it would foster community level involvement and get leaves hauled to
224 a mapped location.

225
226 Member Seigler noted that he simply put the leaves in trash bags and hauled them
227 in his truck; opining it wasn’t the City’s job to move people’s leaves, with
228 indications that 95% had already figured it out and only 5% remained.

229
230 With Member Cihacek noted the option proposed for haulers providing the service
231 on the City’s website, Member Seigler clarified that Chair Stenlund was looking
232 for a free transport service for those elderly or unable to pay for a hauler or having
233 access to a trailer.

234
235 Member Cihacek suggested the community needed to come together for a contract
236 versus the City, or neighbors getting together on a hauler and price, but putting the
237 burden on them, as long as the City provides the information for them.

238
239 Member Thurnau noted several neighborhood associations in Roseville, as well as
240 the work of the Community Engagement Commission (CEC) working on what
241 associations would look like, suggesting this may be an option for them, to organize
242 certain areas or neighborhoods as logical sectors to work on pickup management.

243
244 Member Heimerl suggested educational opportunities during National Night Out
245 or during that time period, to present this information to block captains and get
246 neighbors talking to one another at which time they could coordinate trailers and
247 needs, with block coordination to help the remaining percentage get leaves off their
248 property for the benefit of the entire neighborhood. Member Heimerl also noted
249 the potential to push community fundraising opportunities, with donations for
250 pickup for school organizations or school sports team or faith-based organizations,
251 where students living in a particular neighborhood or spread throughout the
252 neighborhood could work cooperatively to provide the service and reap the
253 benefits. Even if donation based, Member Heimerl opined that there would be more
254 money in raking and transporting leaves versus bagging groceries for a fundraising
255 effort. Member Heimerl opined that the City was doing a good job in getting the
256 information out and educating the public, but opportunities may be available to
257 encourage community-based services until private industry stepped up in the future.

258
259 Chair Stenlund stated his anticipation of a one-year problem as this change occurs,
260 but not thereafter.

Chair Stenlund and Member Cihacek asked staff for an update as a future communications highlight.

Solar Installation Update

While not originally planned for this month, Mr. Culver provided an update based on City Council action in approving a nonbinding Letter of Intent with Sundial Solar, and next steps as Sundial began shopping for tax equity partners.

Member Lenz expressed the difficulty she was having in understanding financing for this solar option, and asked staff to provide a future “Solar Financing 101” report.

Member Seigler also asked for very brief information presented by staff in the near future on the absolute worst case scenario in six years and associated risks, both initial risks and risks over time at the 6 or 7 year mark.

Mr. Culver recognized the complexities involved and sympathized with areas of confusion for PWETC members, and advised staff would prepare a synopsis for a future meeting. Under the Sundial proposal, Mr. Culver did report preliminarily that there was no upfront cost to the city at year 6 or 7, at which time there would be a 5% payback of fair market value for purchase by the City with the remainder a 95% charitable donation from Sundial investors to the City. Mr. Culver advised that the overall savings remained an unknown depending on the various programs available now and at the end of the term, and dependent on Xcel and solar capacity credits and whether those programs remain active in continuing that credit. Mr. Culver noted that not only are the components complex, but will also be subject to change over time, with future energy costs dictating actual savings to be realized. Mr. Culver advised that staff would provide this much more detailed analysis to the PWETC as requested and hopefully make the proposal clearer.

Member Seigler reiterated his request for an overview of the City’s risk.

Mr. Culver reported that, based on the City Council’s review and Letter of Intent, Sundial Solar showed an approximate cost of \$7,000 – \$8,000 in annual maintenance costs for the system, or the actual service they would provide if something went wrong and as they consistently monitor the energy used, they receive an alert for any problem on the system, with troubleshooting and labor included by Sundial and the City only responsible for the cost of any new equipment as an option after the 6th year. Mr. Culver advised that for the first six years, the maintenance costs would be wrapped into the financing terms as negotiated.

At the request of Member Lenz, Mr. Culver confirmed that the City was not prohibited in having only one contract, and could easily solicit proposals for other roofs (e.g. fire station, public works maintenance garage), with the Skating Center roof chosen as the first and largest rooftop and without existing accessories on the

308 roof, one area of concern with the public works maintenance garage having more
309 skylights, HVAC systems, etc. At the request of Member Lenz, Mr. Culver advised
310 that the City could seek different sized systems and layer onto them as long as the
311 Made in Minnesota Program offers continued to apply. Mr. Culver opined that he
312 saw the City coming up with a long-term plan for solar system on all city-owned
313 building rooftops; and coupled with that he intended to recommend seeking solar
314 community shares to offset the City's energy consumption. Mr. Culver clarified
315 that he was still not proposing that the City served as a host, but shares would be
316 good for the City and its residents in offsetting energy costs.

317
318 At the request of Member Seigler, Mr. Culver confirmed that the City's application
319 in the lottery system through its Letter of Intent, with word anticipated yet this fall
320 as to that success of that application.

321
322 As an administrator of that lottery program, Member Cihacek reported that
323 proposals are due August 31, 2015 at which time they would each be evaluated and
324 scored according to an established process; then proceed into the lottery system.
325 Member Cihacek anticipated knowing those results by the September 2015
326 PWETC meeting and recommendation as to contract award or not, for final
327 recommendation – if successful – for the October or November 2015 City Council
328 meetings for their review and approval as applicable.

329
330 At the request of Mr. Culver, Member Cihacek reported that approximately 30
331 communities expressed interest in the lottery program, representing 350 megawatts
332 of demand. Member Cihacek noted it was a complex process with the lottery
333 system and expressed his hope that it went quickly.

334
335 **6. Items for September Agenda**

336 • **Solar Installation Update at St. Christopher's Church off TH 36 and**
337 **Hamline Avenue (Stenlund)**

338 Chair Stenlund expressed his personal interest and for the benefit of the
339 community in hearing from representatives of the church about this solar
340 installation, the concept itself, lessons learned, etc.

341
342 Mr. Culver noted the project highlighted at the recent Living Green
343 program, advising that this project was the first to take advantage of
344 financing through the St. Paul Port Authority (SPAA), authorized by the
345 City of Roseville to guarantee collection if the church defaulted on this
346 financing by assessing their property the amount of the loan. Mr. Culver
347 expressed interest in seeing if this prompted any other interested parties in
348 Roseville in doing so. Mr. Culver opined the SPAA was a great program
349 and anticipated more panels popping throughout Roseville as more interest
350 and incentives are made available.

351
352 • **Water/Sewer Service Review as charged by the City Council (Culver)**

Mr. Culver referenced multiple solutions presented by staff previously for the PWETC's research and review, in addition to the liability caps proposed as an option by Member Seigler as a starting discussion point. Mr. Culver noted the need for more information as well as financial analyses.

Member Seigler expressed interest in learning of any insurance companies covering water line damage/freezing, similar to those offering supplemental coverage for sanitary sewer backups; and suggested an expert in the field could be asked to provide an overview or present more information to the PWETC.

Mr. Culver reported that the City's insurance partner, League of Minnesota Cities Insurance Trust (LMCIT), could present that information.

Member Cihacek expressed interest in a program for the water utility, such as done with sanitary sewer, in capping the cost for the City with some funding provided; but at what point it can or should be provided; requesting an update from staff on the process if the information is not currently available.

Mr. Culver advised that staff would begin its analysis, including adjustments needed for existing rates as an option for funding that prospect.

Member Cihacek suggested one option may be a self-insurance fund, with additional information needed in how such a fund could be structured and how to ensure it would remain solvent over time; and what funds could or could not be used for that, including repairs and/or secondary costs.

Also, Chair Stenlund expressed interest in defining if and when construction projects or maintenance efforts provided a view of those lateral ports on the City side versus their connection to the main; and how and when a clean-out maintenance program could be implemented.

Member Lenz asked for a graphic explanation and brief summary of how to better understand the how and where of those connections, etc.

Mr. Culver offered to start with that "Sewer 101" overview at the September meeting as a good starting point. With this topic part of a Roseville University session scheduled one to two weeks after the September PWETC meeting, Mr. Culver noted it would provide an incentive to get those materials prepared sooner rather than later.

Mr. Culver asked if September's PWETC meeting was focusing on sewer issues, should the October meeting focus on the water service.

Member Cihacek suggested a “Water 101” and “Sewer 101” presentation and discussion to make sure everyone was on the same page; however, he questioned if water issues were the same as those of sewer based on age and longevity, and suggested a specific review of the problems for each of those utilities. Based on prior discussions, Member Cihacek noted the need to determine whether or not the City knew the condition of its infrastructure and how that data is tracked. Therefore, Member Cihacek suggested the sewer liability and insurance discussion in September followed by the water system in October, with ongoing discussions of affiliated issues continued into the winter PWETC meetings.

- **Sump Pump Update (Seigler)**

Member Seigler asked if sufficient information was available as to the number of sump pumps flowing into the sanitary sewer mains, or if the PWETC should wait until the program was finalized.

Mr. Culver advised that 75% to 80% of Ferguson installations should be done by October. However, Mr. Culver clarified that until installations done in May and June, sump pump inspections were not being done, and therefore the data would not be complete other than some random sampling data that may suffice. Mr. Culver suggested waiting until the December PWETC meeting once a fuller picture was available, offering a great discussion about next steps and recommendations to the City Council.

- **Salt/Chloride Use During Winter for Ice Control (Seigler)**

Member Seigler sought an update from staff on ongoing issues with use of salt for de-icing efforts.

