



City of Saint Paul

Meeting Agenda Board of Water Commissioners

City Hall and Courthouse
15 West Kellogg
Boulevard
Room 330

Racquel Vaske, General
Manager
651-266-6815 or
racquel.vaske@ci.stpaul.
mn.us

Mollie Gagnelius,
Recording Secretary,
651-266-6275 or
mollie.gagnelius@ci.stpau.
l.mn.us

*Chair Mara Humphrey
Vice Chair Cheniqua Johnson
Commissioner Matt Privratsky
Commissioner Rebecca Cave
Commissioner Saura Jost
Commissioner John Larkin
Commissioner Chris Tolbert*

Tuesday, July 15, 2025

5:00 PM

SPRWS, 1900 Rice St

Roll Call

Consent Agenda

Note: Items listed under the Consent Agenda will be enacted by one motion with no separate discussion. If discussion on an item is desired, the item will be removed from the Consent Agenda for separate consideration.

- 1 [Min 25-32](#) Approving the minutes of the June 17, 2025 meeting.

Attachments: [June 17, 2025 Board Minutes](#)

- 2 [RES 25-1095](#) Approving the Financial Statements for the month of May 2025.

Attachments: [May 2025 Financial Statements](#)

- 3 [RES](#)
 [25-1096](#) Pertaining to authorizing professional services with Black & Veatch to provide engineering services.
- Attachments:** [Staff Report](#)
 [Scope of Work](#)
 [Fee Summary](#)
 [Master Contract 4743](#)
 [Resolution 25-1096](#)
- 4 [RES](#)
 [25-1097](#) Pertaining to a grant funding agreement with the Metropolitan Council to continue a water demand reduction program.
- Attachments:** [Staff Report](#)
 [Resolution 25-1097](#)
- 5 [RES](#)
 [25-1098](#) Pertaining to accepting a Met Council grant, amending the 2025 adopted budget to include the grant amount.
- Attachments:** [Staff Report](#)
 [Resolution 25-1098](#)
- 6 [RES](#)
 [25-1099](#) Pertaining to a Lease Amendment and Termination for the Hillcrest Reservoir Property Lease with the City of Saint Paul.
- Attachments:** [Staff Report](#)
 [City Council RES 25-770](#)
 [Amendment to Lease Agreement](#)
 [Resolution 25-1099](#)
- 7 [RES](#)
 [25-1100](#) Pertaining to security enhancements at pump stations, reservoirs, and water towers.
- Attachments:** [Staff Report](#)
 [Resolution 25-1100](#)
- 8 [RES](#)
 [25-1101](#) Pertaining to a Water Utility Agreement between Snelling-Midway Redevelopment, LLC (SMR) and the Board of Water Commissioners (Board) for providing water system work with the United Village - Phase I development located in the City of Saint Paul.
- Attachments:** [Staff Report](#)
 [Location Map](#)
 [Agreement](#)
 [Resolution 25-1101](#)

- 9 [RES 25-1102](#) Pertaining to a Permit Agreement between Centennial Fire District (CFD) and the Board of Water Commissioners (Board) for providing access to temporarily maintain and use floating dock and boat lift for public safety purposes located on Centerville Lake in the City of Centerville.

Attachments: [Staff Report](#)
[Location Map](#)
[Permit Agreement](#)
[Resolution 25-1102](#)

Action Item

- 10 [RES 25-1103](#) Pertaining to the approval of the Saint Paul Regional Water Services 2030 Strategic Plan.

Attachments: [Staff Report](#)
[Resolution 25-1103](#)
[2030 Strategic Plan](#)

Informational Items

- 11 [CO 25-25](#) General Manager's Report
- 12 [CO 25-26](#) Employee Injury Summary - 1st Quarter 2025

Attachments: [Employee Injury Summary - 1st Quarter 2025](#)

- 13 [CO 25-27](#) Vehicle Accident Summary - 1st Quarter 2025

Attachments: [Vehicle Accident Summary - 1st Quarter 2025](#)

Discussion Item

- 14 [CO 25-29](#) 2026 Budget Workshop

Attachments: [Budget Workshop Presentation](#)

Adjournment



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: Min 25-32

File ID: Min 25-32

Type: Approval of Minutes

Status: Passed

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action: 07/15/2025

Title: Approving the minutes of the June 17, 2025 meeting.

Notes:

Sponsors:

Enactment Date:

Attachments: June 17, 2025 Board Minutes

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File Min 25-32

Approving the minutes of the June 17, 2025 meeting.



City of Saint Paul

Minutes - Final

Board of Water Commissioners

City Hall and Courthouse
15 West Kellogg Boulevard
Room 330

Racquel Vaske, General
Manager
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*Chair Mara Humphrey
Vice Chair Cheniqua Johnson
Commissioner Matt Privratsky
Commissioner Rebecca Cave
Commissioner Saura Jost
Commissioner John Larkin
Commissioner Chris Tolbert*

Tuesday, June 17, 2025

5:00 PM

Legislative Hearing Room, 330 City Hall

Roll Call

Present 6 - Mara Humphrey; Cheniqua Johnson; John Larkin; Saura Jost; Chris Tolbert and Matt Privratsky
Absent 1 - Rebecca Cave

Consent Agenda

Note: Items listed under the Consent Agenda will be enacted by one motion with no separate discussion. If discussion on an item is desired, the item will be removed from the Consent Agenda for separate consideration.

Approval of the Consent Agenda

Motion made by Commissioner Larkin and seconded by Commissioner Jost; Consent Agenda has been Approved

Adopted Consent Agenda

Yea: 6 - Mara Humphrey; Cheniqua Johnson; John Larkin; Saura Jost; Chris Tolbert and Matt Privratsky

Nay: 0

Absent: 1 - Rebecca Cave

- 1 [Min 25-29](#) Approving the minutes of the May 13, 2025 meeting.

Attachments: [May 13, 2025 Board Minutes](#)

Adopted

- 2 [RES 25-949](#) Approving the Financial Statements for the month of April 2025.

Attachments: [April 2025 Financial Statements](#)

Adopted

- 3 [RES 25-950](#) Pertaining to the vacation and termination of a public water utility easement granted to the Board at 1315 Mendota Heights Road in the City of Mendota Heights.

Attachments: [Staff Report](#)
 [Public Easement Vacation and Termination](#)
 [Resolution 25-950](#)

Adopted

- 4 [RES 25-951](#) Amending the 2025 Saint Paul Regional Water Services spending budget to record the cost-neutral change in spending for principal and interest due on PFA note DW09.

Attachments: [Staff Report](#)
 [Resolution 25-951](#)

Adopted

- 5 [RES 25-956](#) Pertaining to Professional Services Agreement Contract No. 5307 with Pulsafeeder, Inc to provide a Caustic Chemical Pump Skid, located in the McCarrons Water Treatment Plant.

Attachments: [Staff Report](#)
 [Professional Services Agreement](#)
 [Resolution 25-956](#)

Adopted

Legislative Hearing Consent Agenda

- 6 [RLH WB 25-2](#) Appeal of Suleiman Awl Isse to a Water Service Bill at 97 BATTLE CREEK PLACE.

Attachments: [97 Battle Creek Pl.appeal 3-17-25.pdf](#)
 [97 Battle Creek Pl.Data Logs.pdf](#)
 [97 Battle Creek Pl Reading History.pdf](#)
 [97 Battle Creek Pl Service Order History.pdf](#)
 [97 Battle Creek Pl Account comments.pdf](#)
 [97 Battle Creek Pl January 2024 bill.pdf](#)
 [97 Battle Creek April 2024 bill.pdf](#)
 [97 Battle Creek July 2024 bill.pdf](#)
 [97 Battle Creek October 2024.pdf](#)
 [97 Battle Creek January 2025 bill.pdf](#)
 [97 Battle Creek Pl 1.20.25 High usage alert.pdf](#)
 [97 Battle Creek Pl 1.29.25 High usage alert.pdf](#)
 [97 Battle Creek Pl.Owner Ltr 3-18-25.docx](#)
 [97 Battle Creek Pl.Owner Ltr 4-11-25](#)
 [97 Battle Creek Pl.Isse Ltr 4-18-25](#)
 [97 Battle Creek Pl.Isse Ltr.6-6-25](#)

Motion made by Commissioner Larkin and seconded by Commissioner Jost; item is Adopted

Adopted

Yea: 6 - Mara Humphrey;Cheniqua Johnson;John Larkin;Saura Jost;Chris Tolbert and Matt Privratsky

Nay: 0

Absent: 1 - Rebecca Cave

- 7 [RLH WB 25-3](#) Appeal of Brandon Hunter to a Water Service Bill at 1829 DAYTON AVENUE.

Attachments: [1829 Dayton Ave.appeal 3-17-25.pdf](#)
[1829 Dayton Ave Reading History.pdf](#)
[1829 Dayton Ave Accounty comment history.pdf](#)
[1829 Dayton Ave.Service Order History.pdf](#)
[1829 Dayton Ave hourly data.pdf](#)
[1829 Dayton Ave daily data log.pdf](#)
[1829 Dayton Ave May 2024 bill.pdf](#)
[1829 Dayton Ave August 2024 bill.pdf](#)
[1829 Dayton Ave November 2024 bill.pdf](#)
[1829 Dayton Ave January 2025 bill.pdf](#)
[1829 Dayton Ave.High Usage Alert 2-19-25.pdf](#)
[1829 Dayton Ave.High Usage Alert.8-19-24.pdf](#)
[1829 Dayton Ave.Hunter Ltr 3-18-25.docx](#)
[1829 Dayton Ave.Hunter Ltr.4-22-25](#)
[1829 Dayton Ave.Hunter Ltr.6-6-25](#)

Motion made by Commissioner Larkin and seconded by Commissioner Jost; item is Adopted

Adopted

Yea: 6 - Mara Humphrey;Cheniqua Johnson;John Larkin;Saura Jost;Chris Tolbert and Matt Privratsky

Nay: 0

Absent: 1 - Rebecca Cave

Informational Items

- 8 [CO 25-23](#) General Manager's Report

Attachments: [Board Presentation](#)

Received and Filed

- 9 [CO 25-24](#) Pipeline Express

Attachments: [Pipeline Express - May 2, 2025](#)
[Pipeline Express - May 16, 2025](#)
[Pipeline Express - May 30, 2025](#)

Received and Filed

Adjournment



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1095

File ID: RES 25-1095

Type: Resolution

Status: Archived

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action: 07/15/2025

Title: Approving the Financial Statements for the month of May 2025.

Notes:

Sponsors:

Enactment Date:

Attachments: May 2025 Financial Statements

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Board of Water Commissioners	07/15/2025	Adopted				Pass

Text of Legislative File RES 25-1095

Approving the Financial Statements for the month of May 2025.

REPORTS ON THE FINANCIAL OPERATIONS OF THE SAINT PAUL REGIONAL WATER SERVICES
FOR THE MONTH OF

MAY

TO THE BOARD OF WATER COMMISSIONERS

FINANCING INFORMATION TOOL – PROBE CUMULATIVE YEAR TO DATE

This report indicates the annual amount budgeted and the accumulated revenues billed plus amounts received in cash (if the item was not billed and thereby already included in revenue) for each fully qualified account code.

The variance indicated is the amount over or (short) of the annual budgeted revenues amount.

Saint Paul Regional Water Services
Financing Information By Account
For Periods January 1 - May 31, 2025

Account Description	Budget	Actual	Variance	Act/Budg %
ADMINISTRATION FEE	(1,000)	(300)	700	30.00%
WATER SERVICE BASE FEE	(14,077,000)	(5,978,422)	8,098,578	42.47%
WATER MAIN SURCHARGE	(3,571,176)	(1,240,891)	2,330,285	34.75%
AUTO FIRE ANNUAL CHARGE	(280,000)	(285,130)	(5,130)	101.83%
ST PAUL WATER	(45,392,016)	(16,197,800)	29,194,216	35.68%
FALCON HEIGHTS WATER	(756,897)	(290,277)	466,620	38.35%
LAUDERDALE WATER	(266,345)	(118,582)	147,763	44.52%
MAPLEWOOD WATER	(7,551,411)	(2,132,077)	5,419,334	28.23%
MENDOTA HEIGHTS WATER	(2,815,224)	(898,093)	1,917,131	31.90%
UNIV OF MIN WATER	(6,384,838)	(2,125,766)	4,259,072	33.29%
ROSEVILLE WATER	(10,491)	(4,240)	6,251	40.41%
SOUTH ST PAUL WATER	(3,351,289)	(1,338,579)	2,012,710	39.94%
WEST ST PAUL WATER	(9,330)	(4,463)	4,867	47.84%
NEWPORT WATER	(1,302,357)	(491,154)	811,203	37.71%
LITTLE CANADA WATER	(1,171)	(968)	203	82.65%
SUNFISH LAKE WATER	(184,462)	(51,437)	133,025	27.88%
LILYDALE WATER	(13,936)	(16,690)	(2,754)	119.76%
CITY OF MENDOTA WATER	(650,000)	(297,534)	352,466	45.77%
TOTAL WATER SALES	(86,618,943)	(31,472,402)	55,146,541	36.33%

Saint Paul Regional Water Services
Financing Information By Account
For Periods January 1 - May 31, 2025

Account Description	Budget	Actual	Variance	Act/Budg %
SLUDGE PROCESSING	(100,000)	(11,504)	22,331	11.50%
METER TESTING FEE	-	(35)	1,164	0.00%
METER READING CHARGE	(4,100)	(1,776)	1,960	43.32%
CUT OFFS	(3,000)	(2,320)	-	77.33%
THAWING SERVICES AND MAINS	(1,000)	(2,400)	18,400	240.00%
WATER SAMPLE TESTING	-	3,600	38,885	0.00%
PRIVATE HYDRANT STANDBY CHARGE	(17,000)	(18,975)	730,651	111.62%
RPZ BACKFLOW PREVENTER FEE	(190,000)	(89,985)	(15)	47.36%
ANTENNA SITE RENTAL FEE	(905,000)	(774,460)	2,540	85.58%
ADMIN FEE LEAD REPLACEMENT	(15,000)	-	3,930	0.00%
HYDRANT METER RENTAL	(20,000)	(6,160)	-	30.80%
INSP FEE WINTER HYD PERMIT	(22,000)	(6,995)	12,406	31.80%
REPAIRS	(85,000)	-	15,060	0.00%
TURN ON AND OFF	(100,000)	(43,319)	9,012	43.32%
COLLECTION FEE	(1,550,000)	(504,733)	230,223	32.56%
RECOVERED CHGS IN OUT CITY	(75,000)	(4,053)	11,048	5.40%
LATE CHARGES	(691,000)	(406,385)	15,582	58.81%
INSIDE PIPING RESIDENTIAL	(45,000)	(25,626)	2,700	56.95%
INSIDE PIPING COMMERCIAL	(75,000)	(21,584)	9,870	28.78%

Saint Paul Regional Water Services
Financing Information By Account
For Periods January 1 - May 31, 2025

Account Description	Budget	Actual	Variance	Act/Budg %
OUTSIDE DITCH 2INCH AND SMALLER	(25,000)	(10,890)	-	43.56%
OUTSIDE DITCH 3INCH AND LARGER	(30,000)	(10,290)	19,710	34.30%
CITY FIRE CONSUMPTION	(16,000)	-	16,000	0.00%
HYDRANT WATER USE	(100,000)	(24,819)	75,181	0.00%
METER SET AND SEAL 1 OR LESS	-	(150)	(150)	0.00%
METER SET AND SEAL 3 AND 4 IN	(150)	-	150	0.00%
METER SET AND SEAL 6 INCH	(2,000)	(525)	1,475	26.25%
METER SET AND SEAL 8 INCH	(750)	(375)	375	50.00%
DOCK PERMITS	(600)	(600)	-	100.00%
METER REPAIR AND REPLACEMENT	(60,000)	(38,174)	21,826	63.62%
CELLULAR ANTENNA ENGR SVC	(60,000)	-	60,000	0.00%
TOTAL WATER FEE AND SERVICE	(4,192,600)	(2,002,533)	2,190,067	47.76%
RIGHT OF WAY CHARGE	(1,875,000)	(797,055)	1,077,945	42.51%
TOTAL UTILITY COST RECOVERY	(1,875,000)	(797,055)	1,077,945	42.51%
ASSESSMENT INTEREST	(113,000)	-	113,000	0.00%
TOTAL CURRENT SPECIAL ASSESSMENTS	(113,000)	-	113,000	0.00%

Saint Paul Regional Water Services
Financing Information By Account
For Periods January 1 - May 31, 2025

Account Description	Budget	Actual	Variance	Act/Budg %
INTEREST INTERNAL POOL	(400,000)	-	400,000	0.00%
INTEREST ACCRUED REVENUE	-	252,133	252,133	0.00%
INTEREST NON POOL	(400,000)	(729,104)	(329,104)	182.28%
INVESTMENTS-INVESTMENT EARNINGS	(800,000)	(476,971)	323,029	59.62%
ASSET CONTRIB METER	(80,000)	(89,067)	(9,067)	111.33%
ASSET CONTRIB AUTOFIRE	(200,000)	(6,824)	193,176	3.41%
ASSET CONTRIB HYDRANT	(10,000)	-	10,000	0.00%
ASSET CONTRIB MAIN	(50,000)	(13,792)	36,208	27.58%
ASSET CONTR SVC CONNECT 2 OR LESS	(50,000)	(3,250)	46,750	6.50%
ASSET CONTR SVC CONNECT 3 OR MORE	(75,000)	160	75,160	-0.21%
TOTAL CONTRIBUTIONS	(465,000)	(112,773)	75,160	-0.21%
FEDERAL GRANT STATE ADMIN	(67,370,000.00)	(3,915,607.90)	63,454,392	5.81%
RETURNED PAYMENT FEE	(4,000.00)	(2,760.00)	1,240	69.00%
SALE OF SCRAP SCRAP METAL	(2,000.00)	(10,766.64)	(8,767)	538.33%
PENALTY AND FINE	-	(3,000.00)	(3,000)	0.00%
SETTLEMENT AWARDS	-	(1.00)	(1)	0.00%
REFUNDS OVERPAYMENTS	-	(17,417.23)	(17,417)	0.00%

Saint Paul Regional Water Services
Financing Information By Account
For Periods January 1 - May 31, 2025

Account Description	Budget	Actual	Variance	Act/Budg %
JURY DUTY PAY	-	(80.00)	(80)	0.00%
OTHER MISC REVENUE	-	(243.66)	(244)	0.00%
INTRA FUND IN 2023 BOND DRAW	(15,000,000.00)	(338,099.83)	14,661,900	2.25%
PROCEEDS FROM NOTE ISSUANCE	(12,000,000.00)	-	12,000,000	0.00%
PROCEEDS FROM NOTE ISSUANCE PFA 2024	-	(10,245,104)	(10,245,104)	0.00%
PROCEEDS FROM LOAN	(14,230,000)	(752,602)	13,477,398	5.29%
REPAYMENT OF ADVANCE	(200,000.00)	-	200,000	0.00%
SALE OF CAPITAL ASSET	-	(14,532.90)	(14,533)	0.00%
USE OF FUND EQUITY	(7,827,456)	-	7,827,456	0.00%
OTHER FINANCING SOURCES	(116,633,456)	(15,300,215)	101,333,241	13.12%
REVENUE	(210,697,999)	(50,161,949)	160,536,050	23.81%

GL DEPARTMENTAL ACCOUNT SUMMARY

CUMULATIVE YEAR TO DATE

This report indicates the annual amount budgeted, the accumulated expenditures, and the amount available for each fully qualified account code.

The 1st column is the original adopted spending budget as amended by the General Manager.

The 2nd column contains the amount expended by the Utility. Expended means the amount actually paid or entered in the INFOR system as a bill to be paid. It does not include any amounts for planned purchases, commitments (pending requisitions) or encumbrances (open purchase orders). Expended does not mean expense. For example, we may have received delivery, accepted and paid for 5000 feet of pipe and put it into inventory. The accounting result is to have exchanged one asset (cash) for another asset (pipe) that would be carried in our supplies inventory. When the pipe is taken out of the supplies inventory and put into the ground to repair a leak the cost of the pipe would be removed from inventory and charged to the expended amounts as a true expense. If some of the pipe is then taken out of the supplies inventory and put into a new main or a replacement main, the item is capitalized with the other costs of the project, and placed into the fixed assets inventory as a main. Thus, this particular pipe never becomes an expended amount, as it is just an asset (supplies inventory) for asset (fixed asset – mains) exchange. At the end of the year when all the accounting records are compiled and entered into the INFOR system, the expended column will finally reflect the true expenses of the utility.

The 3rd column is the available funds that have not yet been expended. To determine the true available balance, management must subtract outstanding commitments and encumbrances.