Mr. Culver advised that chloride entering the public water system continued to be a growing concern, especially with the possibility of the Minnesota Pollution Control Agency (MPCA) implementing Total Daily Maximum Loads (TMDL) and associated reporting requirements and regulations. Mr. Culver noted that obviously the easiest target was public agencies – the state, counties and cities – and potential future restrictions limiting their use. While this was difficult to mandate on the private sector side, Mr. Culver noted it was a valid discussion for public entities as more information became available on those regulatory mandates.

- **Snelling Avenue Bus Rapid Transit Update (after Minnesota State Fair)**

- **Revisit Master Pathway Program and Rescoring Protocols (Stenlund)**

Chair Stenlund clarified that he wasn’t suggesting it be redone from a public works perspective, but seeking consistency in the scoring as part of an overall review of priorities.

444 Member Cihacek opined it was good to look at the program in light of
445 current future construction goals to determine if that information or
446 infrastructure has changed since the last review.
447

448
449 Chair Stenlund also expressed interest in hearing public comment on how
450 the County Road B system is working for residents, as well as speed
451 adjustments made as part of that improvement.
452

453 Generally speaking, Mr. Culver expressed interest in the follow-up concept
454 including that for other recent sidewalk installation areas. While not
455 hearing a lot of comments to-date, and presuming that meant “no news is
456 good news,” Mr. Culver agreed that an update would be prudent, since he
457 had fielded no complaints from residents over the summer on prevailing
458 speeds now and any speed issues, with the reduction in speed from 40 mph
459 to 35 mph along that segment of County Road B.
460

461 • **Miscellaneous**

462 Mr. Culver reported that there would be no follow-up necessary based on
463 the PWETC’s recent community tour, other than to add future conditions
464 and information available to the map.
465

466 Member Cihacek noted the potential and fairly significant expansion project
467 at Rosedale Center and asked for a staff update as part of their
468 communication items at the next meeting.
469

470 Mr. Culver advised that the initial conversation would occur at next week’s
471 Planning Commission meeting for a proposed new anchor, increasing the
472 mall’s square footage significantly and including a proposed parking
473 structure as the new retail space would be located where current parking is
474 located. Mr. Culver reported that a traffic study was already under
475 discussion, and between the Planning Commission and City Council future
476 mitigation efforts required of the applicants would be defined including any
477 additional studies. Mr. Culver advised that at a minimum additional
478 stormwater mitigation for such a large increase in square footage would
479 need review and mitigation recommendations by the watershed district and
480 City. Mr. Culver stated that the City may opt to partner with Rosedale
481 Center and the watershed district to expand the proposed stormwater system
482 to address a broader area, one which already experiences existing capacity
483 issues north of Fairview Avenue. Mr. Culver noted that any added flow
484 from Rosedale flowing north up to County Road C would indicate
485 additional mitigation for the regional system. Mr. Culver advised that staff
486 would be working on those issues over the next few months, and would
487 keep the PWETC updated as applicable.
488

Member Cihacek noted now would be the time for the PWETC to make any recommended improvements, and asked if that discussion should be flagged as part of the December 2015/January 2016 PWETC meetings.

Mr. Culver advised that, at this point, he was unsure of the timeline until final plat approval was granted at which time the City's ability to provide suggestions or input would conclude. Mr. Culver suggested that be part of staff's communication item updates as applicable; and encouraged PWETC members to follow the Planning Commission and City Council agenda for that specific item, with staff bringing forward updates in future PWETC meeting packets as well.

- **Future Tour Options**

Chair Stenlund suggested future PWETC tours could include the solar array at St. Christopher's, and the Eureka Recycling Plant (MERF).

Chair Stenlund noted the Eureka Recycling Contract was coming up soon, and the need for reviewing and refining criteria for a new request for proposals (RFP) for a best value recycling contract would be needed, asking that staff allow sufficient time for a thoughtful process in developing that criteria based on today's recycling market.

Mr. Culver duly noted that request, advising that it may actually supersede some of the other items listed as the PWETC started assembling pieces for the next round of proposals for recommendation to the City Council, with the current contract set to expire the end of 2016. Mr. Culver noted that part of that updated criteria included whether or not organic recycling was possible under Ramsey County's mandate; and advised that the Eureka contract expiration coincided with that of the City of St. Paul as well, which may impact requests for proposals and any future contract negotiations and pricing. Mr. Culver noted that the City would be seeking assistance from Ramsey County for that process; but admitted it was a good idea to revisit the past proposal and identify the last two years of experience and items to add, change or remove for the next RFP. Mr. Culver suggested this initial discussion occur before the end of 2015.

Mr. Culver advised that with a these good topics to cover in the coming months, staff would work through them accordingly for a timely order to consider and implement into future agendas, and provide updates from staff as needed.

7. **Adjourn**

Cihacek moved, Thurnau seconded, adjournment of the meeting at approximately 7:57 p.m.

Cihacek not at October meeting – work related

535
536
537
538
539
540

Ayes: 6
Nays: 0
Motion carried.

8.

DRAFT

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: October 27, 2015

Item No: 4

Item Description: Communication Items

Project updates:

- Victoria Street Reconstruction and Sidewalk Project
 - All work is completed. Final project acceptance will be done in the spring of 2016 upon turf establishment.
- Pavement Management Project
 - All watermain and storm sewer work completed on the project.
 - Pavement is anticipated to be installed the week of October 26 on Draper Ave, Ryan Ave and Roselawn Ave.
 - Project should be finalized week of November 2.
- Lift Station Replacements
 - The new Wagner Sanitary Sewer lift station has been installed. Lift station is scheduled to be put online near end of October.
 - Site work on the St. Croix storm water lift station began on October 21. Major work will begin once pumps and panels are in. Current plans are to have the new lift station completed by March 2016.
- 2015 Drainage Improvements
 - Work on County C2 and the backyard at 2195 Marion is completed.
 - Inlet improvements at Bennet Lake Inlet will begin November 2 and will be completed in a two week period.
 - Rain garden installed near County Rd B and Midland View Ct. Project was a follow-up to the County Rd B trail project from last year to correct drainage issues.
 - Going to council on October 26 to award bid for storm water improvement at Corpus Christi Church.
 - Project is partially funded by Rice Creek Watershed District.
 - Work would be completed this year.
- Twin Lakes Parkway
 - Awarded project to Forest Lake Contracting. Demolition of the Hagen building will begin shortly and needs to be completed by December 31. Major road work will begin in spring of 2016.
- 35W & Cleveland Interchange
 - From October 21-23, Forest Lake Contracting will be removing the medians on Cleveland Ave and paving temporary lanes to help with traffic control when the project gets going in the spring. This should help the project get started and finished earlier in the Spring of 2016
- Met Council – 2016 Sewer Rehab Project

- Met Council will be rehabbing two interceptors in Roseville in the Fall of 2016
 - 1st location on Avon St near County Rd D.
 - 2nd location near County Rd B and Dale St. Some work would be in Upper Villa Park
- Capital Region – Upper Villa Reuse and Infiltration Project
 - Installation of an underground system on Upper Villa park behind the B-Dale Club.
 - Work to begin week of October 19. Substantial completion December 2015.
 - Final restoration work will take place in the spring of 2016.
- Water Meter Replacement Project:
 - Ferguson is done with about 2,400 meters in Section 2 and about 1,400 in Section 3.
 - Their deadline is 12/31/15 and are committed to completing this project on time.
 - City Staff only have the 24 left to do in Section 1.

Major Maintenance Activities:

- Continuing with miscellaneous street and pathway patching.
- Finished catch basin profiling.
- Sign maintenance.
- Hauled watermain soil stock piles for offsite disposal.
- Performed storm inspections for 2016 PMP.
- Preparing for salt delivery.
- Preparing for leaf pickup. Approximately 435 signed up. Pickup begins October 28.
- The 2015 sewer cleaning program is continuing.
- Read water meters in Area 1.
- Calibrated water meters with St. Paul Water.
- Collected 40 bacteriological samples for testing and 4 THM/HAA5 quarterly samples.
- Repaired a broken water main at 2440 N. Rosewood.
- Worked with an electrical contractor to repair and convert all pole lights in the campus and along Civic Center Drive to LEDs

Staff presented public work information to approximately 15 residents at Roseville U. Discussed pavement management, pavement maintenance and sanitary sewers.