Saint Paul Regional Water Services
 Spending Information By Account
 For Periods January 1 - May 31, 2025

Account Description	Budget	Expended	Available	Exp/Bud %
SALARYWAGE - SALARIES AND WAGES	21,593,289	10,251,391	11,341,898	47.47%
EEBENEFITS - EMPLOYEE BENEFITS	10,602,949	4,299,079	6,303,870	40.55%
Total EMPLOYEE EXPENSE	32,196,238	14,550,470	17,645,768	45.19%
Total PROFESSIONAL SERVICES	2,751,473	390,132	2,361,341	14.18%
Total SKILLED SERVICES	2,614,518	867,193	1,747,325	33.17%
Total FINANCIAL SERVICES	228,000	95,715	132,285	41.98%
Total BUILDING REPAIR MAINT SERVICES	535,069	111,811	423,258	20.90%
Total MACHINERY AND EQUIPMENT	304,200	118,322	185,878	38.90%
Total INFRASTRUCTURE REPAIR	68,386,894	839,795	67,547,099	1.23%
Total OTHER REPAIR	396,111	54,628	341,483	13.79%
Total LAND AND BUILDING	12,690	11,854	836	93.41%
Total EQUIPMENT RENTAL	348,949	134,101	214,848	38.43%
Total COMMUNICATIONS SERVICES	1,152,776	189,624	963,153	16.45%
Total WATER SEWER SERVICES	51,000	16,036	34,964	31.44%
Total REAL ESTATE SERVICE CHGS	80,000	18,573	61,427	23.22%
Total DELIVERY SERVICES	393,875	147,653	246,222	37.49%
Total DATA PRINT SERVICES	257,700	54,057	203,643	20.98%
Total TRAVEL AND TRAINING	278,425	108,409	170,016	38.94%

Saint Paul Regional Water Services
 Spending Information By Account
 For Periods January 1 - May 31, 2025

Account Description	Budget	Expended	Available	Exp/Bud %
Total MILEAGE AND PARKING	5,950	589	5,361	9.90%
Total INTERNAL CHARGES	5,135,974	1,075,804	4,060,170	20.95%
Total OTHER SERVICE EXPENSE	<u>2,957,347</u>	<u>191,378</u>	<u>2,765,969</u>	<u>6.47%</u>
Total SERVICES	<u>85,890,951</u>	<u>4,425,675</u>	<u>81,465,276</u>	<u>5.15%</u>
Total COMM MATERIAL AND SUPPLIES	32,800	6,388	26,412	19.48%
Total COMPUTER MATERIAL AND SUPPLIES	778,090	416,846	361,244	53.57%
Total PAPER AND FORMS	114,000	10,021	103,979	8.79%
Total OFFICE EQUIPMENT AND FURNITURES	111,025	56,787	54,238	51.15%
Total GENERAL OFFICE SUPPLIES	35,000	24,644	10,356	70.41%
Total VEHICLE COMMODITIES	467,000	74,237	392,763	15.90%
Total BUILDING UTILITIES	3,235,170	946,508	2,288,662	29.26%
Total BUILDING REPAIR SUPPLIES	314,079	146,275	167,804	46.57%
Total STREET MAINTENANCE MATERIALS	11,500	692	10,808	6.02%
Total VEHICLE REPAIR AND MAINTENANCE	79,200	25,611	53,589	32.34%
Total EQUIPMENT PARTS	489,564	212,807	276,757	43.47%
Total EMPLOYEE CLOTHING	124,581	87,545	37,036	70.27%
Total PUBLIC SAFETY SUPPLIES	215,609	58,488	157,121	27.13%
Total FIELD AND SHOP SUPPLIES	313,614	59,869	253,745	19.09%

Saint Paul Regional Water Services
 Spending Information By Account
 For Periods January 1 - May 31, 2025

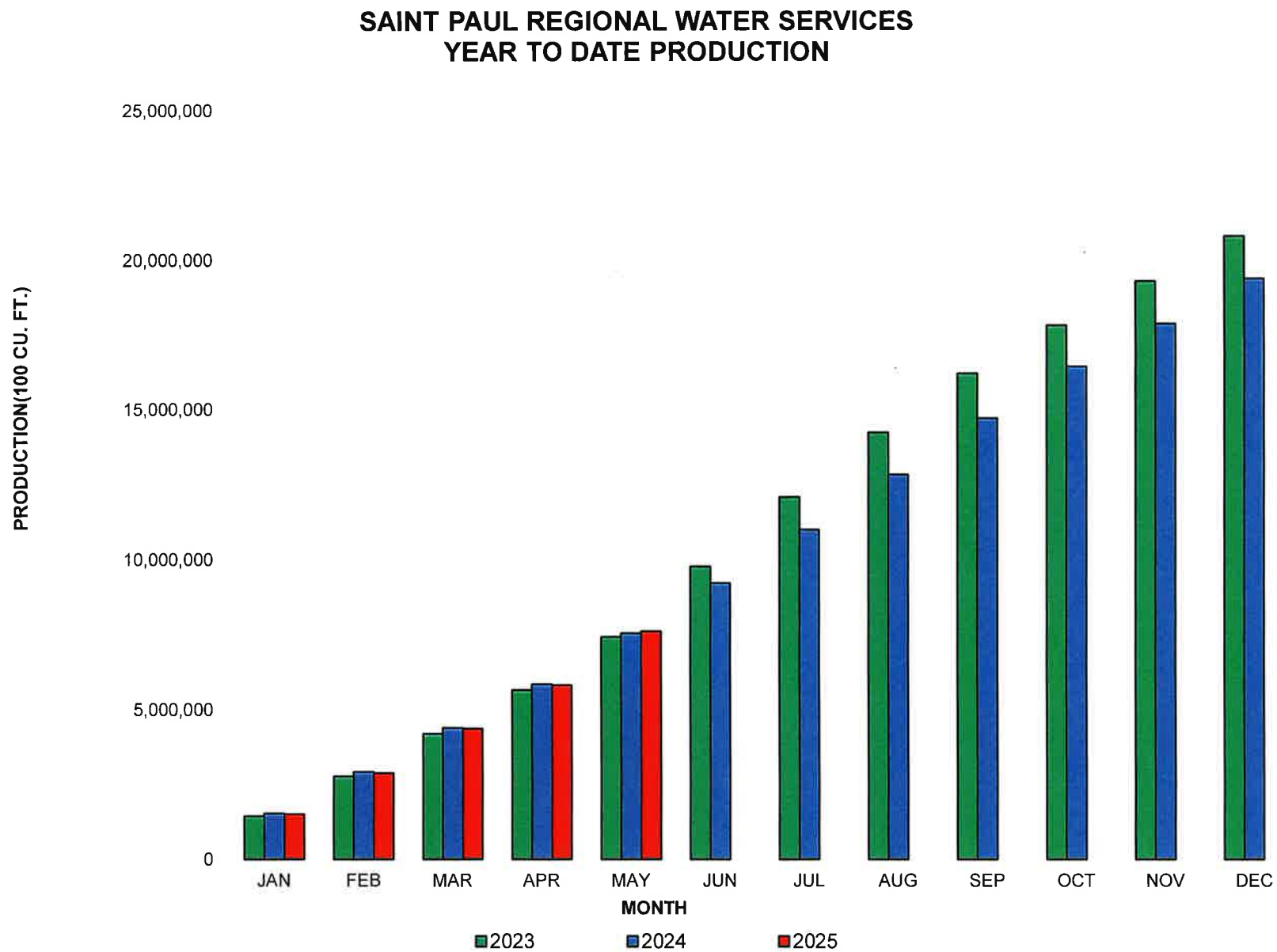
Account Description	Budget	Expended	Available	Exp/Bud %
Total RECREATION SUPPLIES	38,900	10,617	28,283	27.29%
Total RAW MATERIAL	389,800	105,360	284,440	27.03%
Total INFRASTRUCTURE SUPPLIES	6,070,067	1,847,018	4,223,049	30.43%
Total GEN MATERIALS AND SUPPLIES	525,544	220,351	305,193	41.93%
Total MATERIALS AND SUPPLIES	13,345,543	4,310,063	9,035,480	32.30%
Total LOAN EXPENSE	200,000	-	200,000	0.00%
Total GRANT EXPENSE	19,933	18,957	976	95.11%
Total TORT LIABILITY	140,000	51,501	88,499	36.79%
Total MISCELLANEOUS EXPENSE	368,900	156,250	212,650	42.36%
Total OTHER MISCELLANEOUS	728,833	226,708	502,125	31.11%
CAPITAL ADJUSTMENTS	54,024,120	11,405,491	42,618,629	21.11%
DEPRECIATION EXPENSE	(612,000)	1,877,748	(2,489,748)	-306.82%
CAPITALADJ - CAPITAL OUTLAY ADJUSTMENTS	53,412,120	13,283,240	40,128,880	24.87%
NOTE PRINCIPAL	8,886,786	-	8,886,786	0.00%
REVENUE BOND INTEREST	3,933,550	-	3,933,550	0.00%
OTHER DEBT INTEREST	3,348,916	-	3,348,916	0.00%

Saint Paul Regional Water Services
 Spending Information By Account
 For Periods January 1 - May 31, 2025

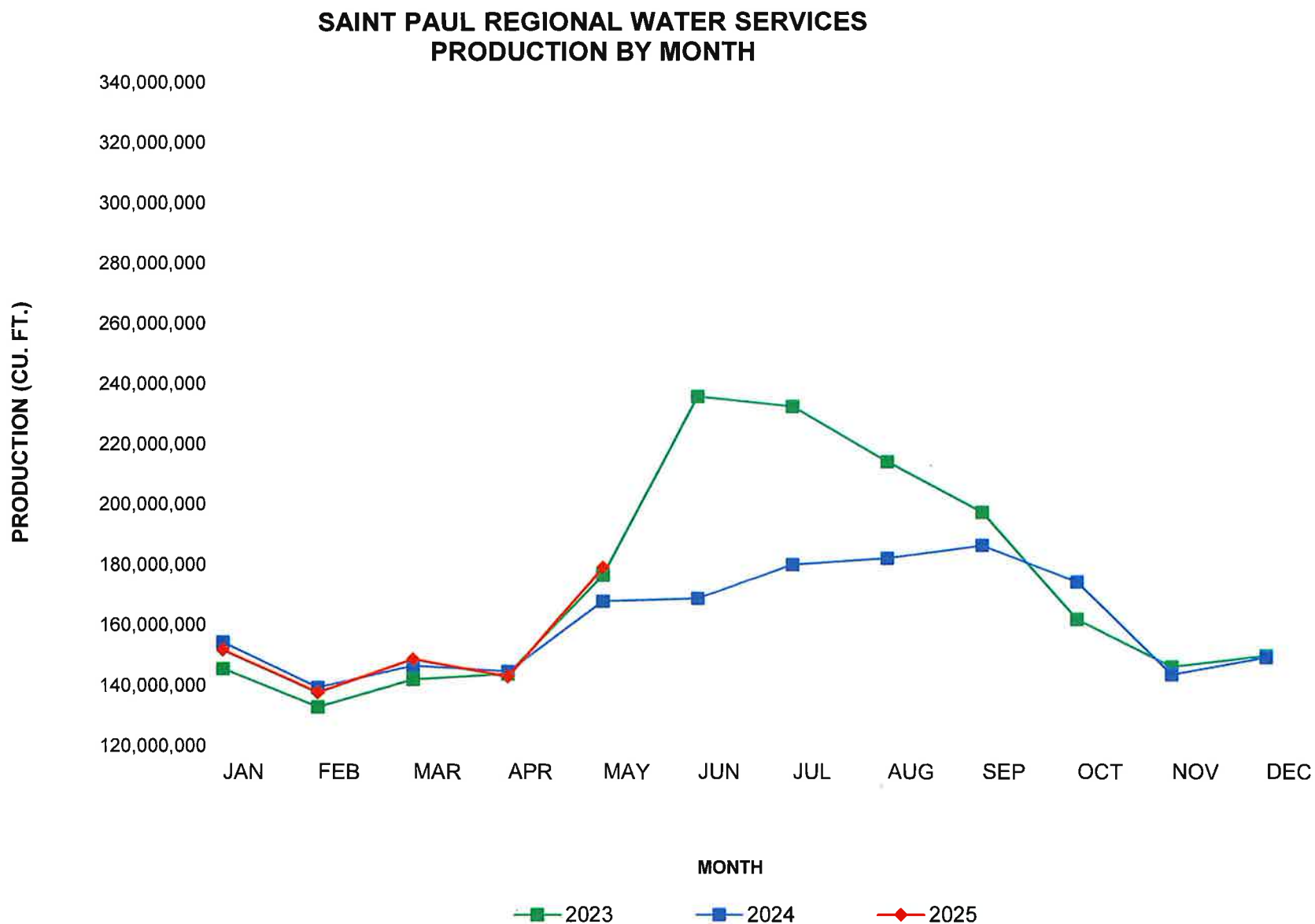
Account Description	Budget	Expended	Available	Exp/Bud %
DEBT ISSUANCE COST	125,000	-	125,000	0.00%
DEBTSERVICE - DEBT SERVICE	16,294,252	-	16,294,252	0.00%
INTRA FUND TRANSFER OUT	15,000,000	338,100	14,661,900	2.25%
TRANSFEROUT - TRANSFERS OUT	15,000,000	338,100	14,661,900	2.25%
EXPENDITURE	216,867,937	37,134,256	179,733,681	17.12%

Graphs

PRODUCTION - CONSUMPTION - REVENUE

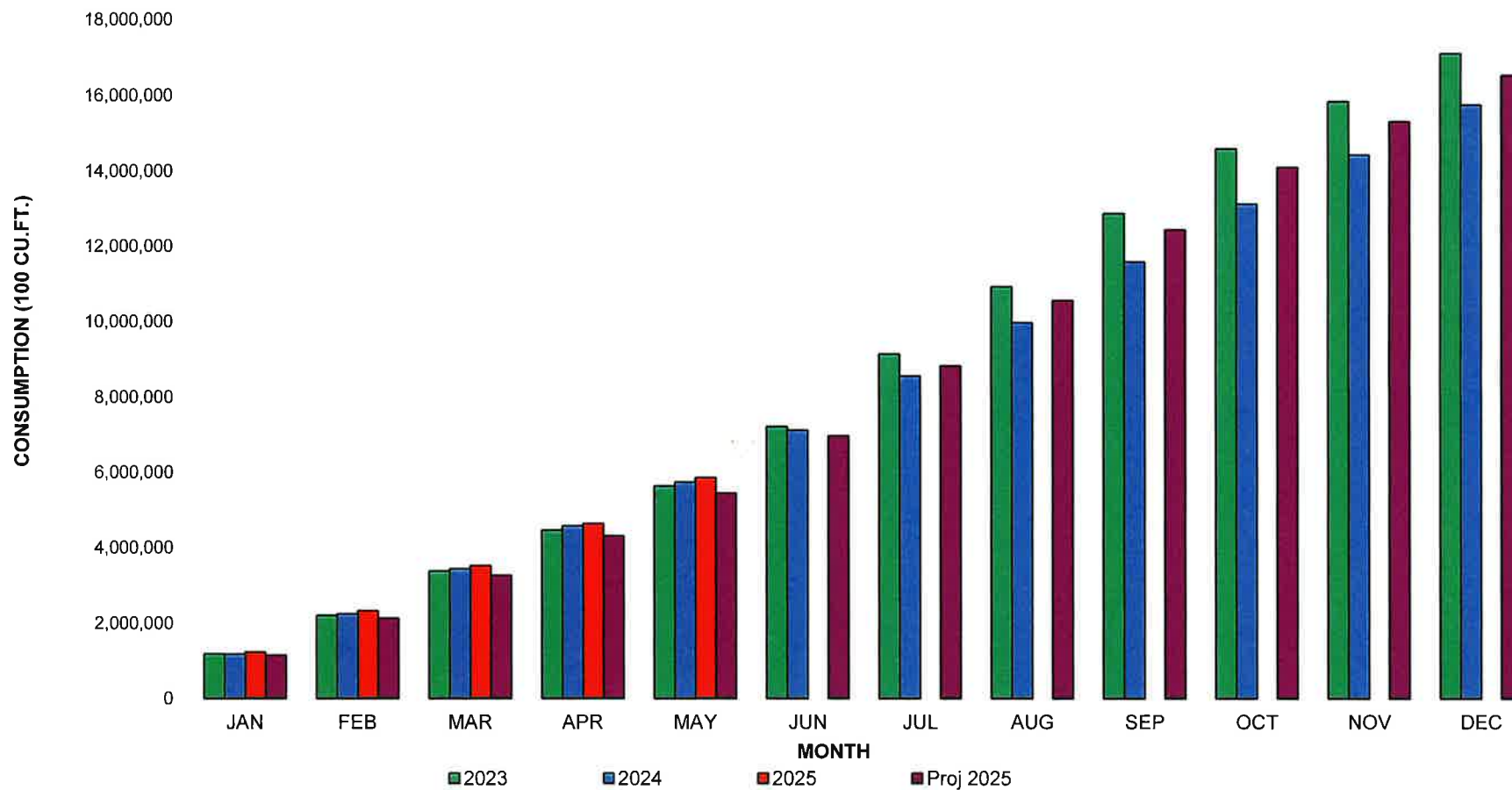


This graph represents total cumulative year to date pumping through the McCarron's pumping station.



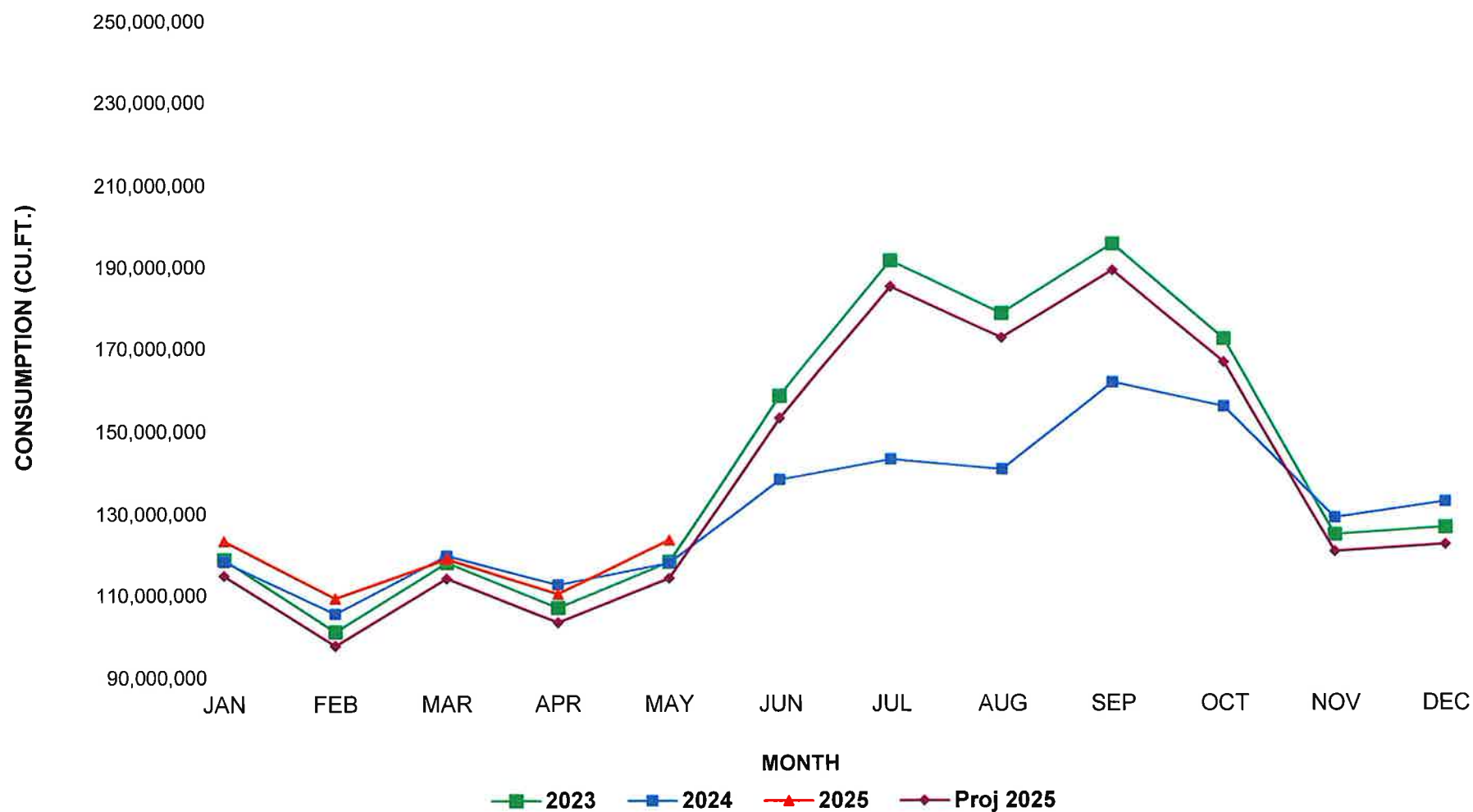
This graph represents total pumping through the McCarron's pumping station.

SAINT PAUL REGIONAL WATER SERVICES YEAR TO DATE CONSUMPTION



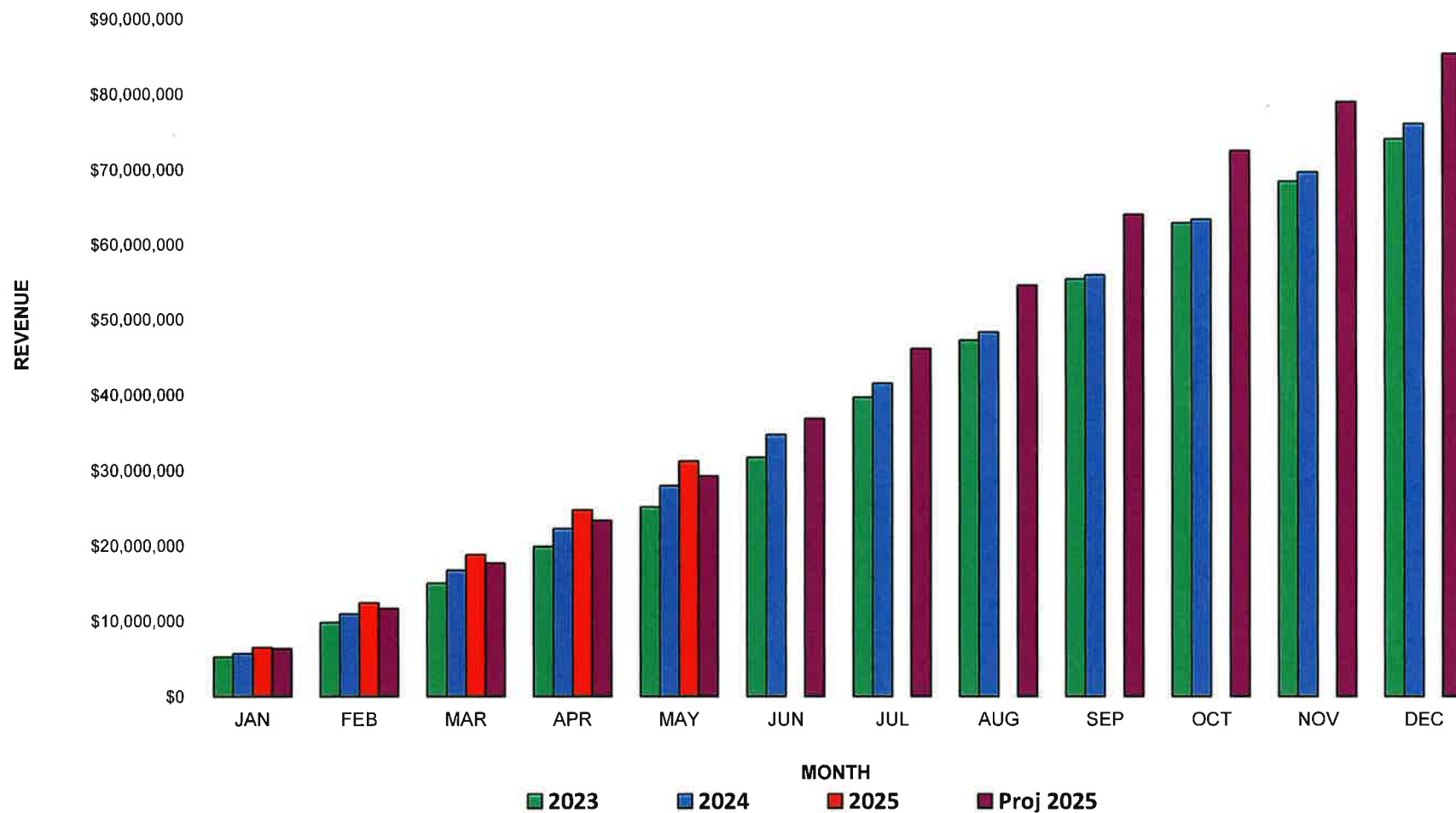
This graph represents total fixed meter year to date consumption for all retail and wholesale accounts. Very minor amounts of consumption are charged for in other ways such as through hydrant permits, etc.

SAINT PAUL REGIONAL WATER SERVICES CONSUMPTION BY MONTH



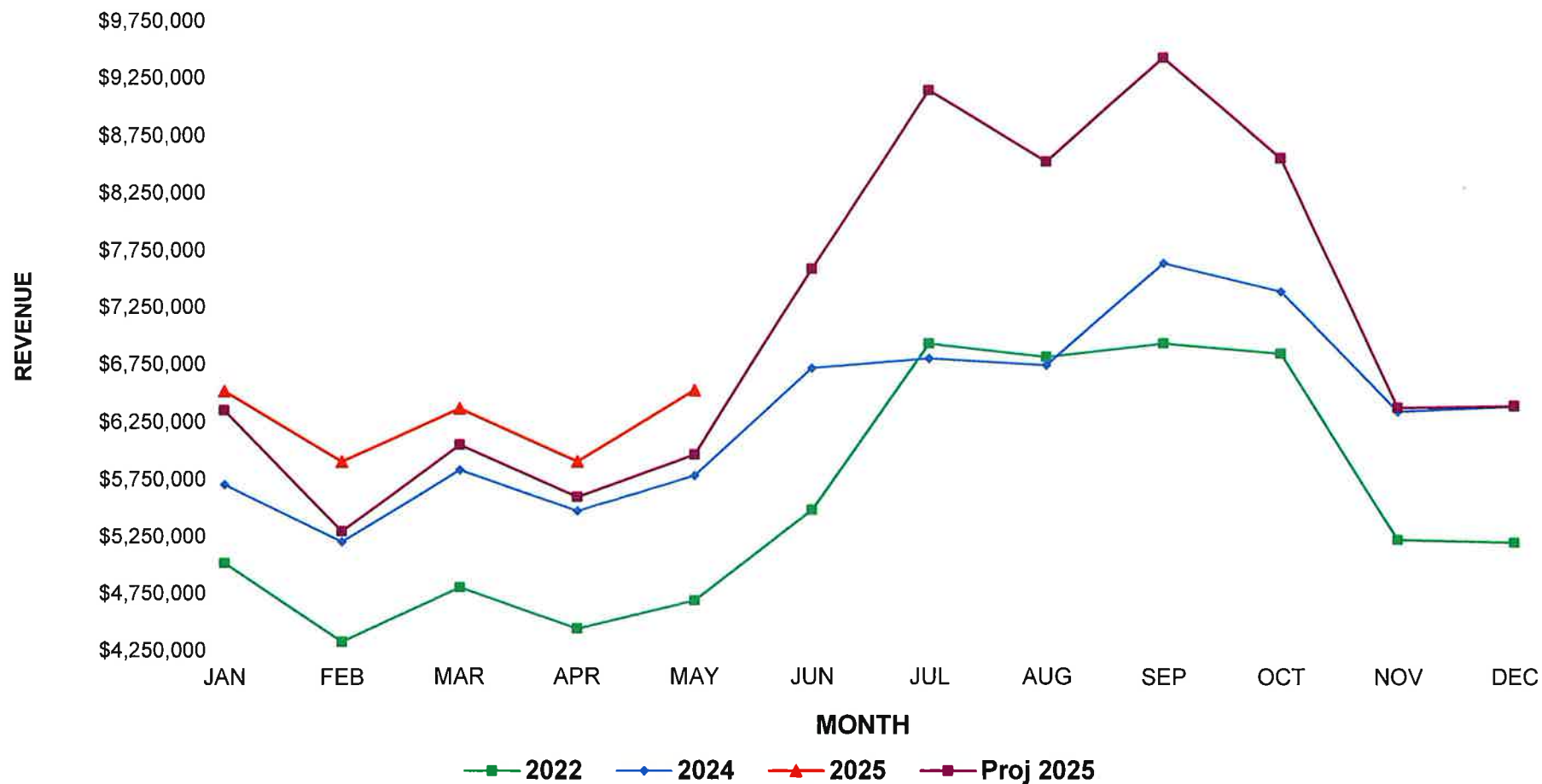
This graph represents total fixed meter consumption for all retail and wholesale accounts. Very minor amounts of consumption are charged for in other ways such as through hydrant permits, etc.

SAINT PAUL REGIONAL WATER SERVICES YEAR TO DATE REVENUE



This graph represents the accumulation to date of all fixed meter and minimum billings issued.

SAINT PAUL REGIONAL WATER SERVICES REVENUE BY MONTH



This graph represents all fixed meter and minimum billings issued.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1096

File ID: RES 25-1096

Type: Resolution

Status: Archived

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action: 07/15/2025

Title: Pertaining to authorizing professional services with Black & Veatch to provide engineering services.

Notes:

Sponsors:

Enactment Date:

Attachments: Staff Report, Scope of Work, Fee Summary, Master
Contract 4743, Resolution 25-1096

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Board of Water Commissioners	07/15/2025	Adopted				Pass

Text of Legislative File RES 25-1096

Pertaining to authorizing professional services with Black & Veatch to provide engineering services.

SUBJECT

BOARD RESOLUTION NO. 25-1096

Pertaining to authorizing professional services with Black & Veatch to provide engineering services.

2025 STRATEGIC PLAN GOALS: Infrastructure Strategy and Performance

Board Resolution NO. 24-560 approved master contracts with multiple firms to provide engineering services support to SPRWS in various disciplines. Black & Veatch was awarded a master contract in the discipline of Utility System Services Planning which resulted in the formation of master contract No. 4743.

Board Resolution NO. 24-1332 authorized Black & Veatch to provide professional engineering services for Fridley pump station, under the master contract No. 4743, to SPRWS at a cost not to exceed \$118,000. The tasks of the scope of work include transformer and switchgear assessment at the station, and a project priority and delivery plan for future capital projects at the station. The work will inform the Capital plan and the plan investments at the stations for the next 10 years.

The assessment of the transformer and switchgear has been completed and a design direction has been chosen. A contract amendment to include the engineering design for the chosen alternative has been negotiated with Black & Veatch. SPRWS staff have negotiated the scope for the project. Black & Veatch has agreed to provide such services at a cost not to exceed \$82,000.

Attached: Scope of Work, Fee Summary, Master Contract 4743

RECOMMENDATION

Approval

Amendment 1

Scope - Fridley Pump Electrical Design

Background

Black & Veatch (B&V) recently completed an assessment of the electrical equipment serving the Fridley Pump Station, which primarily included an exterior transformer serving the pump station, and switchgear located inside the pump station to distribute power. The assessment concluded that the transformer and switchgear should be replaced. This scope includes design services for their replacement.

Project Scope

The project will include the following elements and considerations.

1. The project will replace the existing 2.4kV substation transformer and secondary section with two new primary transformers, along with associated switchgear. This configuration will enhance system reliability and support continued operation in the event of transformer failure or maintenance.
2. The existing transformer is connected to overhead lines via open spade connectors. The new transformer will feature an air terminal on the primary side, potentially with a fused switch, and a secondary main service breaker. The transformer will be situated within a fenced area, adjacent to the existing transformer if there is sufficient space.
3. The existing walk-in type secondary main service breaker is located remote from the transformer. It will be replaced with a secondary section close-coupled to the transformer with a new walk-in enclosure. Primary cables will be rerouted from their current position down the existing pole, then underground to the primary connection point.
4. The project will replace cables from the transformer to the switchgear within the building.
5. Consideration will be given to removing the manhole or providing additional sealing to address flooding issues and other related concerns.

Task 3 – Electrical Layouts

1. Develop several alternatives for new transformers:
 - a. Two transformers, each sharing approximately half of the pump station's electrical load. Each transformer will be sized for 75% of the electrical load.
 - b. Two transformers, each sharing approximately half of the pump station's electrical load. Each transformer will be sized for 100% of the electrical load.
2. Develop layouts, advantages, and disadvantages, and submit to SPRWS. Develop order of magnitude costs for each layout. Conduct review meeting with SPRWS to select alternative.