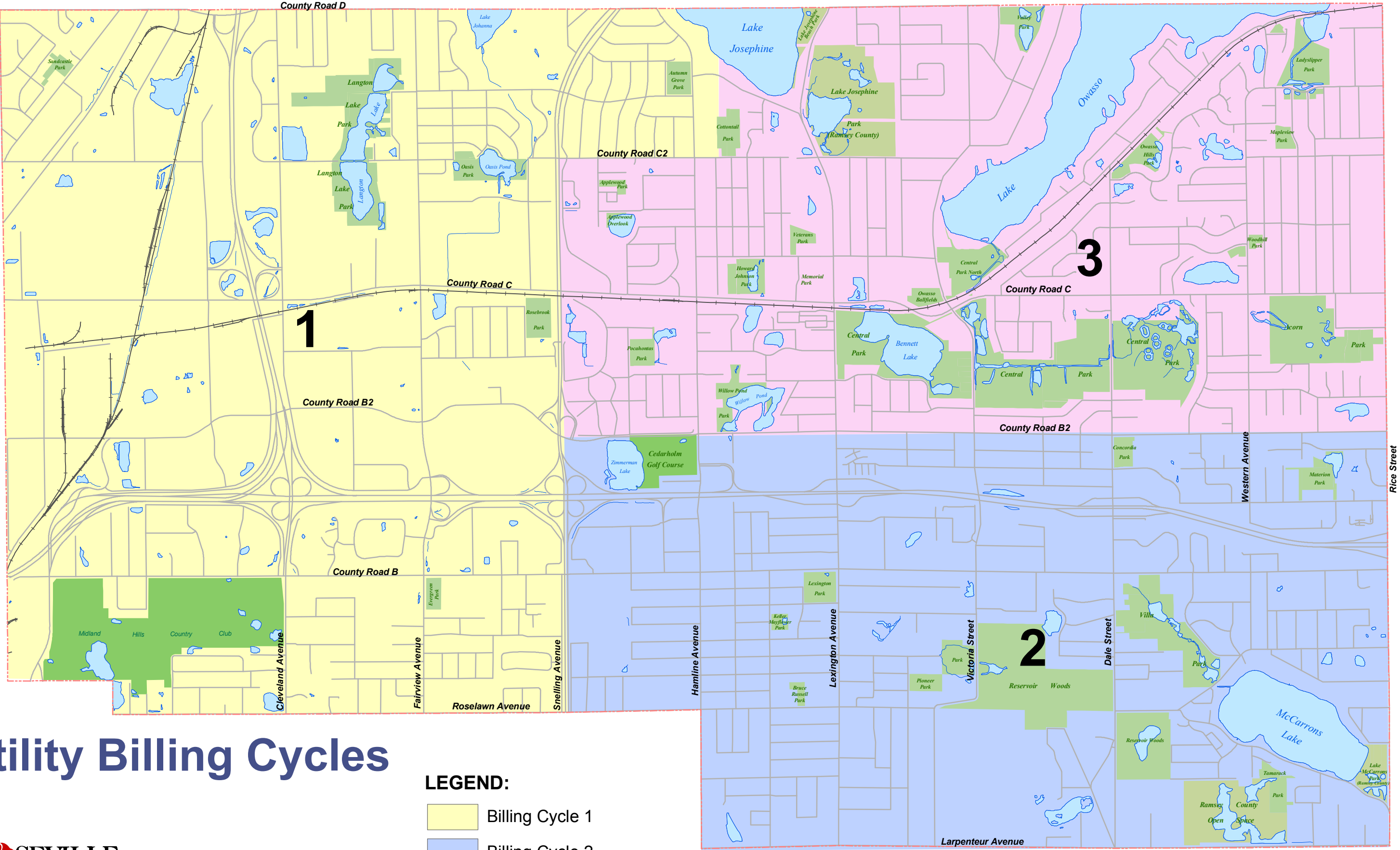
Attachments:

Attachment A - Meter Replacement Map

Attachment B – 2015 Project Map

Attachment C – 2015 Utilities Map

Attachment D – 2016 Met Council Project Map

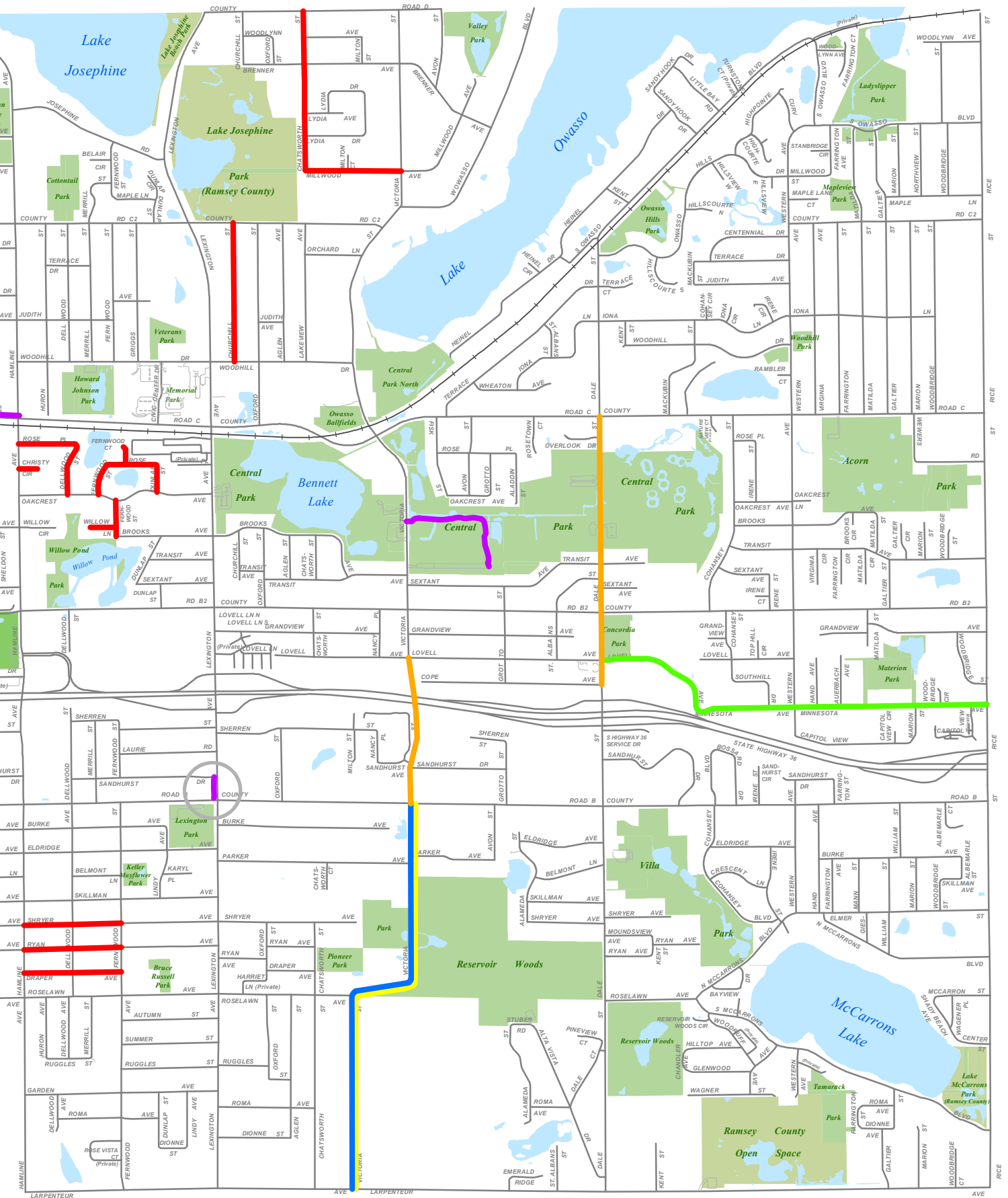
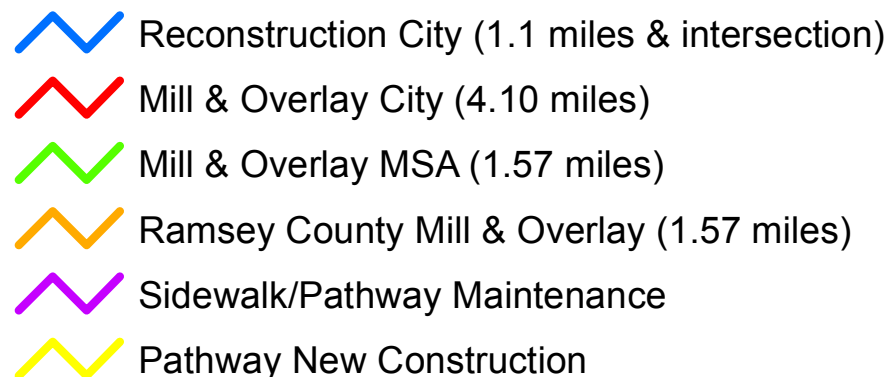


Utility Billing Cycles

LEGEND:

- Billing Cycle 1
- Billing Cycle 2
- Billing Cycle 3

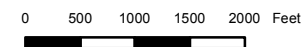
2015 Projects



Data Sources and Contacts:
 * Ramsey County GIS Base Map (5/01/15)
 * 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

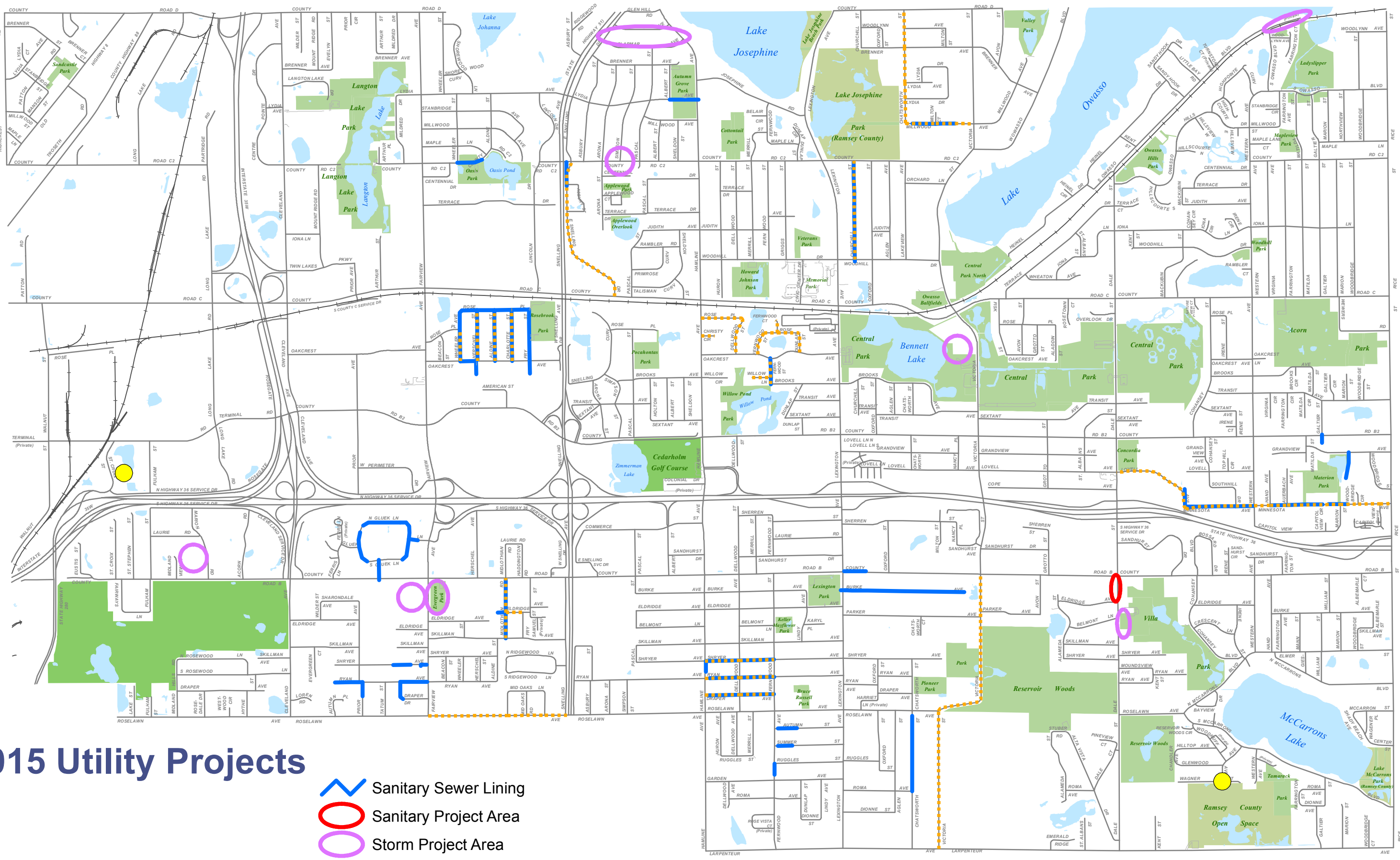
DISCLAIMER:

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 is accurate, complete, current or reliable. The City does not warrant that the Data can be used for navigational, transit or any other purpose requiring exact measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-752-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Sub. 21 (2006) 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.



mapdoc: 2015Projects.mxd
map: 2015Projects.pdf





2015 Utility Projects

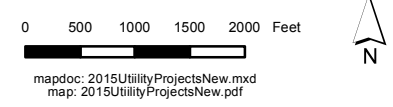
-  Sanitary Sewer Lining
-  Sanitary Project Area
-  Storm Project Area
-  Lift Station Improvements
-  Regular Maintenance Work (Mill & Overlay and Reconstruction Segments)



Prepared by:
Engineering Department
May 27, 2015

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* City of Roseville Engineering Department
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September 29, 2015

Dear Property Owner,

Metropolitan Council Environmental Services (MCES) has plans for completing a sanitary sewer rehabilitation and meter improvement project in Shoreview and Roseville around County Road D W and Avon St. N. The project will include replacing/repairing our sanitary sewer pipe and meter station with construction starting as soon as August 2016. The project area, shown within the red bubbling on the enclosed map shows the pre-design project limits and is currently in the design phase. In order to complete the design, we would need to survey some sites to collect topographic data. We have hired TKDA Engineering to do the survey work.

We want you to be aware that we may be accessing your property in and out of the right of way to do our necessary survey work. Information gathered will be used for:

- Design of the repair of the existing sewer pipe.
- Design of the meter station located at the intersection of County Road D and Avon St. N.
- Determination of the soil conditions and area that may be impacted by construction; and
- Identification of private property boundaries and road right of way.

Soil boring for geotechnical work may be performed at the later date within the road right of way. We will be sending out new permission letter if we will be accessing your property for soil boring information.

Preliminary surveying may have already began in your area. Additional survey information may be necessary for the development of the design later in the year.

We appreciate your cooperation. If you have any questions, please contact Tim O'Donnell at 651-602-1269 or Dan Chouinard at 651-602-4564. If you have any question regarding the survey work, please contact Craig Rylander, Engineering Specialist from TKDA at 651-292-4400 or 612-282-7014.

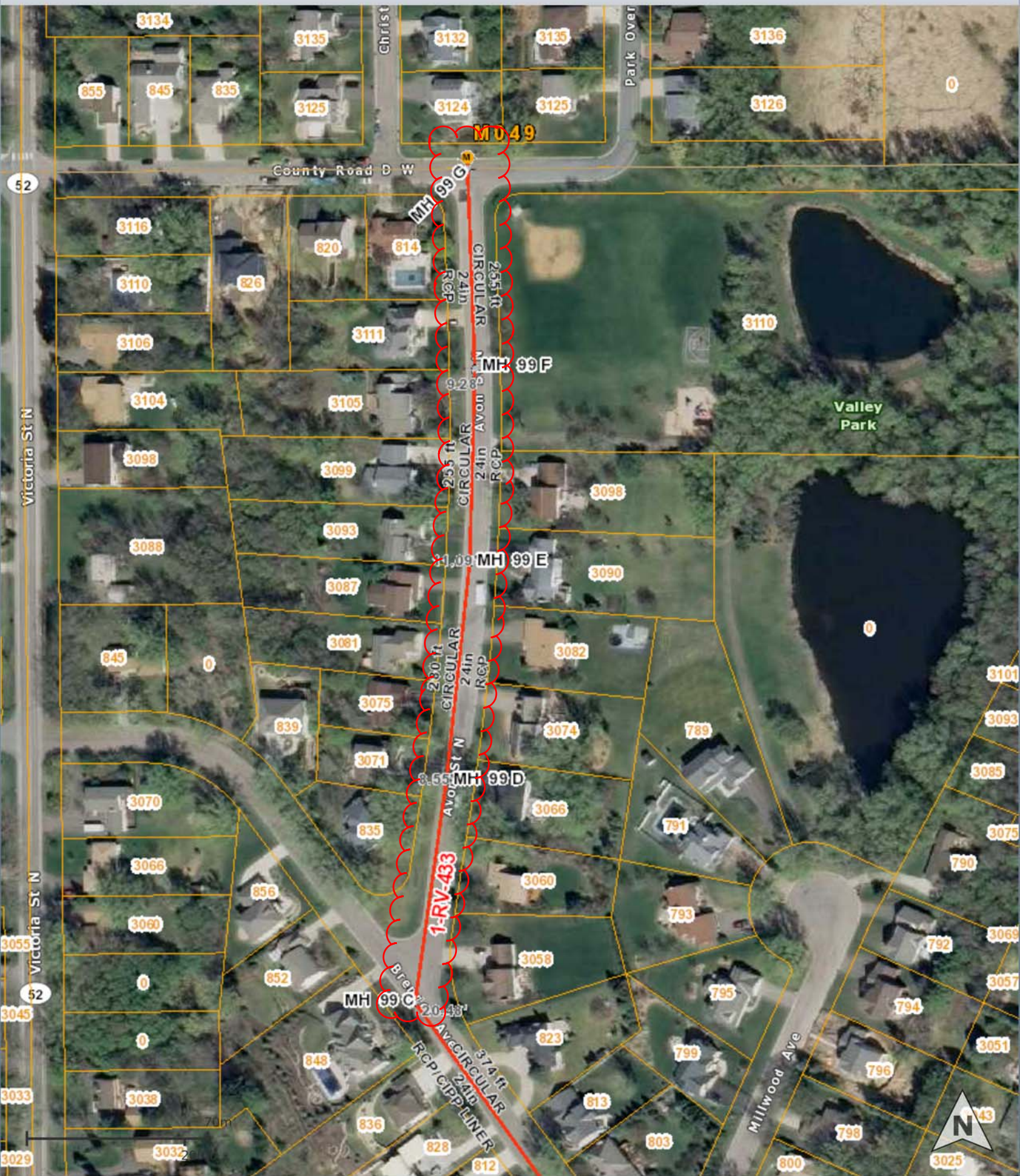
Sincerely,



Dan Chouinard
Engineer
Metropolitan Council Environmental Services

Enclosure(s)

MCES Map



This map is for geographical representation only, for a general location of MCES Interceptor Facilities. This map should not be used as a reference for excavation or engineering purposes.



September 30, 2015

Dear Property Owner,

Metropolitan Council Environmental Services (MCES) has plans for completing a sanitary sewer rehabilitation project in Roseville around Dale St. N and County Road B. The project will include repairing our sanitary sewer pipe with construction starting as soon as August 2016. The project area, shown within the red bubbling on the enclosed map shows the pre-design project limits and is currently in the design phase. In order to complete the design, we would need to survey some sites to collect topographic data. We have hired TKDA Engineering to do the survey work.

We want you to be aware that we may be accessing your property in and out of the right of way to do our necessary survey work. Information gathered will be used for:

- Design of the repair of the existing sewer pipe.
- Determination of the soil conditions and area that may be impacted by construction; and
- Identification of private property boundaries and road right of way.

Soil boring for geotechnical work may be performed at the later date within the road right of way. We will be sending out new permission letter if we will be accessing your property for soil boring information.

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Sincerely,



Dan Chouinard
Engineer
Metropolitan Council Environmental Services

Enclosure(s)

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Printed 9/30/2015

METROPOLITAN COUNCIL

Printed 9/30/2015



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

Agenda Item

Date: October 27, 2015

Item No: 5

Item Description: 2016 Utility Rate Proposal

Background:

Chris Miller, Finance Director has completed preliminary analysis for the proposed utility rates for 2016. The utility rate proposal will be presented to the City Council in November for consideration and approval. As the utility areas are enterprise funds they are restricted to funding the purposes of the respective utility. Utility rates are set at a level to sustain the operations and capital needs of the individual utility. The Finance Director has provided a memo outlining the proposed 2016 rates with background and analysis supporting the proposed rates.