Task 4 – Design

1. Drawings

- a. Develop design drawings (Structural, Civil Site, and Electrical). The table at the end of this scope provides the anticipated drawing list.
 2. Specifications
 - a. Develop specifications (Materials, Equipment, Instrumentation, Piping and Valves, and Electrical). The table at the end of this Work Authorization provides the anticipated specification list.
 3. Deliverables
 - a. Provide an informal check-in submittal review meeting with SPRWS approximately 50% through detailed design.
 - b. Provide a 90% complete design set to SPRWS for review. Conduct review meeting with SPRWS, collect comments, and incorporate comments into design documents.
 - c. Provide a bid-ready set of drawings and specifications.
 - d. Prepare an Opinion of Probable Construction Cost when the design is 90% complete.
- ~~~~~

Anticipated Drawing List

1. Cover and Drawing List
2. Civil/Electrical - Site Plan Demolition
3. Civil/Electrical - Site Plan
4. Electrical - Legend
5. Electrical - Abbreviations and Notes
6. Electrical - One-line diagram, Demolition and Proposed
7. Electrical - Power Plan
8. Electrical - Details
9. Electrical - Secondary Breaker - Schematic

Anticipated Specification List

1. Division 01
2. 02050 – Demolition
3. 02210 - Finish Grading
4. 03300 - Cast-in-Place Concrete
5. 16050 - Electrical
6. 16100 - Electrical Equipment Installation
7. 16312 - Primary Unit Substations
8. 16346 - Low-Voltage Switchgear
9. 16360 - Medium-Voltage Fusible Interrupter Switchgear
10. 16670 - Lightning Protection for Structures

		Hours	Labor	Expenses	Total
		\$ 465	\$ 81,894	\$ 106	\$ 82,000
Task	Description				
Task 3	Task 3				
3/.01	Alternative Development	31	\$ 5,390		\$ 5,390
3/.02	Submit to SPRWS and Review	9	\$ 2,228		\$ 2,228
Task 3 Subtotals		40	\$ 7,618		\$ 7,618
Task 4	Task 4				
4/.01	Front Ends	45	\$ 9,374		\$ 9,374
4/.02	Site Plan/UG Duct Sections/Schedules	148	\$ 24,642	\$ 66	\$ 24,708
4/.03	Power One-Lines	57	\$ 8,806		\$ 8,806
4/.04	Separate Lighting and Power Plans	53	\$ 8,197		\$ 8,197
4/.05	Associated Details and Schedules	33	\$ 5,536		\$ 5,536
4/.06	Electrical 16050, 26 05 11	9	\$ 1,625		\$ 1,625
4/.07	Primary Unit Substations 16312, 26 11 13	13	\$ 2,487		\$ 2,487
4/.08	M-V Vacuum Switchgear 16345, 26 13 19	9	\$ 1,625		\$ 1,625
4/.09	Standard Electrical Calculations	13	\$ 2,487		\$ 2,487
4/.10	Perform Quality Control Review	14	\$ 3,272		\$ 3,272
4/.11	Meeting Attendance	11	\$ 2,383	\$ 40	\$ 2,423
4/.12	OPCC	20	\$ 3,842		\$ 3,842
Task 4 Subtotals		425	\$ 74,276	\$ 106	\$ 74,382



SAINT PAUL REGIONAL WATER SERVICES AGREEMENT

Purchaser (Referred to as “The Board”)

Board of Water Commissioners
of the City of Saint Paul
1900 Rice Street
Saint Paul, MN 55113
Phone: 651-266-6530

CONTRACTOR

Black & Veatch Corporation
7760 France Avenue South
Suite 1200
Minneapolis, MN 55435

Contract No: 4743

Effective Date: June 20, 2024

Expiration Date: June 20, 2027

Contract Description: MCPSA-AC-GENERAL ENGINEERING SERVICES-B&V

Contacts

Buyer Contact Information:

Queenie Tran - Queenie.Tran@ci.stpaul.mn.us

City Project Manager Contact Information:

Luke Sandstrom - Luke.Sandstrom@ci.stpaul.mn.us

Contractor Project Manager Contact Information:

Scott Fronek - froneksd@bv.com

952-896-0701

CONTRACT LINES

Item	Item Description	Unit of Measure	Base Cost
PROFESSIONAL SERVICES	PROFESSIONAL SERVICES	8P	0.00000

Board of Water Commissioners of Saint Paul
Terms and Conditions
PSA
Master Contract

This “**Agreement**,” made and entered into on the effective date contained herein by and between the Board of Water Commissioners of the City of Saint Paul, hereinafter referred to as “The Board,” d/b/a Saint Paul Regional Water Services (“SPRWS”) and the above-named Contractor, hereinafter referred to as “Contractor.” The Board and the Contractor are each a “**Party**” and collectively the “**Parties**.” References to the “**City**” shall mean the City of Saint Paul. The Board and Contractor, in consideration of the mutual terms and conditions, promises, covenants, and payments hereinafter set forth, agree as follows:

Section 1. Time For Completion.

Contractor will provide the services comprised of the tasks, deliverables, and timeline(s) (the “Work”) articulated in Exhibit A, which is attached and incorporated into this Agreement by reference. The services rendered by Contractor will commence upon execution of the Agreement and with the specific prior agreement of the Board or its designated representative to proceed. The Work will be completed in accordance with the written schedule mutually agreed upon with the Board, but no later than the expiration date as provided in this Agreement. No claim for labor, services, or products provided by the Contractor not specifically provided for in this Agreement, will be honored by the Board.

In the event that there are delays caused by actions of the Board or which may be reasonably requested by the Contractor which might require change to the completion date, Contractor must request in writing an extension of time for completion of the Services. The Project Manager will review the request and, if an extension is required, grant to the Contractor such extensions of contract time as may be reasonable in the Board’s discretion. A request shall not be deemed approved unless the Project Manager has provided approval to the Contractor in writing.

Section 2. Project Management.

The Board requires the Contractor to assign specific individuals as principal project members and to assure that the major work and coordination will remain the responsibility of these individuals during the term of the Agreement. Removal of any principal project member without replacement by equally qualified individuals or without the prior written approval of the Saint Paul Regional Water Services General Manager is grounds for termination of the Agreement by the Board.

The Board has designated the individual on Page 1, as the Board's Project Manager for this Agreement, and the individual to whom all communications pertaining to the Agreement will be addressed. The Project Manager will have the authority to transmit instructions, receive information, and interpret and define the Board’s policy and decisions pertinent to the work covered by this Agreement.

Section 3. Billings and Payment.

The amounts articulated herein will fully compensate Contractor for all Work and associated costs. The Board will not honor any claim for services and/or costs that the Contractor has not specifically provided for in this Agreement. Notwithstanding anything to the contrary in this Agreement, total costs for the Work must not exceed the amount referenced herein.

Contractor must submit an itemized invoice monthly or after Work is complete. Invoices should clearly itemize all goods and/or services provided. Upon receipt of the invoice and verification of the charges by the Project Manager, the Board and/or the City will make payment to Contractor within thirty-five (35) days in accordance with Minnesota Statutes Section 471.425, or as the same may be amended, supplemented or superseded. Contested invoices will not be paid until the billing issue is resolved to the Board's satisfaction, and the Board and/or City will have thirty-five (35) days from that date to make payment.

Section 4. Board Responsibilities

The Board agrees to provide Contractor with access to any information from Board documents, staff, and other sources under the control of the Board needed by Contractor to complete the work and/or Services to the extent permitted by law. Upon the request of the Board, the Contractor agrees to sign any Confidentiality or Non-Disclosure Agreement that the Board reasonably requires before releasing any information that is deemed confidential or private pursuant to Chapter 13, Minnesota Government Data Practice Act.

Section 5. Amendment or Changes to Agreement.

Board or Contractor may request changes that would increase, decrease, or otherwise modify the Scope of Services. Such changes and method of compensation must be authorized in writing in advance by the Board. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement are valid only when reduced to writing and duly signed by the Parties. Amendments, modifications or additional schedules may not be construed to adversely affect vested rights or causes of action which have accrued prior to the effective date of such amendment, modification, or supplement. The term "this Agreement" as used herein is deemed to include any future amendments, modifications, and additional schedules made in accordance herewith.

Section 6. Notices.

Except as otherwise stated in this Agreement, any notice or demand to be given under this Agreement must be delivered in person, sent by certified United States mail, or via electronic mail with Return Receipt Requested. Any notices or other communications should be addressed to the individuals and addresses listed on page one (1) of this Agreement.

Section 7. Survival of Obligations.

The respective obligations of the Board and Contractor under these terms and conditions, which by their nature would continue beyond the termination, cancellation, or expiration of the Agreement will survive such termination, cancellation, or expiration.

If a court or governmental agency with proper jurisdiction determines that this Agreement, or a provision herein is unlawful, this Agreement or that provision, will terminate. If a provision is so terminated but the Parties legally, commercially, and practicably can continue this Agreement without the terminated provision, the remainder of this Agreement will continue in effect.

Section 8. Records, Dissemination of Information.

For purposes of this Agreement, the following words and phrases have the meanings set forth in this section, except where the context clearly indicates that a different meaning is intended.

“Work Product” means any report, recommendation, paper, presentation, drawing, demonstration, or other materials, whether in written, electronic, or other format that results solely from Contractor’s Services under this Agreement.

“Supporting Documentation” means any surveys, questionnaires, notes, research, papers, analyses, whether in written, electronic, or in other formats which result solely from Contractor’s Services under this Agreement, and which are used to generate any and all work performed and work products generated under this Agreement.

“Business Records” means any books, documents, papers, account records and other evidences, whether written, electronic, or in other format, belonging to Contractor and pertaining to the Services under this Agreement.

A. All Work Products and Supporting Documentation must be delivered to the Board and will become the property of the Board after final payment is made to the Contractor with no right, title, or interest in said Work Products or Supporting Documentation vesting in Contractor, except as provided in this section. Contractor retains the right to all its software, intellectual property and templates that are not Work-specific deliverables, as well as to individual features of the design which Contractor would reasonably expect to be able to recreate in whole or in part in other projects. Contractor is not liable for any unauthorized use or reuse of any plans or specifications by the Board or any third party.

B. The Contractor agrees not to release, transmit, or otherwise disseminate information associated with or generated as a result of the Work performed under this Agreement without prior knowledge and written consent of the Board.

C. In the event of termination, all Work Product finished or unfinished, and supporting documentation prepared by the Contractor under this Agreement, must be delivered to the Board by Contractor by the termination date without further obligation of the Board to Contractor except for payment of amounts due and owing for Work performed and costs incurred as of the date and time of termination.

D. The Contractor must maintain all Business Records relating to this Agreement in such a manner as will readily conform to the terms of this Agreement and to make such materials available at its office at all reasonable times during this Agreement period and for six (6) years commencing after the later of the date of the final payment under the Agreement or resolution of all audit findings, for audit or inspection by the Board, appropriate federal agency or agencies, the Auditor of the State of Minnesota, or other duly authorized representative.

E. The Contractor agrees to abide strictly by Chapter 13, Minnesota Government Data Practice Act, and in particular Minn. Stat. §§ 13.05, subd. 6 and 11; and 13.37, subd. 1 (b) and Minn. Stat. §§ 138.17 and 15.17. All of the data created, collected, received, stored, used, maintained, or disseminated by the Contractor in performing functions under this Agreement is subject to the requirements of the Minnesota Government Data Practices Act and Contractor must comply with those requirements as if it were a governmental entity. If any provision of this Agreement conflicts with the Minnesota Government Data Practices Act or other Minnesota state laws, state law shall control. The Contractor agrees to hold the City and the Board, its officers, and employees harmless from any claims resulting from the Contractor’s unlawful disclosure or use of data protected under state or federal laws, regardless of the limits of insurance coverage. Further, the Contractor must ensure that all applicable notices are provided consistent with Minn. Ch. 13, including Tennesen warnings.

Section 9. Human Rights/Affirmative Action/Economic Opportunity Requirements and Specifications.

A. Requirements

Contractor must comply with the City of Saint Paul's Affirmative Action Requirements in Employment pursuant to Section 183.04 of the Saint Paul Legislative Code, the Rules Governing Affirmative Requirements in Employment, and Chapter A-12 of the Saint Paul Administrative Code governing workplace conduct. Contractor also must comply with the City of Saint Paul's Vendor Outreach Program pursuant to Chapter 84 of the Saint Paul Administrative Code. The Contractor agrees to comply with all federal, state and local laws, resolutions, ordinances, rules, regulations and executive orders pertaining to unlawful discrimination on account of race, creed, religion, color, sex, sexual or affectional orientation, national origin, ancestry, familial status, age, disability, marital status, or status with regard to public assistance and will take affirmative steps to ensure that applicants are employed and employees are treated during employment without regard to the same. By signing this Agreement, Contractor agrees to abide by these requirements for contracts issued in the name of the Board.

B. Specifications

When applicable, the Contractor must comply with the Affirmative Action and Vendor Outreach Specifications attached to this Agreement and incorporated by reference herein.

Section 10. Affirmative Action Plan.

Pursuant to City of Saint Paul Administrative Code § 86.06 and City of Saint Paul Legislative Code §183.04, every contractor and/or subcontractor whose total accumulated contract awards from the City of Saint Paul over the preceding twelve months have met or exceeded \$50,000 must complete and submit to the Department an Affirmative Action Program Registration form along with a \$75 dollar registration fee. This requirement also applies to contracts issued in the name of the Board of Water Commissioners of Saint Paul. By signing this Agreement, Contractor agrees to abide by these requirements for contracts issued in the name of the Board.

Section 11. Compliance with Applicable Law.

The Contractor agrees to comply with all federal, state and local laws or ordinances, and all applicable rules, regulations and standards established by any agency of such governmental units, insofar as they relate to the Contractor's performance of the provisions of this Agreement. The Contractor must at Contractor's expense apply for and obtain all permits and/or licenses required and keep such in force during Contractor's performance of this Agreement.

Section 12. Conflict of Interest.

Contractor's acceptance of this Agreement indicates compliance with Chapter 24.03, City of Saint Paul Administrative Code: "Except as permitted by law, no city official or employee shall be a party to or have a direct financial interest in any sale, lease, or contract with the City." The Contractor also affirms that to the best of the Contractor's knowledge, Contractor's involvement in this Agreement does not result in a conflict of interest with any party or entity which may be affected by the terms of this Agreement. The Contractor agrees that should any conflict or potential conflict of interest become known to the Contractor, it will immediately notify the Procurement Manager (or equivalent) of the situation so that a determination can be made about Contractor's ability to continue performing services under this Agreement. Contractor agrees to be bound by these requirements for contracts issued in the name of the Board.

Section 13. Hold Harmless.

The Contractor will bear all losses, expenses (including attorney's fees) and damages resulting from any negligent act or omission by the Contractor, or any person employed by Contractor in carrying out the terms of this Agreement. The Contractor will defend, indemnify, and hold harmless, to the extent allowed by law, the City and the Board and its officers, agents and employees from all liabilities, claims, damages, costs, judgments, lawsuits, and expenses, including court costs and reasonable attorney's fees, regardless of the Contractor's insurance coverage, resulting from any negligent act or omission by the Contractor or any person employed by Contractor in carrying out the terms of this Agreement. This indemnification shall not be construed as a waiver on the part of the City or the Board of any immunities or limits on liability provided by Minnesota Statutes Chapter 466 or other applicable state or federal law. This obligation of the Contractor shall survive the termination or expiration of this Agreement.

Section 14. Assignment.

The Board and Contractor each binds itself and its successors, legal representatives, and assigns, with respect to all covenants of this Agreement; and neither the Board nor the Contractor will assign or transfer its interest in this Agreement without the written consent of the other.

Section 15. Termination.

A. With Cause.

The Board reserves the right to terminate this Agreement if the Contractor violates any of the terms or does not fulfill, in a timely and proper manner, its obligations under this Agreement. If the Board exercises its right to terminate under this Section, it will submit written notice to the Contractor, specifying the nature of the breach and the date by which such breach must be cured.

B. In the Event of Termination.

In the event of termination, the Board will pay Contractor for all Work, Services and/or products, received by the Board up to the receipt of the notice of termination and thereafter until the date of termination. Upon receipt of such notice, the Contractor must take all actions necessary to discontinue further commitments of funds to the extent that they relate to the terminated portions of this Agreement. Prior to the Board rendering final payment for service, the Contractor must deliver all work products and supporting documentation developed up to the time of termination.

Section 16. Interpretation of Agreement, Venue, Conflicts.

A. Interpretation of Agreement and Venue.

This Agreement will be interpreted and construed according to the laws of the State of Minnesota. All litigation regarding this Agreement must be venued in Ramsey County District Court, Second Judicial District, State of Minnesota, or the United States District Court, District of Minnesota, where applicable.

B. Conflicts.

Any ambiguities related to the terms and conditions set forth in this Agreement will be construed in favor of the Board. If any provision of this Agreement conflicts with federal laws or regulations, the federal laws and regulations will control.

Section 17. Independent Contractor.

It is agreed by the Parties, that at all times and for all purposes related to the solicitation and performance of this Agreement, the relationship of the Contractor to the City and the Board is that of independent

contractor and not that of employee. No statement contained in the specifications or this resulting Agreement will be construed so as to find the Contractor an employee of the City or the Board, and Contractor is entitled to none of the rights, privileges, or benefits of City or Board employees.

Section 18. Waiver.

Lack of enforcement by the City or the Board of any breach of this Agreement does not constitute a waiver of the City or Board's right to enforce any subsequent breach or default.

Section 19. Subcontracting.

A. Written Approval Required.

The Contractor agrees not to enter into any subcontracts for any of the Work contemplated under this Agreement without obtaining prior written approval of the Board/SPRWS. As required by Minnesota Statutes Section 471.425, Subd. 4a, the Contractor must pay any subcontractors within ten (10) days of the Contractor's receipt of payment from the City and/or the Board for undisputed services provided by the subcontractors, and the Contractor must comply with all other provisions of that statute.

B. Subcontractor Agreements.

The Contractor agrees to incorporate these terms and conditions, exhibits, attachments, specifications, and all related contract documents and materials into all subcontractor agreements and agrees to cause its subcontractors to do the same in any subordinate subcontractor agreements.

C. Subcontractor Payment.

Prime contractors are required to pay any subcontractor pursuant to paragraph A of this section and applicable Minnesota Statutes. The prime contractor will be required to pay interest of 1.5 percent per month or any part of a month to the subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10.00. For an unpaid balance of less than \$100, the prime contractor shall pay the actual penalty due to the subcontractor. A subcontractor who prevails in a civil action to collect interest penalties from a prime contractor must be awarded its costs and disbursements, including attorney's fees, incurred in bringing the action. Ref: Minnesota Statutes 1995, amending Section 471.425, effective 8-1-95.

Section 20. Force Majeure.

Neither the Board, nor the Contractor will be held responsible for performance if performance is prevented by acts or events beyond the Party's reasonable control, including, but not limited to: severe weather, earthquake or other natural occurrences, strikes and other labor unrest, power failures, electrical power surges or current fluctuations, nuclear or other civil military emergencies, or acts of the legislature, judiciary, or executive.

Section 21. Entire Agreement.

Specifications and other solicitation materials specifically referenced and incorporated into this Agreement and these General Terms and Conditions constitute the entire Agreement between the parties and supersede all prior oral or written negotiations.

Section 22. Insurance.

A. Contractors

Contractors must carry insurance of the kind and in the amounts shown below during the term of this Agreement and any extension periods. Certificates for General Liability Insurance must state that the City of Saint Paul, its officials, employees, agents, and representatives are Additional Insureds, and the Board of Water Commissioners of Saint Paul, its officials, employees, agents, and representatives are Additional Insureds. Contractor must submit the corresponding “additional insured” endorsement outlining policy coverage for the City. The policy must include an “all services, products, or completed operations endorsement as a sublimit to the General Liability Policy. Errors and omissions coverage must be included if the Contractor will be providing services for the City as a sublimit of the General Liability policy. Agent must state on the certificate if company carries errors and omissions coverage.

B. Subcontractors or Independent Contractors.

If the City or the Board gives written approval for Contractor to utilize subcontractors or other independent contractors to fulfill the terms and conditions of this Agreement, each subcontractor or independent contractor is required to have and secure for the duration of this Agreement and any extension periods (or the period of time during which said contractor is working on this Agreement) to have and maintain their own general liability, auto liability and workers compensation insurances that provide coverage for their own employees. If requested by the City or the Board, subcontractors and independent contractors must certify that they are not entitled to receive employee benefits of any type because their contractual relationship with the City or the Board is of that of a subcontractor or independent contractor, not a City or Board employee.

C. Insurance Limits.

1. General or Business Liability Insurance

\$1,500,000 per occurrence

\$2,000,000 aggregate per project

\$2,000,000 products/completed operations total limit

\$1,500,000 personal injury and advertising

Errors and Omissions

\$1,000,000 per occurrence

\$1,000,000 aggregate

2. Automobile Insurance.

a. Commercial Vehicles. When commercial vehicles will be used in connection with the Agreement, these minimum coverage amounts are required:

Bodily Injury

\$750,000 per person

\$1,000,000 per accident

Property Damage

Not less than \$50,000 per accident

Coverage must include: hired, non-owned and owned auto

b. Personal Vehicles. When personal vehicles are used in connection with the Agreement, neither the City nor the Board is required to be named as Additional Insureds, but proof of insurance is required prior to commencement of activities. Contractor must provide the City and the Board with Endorsements from the insurance company.

Bodily Injury

\$30,000 per person

\$60,000 per accident

Property Damage

\$20,000 per accident

c. Rental Vehicles. When rental vehicles are used in connection with the Agreement, the Contractor must either purchase insurance from the rental agency or provide the City and the Board with proof of insurance as stated above.

d. In the event that the Contractor will not use a vehicle in to complete the tasks described in Exhibit A - Scope of Work pursuant to this Agreement, the Contractor must provide a statement to that fact in the form of an email or a letter (on business letterhead) prior to beginning work on the contract. In such a case, proof of automobile insurance will not be required.

3. Worker's Compensation and Employer's Liability. Worker's Compensation coverage is required per Minnesota Statutes. Employer's Liability must have a minimum of:

\$500,000 per accident

\$500,000 per employee;

\$500,000 per disease policy limit.

a. Contractors with 10 or fewer employees who do not have Worker's Compensation coverage are required to provide the City and the Board with a completed "Certificate of Compliance" (State of Minnesota form MN LIC 04) verifying their number of employees and the reason for their exemption.

4. Professional Services Coverage. Professional Liability Insurance is required when the Agreement is for service for which professional liability insurance is available for purchase. Professional Liability must have minimum liability limits of:

\$1,000,000 per claim

\$1,000,000 aggregate

Coverage to be maintain for a period of six (6) years following substantial completion date, provided such coverage is commercially available at reasonable rates.

5. Work Scope Specific Insurance. If required by the type of services being provided, the following minimum insurance limits apply for: Pollution Liability or Hazardous Waste, Builder's Risk, or other specialty insurance:

a. Pollution Liability / Hazardous Waste.

\$1,000,000 per occurrence

\$1,000,000 aggregate

D. General Insurance Requirements

1. All policies must be written on an occurrence basis or as acceptable to the City and the Board. Certificates of insurance must indicate that the policy is issued on an occurrence basis.

2. The Contractor may not commence any work until the Certificate(s) of Insurance including all required insurance coverage for the project is approved, and the Project Manager has issued a notice to proceed. Contractor must carry valid insurance for the duration of the original Agreement and any extension periods.

3. The City and the Board reserve the right to review Contractor's insurance policies at any time, with reasonable notice provided, to verify that City requirements have been met.

4. Nothing precludes the City or the Board from requiring Contractor to purchase and provide evidence of additional insurance if the scope of services requires changes, if the amount of the Agreement is significantly increased, or if the exposure to the City, the Board, or Saint Paul residents is deemed to have increased.

5. Satisfaction of policy limits required above for General Liability and Automobile Liability Insurance, may be met with the purchase of an umbrella or excess policy. Any excess or umbrella policy must be

written on an occurrence basis, and if such policy is not written by the same insurance carrier, the proof of underlying policies (endorsement) will be provided with any certificate of insurance.

Section 23. Counterparts.

The Parties may sign this Agreement in counterparts, each of which constitutes an original, but all of which together constitute one instrument.

Section 24. Electronic Signatures.

The Parties agree that the electronic signature of a Party to this Agreement will be as valid as an original signature of such Party and will be effective to bind such Party to this Agreement. The Parties further agree that any document (including this Agreement and any attachments or exhibits to this Agreement) containing, or to which there is affixed, an electronic signature will be deemed (i) to be “written” or “in writing,” (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. For purposes hereof, “electronic signature” also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g., via PDF) of an original signature. Any Party’s failure to produce the original signature of any electronically transmitted signature will not affect the enforceability of this Agreement.

Section 25. Additional Terms and Conditions Incorporated by Reference, City/Board Terms and Conditions Supreme.

The City or the Board may incorporate by reference Federal, State, and/or City Department project specific specifications or proposals. Except as otherwise provided in this Agreement, if any provision contained in the Federal, State, or project specific specifications or proposal conflicts with, or inconsistent with, any provision in the general City/Board Terms and Conditions, the more restrictive provision will control. Notwithstanding the foregoing, the City/Board Terms and Conditions and the included attachments supersede Contractor proposals or attachments.

Section 26. Additions.

During the contract period, the City reserves the right to request pricing for and add to the contract a limited number of like services or items to accommodate the need for any services or items that may have been inadvertently omitted from the scope of work included in Exhibit A.

Section 27. Non-Exclusive Services/ Scope of Work.

The Board reserves the right to establish additional Master Contracts and/or do competitive solicitations for needed products or services deemed to be in their interest.

Section 28. Exhibits.

As so referenced in these terms and conditions, the Exhibits, project specific specifications and related documents attached to this Agreement, and all obligations and duties articulated and certifications made therein, are incorporated into and made part of this Agreement.

Exhibit A: Scope of Work

EXHIBIT A

Scope of Work

The purpose of this SOW is to describe the work, services, tasks and/or deliverables that Contractor will provide to [the Board] under the Board Terms and Conditions agreed upon by the Parties, (the “**Agreement**”). Additional terms and conditions may be set forth in this SOW. To the extent the terms and conditions of this SOW are inconsistent with those of the Agreement, the terms of this SOW will control with respect to the work, services, tasks and/or deliverables described herein. Capitalized terms used herein shall have the same meaning as those used in the Agreement. This SOW is an attachment to and is incorporated by this reference into the Agreement as if fully set forth therein and made a part thereof. This SOW, together with the Agreement, represents the complete and total understanding of the parties regarding the Services to be provided by Contractor hereunder.

I. Project Description and Purpose:

There is a need for flexibility in providing engineering services support to SPRWS staff due to complexity of engineering projects, the need for subject expertise, the difficulty in identifying fully defined scope, and the availability of current engineering staff. The purpose of this contract is to retain an engineering firm in various disciplines to provide support to SPRWS staff as the needs become apparent.

II. Scope of Work/Deliverables

Electrical/Communications

- Define and prioritize preventative maintenance needs. Assist with establishing and maintaining a successful preventative maintenance program for electrical infrastructure. (Note: all assistance is programmatic; SPRWS staff or separate contractors will perform the PM labor.) Help to “right size” preventative maintenance program, balancing maintenance costs with the costs of deferred/neglected maintenance.
- Assist with maintaining up-to-date and accurate one line drawings of SPRWS infrastructure
- Assist with procurement when new electrical upgrades are required (i.e. develop scope of work, owner preferences/standards, etc.)
- To the extent possible, perform design work and develop bidding documents for new electrical projects
- Develop commissioning plans for new electrical installations and ensure that commissioning is satisfactorily completed. Review electrical installations to ensure that constructed product meets the project’s goals.
- Review electrical plans developed by other firms, identify potential issues/concerns, coordinate SPRWS’s review plans by processing information and identifying items relevant to SPRWS’s interests.
- Respond as needed to emergency calls (outside of normal working hours) to address electrical emergencies in SPRWS’s system.
- Work with SPRWS staff to regularly review electrical infrastructure to identify which electrical components have the highest likelihood of failure and the highest consequence of failure. Identify potential projects that result from these reviews; assist SPRWS in prioritizing projects.
- (Preferred) Have familiarity with SCADA programming and integration (specifically Ignition software) and best practices or be prepared to subcontract with an integration professional on behalf of SPRWS to program SCADA interfaces, debug communications problems, improve P&ID loops, etc.

- Coordinate with integration professionals (from SPRWS or separate contractor) as needed to ensure that electrical infrastructure and hardware supports SCADA needs.
- Assist SPRWS in developing clear electrical standards for infrastructure. Assist SPRWS in developing clear lists of SPRWS's preferred equipment/manufacturers/etc. Ensure that these preferences are based on sound logic and not just limited perspective.
- Advise SPRWS on appropriate staffing levels for electrical maintenance. Review productivity of SPRWS's electrical staff and norms at other similar facilities to determine whether staffing changes are advisable.
- Educating SPRWS staff with no electrical background to establish a basic understanding of how various pieces of electrical equipment work together to meet operational goals/needs
- Energy management
- Electrical use and cost analysis
- System rehab (MCCs, wiring, etc.)
- System and campus electrical infrastructure
- Fiber
- Cellular
- Radio
- Telemetry
- Alarms

Utility System Services and Planning

- Water Treatment Plant Facilities Design/Inspection/Preventative Maintenance
Capital planning and project prioritization for drinking water utilities
- Water Treatment/Distribution System Operational Studies
- Water Storage Facility Design/Inspection/Preventative Maintenance
- Pumping/Lift Station Design, Rehabilitation, inspection, preventative maintenance
- Rate Cost of Service Studies, Rate analysis and design
- Water Storage Tank/Tower inspections, preventative maintenance, and design
- Cathodic protection analysis and reporting
- Water Distribution System Hydraulic Modeling
- Drinking water treatment optimization using water quality monitoring (at the plant and throughout the distribution system)
- Chemical feed system design and operation (storage, pumping, safety, optimization, maintenance, etc.)
- Operator training and support (drinking water treatment and pumping operations)
- Regulatory compliance (MDH, MPCA, DNR, etc.)

III. Compensation Terms:

The Professional Service Provider will provide the hourly rates for all applicable staff included in this contract. When work is required, a scope and fee will be provided by the Contractor.

All invoicing is subject to Section 3 of the City's General Terms and Conditions unless otherwise stated.

IV. Contractor/Professional Service Provider Attachments

Hourly pay rates.

Standard Hourly Rates are subject to annual review and adjustment each calendar year. Hourly rates for services effective January 1, 2024 are:

Project Director	\$285	Project Scientist 1	\$140
Project Manager 3	\$260	Engineering Technician 5	\$180
Project Manager 2	\$240	Engineering Technician 4	\$160
Project Manager 1	\$215	Engineering Technician 3	\$150
Engineer 8	\$260	Engineering Technician 2	\$140
Engineer 7	\$240	Engineering Technician 1	\$120
Engineer 6	\$215	Architect 7	\$230
Engineer 5	\$210	Architect 5	\$190
Engineer 4	\$185	Architect 3	\$160
Engineer 3	\$165	Estimator 3	\$210
Engineer 2	\$150	Estimator 2	\$200
Engineer 1	\$135	Estimator 1	\$165
Engineering Manager 3	\$230	Project Coordinator 2	\$160
Engineering Manager 2	\$205	Project Coordinator 1	\$145
Engineering Manager 1	\$190	Project Administration 3	\$130
Project Scientist 6	\$220	Project Administration 2	\$120
Project Scientist 5	\$205	Project Administration 1	\$115
Project Scientist 4	\$190	Project Accountant 2	\$150
Project Scientist 3	\$170	Project Accountant 1	\$140
Project Scientist 2	\$160		

Reimbursable Expenses are subject to annual review and adjustment. Reimbursable expense shall include travel, equipment rental, and document reproduction.

Any subconsultant expenses will be marked up by 5 percent. All other direct expenses including travel and equipment rental will be billed at cost with no markup.

Board of Water Commissioners
of the City of Saint Paul
1900 Rice Street
Saint Paul, MN 55113

Black & Veatch Corporation
7760 France Avenue South
Suite 1200
Minneapolis, MN 55435

Board of Water Commissioners
of the City of Saint Paul:
This Agreement has been duly executed by the
Board of Water Commissioners of the City of Saint Paul
via electronic approval

Contractor:

Signature



Paul Boersma

Printed Name

Vice-President

Title

07/18/2024

Date

**BOARD OF WATER COMMISSIONERS
RESOLUTION**

PRESENTED BY
COMMISSIONER _____

No. 25-1096
DATE July 15, 2025

WHEREAS, the Board of Water Commissioners of the City of Saint Paul has established master contracts with firms to provide engineering services; and

WHEREAS, Black & Veatch proposed to provide professional engineering services for Fridley pump station to SPRWS at a cost not to exceed \$82,000 billed per hourly rates in accordance with master contract No. 4743; now, therefore; and

RESOLVED, that the Board of Water Commissioners of the City of Saint Paul hereby authorizes Black & Veatch to provide electrical engineering services for Fridley pump station, under the master contract No. 4743 and hereby authorizes its General Manager of Saint Paul Regional Water Services to execute any and all forms as may be required for such agreements.

Water Commissioners

Adopted by the Board of Water Commissioners

Yeas

Nays

July 15, 2025

In favor

Opposed

Secretary



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1097

File ID: RES 25-1097

Type: Resolution

Status: Archived

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action: 07/15/2025

Title: Pertaining to a grant funding agreement with the Metropolitan Council to continue a water demand reduction program.

Notes:

Sponsors:

Enactment Date:

Attachments: Staff Report, Resolution 25-1097

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Board of Water Commissioners	07/15/2025	Adopted				Pass

Text of Legislative File RES 25-1097

Pertaining to a grant funding agreement with the Metropolitan Council to continue a water demand reduction program.

SUBJECT

BOARD RESOLUTION NO. 25-1097

Pertaining to a grant funding agreement with the Metropolitan Council to continue a water demand reduction program.

2025 STRATEGIC PLAN GOALS: Energy and Water Resource Sustainability

At its March 13, 2025 meeting, the Board directed staff to make an application of the Metropolitan Council for grant funding through the Metropolitan Council Water Efficiency Grant Program. Staff has completed that application and the Board has been allocated \$75,000 in grant funding for the implementation of water demand reduction measures focused on equity to support technical and behavioral changes in underserved and disproportionately burdened communities.

The funds are proposed to be used to continue a toilet efficiency program to help Board customers by replacing toilets with approved devices that use substantially less water.

The Board would be responsible for the design and operation of these programs which are to be defined by a grant funding agreement pertaining to the policies and procedures for the administration of grant funds. This resolution authorizes staff to work with the Metropolitan Council in the completion and execution of such an agreement.

RECOMMENDATION

Approval

**BOARD OF WATER COMMISSIONERS
RESOLUTION**

PRESENTED BY
COMMISSIONER _____

No. **25-1097**
DATE July 15, 2025

WHEREAS, the Metropolitan Council (the “Council”) is authorized by Minnesota Statutes section 473.129, subdivision 4 to apply for and use grants from the State of Minnesota for any Council purpose and may dispose of the money in accordance with the terms of the appropriation; and