Recommended Action:

Discuss proposed rates and rate structure. Provide feedback on proposed rates and other concerns.

Attachments:

A. Utility Rate Memo



Memo

To: Roseville Public Works, Environment, & Transportation Commission
 Marc Culver, Public Works Director

From: Chris Miller, Finance Director

Date: October 27, 2015

Re: 2016 Utility Rate Review & Recommendation

1 BACKGROUND

2 Over the past several months, City Staff has been reviewing the City's utilities operations to determine
 3 whether customer rate adjustments are necessary for 2016. The analysis included a review of the City's
 4 water, sanitary sewer, storm drainage, and curbside recycling operations.

5
 6 The information presented below includes an analysis of these operations, some historical water usage
 7 information, and a series of rate comparisons with peer communities. Each of these are presented in
 8 separate sections.

9 10 Operational Review

11 Staff's analysis of its utility operations included a review of the following:

- 12
- 13 ☐ *Fixed* costs including personnel, supplies and maintenance, and other costs that are generally
- 14 independent of the amount of water purchased or wastewater that is generated.
- 15 ☐ *Variable* costs including the purchase of water from the City of St. Paul, water treatment costs
- 16 paid to the Metropolitan Council, and recycling contractor costs paid to Eureka.
- 17 ☐ Capital replacement costs.
- 18 ☐ Customer counts and consumption patterns, rate structure, and rates.
- 19

20 Based on an analysis of these costs and customer consumption patterns, Staff is recommending a number
 21 of fee adjustments for 2016. The need for these adjustments are presented in greater detail in subsequent
 22 sections.

23
 24 Based on Staff's recommendation, the estimated quarterly impact on a typical single-family home is
 25 shown in the following table.
 26

Utility Rate Impact: Single Family Home				
<u>Service</u>	<u>2015</u>	<u>2016</u>	<u>\$ Increase</u>	<u>% Increase</u>
Water - base fee	51.60	51.60	-	
Water - usage fee	33.75	33.75	-	
Sanitary Sewer - base fee	35.40	35.40	-	
Sanitary Sewer - usage fee	21.45	23.40	1.95	
Storm Sewer	12.00	12.35	0.35	
Recycling	5.50	5.60	0.10	
Total per Quarter	\$ 159.70	\$ 162.10	\$ 2.40	1.50%
Avg. Water consumption (1,000 gals.)	15			
Avg. Sewer consumption (1,000 gals.)	13			

For 2016 a typical single-family home will pay an estimated \$162.10 per quarter, or \$54.03 per month. This is an increase of \$0.80 per month from 2015. More detailed information for each operating division can be found below.

Water Operations

The City's water operation provides City customers with safe potable water, as well as on-demand water pressure sufficient to meet the City's fire protection needs. The following table provides a summary of the 2015 and 2016 (proposed) Budget excluding capital:

	<u>2015</u>	<u>2016</u>	<u>\$ Increase</u>	<u>% Increase</u>
	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decrease)</u>
Revenues				
Customer Charges	\$ 7,375,650	\$ 7,487,750	\$ 112,100	1.5%
Interest Earnings	-	1,000	1,000	0.0%
Total	\$ 7,375,650	\$ 7,488,750	\$ 113,100	1.5%
Expenses				
Personal Services	\$ 603,000	\$ 642,800	\$ 39,800	6.6%
Supplies & Materials	79,900	82,100	2,200	2.8%
Depreciation	600,000	600,000	-	0.0%
Other Services & Charges	5,839,750	5,793,850	(45,900)	-0.8%
Total	\$ 7,122,650	\$ 7,118,750	\$ (3,900)	-0.1%
Net Available for Capital	\$ 253,000	\$ 370,000		

For 2016, overall costs are expected to decline 0.1%. Costs associated with assigned personnel are expected to increase 6.6% which includes a 2% cost-of-living adjustment and a 5% increase for healthcare costs. It also includes additional monies for an intern position to avail more resources for the utility billing function. These added costs will be offset by a decline in water purchases and energy costs.

The single largest operating cost for the water operation is the purchase of wholesale water from the St. Paul Regional Water System. SPRWS Officials have informed us that there will not be an increase in the cost of purchasing wholesale water in 2016.

Because overall expenditures and scheduled capital improvements are largely unchanged, both the water base and usage fee can remain the same as it was in 2015.

Sanitary Sewer Operations

The City maintains a sanitary sewer collection system to ensure the general public's health and general welfare. The following table provides a summary of the 2015 and 2016 (proposed) Budget excluding capital:

	2015	2016	\$ Increase	% Increase
	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decrease)</u>
Revenues				
Customer Charges	\$ 4,839,515	\$ 5,032,745	\$ 193,230	4.0%
Interest Earnings	5,000	5,000	-	0.0%
Total	\$ 4,844,515	\$ 5,037,745	\$ 193,230	4.0%
Expenses				
Personal Services	\$ 432,000	\$ 469,200	\$ 37,200	8.6%
Supplies & Materials	48,900	50,200	1,300	2.7%
Depreciation	500,000	500,000	-	0.0%
Other Services & Charges	3,256,550	3,374,550	118,000	3.6%
Total	\$ 4,237,450	\$ 4,393,950	\$ 156,500	3.7%
Net Available for Capital	\$ 607,065	\$ 643,795		

For 2016, overall costs are expected to rise 3.7%. Costs associated with assigned personnel are expected to increase 8.6% which includes a 2% cost-of-living adjustment and a 5% increase for healthcare costs. It also includes additional monies for an intern position to avail more resources for the utility billing function.

The single largest operating cost to the sanitary sewer operation is the wastewater treatment costs paid to the Metropolitan Council Environmental Services Division (MCES). Based on projected sewer flows and treatment costs provided by the MCES, the budget for this category has been increased by \$110,000 and appears in the 'Other Services & Charges' category.

The added operating costs will require an increase in the sanitary sewer usage fee charged to customers. However, the base fee which is used to fund capital replacements can remain the same as it was in 2015.

Storm Drainage Operations

The City provides for the management of storm water drainage to prevent flooding and pollution control, as well as the street sweeping program. The following table provides a summary of the 2015 and 2016 (proposed) Budget excluding capital:

	2015	2016	\$ Increase	% Increase
	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decrease)</u>
Revenues				
Customer Charges	\$ 1,620,160	\$ 1,645,685	\$ 25,525	1.6%
Interest Earnings	30,000	35,000	5,000	16.7%
Total	\$ 1,650,160	\$ 1,680,685	\$ 30,525	1.8%
Expenses				
Personal Services	\$ 380,000	\$ 397,600	\$ 17,600	4.6%
Supplies & Materials	81,000	83,500	2,500	3.1%
Depreciation	510,000	510,000	-	0.0%
Other Services & Charges	262,700	271,200	8,500	3.2%
Total	\$ 1,233,700	\$ 1,262,300	\$ 28,600	2.3%
Net Available for Capital	\$ 416,460	\$ 418,385		

For 2016, overall costs are expected to rise 2.3%. Costs associated with assigned personnel are expected to increase 4.6% which includes a 2% cost-of-living adjustment and a 5% increase for healthcare costs. The added operating costs will require an increase in the stormwater fee charged to customers in 2016.

Recycling Operations

The recycling operation provides for the contracted curbside recycling pickup throughout the City and related administrative costs. The primary operating cost is the amounts paid to a contractor to pickup recycling materials.

The following table provides a summary of the 2015 and 2016 (proposed) Budget:

	2015	2016	\$ Increase	% Increase
	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decrease)</u>
Revenues				
Base Fee Revenue	\$ 309,200	\$ 346,000	\$ 36,800	11.9%
Usage Fee Revenue	-	-	-	0.0%
SCORE Grant	65,000	89,200	24,200	37.2%
Revenue Sharing	140,000	48,000	(92,000)	-65.7%
Interest Earnings	1,000	1,000	-	0.0%
Total	\$ 515,200	\$ 484,200	\$ (31,000)	-6.0%
Expenses				
Personal Services	\$ 36,500	\$ 36,800	\$ 300	0.8%
Supplies & Materials	700	2,000	1,300	185.7%
Other Services & Charges	448,410	453,410	5,000	1.1%
Total	\$ 485,610	\$ 492,210	\$ 6,600	1.4%
Net From Operations	\$ 29,590	\$ (8,010)		

For 2016, overall costs are expected to rise 1.4%.

Under the existing contract, the City originally expected to receive an estimated \$140,000 annually in revenue sharing from Eureka Recycling. However, the volume of recycled materials while strong compared to other municipalities, has remained largely unchanged while at the same time the re-sale market for collected materials has proven to be less lucrative than previously estimated due to lower demand. Based on recent revenue sharing monies received, the City should expect only \$40,000 - \$55,000 in 2016.

The increased contractor costs and decline in revenue sharing dollars will require an increase in the recycling fee charged to customers in 2016.

Recommended Rates for 2016

As noted above, a typical single-family home will pay \$162.10 per quarter, or \$54.03 per month under the recommended rates. The following tables provide a more detailed breakdown of the proposed rates.