WHEREAS, the Council has been appropriated funds from the Legacy Amendment’s Clean Water Fund for fiscal years 2025 and 2026, to establish a water demand reduction grant program to encourage municipalities in the metropolitan area to implement measures to reduce water demand to ensure the reliability and protections of drinking water supplies (“Water Efficiency Grant Program”); and

WHEREAS, the Board of Water Commissioners of the City of Saint Paul (the “Board”) has the legal authority to apply for grants, and the financial, technical, and managerial capacity to administer a program using the funds to provide the highest benefit to participating property owners; and

WHEREAS, at its March 13, 2025 meeting, the Board directed staff to make application for grant funding of \$75,000 to the Council through its Water Efficiency Grant Program and authorized its General Manager of Saint Paul Regional Water Services to execute any and all forms as may be required in said application; and

WHEREAS, Board staff has completed said application and the Council has authorized the granting of \$75,000 to the Board for a toilet efficiency program; now, therefore, be it

RESOLVED, that the Board of Water Commissioners of the City of Saint Paul does hereby direct staff to prepare a grant funding agreement pertaining to the policies and procedures for the administration of grant funds totaling \$75,000 with the Metropolitan Council and hereby authorizes and directs its General Manager of Saint Paul Regional Water Services to execute said grant funding agreement on behalf of the Board.

Water Commissioners

Adopted by the Board of Water Commissioners

Yeas

Nays

July 15, 2025

In favor

Opposed

Secretary

ORIGINAL



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1098

File ID: RES 25-1098

Type: Resolution

Status: Archived

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action: 07/15/2025

Title: Pertaining to accepting a Met Council grant, amending the 2025 adopted budget to include the grant amount.

Notes:

Sponsors:

Enactment Date:

Attachments: Staff Report, Resolution 25-1098

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Board of Water Commissioners	07/15/2025	Adopted				Pass

Text of Legislative File RES 25-1098

Pertaining to accepting a Met Council grant, amending the 2025 adopted budget to include the grant amount.

SUBJECT

BOARD RESOLUTION NO. 25-1098

Pertaining to accepting a Met Council grant, amending the 2025 adopted budget to include the grant amount.

2025 STRATEGIC PLAN GOALS: Energy and Water Resource Sustainability

The Board has been awarded a Met Council Grant in the amount of \$75,000 to assist with the Water Efficiency program.

The budget amendment provides for an overall increase in financing and spending. The 2025 Budget account codes to be revised are included in the attachment.

\$ 198,697,999	2025 Initial Adopted Budget
\$ 12,000,000	2025 Budget Amendment No. 1 Water Treatment Plan
\$ 0	2025 Budget Amendment No. 2 Organization Restructure -neutral change
\$ 0	2025 Budget Amendment No. 3 Debt service PFA note 2024
\$ 75,000	2025 Budget Amendment No. 4 Met Council Grant
\$ 210,772,999	2025 Amended Budget

RECOMMENDATION

Approval

Amendment

BUDGET ADJUSTMENT # 4					
WATER UTILITY FUND					
CHANGES TO 2025 ADOPTED BUDGET					
Financing					
Accounting Unit/Account	2025 Adopted Budget	Proposed Change	Revised Budget	Comments*	
69082500-43905	\$0	\$75,000	\$75,000	To Record Met Council Grant Revenue	
Total Financing	\$0	\$75,000	\$75,000		
Spending					
Accounting Unit/Account	2025 Adopted Budget	Proposed Change	Revised Budget	Comments*	
69082500-71525	\$0	\$33,000	\$33,000	Plumbing supplies	
69082500-60417	\$0	\$42,000	\$42,000	Trades not certified temp	
Total Spending	\$0	\$75,000	\$75,000		
*AU=Accounting Units					

**BOARD OF WATER COMMISSIONERS
RESOLUTION**

PRESENTED BY
COMMISSIONER _____

No. **25-1098**
DATE July 15, 2025

WHEREAS, the Board of Water Commissioners of the City of Saint Paul (“Board”) adopted its 2025 budget in October 2024; and

WHEREAS, staff had been directed by the Board at its March 13, 2025, meeting to apply for \$75,000 in Water Efficiency Grant Program funding from the Metropolitan Council to be used for toilet efficiency program; and

WHEREAS, the Board has been awarded \$75,000 through Metropolitan Council for a toilet efficiency program beneficial to participating property owners; and

WHEREAS, SPRWS wishes to budget said additional Funds and amend the 2025 financing and spending budget: now, therefore be it

RESOLVED, that the Board of Water Commissioners does hereby amend the 2025 budget.

Water Commissioners

Adopted by the Board of Water Commissioners

Yeas

Nays

July 15, 2025

In favor

Opposed

Secretary

ORIGINAL



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1099

File ID: RES 25-1099

Type: Resolution

Status: Archived

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action: 07/15/2025

Title: Pertaining to a Lease Amendment and Termination for the Hillcrest Reservoir
Property Lease with the City of Saint Paul.

Notes:

Sponsors:

Enactment Date:

Attachments: Staff Report, City Council RES 25-770, Amendment
to Lease Agreement, Resolution 25-1099

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Board of Water Commissioners	07/15/2025	Adopted				Pass

Text of Legislative File RES 25-1099

Pertaining to a Lease Amendment and Termination for the Hillcrest Reservoir Property Lease with
the City of Saint Paul.

SUBJECT

BOARD RESOLUTION NO. 25-1099

Pertaining to a Lease Amendment and Termination for the Hillcrest Reservoir Property Lease with the City of Saint Paul.

2025 STRATEGIC PLAN GOALS: Stakeholder Understanding and Support

On September 15, 2021, the Board of Water Commissioners entered into a 20-year lease agreement with the City of Saint Paul for use of a portion of the Hillcrest Reservoir property located at 2115 Hoyt Avenue East. The lease allowed the City's Department of Parks and Recreation to construct and operate public recreational facilities on the site. The agreement was set to expire on December 31, 2041 and provided for lease termination only in cases of cause.

The lease included terms requiring the City to maintain the leased area and allowed the Board access for reservoir maintenance, emergency response, and future improvements.

Recent Developments

After further evaluation and interdepartmental discussions, both the Board and the City have agreed that it is in the best interest of both parties to terminate the lease early. The parties have negotiated a lease amendment that permits mutual termination without cause.

On May 21, 2025, the Saint Paul City Council adopted Resolution RES 25-770, authorizing City officials to execute the lease amendment and proceed with termination. The resolution was approved by Mayor Carter on May 28, 2025. The attached Board resolution would mirror the City's action by approving the same lease amendment and formally authorizing termination.

Next Steps

Upon approval by the Board:

- The lease amendment will be signed by both parties.
- Staff will coordinate with City representatives to finalize site turnover.

Attachments

- Board Resolution
- Amended Lease Agreement
- City Council Resolution RES 25-770

RECOMMENDATION

Staff recommends that the Board of Water Commissioners adopt the attached resolution:

- Approving the Lease Amendment with the City of Saint Paul; and
- Authorizing execution of the amendment and termination of the lease agreement.



City of Saint Paul

City Hall and Court
House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Signature Copy

Resolution: RES 25-770

File Number: RES 25-770

Authorizing the City to enter into the attached Lease Amendment between the City and the Board of Water Commissioners for property at the Hillcrest Reservoir and to terminate the Lease.

WHEREAS, the Board and the City entered into a Lease Agreement for property owned by the Board and located at 2115 Hoyt Ave E, commonly referred to as Hillcrest Reservoir; and

WHEREAS, the Lease Agreement was for an initial term ending December 31, 2041; and

WHEREAS, the Board and the City wish to amend the Lease to provide the Board and the City the option to mutually terminate the Lease without cause, and to move forward with termination under the new language; now, therefore, be it

RESOLVED, that the City Council of the City of Saint Paul authorizes the appropriate City officials to enter into the attached Amendment and to terminate the Lease Agreement.

At a meeting of the Saint Paul City Council on 5/21/2025, this Resolution was Adopted.

Yea: 7 Councilmember Noecker, Councilmember Yang, Councilmember Kim, Councilmember Bowie, Councilmember Jost, Councilmember Johnson, and Councilmember Privratsky

Nay: 0

**Vote Attested by
Council Secretary**

Shari Moore

Date 5/21/2025

Approved by the Mayor

Melvin Carter III

Date 5/28/2025

FIRST AMENDMENT to the LEASE AGREEMENT

between

THE BOARD OF WATER COMMISSIONS OF THE CITY OF SAINT PAUL

and

THE CITY OF SAINT PAUL

This FIRST AMENDMENT (the “Amendment”) to the February 8, 2022 Lease Agreement (the “Lease”) between the BOARD OF WATER COMMISSIONS OF THE CITY OF SAINT PAUL, a municipal corporation under the laws of the State of Minnesota (the “Board”) and the CITY OF SAINT PAUL, a home rule charter city under the laws of the State of Minnesota (the “City”) is made this ____ day of April, 2025.

WHEREAS, the Board owns property located at 2115 Hoyt Avenue East in the City of Saint Paul, County of Ramsey, State of Minnesota, commonly referred to as Hillcrest Reservoir (the “Property”); and

WHEREAS, the Board and the City entered into the Lease to allow the City to use the Property; and

WHEREAS, the Lease is for a term ending on December 31, 2041; and

WHEREAS, the Board and the City wish to amend the Lease to provide the Board and the City the option to mutually terminate the Lease without cause; and

Now, therefore, the parties agree as follows:

1. Section 14 of the February 8, 2022 Lease is hereby amended as follows. New language is indicated by underline.

14. Termination

- a. If for cause, the Board or the City will provide the other party with sixty (60) days written notice of intent to terminate this Lease. If the notified party fails to cure the stated cause within sixty (60) days of receipt of notice, the Lease will be terminated, with no compensation for damages owed to the notified party.
 - b. The Board and the City may terminate this Lease by mutual agreement at any time without compensation or damages owed to either party.
2. All other terms and conditions of the original Lease shall remain in full force and effect.
 3. Counterparts. The parties may sign this Amendment in counterparts, each of which constitutes an original, but all of which together constitute one instrument.
 4. Electronic Signatures. The parties agree that the electronic signature of a party to this Amendment will be as valid as an original signature of such party and will be effective to

bind such party to this Amendment. The parties further agree that any document (including this Amendment and any attachments or exhibits to this Amendment) containing, or to which there is affixed, an electronic signature will be deemed (i) to be “written” or “in writing,” (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. For purposes hereof, “electronic signature” also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g., via PDF) of an original signature. Any party’s failure to produce the original signature of any electronically transmitted signature will not affect the enforceability of this Amendment.

BOARD OF WATER COMMISSIONERS
OF THE CITY OF SAINT PAUL

CITY OF SAINT PAUL

President

Mayor/Designee

Secretary

Director of Parks & Recreation

General Manager

Finance Director

City Clerk

Approved as to Form:

Approved as to Form:

Assistant City Attorney

Assistant City Attorney

**BOARD OF WATER COMMISSIONERS
RESOLUTION**

PRESENTED BY
COMMISSIONER _____

No. **25-1099**
DATE July 15, 2025

WHEREAS, the Board of Water Commissioners of the City of Saint Paul (“Board”) is the owner of certain real property located at 2115 Hoyt Avenue East, commonly referred to as the Hillcrest Reservoir site; and

WHEREAS, on September 15, 2021, the Board entered into a Lease Agreement with the City of Saint Paul (“City”) to allow the City’s Department of Parks and Recreation to construct, maintain, and operate recreational facilities on a portion of the property; and

WHEREAS, the Lease Agreement was for a term ending December 31, 2041, and included provisions allowing termination for cause; and

WHEREAS, the Board and the City now wish to amend the Lease Agreement to allow for mutual termination without cause and to proceed with termination of the Lease under the new provision; and

WHEREAS, the Saint Paul City Council, by Resolution No. 25-770, adopted on May 21, 2025, authorized the City to enter into the Lease Amendment and to terminate the Lease Agreement accordingly;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Water Commissioners of the City of Saint Paul:

1. The Board hereby approves the Lease Amendment between the Board and the City of Saint Paul, allowing for mutual termination of the Lease Agreement dated September 15, 2021.
2. The Board authorizes its officers and the General Manager of Saint Paul Regional Water Services to execute the Lease Amendment and all documents necessary to effectuate the termination of the Lease.

Water Commissioners

Adopted by the Board of Water Commissioners

Yeas

Nays

July 15, 2025

In favor

Opposed

Secretary

ORIGINAL



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1100

File ID: RES 25-1100

Type: Resolution

Status: Archived

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action: 07/15/2025

Title: Pertaining to security enhancements at pump stations, reservoirs, and water towers.

Notes:

Sponsors:

Enactment Date:

Attachments: Staff Report, Resolution 25-1100

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Board of Water Commissioners	07/15/2025	Adopted				Pass

Text of Legislative File RES 25-1100

Pertaining to security enhancements at pump stations, reservoirs, and water towers.

SUBJECT

BOARD RESOLUTION NO. 25-1100

Pertaining to security enhancements at pump stations, reservoirs, and water towers.

2025 STRATEGIC PLAN GOALS: Regulatory Compliance and Quality Water

Staff is seeking approval to implement security enhancements at pump stations, reservoirs, and water towers. Security enhancements may include improvements in access control and video cameras as well as integration of our camera system (Milestone) to our access control system (Lenel). Identified assets are:

- Warehouse Multi-Lens Camera
- DeWatering Building
- Warehouse Fuel Pump camera
- West Side Pump Station
- St. Anthony Pump Station
- Roselawn Pump Station
- Mailand Pump Station
- West St. Paul Pump Station
- Highland Tower
- Beebe Pump Station
- Highland Tower #2
- Hillcrest Reservoir
- Fridley Pump Station
- Sandstone Tunnel Entrance
- Lenel Milestone Integration
- West Side Reservoir

Total cost of the project is \$185,212.44 of which \$166,877.47 is budgeted to Pro-Tec and the remaining balance for electrical work and supplies internal to SPRWS.

This resolution will authorize staff to implement these security enhancements. If the application is approved, staff will present a Grant Agreement to the Board at a later date for its consideration.

RECOMMENDATION

Approval

**BOARD OF WATER COMMISSIONERS
RESOLUTION**

PRESENTED BY
COMMISSIONER _____

No. **25-1100**
DATE July 15, 2025

WHEREAS, Saint Paul Regional Water Services consists of several dozen facilities both onsite at the McCarrons campus as well as off-site with our production and distribution network; and

WHEREAS, security enhancements have been identified at 16 locations that will allow staff to monitor access to the sites and/or provide staff visibility on the asset; and

WHEREAS, several instances have occurred in the past couple of years where security enhancements in access control and video technology could have improved response time, situational awareness, threat identification and assisted law enforcement in the apprehension of trespassers; and

WHEREAS, the funding will be used to implement the necessary security enhancements at these identified locations; now, therefore, be it

RESOLVED, that the Board does hereby direct staff to make improvements in the security of our pump stations, reservoirs, and water towers and hereby authorizes its General Manager of Saint Paul Regional Water Services to execute the project totaling \$185,212.44 of which \$166,877.47 is budgeted to Pro-Tec and the remaining balance for electrical work and supplies internal to SPRWS.

Water Commissioners

Adopted by the Board of Water Commissioners

Yeas

Nays

July 15, 2025

In favor

Opposed

Secretary

ORIGINAL



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1101

File ID: RES 25-1101

Type: Resolution

Status: Archived

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action: 07/15/2025

Title: Pertaining to a Water Utility Agreement between Snelling-Midway Redevelopment, LLC (SMR) and the Board of Water Commissioners (Board) for providing water system work with the United Village - Phase I development located in the City of Saint Paul.

Notes:

Sponsors:

Enactment Date:

Attachments: Staff Report, Location Map, Agreement, Resolution
25-1101

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Board of Water Commissioners	07/15/2025	Adopted				Pass

Text of Legislative File RES 25-1101

Pertaining to a Water Utility Agreement between Snelling-Midway Redevelopment, LLC (SMR) and the Board of Water Commissioners (Board) for providing water system work with the United Village - Phase I development located in the City of Saint Paul.

SUBJECT

BOARD RESOLUTION NO. 25-1101

Pertaining to a Water Utility Agreement between Snelling-Midway Redevelopment, LLC (SMR) and the Board of Water Commissioners (Board) for providing water system work with the United Village – Phase I development located in the City of Saint Paul.

2025 STRATEGIC PLAN GOALS: Stakeholder Understanding and Support

Staff seeks approval of an agreement with SMR that outlines the separate responsibilities of SMR and the Board as part of United Village – Phase I development.

The United Village Phase I development project involves a 34.4 acres site located in the southeast corner of Snelling and University Ave. The plan calls for a pedestrian friendly walkable space with mix of uses to be an extension of the Allianz Field development which was previously constructed by SMR. See Location Map.

Staff has identified water system improvement work as part of the project to be constructed by the developer's contractor and inspected by SPRWS staff. Ownership of all new water infrastructure in the newly platted rights-of-way will be transferred to the Board upon final inspection and acceptance by Board staff.

The agreement was drafted by the City Attorney, reviewed, and approved by staff.

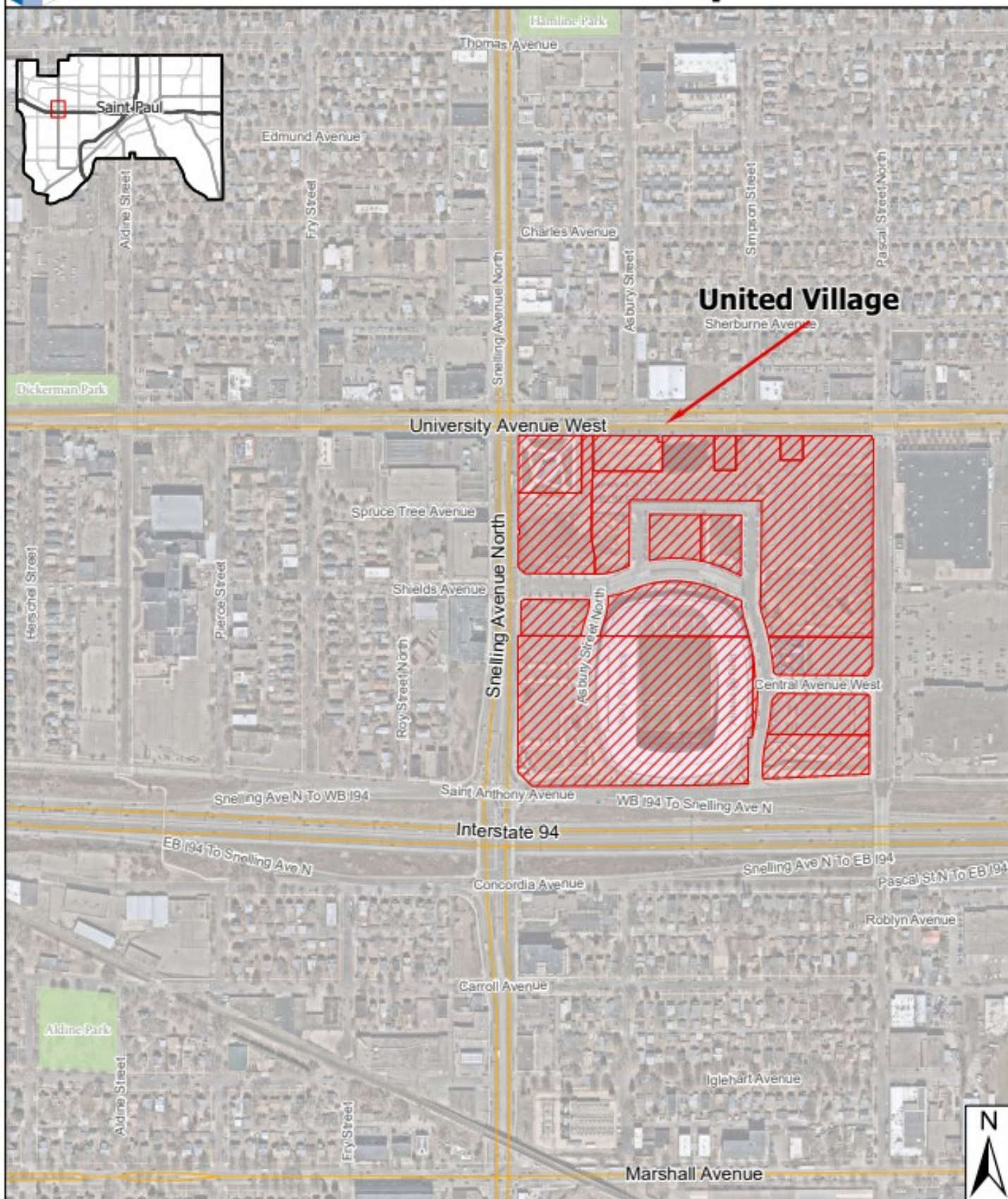
See attached location map and agreement.

RECOMMENDATION

Approval



Location Map



Data courtesy of the MN DNR, MN Geospatial Commons, MRCC Collaborative, Metropolitan Council, Nearmap, and Ramsey County

WATER UTILITY AGREEMENT – UNITED VILLAGE PHASE I

THIS WATER UTILITY AGREEMENT (“Agreement”) is made and entered into as of the _____ day of _____, 2025 (“Effective Date”), by and between SNELLING-MIDWAY REDEVELOPMENT, LLC, a Minnesota limited liability company (“SMR”) located at 4150 Olson Memorial Highway, Suite 300, Golden Valley, MN 55422, and the BOARD OF WATER COMMISSIONERS OF THE CITY OF SAINT PAUL, a Minnesota municipal corporation (the “Board”), d/b/a Saint Paul Regional Water Services (“SPRWS”), located at 1900 Rice Street, Saint Paul, MN 55113.

Recitals

- A. The Board has the full authority to introduce water for public consumption in the City of Saint Paul and to construct the necessary infrastructure for such purposes.
- B. The Board, through SPRWS, is responsible for the maintenance of public infrastructure necessary for the provision of drinking water pursuant to Title XI of the Saint Paul Legislative Code.
- C. SMR is developing United Village Phase I pursuant to the Development Agreement dated June 28, 2024, between the Housing and Redevelopment Authority of the City of Saint Paul, Minnesota, a public body corporate and politic of the State of Minnesota (the “HRA”).
- D. The Board, by virtue of State law and City ordinance, is responsible for ensuring that said construction is done pursuant to SPRWS standards for the Installation of Water Mains dated April 4, 2024 (the “SPRWS Standards”).
- E. The Board shall be responsible for ongoing maintenance of water infrastructure to be installed United Village Phase I in the public right of way (the “Water Infrastructure”) upon transfer of ownership of the Water Infrastructure from SMR to the Board under this Agreement.
- F. In order to allow for the development and construction of United Village Phase I, SMR may need to obtain easements from the Board, or contractors performing work, which would be granted pursuant to a separate agreement.

Now, therefore, in consideration of the foregoing recitals, which are hereby incorporated into this Agreement, and the mutual understandings, promises, undertakings and covenants hereinafter set forth, SMR and the Board hereby agree as follows:

1. General Provisions