<u>Water Base Rate Category</u>	<u>2015 Rate</u>	<u>2016 Rate</u>	<u>Comments</u>
Single-Family Residential	\$ 51.60	\$ 51.60	Standard SF rate
Single-Family Residential: Senior Discount	33.50	33.50	Standard SF rate x 0.65
Non-SF Residential (5/8" Meter)	51.60	51.60	Standard SF rate
Non-SF Residential (1.0" Meter)	64.50	64.50	Standard SF rate x 1.25
Non-SF Residential (1.5" Meter)	103.00	103.00	Standard SF rate x 2.00
Non-SF Residential (2.0" Meter)	193.50	193.50	Standard SF rate x 3.75
Non-SF Residential (3.0" Meter)	387.00	387.00	Standard SF rate x 7.50
Non-SF Residential (4.0" Meter)	774.00	774.00	Standard SF rate x 15.00
Non-SF Residential (6.0" Meter)	1,548.00	1,548.00	Standard SF rate x 30.00

<u>Water Usage Rate Category</u>	<u>2015 Rate</u>	<u>2016 Rate</u>	<u>Comments</u>
SF Residential: Up to 30,000 gals./qtr	\$ 2.25	\$ 2.25	Standard SF rate
SF Residential: Over 30,000 gals./qtr (winter rate)	2.50	2.50	Standard SF rate +10%
SF Residential: Over 30,000 gals./qtr (summer rate)	2.70	2.70	Standard SF rate +20%
Non-SF Residential (winter rate)	2.95	2.95	Standard SF rate +30%
Non-SF Residential (summer rate)	3.15	3.15	Standard SF rate +40%
Rates are per 1,000 gallons			

<u>Sewer Base Rate Category</u>	<u>2015 Rate</u>	<u>2016 Rate</u>	<u>Comments</u>
Single-Family Residential	\$ 35.40	\$ 35.40	Standard SF rate
Single-Family Residential: Senior Discount	23.00	23.00	Standard SF rate x 0.65
Multi-Family Residential (townhomes)	35.40	35.40	Standard SF rate x 1.00
Multi-Family Residential (apartments & condos)	24.90	24.90	Standard SF rate x 0.70
Non-SF Residential (5/8" Meter)	26.50	26.50	Standard SF rate x 0.75
Non-SF Residential (1.0" Meter)	53.00	53.00	Standard SF rate x 1.50
Non-SF Residential (1.5" Meter)	79.50	79.50	Standard SF rate x 2.25
Non-SF Residential (2.0" Meter)	124.00	124.00	Standard SF rate x 3.50
Non-SF Residential (3.0" Meter)	260.00	260.00	Standard SF rate x 7.25
Non-SF Residential (4.0" Meter)	515.00	515.00	Standard SF rate x 14.50
Non-SF Residential (6.0" Meter)	1,025.00	1,025.00	Standard SF rate x 29.00
Multi-family rate is per housing unit			

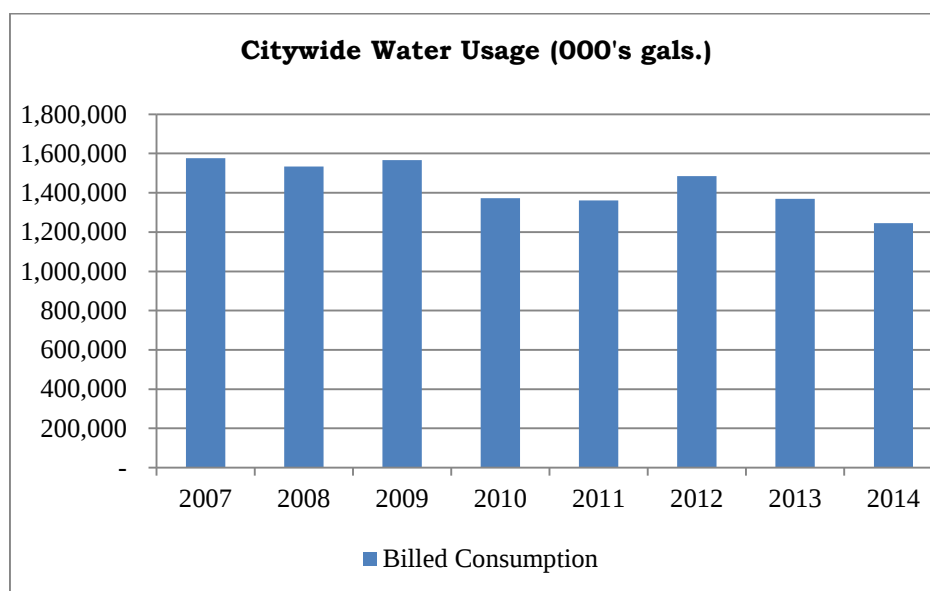
<u>Sewer Usage Rate Category</u>	<u>2015 Rate</u>	<u>2016 Rate</u>	<u>Comments</u>
Residential	\$ 1.65	\$ 1.80	Standard rate
Non-Residential	3.85	4.20	Standard rate x 2.30
Rates are per 1,000 gallons			

<u>Stormwater Base Rate Category</u>	<u>2015 Rate</u>	<u>2016 Rate</u>	<u>Comments</u>
Single-Family Residential & Duplex	\$ 12.00	\$ 12.35	Standard SF rate
Multi-Family & Churches	92.75	95.55	Standard SF rate x 7.75
Cemeteries & Golf Course	9.30	9.30	Standard SF rate x 0.75
Parks	27.90	28.75	Standard SF rate x 2.35
Schools & Community Centers	46.45	46.45	Standard SF rate x 3.75
Commercial & Industrial	183.65	191.00	Standard SF rate x 15.50
Rates for single-family are per housing unit; all others are per acre			

<u>Recycling Rate Category</u>	<u>2015 Rate</u>	<u>2016 Rate</u>	<u>Comments</u>
Single-Family	\$ 5.50	\$ 5.60	Standard rate
Multi-Family	5.50	5.60	Standard rate

Water Usage History

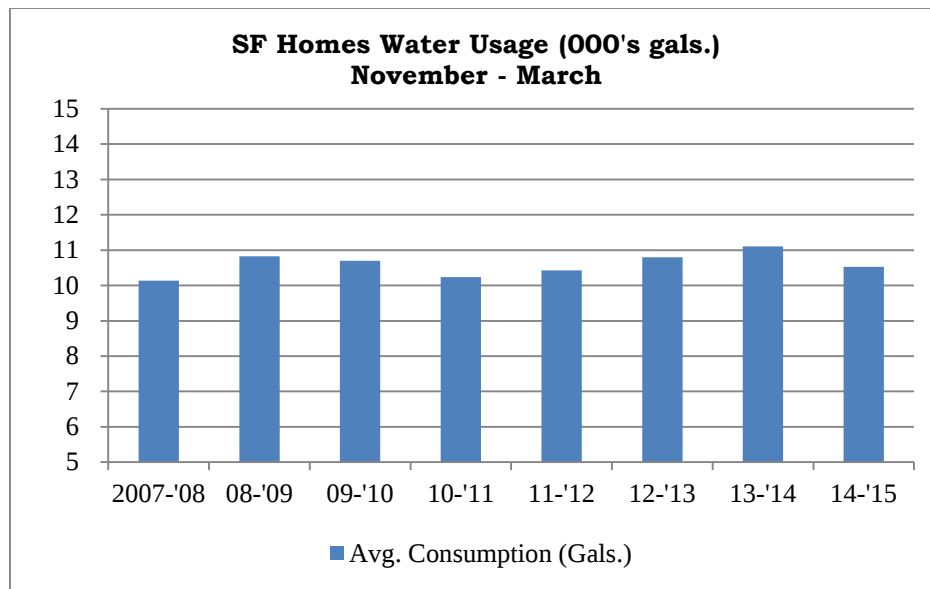
The series of graphs presented below depict water customer consumption patterns over the past 8 years beginning with a depiction of the citywide water consumption.



As indicated in the graph, citywide consumption has generally been falling over the past 8 years – a 21% reduction since 2007. With aggregate data it's difficult to conclude whether water customers are modifying their behavior or if the volume is decreasing for other reasons such as the loss of high-water users (manufacturing, hotels, apartments, etc.) or higher summertime rainfall totals.

As we'll discuss further below, the average monthly summertime rainfall totals have increased somewhat since 2009, however during this same period the City has seen growth in housing units, retail establishments, and other commercial uses. The bottom line is that overall consumption has declined, while the City has grown.

The next graph depicts the average quarterly *wintertime* usage for single-family homes.



139

140 The average overall usage for single-family homes in the wintertime has remained largely unchanged
 141 since 2007 with a variance of only 1,000 gallons from year to year. During this same period, the water
 142 usage fee initially increased, then declined, and then increased again.

143

144 On the surface, the data suggests that customer behavior and consumption patterns were not influenced
 145 by changes in the water usage fees in either direction. This may have occurred because the financial
 146 incentive or penalty to modify a household's behavior was not large enough. Then again, it could mean
 147 that most households simply held to an established standard of personal hygiene, cleanliness, etc.

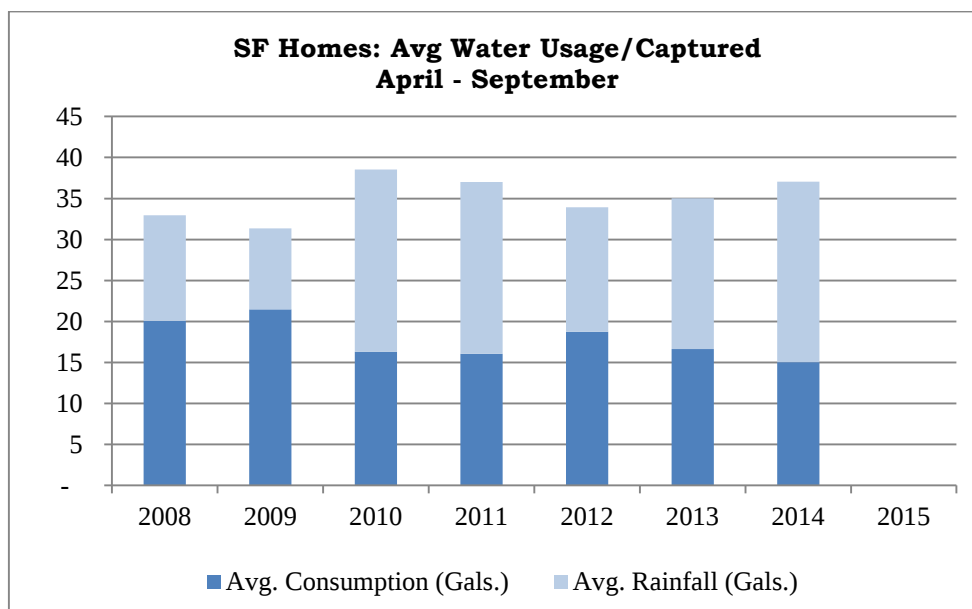
148

149 This seems to be evidenced when the water usage fee dropped from \$2.35 per thousand gallons in 2008
 150 to \$1.85 in 2009 as part of an overall rate structure change. This effectively lowered the cost of
 151 consumption by 20%. Despite these favorable circumstances, household usage remained unchanged.