- a. The terms “infrastructure” or “Water Infrastructure” used throughout this Agreement shall refer to all pipes, hydrants, meters, connection points, appurtenances, and other similar infrastructure necessary for the efficient, safe, and economical provision of safe drinking water, as contemplated by the Saint Paul City Charter, Saint Paul Legislative Code Title XI, and Chapter 110 of the State of Minnesota Special Laws of 1885.
- b. This Agreement shall be governed by and construed in accordance with the Laws of the State of Minnesota. All matters, whether sounding in tort or in contract, relating to the validity, construction, performance, or enforcement of this Agreement shall be controlled and determined in accordance with the laws of the State of Minnesota, and the parties agree that all legal actions initiated by either party or any of its successors, assigns,

transferees with respect to or arising from any provision contained in this Agreement shall be initiated, filed and venued exclusively in the State of Minnesota, Ramsey County, District Court and shall not be removed therefrom to any other federal or state court.

- c. Each of the parties has duly authorized the execution and delivery of this Agreement.
- d. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original instrument.
- e. This Agreement is the full, complete, and entire agreement of the parties with respect to the subjects hereof, and any and all prior writings, representations, and negotiations with respect to those subjects are superseded by this Agreement. This Agreement may be amended only by a writing signed by SMR and the Board, or the successors, assigns, or transferees of either.
- f. The parties agree that the electronic signature of a party to this Agreement will be as valid as an original signature of such party and will be effective to bind such party to this Agreement. The parties further agree that any document (including this Agreement and any attachments or exhibits to this Agreement) containing, or to which there is affixed, an electronic signature will be deemed (i) to be “written” or “in writing,” (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. For purposes hereof, “electronic signature” also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g., via PDF) of an original signature. Any party’s failure to produce the original signature of any electronically transmitted signature will not affect the enforceability of this Agreement.

2. Assignment

SMR shall not assign, convey, or transfer in any mode or manner this Agreement or any of its interests or responsibilities without the prior written consent of the Board, to be granted or withheld in the reasonable discretion of the Board. Any approval of assignment shall be granted by resolution of the Board and shall not be unreasonably withheld, conditioned, or delayed. The Board shall be entitled to require, as conditions to approval of any assignment, conveyance or transfer of this Agreement or any interest hereunder by SMR, that:

- a. Any proposed assignee shall have the qualifications and financial responsibility, as solely determined by the Board, necessary and adequate to fulfill the obligations undertaken in this Agreement by SMR;
- b. Any proposed assignee, by instrument in writing satisfactory to the Board, shall, for itself and its successors and assigns, and expressly for the benefit of the Board, have expressly assumed all of the obligations of SMR under this Agreement and agreed to be subject to all the conditions and restriction to which SMR is subject;
- c. There shall be submitted to the Board for review all instruments and other legal documents involved in effecting the assignment, conveyance or transfer, and if approved shall be indicated by resolution of the Board.
- d. No such assignment or approval by SPRWS thereof shall be deemed to relieve SMR or any other party bound in any way by this Agreement or otherwise with respect to

construction of water infrastructure at United Village Phase I from any of its obligations with respect thereto unless agreed to in a resolution by the Board.

3. Construction and inspection of Water Infrastructure.

- a. SMR will contract with a contractor to install and construct the Water Infrastructure for United Village Phase I as such Water Infrastructure was approved by the City with the Board's staff input in the 30-60-90 process for United Village Phase I as detailed in United Village Phase I construction plans and specifications prepared by Loucks (the "Plans").
- b. All construction inspection and testing of the Water Infrastructure will be conducted by Board staff in accordance with the most recent version of the SPRWS Standards for the Installation of Water Mains. The Board's staff will perform field inspection services throughout the construction of the Water Infrastructure to verify that all work is completed in accordance with the Plans and SPRWS standards. This will include, but is not limited to:
 - Full-time observation of construction and installation of all water system components prior to backfilling.
 - Verifying materials and methods of construction conform to SPRWS standards.
 - Maintaining accurate records of installed facilities.
 - Verifying workmanship and cleanliness of pipe and fittings.
 - Documenting daily progress and any field changes.
 - Verifying testing protocols are followed.
 - Upon completion of the work, Board staff will compile final inspection records and documentation consistent with SPRWS standards. This may include:
 - Post-walk inspections and punch lists for deficiencies.
 - Pre-acceptance review of punch list item completion.
 - Coordination and review of post-acceptance warranty inspections, typically occurring one year after acceptance.
- c. SMR and the Board will execute all necessary easements and permits, and secure the necessary approvals from SMR, the Board, and the Saint Paul City Council to the extent required by law or policy of the respective bodies.
- d. SMR agrees to pay the costs of construction for the required Water Infrastructure in accordance with the Plan.
- e. SMR agrees to pay the cost of the Board's staff time for inspection and testing during the construction phase.
- f. SMR agrees to pay for time and materials, including overhead and additive rates, for the Board's crews to perform the work to make connections to the existing water main systems and to construct and maintain temporary water systems for existing effected customers adjacent to United Village Phase I, if any.
- g. SMR agrees to install new water facilities to serve United Village Phase I at SMR's expense, as generally depicted in the Plans, incorporated herein by reference.

- h. The Board has reviewed and approved the Plans. The Board will review, approve or deny any changes to the Plans, in accordance with the standards set forth in City of Saint Paul ordinances and charter, State of Minnesota Statutes, and laws of the United States, as applicable.
- i. The Board will review each functional section of the work to ensure it has been completed according to the SPRWS Standards, as defined above. If it deems SPRWS Standards to have been met, street surface has been graded, paved, and certified by the Department of Public Works, and public rights of way have been platted and officially recorded with Ramsey County, the Board will approve the work by issuing a Completion Certificate. Upon issuance of the Completion Certificate, ownership of the Water Infrastructure will transfer to the Board and the Board will assume responsibility for the Operation and Maintenance of the water infrastructure. The date of this issuance shall begin a one-year warranty period during which all repairs and maintenance of the works shall be borne by SMR or its contractors.
- j. SMR shall retain, all records pertinent to the design and construction of the water distribution infrastructure for a period extending ten years following completion of such work and make such records available to SPRWS for review and copying. All data generated is governed by the Minnesota Government Data Practices Act, Chapter 13 of the statutes of the State of Minnesota.
- k. SMR agrees to assign, without recourse against SMR, to the Board all warranties from any contractor constructing the water infrastructure under the Plans.
- l. Any default by either party in the performance of its obligations hereunder that remains uncured after ten calendar days written notice of such default by a party to the non-performing party entitles the non-defaulting party to remedies afforded at law and in equity; provided that, if and so long as a party is using reasonable and diligent efforts to cure its default, the period to cure such default shall be extended for up to sixty days.
- m. This Agreement does not convey any interest in real estate and shall not be recorded be either party.

[The remainder of this page left blank. Signature page follows.]

IN WITNESS WHEREOF, the parties have executed this Agreement, effective as of the Effective Date.

Approved as to form:

**BOARD OF WATER COMMISSIONERS OF
THE CITY OF SAINT PAUL**

By: _____
Racquel Vaske, General Manager
Saint Paul Regional Water Services

By: _____
Mara Humphrey, President

Date: _____

Date: _____

By: _____
Megan Hafner
Assistant City Attorney

By: _____
Mollie Gagnelius, Secretary

Date: _____

Date: _____

By: _____
Laura Logsdon, Interim Director
Office of Financial Services

Date: _____

SNELLING-MIDWAY REDEVELOPMENT, LLC

By _____
William W. McGuire, Chief Manager

**BOARD OF WATER COMMISSIONERS
RESOLUTION**

PRESENTED BY
COMMISSIONER _____

No. 25-1101
DATE July 15, 2025

WHEREAS, the Board of Water Commissioners of the City of Saint Paul has continues implementing the strategic plan goal of Stakeholder Understanding and Support; and

WHEREAS, SMR is developing United Village Phase I pursuant to the Development Agreement dated June 28, 2024, between the Housing and Redevelopment Authority of the City of Saint Paul, Minnesota, a public body corporate and politic of the State of Minnesota (the “HRA”); and

WHEREAS, SMR will construct drinking water infrastructure in the newly dedicated rights-of-way as part of the development and in conformance with the SPRWS Standards for the Installation of Water Mains and Board staff will inspect the work during construction; and

WHEREAS, a Water Utility Agreement has been drafted between the Board and SMR to manage the execution of installation and maintenance of the public infrastructure for the United Village Phase I development; and

WHEREAS, staff has reviewed said agreement and recommends approval; now, therefore, be it

RESOLVED, that the Board does hereby approve the Water Utility Agreement between the Board and SMR pertaining to the development of United Village Phase I. Staff are hereby authorized and directed to execute said Agreement on behalf of the Board, following approval by the assistant city attorney.

Water Commissioners

Adopted by the Board of Water Commissioners

Yeas

Nays

July 15, 2025

In favor

Opposed

Secretary

ORIGINAL



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1102

File ID: RES 25-1102

Type: Resolution

Status: Archived

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action: 07/15/2025

Title: Pertaining to a Permit Agreement between Centennial Fire District (CFD) and the Board of Water Commissioners (Board) for providing access to temporarily maintain and use floating dock and boat lift for public safety purposes located on Centerville Lake in the City of Centerville.

Notes:

Sponsors:

Enactment Date:

Attachments: Staff Report, Location Map, Permit Agreement,
Resolution 25-1102

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Board of Water Commissioners	07/15/2025	Adopted				Pass

Text of Legislative File RES 25-1102

Pertaining to a Permit Agreement between Centennial Fire District (CFD) and the Board of Water Commissioners (Board) for providing access to temporarily maintain and use floating dock and boat lift for public safety purposes located on Centerville Lake in the City of Centerville.

SUBJECT

BOARD RESOLUTION NO. 25-1102

Pertaining to a Permit Agreement between Centennial Fire District (CFD) and the Board of Water Commissioners (Board) for providing access to temporarily maintain and use floating dock and boat lift for public safety purposes located on Centerville Lake in the City of Centerville.

2025 STRATEGIC PLAN GOALS: Stakeholder Understanding and Support

Staff seeks approval of an agreement with CFD that permits access to temporarily install, maintain and remove a dock and boatlift in Centerville Lake for public safety purposes.

CFD is requesting permission to temporarily install, maintain and remove a dock and boatlift in Centerville Lake for public safety purposes. CFD stated the proposed location provides safe parking for the crews and quick access to the lake as opposed to navigating the congested public parking lot and landing.

The agreement was drafted by the City Attorney, reviewed, and approved by staff.

See attached location map and agreement.

RECOMMENDATION

Approval



Location Map



PERMIT AGREEMENT CENTERVILLE LAKE

This Permit Agreement (“Permit”) is made and entered into this ____ day of July, 2025, by and between the **Board of Water Commissioners of the City of Saint Paul**, a Minnesota municipal corporation, acting through its Saint Paul Regional Water Services General Manager, (the “Board”), and the **Centennial Fire District** (“CFD”).

WHEREAS, the Board owns certain real property shoreline on Centerville Lake along Main Street, as shown on the attached Exhibit A, (the “Property”); and

WHEREAS, CFD wishes to temporarily install, maintain and use a floating dock and boat lift for public safety purposes; and

WHEREAS, the Board believes that such use of this property contributes to the value of the surrounding community.

Now, therefore, in consideration of the above, the parties hereto agree as follows:

1. The Board hereby grants permission to CFD to use the Property for the purpose of installing, maintain and using a floating dock and boat lift for public safety purposes only.
2. This Permit shall require an annual fee of \$25.00 and be effective upon the date set forth above and shall expire on December 31, 2025. Thereafter, this Permit may be renewed for one-year periods upon the discretion of the Board following a written request by CFD to the Board. This Permit may be terminated by either party without cause upon sixty (60) days written notice to the other.
3. CFD shall obtain and maintain any permits and authorizations required by Anoka County, Cities of Lino Lakes or Centerville and the Minnesota Department of Natural Resources. CFD shall comply with any applicable state and local codes, ordinances, and policies.
4. The exercise of privileges granted in this Permit shall be without cost or expense to the Board. Any costs or expenses incurred by the Board related to the Floating dock and boatlift shall be paid by CFD.
5. This Permit may not be transferred or assigned by CFD except with and according to written permission of the Board.
6. The granting of this Permit creates in CFD no property or easement rights.

7. CFD will provide all materials for the installation and maintenance of the floating dock and boat lift.
8. CFD is solely responsible for the construction, installation, inspection and maintenance of the floating dock and boat lift. The Board has no obligation to construct, install, inspect, or maintain the floating dock and boat lift.
9. CFD shall, and hereby does, indemnify, save, hold harmless, and defend the Board (and its officials, employees, representatives and agents) from and against all claims, costs, (including reasonable attorneys' fees) liabilities, losses or damages actually suffered or incurred by the Board (and its officials, employees, representatives and agents) arising from or as a result of any loss, injury, death or damage to persons or property arising out of the use, possession, construction of improvements, operation or maintenance of the floating dock and boatlift, except to the extent that such loss, injury, death or damage shall be caused by or in any way result from or arise out of any act, omission, or negligence of the Board or its officials, employees, representatives or agents.
10. No later than November 1st of each year, the floating dock and boatlift will be removed.
11. CFD, at the expiration of this Permit, shall quit peacefully, cease all permitted activities and restore the Premises to condition equal to or exceeding the existing condition prior to permitted activities.
12. Day-to-day issues concerning operations of the permitted activities should be directed to the following representatives of the Board and CFD:

Board: Engineering Service
 Desk 651-266-6822
 dennis.rosemark@ci.stpaul.mn.us

CFD: Centennial Station 1
 651-792-7900
 Matt.Montain@centennialfire.org
13. The permissions granted herein shall not be construed as a waiver of management rights. The Board retains the right to cancel this Permit at any time for failure to comply with the requirements set forth herein, and may enter its Property at any time.

IN WITNESS WHEREOF, the parties hereto have hereunto caused these presents to

be executed the day and year first written.

**CENTENNIAL FIRE DEPARTMENT, CENTERVILLE,
MN**

By 

Matthew Montain

(print)

Its Assistant Chief

**BOARD OF WATER COMMISSIONERS OF
THE CITY OF SAINT PAUL**

By _____

Racquel Vaske, General Manager Saint Paul
Regional Water Services

**BOARD OF WATER COMMISSIONERS
RESOLUTION**

PRESENTED BY
COMMISSIONER _____

No. 25-1102
DATE July 15, 2025

WHEREAS, the Board of Water Commissioners of the City of Saint Paul continues to implement the strategic plan goal of Stakeholder Understanding and Support; and

WHEREAS, a Permit Agreement has been prepared between the Board and CFD to permit access to temporarily install, maintain and remove a dock and boatlift in Centerville Lake, adjacent to Board property, for public safety purposes; and

WHEREAS, staff has reviewed said agreement and recommends approval; now, therefore, be it

RESOLVED, that the Board does hereby approve the Permit Agreement between the Board and CFD to permit access to temporarily install, maintain and remove a dock and boatlift in Centerville Lake for public safety purposes. Staff are hereby authorized and directed to execute said Agreement on behalf of the Board, following approval by the assistant city attorney.

Water Commissioners

Adopted by the Board of Water Commissioners

Yeas

Nays

July 15, 2025

In favor

Opposed

Secretary

ORIGINAL



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1103

File ID: RES 25-1103

Type: Resolution

Status: Agenda Ready

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action:

Title: Pertaining to the approval of the Saint Paul Regional Water Services 2030
Strategic Plan.

Notes:

Sponsors:

Enactment Date:

Attachments: Staff Report, Resolution 25-1103, 2030 Strategic
Plan

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1103

Pertaining to the approval of the Saint Paul Regional Water Services 2030 Strategic Plan.

SUBJECT

BOARD RESOLUTION NO. 25-1103

Pertaining to the approval of the Saint Paul Regional Water Services 2022-2024 Strategic Plan.

2025 STRATEGIC PLAN GOALS:

RECOMMENDATION

Approval

**BOARD OF WATER COMMISSIONERS
RESOLUTION**

PRESENTED BY
COMMISSIONER _____

No. 25-1103
DATE July 15, 2025

WHEREAS, strategic planning is a disciplined effort to produce fundamental decisions and actions that shape what an organization does, identify key priorities, and guide the organization’s future; and

WHEREAS, there are numerous benefits to strategic planning, including: organizations can increase effectiveness and efficiency, improve understanding of the community’s needs, enhance organizational capabilities, and improve communications and public relations; and

WHEREAS, the Board of Water Commissioners of the City of Saint Paul (“Board”) has identified the need to develop strategic plans to provide a foundational guide to identify future goals and objectives for Saint Paul Regional Water Services (“SPRWS”); and

WHEREAS, SPRWS has developed and implemented strategic plans since 1993; and

WHEREAS, Board staff participated in several comprehensive strategic planning and goal-setting sessions to develop an updated plan for SPRWS’ vision, mission, core values, core strategies, and key performance measures; and

WHEREAS, the SPRWS 2030 Strategic Plan is a living document that the Board and staff will review and update through future planning and work sessions; now, therefore, be it

RESOLVED, that the Board of Water Commissioners hereby approves the attached SPRWS 2030 Strategic Plan.

Water Commissioners

Adopted by the Board of Water Commissioners

Yeas

Nays

July 15, 2025

In favor

Opposed

Secretary

ORIGINAL

SAINT PAUL REGIONAL WATER SERVICES

STRATEGIC PLAN

the path to

2030



Plan Structure



**ORGANIZATIONAL
OVERVIEW**



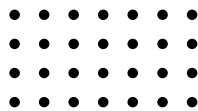
**GUIDING
PRINCIPALS**



**KEY
INITIATIVES**

A Note

from our General Manager



The water industry is experiencing an era of rapid change. From evolving regulatory requirements and emerging environmental challenges to the integration of new technologies and increasing customer expectations, we are facing a landscape that demands innovation, agility, and collaboration. At Saint Paul Regional Water Services (SPRWS), we recognize that thriving in an ever-changing environment requires a clear strategic direction - one that is regularly reviewed and updated to adapt to new challenges and opportunities.