152

153 Finally, we can look at the average quarterly *summertime* usage for single-family homes.

154



155

156

In this instance, we need to also track rainfall totals because it can influence how much water households use for lawn & garden use. As the graph indicates, over the past 8 years the average overall usage/captured volume of water for single-family homes in the summertime ranged from 31,000 gallons per quarter to 39,000.

Not surprisingly, the data suggests that customer behavior and consumption patterns are directly influenced by rainfall. Clearly, customers reduced their summertime consumption during heavier rainfall periods. Changes in water usage fees didn't seem to be a factor on how much water was used. Once again, it appears that customers are making a conscious decision to maintain an established standard – in this case a healthy looking lawn and garden.

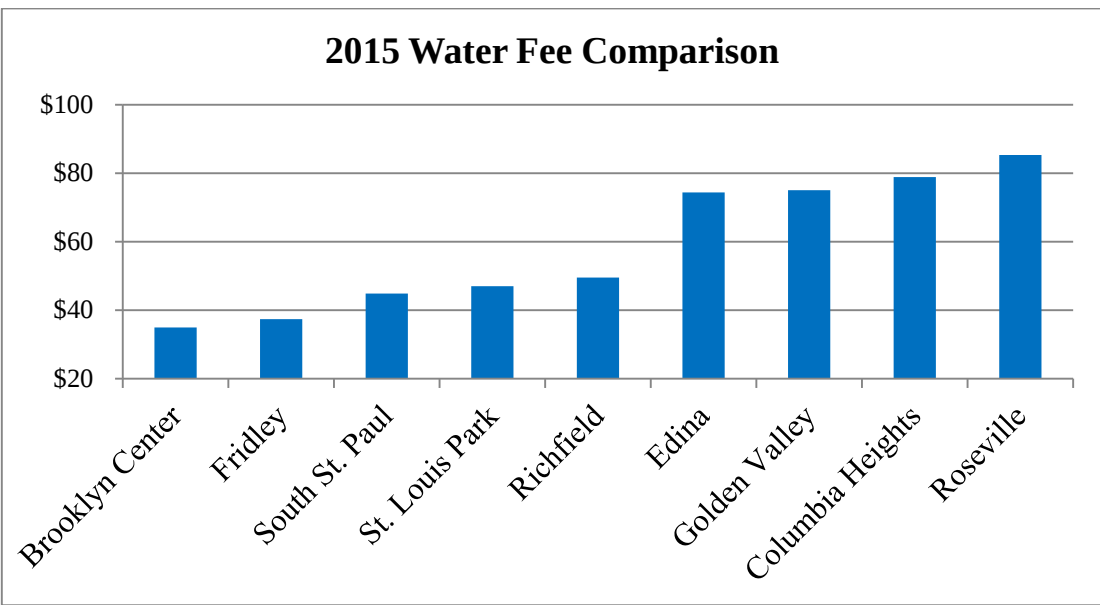
Rate Comparisons

The graphs below depict a number of water and sewer rate comparisons with other peer communities. For this analysis, peer communities include 1st ring suburbs that serve a population between 18,000 and 50,000, and which are not simply an extension of a larger entity's system. This group was selected to try and approximate cities with stand-alone systems with similar age of infrastructure which can have a significant influence on the cost of water and sewer services.

It should be noted that broad comparisons only give a cursory look at how one community compares to another. One must also incorporate each City's individual philosophy in funding programs and services.

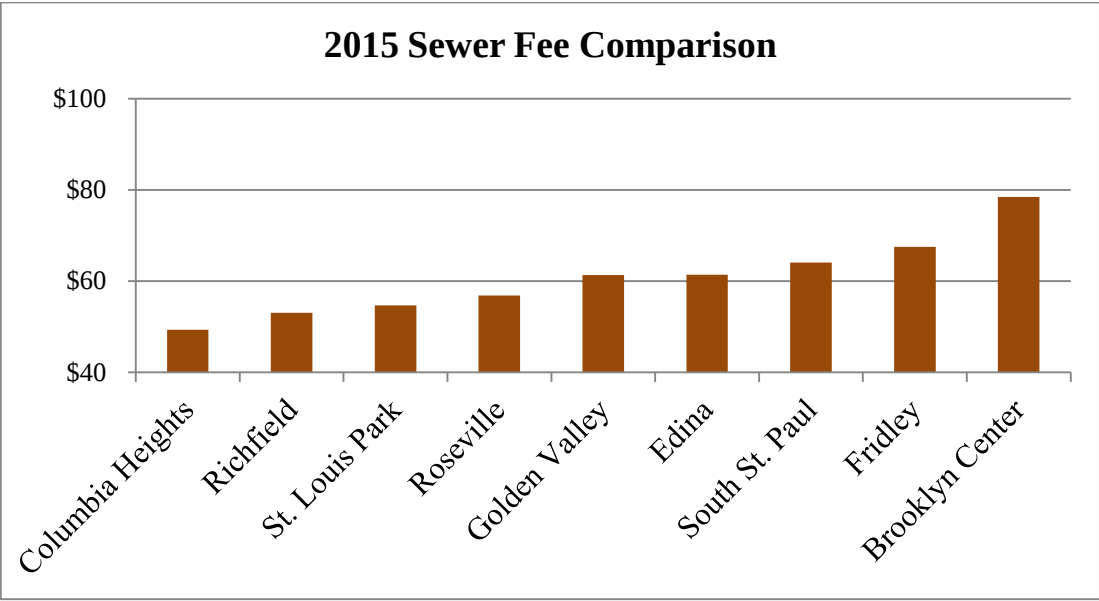
For example, Roseville does NOT utilize assessments to pay for water or sewer infrastructure replacements like many other cities do. Instead we fund infrastructure replacements 100% through the rates. As a result, Roseville's water and sewer rates are inherently higher when compared to a City that uses assessments to pay for improvements. Other influences on the rates include whether or not a community softens its water before sending it on to customers, and the extent in which communities charge higher rates to non-residential customers.

The following chart depicts the peer group comparison for combined *water* base rate and usage rate for a single-family home that uses 15,000 gallons per quarter.

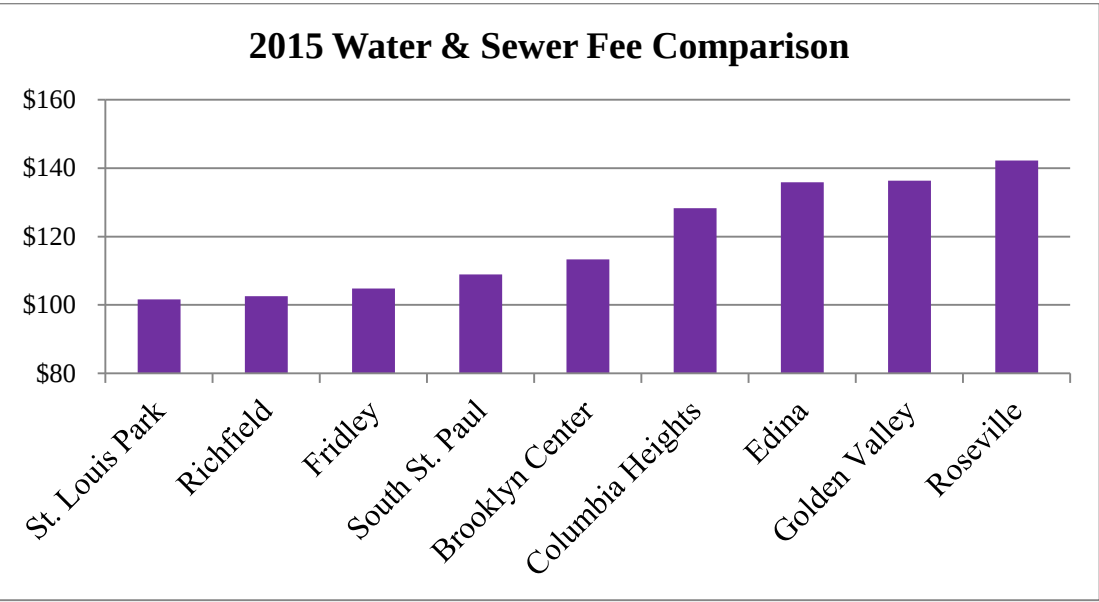


As is shown in the graph, Roseville’s total water charge is the highest in the comparison group. Again, there are numerous circumstances and policy preferences that can lead to varying rates among cities. One of the primary reasons why Roseville’s water rates are higher is due to the significant increase in infrastructure replacements in recent years, which unlike many other cities, are funded solely by the rates.

The following chart depicts the peer group comparison for combined sewer base rate and usage rate for a single-family home that uses 13,000 gallons per quarter.



In this comparison, Roseville sewer charges were less than the median. To get a broader perspective, the following chart depicts the combined water and sewer impact for a typical single-family home for the comparison group.

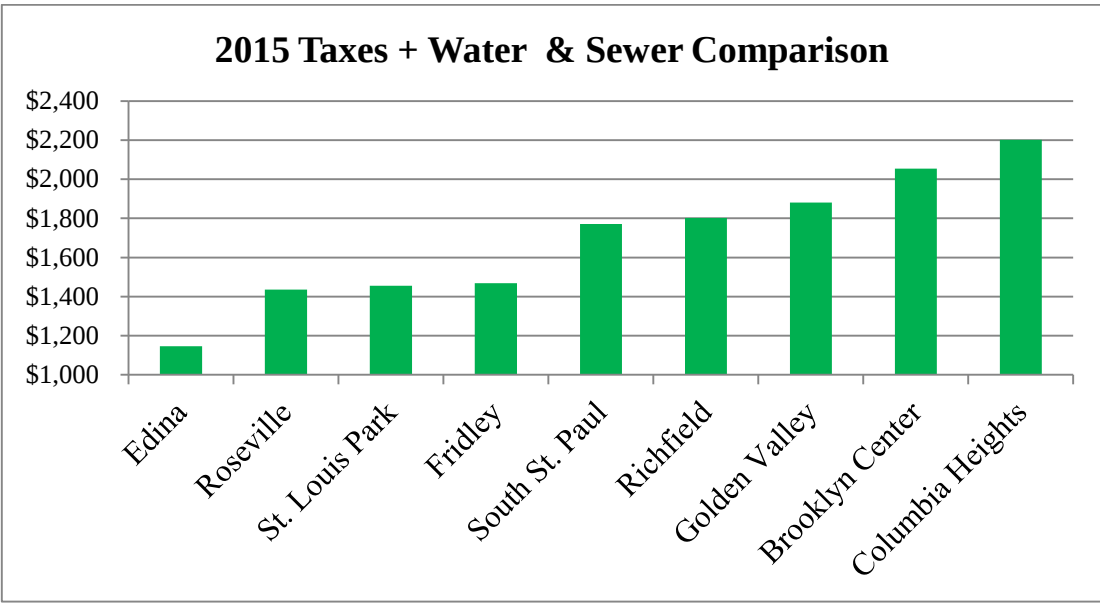


When combined, Roseville is approximately 19% above the average for the peer group.

However, it should be noted that most of the cities shown in the chart that have lower utility rates, happen to have much higher property tax rates. This is an important distinction because again, each City employs a different philosophy in how it funds the direct and indirect costs of providing services.

Roseville’s philosophy is to ensure that all indirect costs are reflected in the water and sewer rates. This results in higher water and sewer rates. This also means that we don’t have as many indirect costs being supported by the property tax or assessments.

This can be somewhat reflected in the graph below which combines property taxes and water & sewer fees for a typical single-family home.



As is shown in this graph, when looking at more comprehensive comparison that factors in a broader spectrum of needs and funding philosophies, Roseville has one of the lowest financial impacts on residents of the comparison group – approximately 13% below the peer average. Once again, we must also look at other factors and local preferences to determine whether there are other influences affecting property taxes and rates.

Staff will be available at the Commission meeting to address any inquiries.

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: October 27, 2015

Item No: 6

Item Description: Water Service Presentation and Discussion

Background:

Recently the Public Works Commission and the City Council have had questions and discussions related to the ownership and maintenance of utility services that connect to the City owned main lines. This month we will focus on the Water services.

The City of Roseville differentiates ownership of the water distribution system between the public system and private service connections to the public system. City Code establishes that the property owner owns and maintains the water service from the connection at the main to the private structure, this includes the curb stop, which is a valve that allows the City to turn the water off to the private building. Some cities do maintain the service line up to, and including, the curb stop.

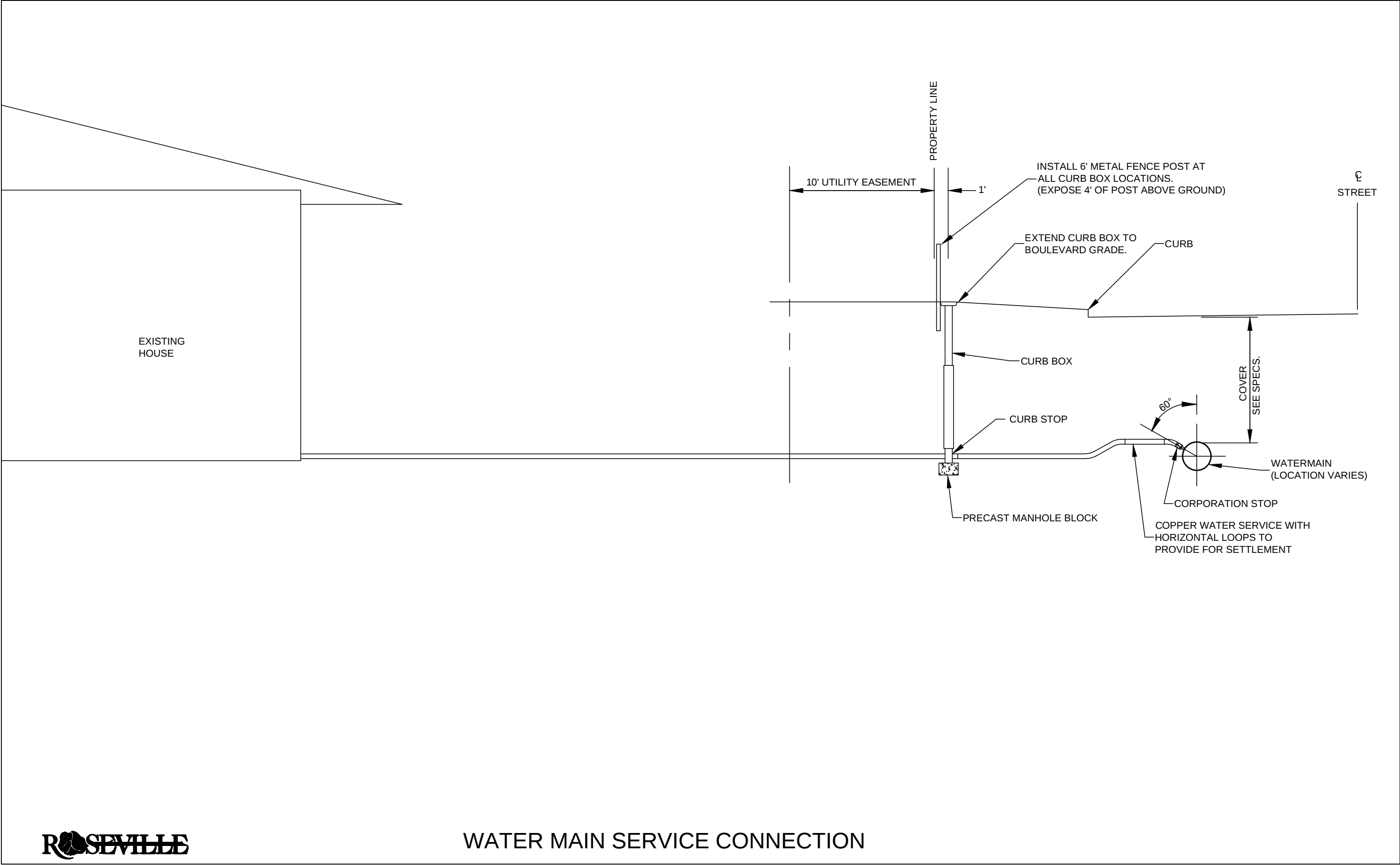
Staff will provide a short presentation highlighting the different elements of the water distribution system, the maintenance activities performed by the City on the main lines, and the typical issues and maintenance activities on the private service lines. Some additional discussion will also occur on available insurance programs for property owners that cover the service lines.

Recommended Action:

Receive presentation on water services and discuss recommended changes to any City policies or operating practices.

Attachments:

- A. Water Service Connection Figure
- B. City Code Chapter 801 Municipal Water System
- C. Service Ownership Municipal Survey Results



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)

	Where does the ownership begin for water service?	Where does the ownership begin for sanitary sewer service?
Alexandria	Curb Stop	Main
Arden Hills	Curb Stop	Main
Blaine	Curb Stop	Main
Bloomington	Main	Main
Brooklyn Center	Main	Main
Cambridge	Main	Main
Centerville	Curb Stop	ROW
Champion	Curb Stop	Main
Coon Rapids	Curb Stop	Main
Crystal	Curb Stop	Main
Eagan	Curb Stop	Wye
Eden Prairie	Curb Stop	ROW
Edina	Curb Stop	Main
Elk River	Main	Main
Fairmont	Curb Stop	Main
Fridley	Main	Main
Hugo	Main	Main
Inver Grove Heights	Curb Stop	Main
Lexington	Curb Stop	Main
Long Lake	Main	Main
Mahtomedi	Main	Main
Mankato	Main	Main
Maplewood	Main	Main
Medina	Curb Stop	Main
Mendota Heights	Curb Stop	Main
Montgomery	Curb Stop	Main
Moorhead	Curb Stop	Main
New Hope	Main	Main
New Prague	Main	Main
New Ulm	Curb Stop	Main
Oakdale	Main	Main
Owatonna	Main	Main
Plymouth	Curb Stop	ROW
Richfield	Curb Stop	Main
Richfield	Main	Main
South St. Paul	Main	Main
St. Louis Park	Curb Stop	Main
St. Michael	Curb Stop	Main
St. Paul	Curb Stop	Main
Waseca	Main	Main
West St. Paul	Curb Stop	ROW
Woodbury	Main	Main

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: October 27, 2015

Item No: 7

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

Suggested Items:

- 2016 Work Plan
- Skating Center Solar Project Update and Agreement Review

Recommended Action:

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