As we look ahead, this Strategic Plan represents a comprehensive approach to navigating these challenges over the next few years, ensuring we continue to deliver safe, reliable, and affordable water to the communities we serve. At the heart of this plan is our commitment to collaboration - within our organization, with our partners, and with our customers.

We recognize that meeting the needs of our communities requires strong teamwork, a deep understanding of emerging trends, and the ability to innovate without losing sight of our mission.

I would like to take this opportunity to extend my deepest gratitude to the 300+ dedicated employees at SPRWS who work tirelessly around the clock to ensure the continued delivery of essential water services. Your commitment, passion, and expertise are the foundation of our success, and I am proud to work alongside you. I also want to express my sincere appreciation to our Board of Water Commissioners and to our customers. Your trust and support are invaluable as we move forward in shaping a sustainable and resilient future for SPRWS.

This Strategic Plan is not just a document; it is a roadmap for the future - one that reflects our shared commitment to growth, innovation, and excellence in service. Together, we will continue to meet the challenges of today and embrace the opportunities of tomorrow.



Racquel Vaske
SPRWS General Manager

OVERVIEW

MISSION

STATEMENT

Provide high-quality water and exceptional services for the people and communities we support.

VISION

STATEMENT

To be a trusted partner in building healthy, resilient communities through the delivery of high-quality, sustainable water and services.



Saint Paul Regional Water Services (SPRWS) is a public, regional drinking water utility in the state of Minnesota serving approximately 450,000 customers an average of over 40 million gallons of water each day. SPRWS provides full retail services including the delivery of drinking water and maintenance of all related drinking water infrastructure to the following cities:

- Saint Paul
- Maplewood
- Mendota Heights
- West St. Paul
- Falcon Heights
- Lauderdale

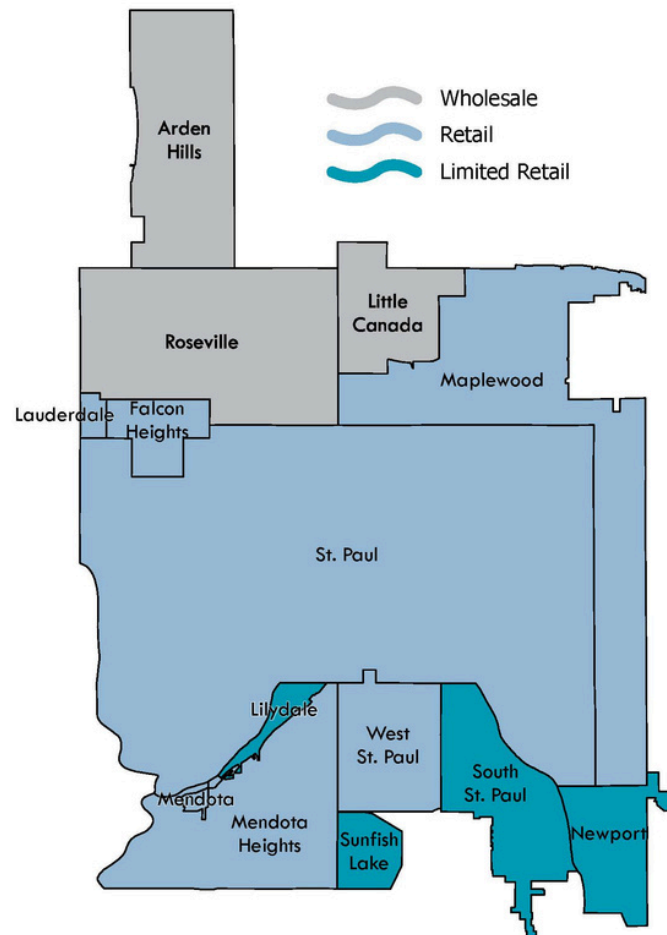
Full retail services are also provided to a limited number of residents in the following cities:

- Mendota
- Lilydale
- Sunfish Lake
- South St. Paul
- Newport

In addition, SPRWS sells wholesale drinking water to the following cities:

- Little Canada
- Roseville, who then sells to Arden Hills.

SPRWS has been a public water utility since 1882 and does not use tax funding to operate. The utility is self-supporting and provides all services using the revenue obtained through the sale of water and payment for services.



Saint Paul Regional Water Services is governed by a seven-member Board of Water Commissioners that sets policy and guides the future direction of the water utility and its staff. The Board consists of three members of the Saint Paul City Council, two Saint Paul citizens, and two representatives of the suburbs served by SPRWS.

STRATEGIC PLANNING

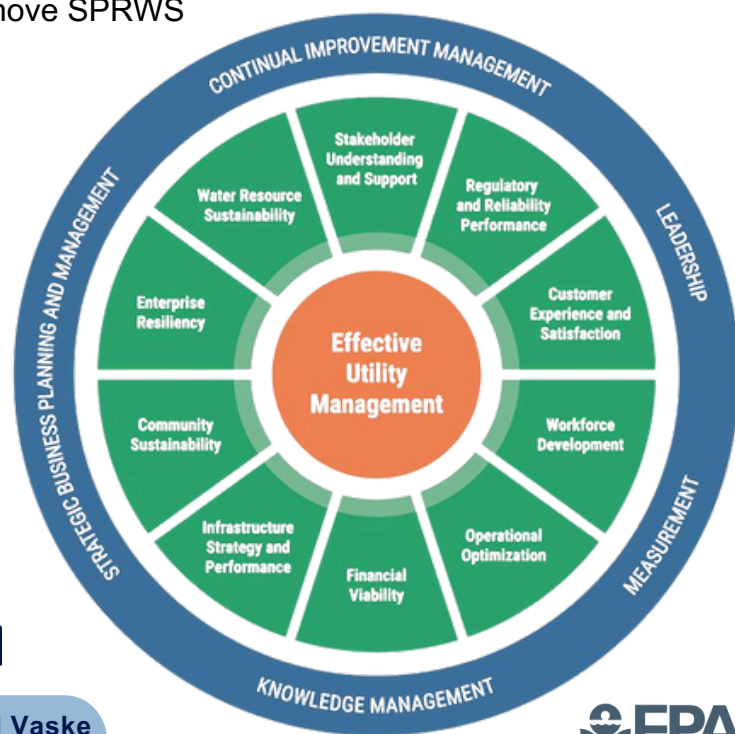
SPRWS has developed and utilized Strategic Plans to guide our work and position the organization for long-term success since 1993. New iterations are developed every few years to reflect evolving goals, emerging challenges, and new opportunities. Each strategic planning cycle is a comprehensive, collaborative effort that includes input from various stakeholders. The Board of Water Commissioners, city leadership teams, and SPRWS employees are all encouraged to share their experiences, concerns, and innovative ideas. These open and honest conversations allow us to gather a wide range of perspectives that directly inform our goals and initiatives.

The SPRWS Executive Team leads this process by not only gathering ideas but also by analyzing external trends, monitoring emerging technologies, and conducting a thorough self-assessment using the Effective Utility Management (EUM) framework developed by the U.S. Environmental Protection Agency (EPA). Through this multi-faceted approach, the Executive Team shapes the overarching strategy and priorities for SPRWS - ensuring our direction is both forward-thinking and grounded in operational efficiency.

We extend our sincere thanks to all those involved in this process for their continued dedication, thoughtful contributions, and excitement for the future. Their insights are essential to building a strategic plan that is not only visionary but actionable - one that will continue to move SPRWS forward in serving our communities for years to come.

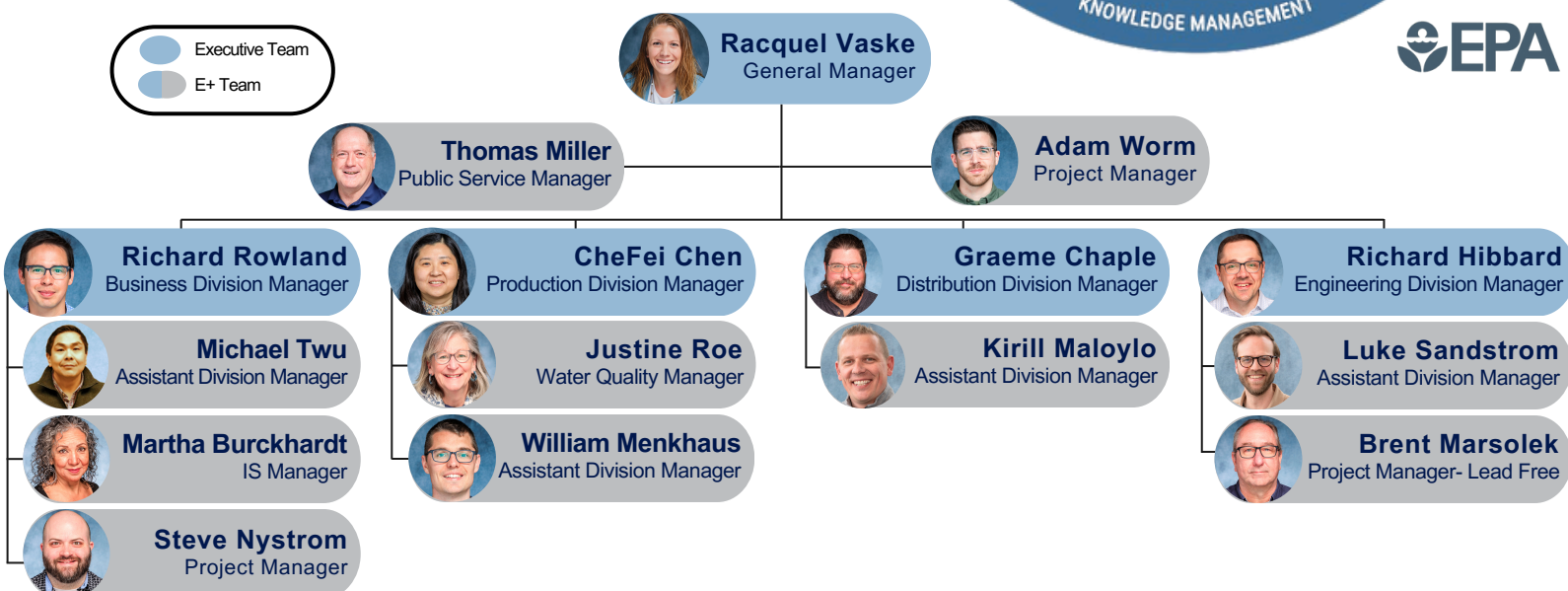
EFFECTIVE UTILITY MANAGEMENT

SPRWS utilizes the Environmental Protection Agency's Ten Attributes of Effectively Managed Water Sector Utilities to provide a strong base for internal evaluation. This balanced structure ensures we continue to evaluate progress on a variety of essential operational areas rather than reactively moving from one problem to the next.



SAINT PAUL REGIONAL WATER SERVICES

EXECUTIVE LEADERSHIP TEAM



INDUSTRY TRENDS



Aging Infrastructure

Water system infrastructure across the country is outdated and in need of replacement or repair. Delays in addressing these needs increase the risk of failures and service disruptions. Ongoing investment in infrastructure renewal is critical to maintaining reliability and safety.



Regulatory Pressures

Regulations around water quality, safety, and reporting continue to expand, often without funding - creating financial and operational strain. Engagement in State and Federal rulemaking is essential to help shape effective regulations.



Financial Challenges

Water use is declining, but infrastructure and service costs are rising. This mismatch creates pressure to raise rates, which must be justified through transparent decision-making, cost control, and efficient operations. Accessing outside funding sources will also be key.



Evolving Customer Expectations

Today's customers expect more than just reliable water - they want clear communication, fast service, and transparency around quality and environmental impact. Meeting these expectations requires better customer service tools and more responsive engagement.



Workforce Changes

Many experienced water industry employees have already or will be retiring soon. Replacing them is difficult due to competition for talent and changing career expectations. Utilities must attract and train the next generation of professionals to ensure continuity and innovation.



Technology and Innovation

New technologies are helping utilities monitor systems, treat water more effectively, and extend infrastructure life. Embracing innovation supports better service and cost savings - but also requires investment and skilled staff to implement.



Energy Costs and Environmental Demands

Energy is a major utility expense, and prices continue to fluctuate. At the same time, utilities are under pressure to reduce emissions and use energy more efficiently. Improving energy performance is essential for both cost control and sustainability.



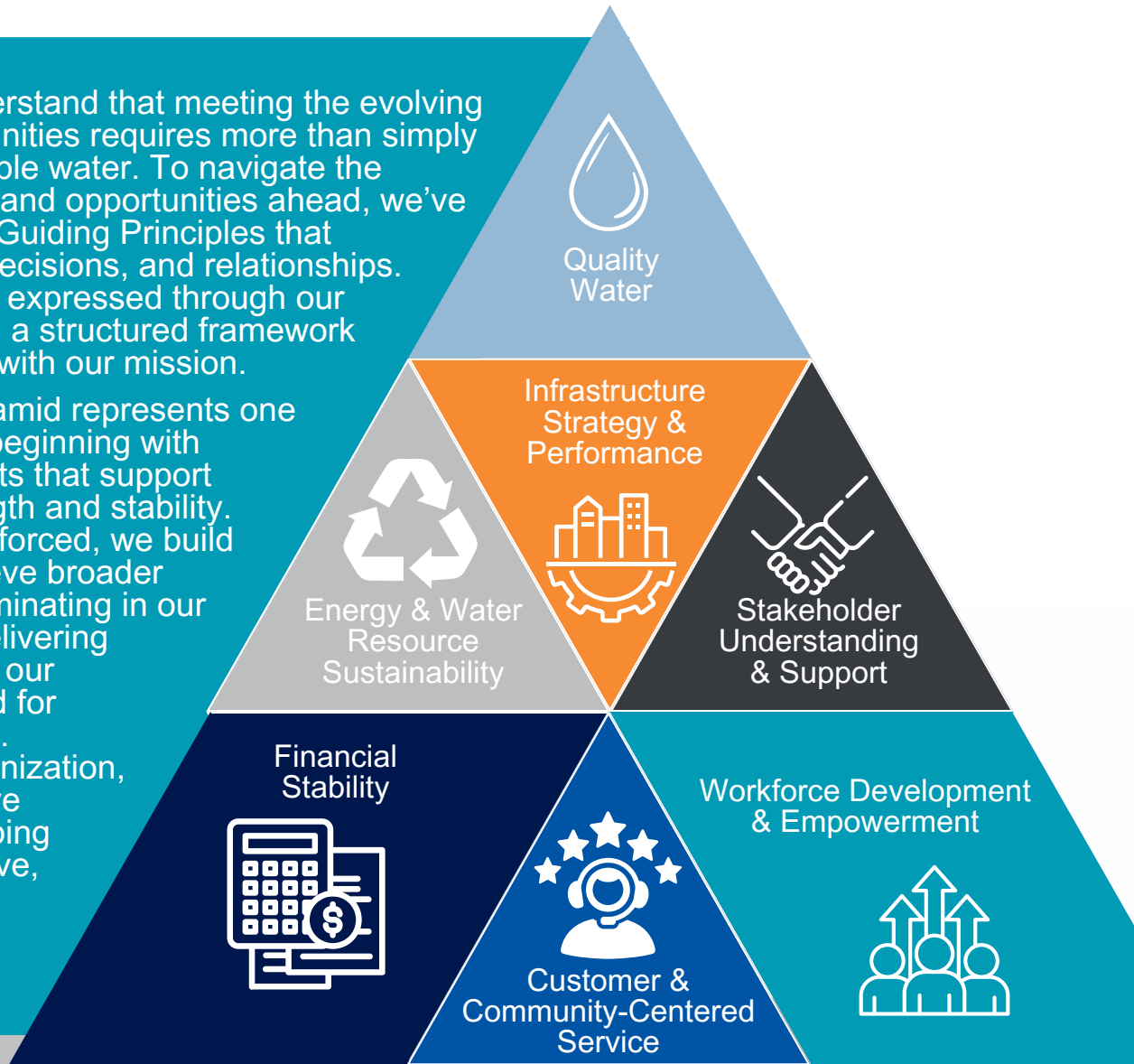
Resilience and Security

Utilities face increasing risks from climate change, public health emergencies, and cyber threats. As systems become more digital and interconnected, protecting against digital disruptions is critical. Strengthening emergency preparedness, cybersecurity, infrastructure resilience, and staff training helps ensure safe, reliable service and protects both employees and customers.

SPRWS PYRAMID OF SUCCESS

At SPRWS, we understand that meeting the evolving needs of our communities requires more than simply delivering safe, reliable water. To navigate the complex challenges and opportunities ahead, we've established a set of Guiding Principles that shape our actions, decisions, and relationships. These principles are expressed through our Pyramid of Success, a structured framework that aligns our work with our mission.

Each part of the pyramid represents one of these principles, beginning with foundational elements that support organizational strength and stability. As each layer is reinforced, we build the capacity to achieve broader strategic goals - culminating in our highest objective: delivering high-quality water to our customers today and for generations to come. Throughout the organization, these principles serve as a compass - keeping us aligned, responsive, and accountable.



SAINT PAUL REGIONAL WATER SERVICES

VALUES

EQUITY
INNOVATION
RESILIENCE

Surrounding and supporting these guiding principles are the core values that define how we approach our work. These values shape our culture and decision-making, ensuring that we lead with purpose and integrity:

- **Equity** ensures that all communities - especially those historically underserved - have fair and inclusive access to safe, clean drinking water.
- **Innovation** drives us to embrace new technologies, modernize our systems, and develop smarter solutions for a changing world.
- **Resilience** empowers us to anticipate and adapt to environmental, operational, and economic challenges, maintaining reliable service through uncertainty.

GUIDING PRINCIPLES

The next section of this Strategic Plan outlines each of the Guiding Principles in greater detail and highlights broad goals associated with each. While many initiatives naturally support multiple principles, we have organized them under the one where they will have the greatest impact. As we develop more specific goals in day-to-day operations and pursue new initiatives, we remain intentional about aligning every effort with these principles - ensuring our work stays focused on our defined strategy.

CUSTOMER AND COMMUNITY-CENTERED SERVICE

In order to be a successful service provider, we must prioritize understanding and meeting the diverse needs of our customers. People differ in how they communicate, manage payments, and navigate affordability challenges. By fostering inclusive engagement, offering accessible service options, and prioritizing clear, two-way communication, we aim to build trust and ensure equitable access to essential water services for all.

Beyond customer service, we recognize our broader role as a community partner. Our role includes supporting the region's long-term economic, social, and environmental well-being.



Implement New Methods for **Customer Feedback** and Input

Develop and Utilize a **Customer Experience Guide** to Elevate Service at all Customer Touch Points

Launch a **Customer Contact Campaign** to Improve the Availability and Accuracy of Customer Contact Information to Assist in Better Communication

Roll Out **Automated Metering Infrastructure (AMI)** to Catch and Minimize Leaks on Customer Infrastructure

Automated Metering Infrastructure Allows for **Leak Forgiveness** and **Monthly Billing** in the Future

Expand Awareness and Use of the New **Customer Portal** including **Auto Pay** & **E-Billing** Services

Continue to Advocate for and Fund Low-Income Assistance Program: **Water Works**

Increase Program Awareness, Usability, and Participation

More Information Regarding AMI Can Be Found in the Key Initiatives Section



WORKFORCE DEVELOPMENT AND EMPLOYEE EMPOWERMENT

It is essential that we foster a workplace where all employees can thrive and contribute meaningfully to the SPRWS mission. Over the past decade, we have experienced a significant loss of institutional knowledge due to retirements. About 40% of our current staff have worked at SPRWS for less than five years. While this presents challenges as we rebuild knowledge - this shift presents a unique opportunity to thoroughly review and evaluate the ways in which we operate to ensure our practices align with current needs. By assessing our operations and making necessary adjustments where needed, we can enhance our efficiency and effectiveness. Our focus will be on creating a culture of continuous learning and development, offering comprehensive training programs, leadership development opportunities, and targeted knowledge transfer initiatives. This will empower employees to take initiative, innovate, and contribute to meeting the evolving challenges. By creating a supportive and inclusive work environment that values diversity, promotes collaboration, and encourages work-life balance, we aim to attract, retain, and develop a talented workforce capable of meeting the needs of the water industry now and into the future.



Continue to Prioritize and Build a
Welcoming & Inclusive Culture

Build Upon
Efforts Aimed at
Local and
Diverse
Recruitment
to Ensure
Workforce
Reflects Our
Communities

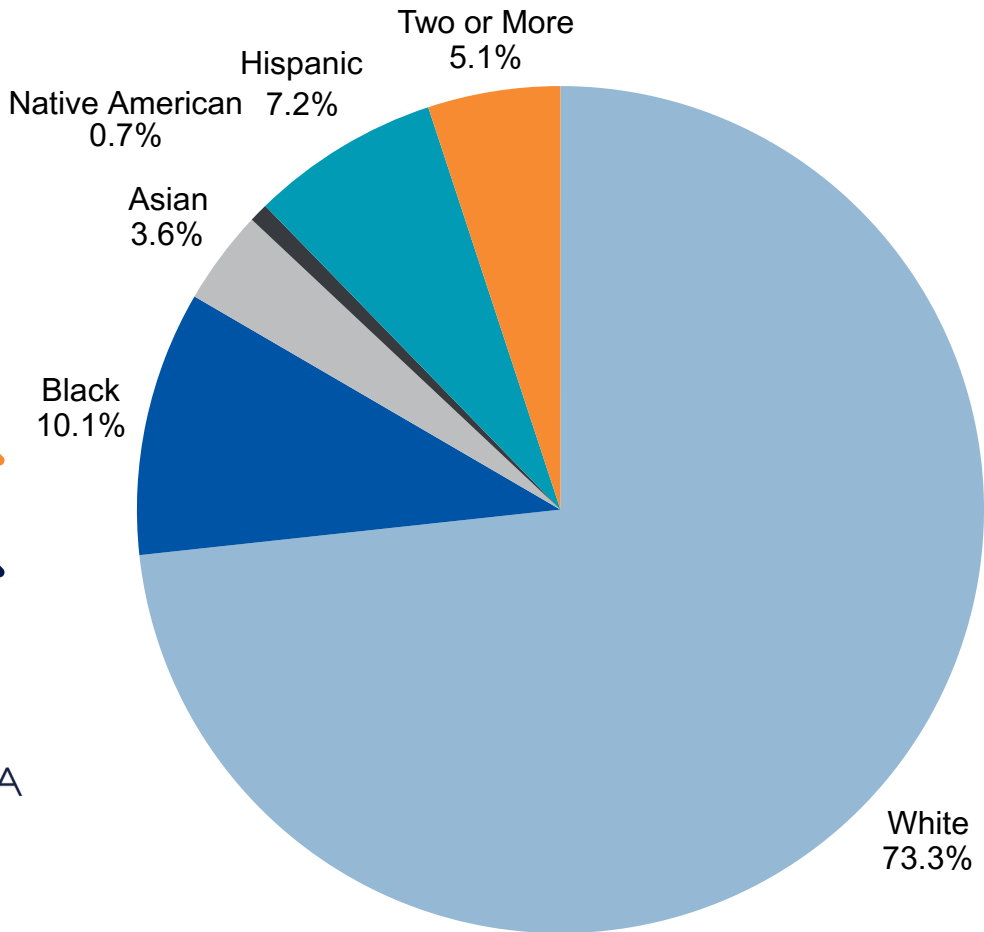
Enhance
Evaluation
and
Feedback
Structures
to Support
Continuous
Growth for All
Employees



Invest in
Development Opportunities
including Skill Building,
Cross Training, Mentorship,
and Succession Planning



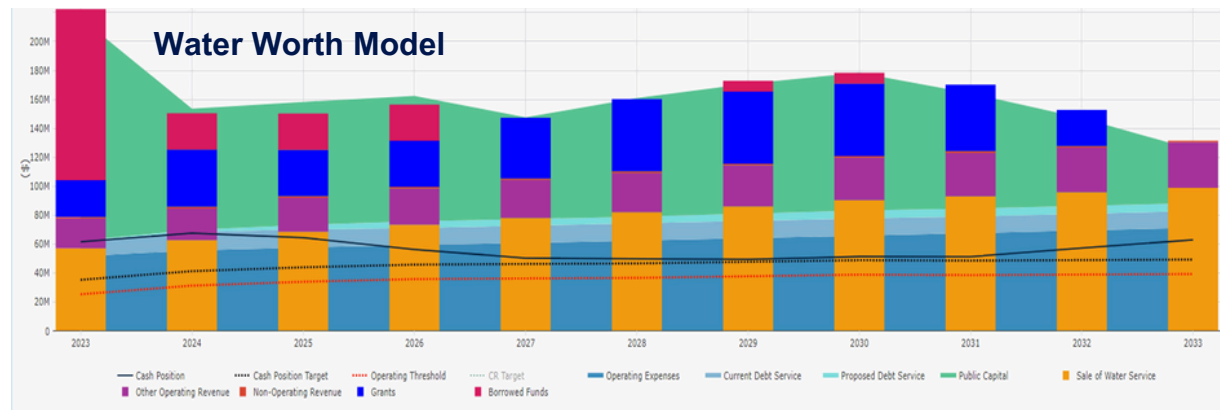
EMPLOYEES BY THE #s



FINANCIAL STABILITY

Over the next few years, SPRWS will work to leverage technology and data-driven insights to optimize operational efficiency and financial sustainability. By integrating solutions like Automated Metering Infrastructure (AMI) and advanced asset management systems, we will enhance service reliability, reduce water loss, and modernize infrastructure. Data will guide us in making informed investment decisions, ensuring resources are allocated effectively for maximum impact. As part of our financial strategy, we are committed to maintaining our Triple-A bond rating by closely monitoring key industry financial indicators tied to utility stability, debt management, and long-term solvency. Through strategic planning and smart investments, we will deliver high-quality water services while maintaining affordability, fiscal strength, and long-term sustainability.

Focus on Stronger Asset Management to Support Data Driven Investments. This Includes a New System, New Role, and Formalized Asset Management Plan

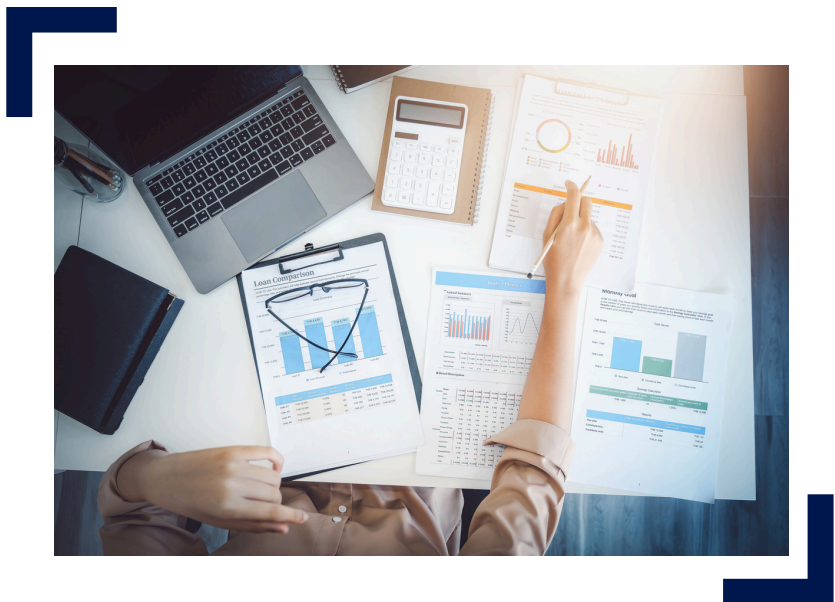


Research and Advocate for External Funding Sources to Minimize Reliance on Rate Increases

Continue to Enhance and Roll Out Long-Term Financial Plans Utilizing Water Worth Modeling to Make Strategic Financial Decisions

Build Additional Transparency and Involvement in the Budgeting Process

Conduct a thorough Rate Study and Implement Rate Changes to Support Affordability and Conservation



AAA
RATING

INFRASTRUCTURE STRATEGY AND PERFORMANCE

As a forever business, SPRWS must commit to maintaining a resilient water system. To meet this need we must be focused on strategic infrastructure planning, investment, and performance management. Central to this focus is the 10-Year Capital Improvement Plan (CIP), which serves as a comprehensive roadmap for maintaining, upgrading, and replacing the utility's infrastructure assets.

During this strategic cycle, we will expand the role of the 10-Year Capital Improvement Plan - deepening analysis, refining prioritization processes, and more closely aligning investments with performance outcomes and customer expectations. Future updates will increasingly emphasize lifecycle cost analysis, risk-based decision-making, and the integration of new technologies to improve operational efficiency and service reliability. By proactively investing in data-driven planning and asset management, SPRWS is building a stronger foundation to support a sustainable, adaptive, and high-performing water utility.

Continue to Build Out a Further Informed **10-Year Capital Investment Plan (CIP)**

Align Infrastructure Projects with **Key Performance Indicators (KPIs)**

Clearly Communicate and Gain Support for **Necessary Rate Impacts** to Address Aging Infrastructure

More Information Regarding These Projects Can Be Found in the **Key Initiatives Section**

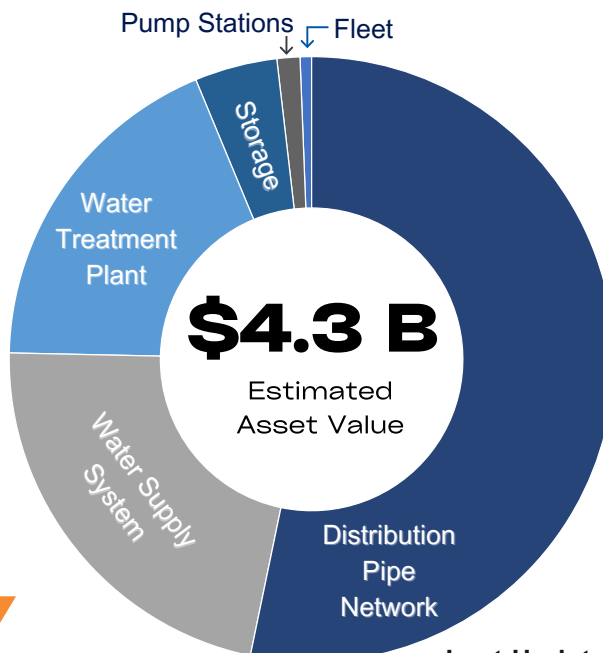
Further Refine Capital Spending **Prioritization Model** to Invest Limited Funding Strategically

Enhance Water Audit Methods to **Identify and Address Increases in Non-Revenue Water (NRW)**

Successfully Increase Capital Spending and Deliver a variety of Projects Including:

McCarrons Treatment Plant Upgrade
Lead Free SPRWS
Meter System Renewal

CAPITAL ASSET SUMMARY



Last Updated:
March 2025



ENERGY AND WATER RESOURCE SUSTAINABILITY

At SPRWS, sustainability is more than a goal - it is a guiding principle that shapes every aspect of responsible utility management. As the impacts of climate change intensify, infrastructure ages, and natural resources face increasing pressure, utilities must act with foresight and environmental responsibility. For SPRWS, this means embedding sustainability into every operational and planning decision we make.

From protecting our source water and reducing system losses to improving energy efficiency and exploring renewable energy options, SPRWS is committed to managing resources in a way that safeguards the environment, strengthens system resilience, and ensures long-term reliability. By applying an environmental lens to our daily work and strategic direction, we aim to lead with innovation, protect future water supply needs, and support regional efforts to preserve Minnesota's water resources.

Protect Water Appropriations
for Existing and Future
SPRWS Customers

Further Expand the Use of
Renewal Energy Sources

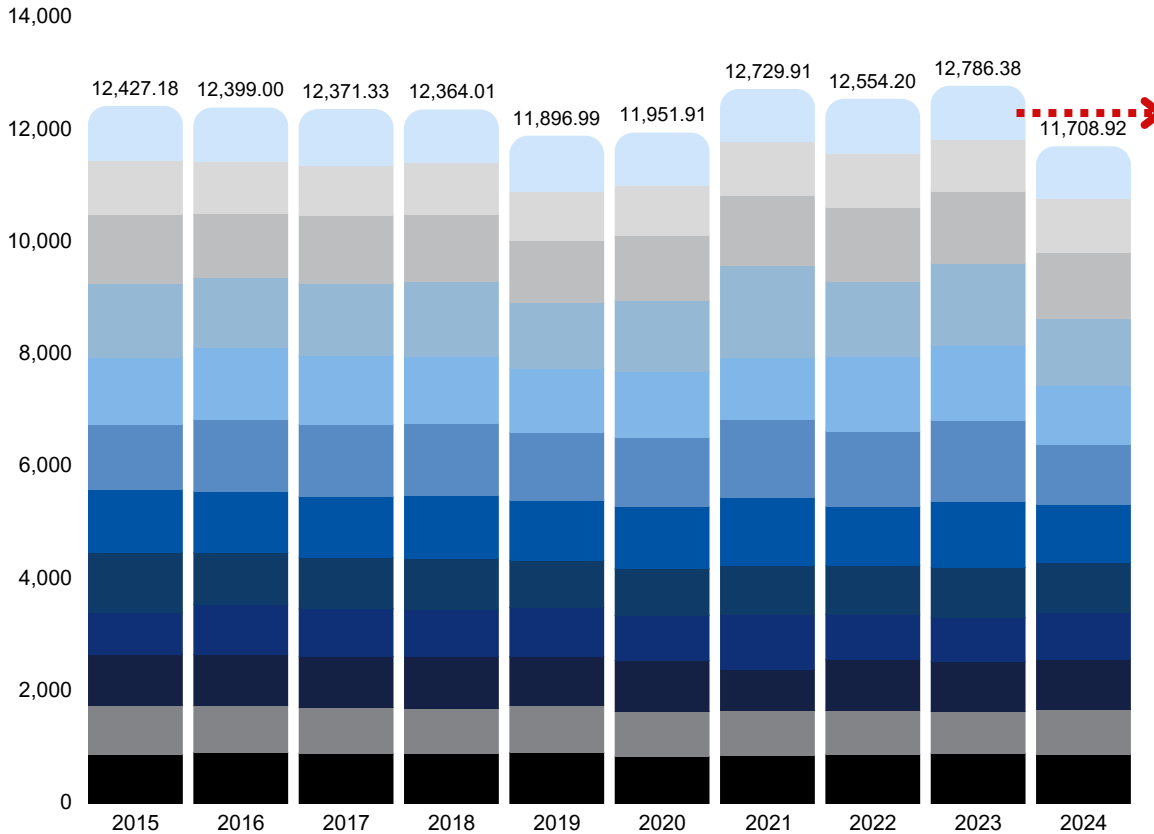
Utilize
Energy Audits and Pump Studies
to Make Informed Operational
Decisions Aimed at
Greater Efficiency

Build Upon Relationships
with Local Organizations to
Enhance Watershed
Protection

Utilize Emerging Technology to
Reduce Water Loss



WATER CONSUMPTION HISTORY



10 YEAR AVERAGES CONSUMPTION

12,345
MILLION GALLONS
PER YEAR

76.3
GALLONS PER
CAPITA PER DAY

PUMPING
14,745
MILLION GALLONS
PER YEAR

40
MILLION GALLONS
PER DAY

16%
NON-REVENUE
WATER

INITIAL EXPANSION CONSIDERATIONS

$$\begin{array}{ccccccc}
 112 & \rightarrow & 84 & - & 70 & - & 7 & = & 7 \\
 \text{PLANT} & & \text{REDUNDANT} & & \text{PEAK} & & \text{DEMAND} & & \text{INITIAL} \\
 \text{CAPACITY} & & \text{CAPACITY} & & \text{PUMPING} & & \text{GROWTH AND} & & \text{EXPANSION} \\
 \text{(MGD)} & & \text{(MGD)} & & \text{DEMAND} & & \text{BUFFER} & & \text{CAPACITY} \\
 & & & & \text{(MGD)} & & \text{(MGD)} & & \text{(MGD)}
 \end{array}$$

As communities in the northeast metro experience growing water demand and face challenges such as PFAS contamination, SPRWS is carefully evaluating the potential to support regional needs through limited service area expansion. While our current system analysis indicates a comfort level of approximately 7 million gallons per day (MGD) that could potentially serve additional communities, utilizing even this amount would require significant investment in distribution infrastructure to extend service beyond our existing boundaries. Any expansion beyond that volume would necessitate an increase in treatment capacity at our new facility. As we explore these possibilities, SPRWS remains committed to protecting the reliability of service for our current customers and making decisions grounded in long-term sustainability. We intend to work closely with the Metropolitan Council, Minnesota Department of Health, Department of Natural Resources, and other local and regional agencies as they assess a range of solutions to meet the area's future water needs.



STAKEHOLDER ENGAGEMENT AND SUPPORT

SPRWS is committed to being more than a utility provider - we strive to serve as a pillar of the community, contributing to the social, economic, and environmental health of the region. As we look toward 2030, our ability to deliver safe, reliable water will depend not only on technical skills but also on the strength of our relationships with the public, our partners, and the institutions we work alongside. Building stakeholder understanding and support is critical as we address aging infrastructure, respond to evolving regulatory requirements, and navigate growing public attention on drinking water quality. To earn and sustain trust, SPRWS must be transparent in our decision-making, clear in our communication, and visible in our commitment to community service. We will continue to invest in outreach, education, and engagement - sharing updates on major projects, highlighting the essential work of our employees, and creating meaningful opportunities for feedback. These efforts will help ensure our stakeholders understand the value and necessity of long-term investments, and support the funding required to maintain and modernize our system. By strengthening partnerships, expanding our presence in schools and local organizations, and reinforcing collaboration with the cities we serve and the Board of Water Commissioners, SPRWS will continue to lead with integrity and innovation, earning our place as a trusted public steward in a rapidly changing world.

Continue to
Build Social Media Following and Development of Engaging Content
to Keep Variety of Stakeholders Informed

Strengthen
Collaboration with Peer Utilities
to Share Knowledge and Drive Innovation

Renovate the McCarron's Room in the Treatment Plant to Serve as an
Interactive Learning Space

Expand
Educational Opportunities
Including School Visits and a Variety of Tour Options

Build Upon Momentum Around
Branding and Engagement Efforts
to Increase Awareness Across All Customer Cities

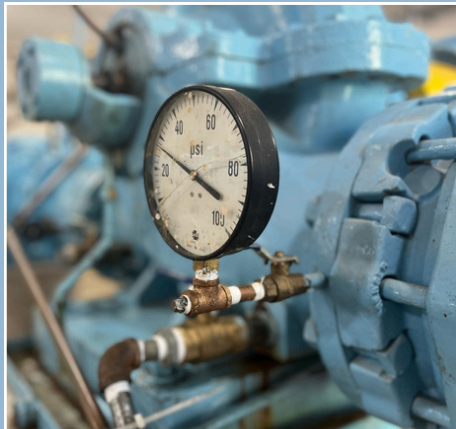
Partner with Local Agencies and Cities in the North East Metro to
Evaluate Regional Water Needs
and Potential for an Expanded SPRWS Service Area

Increase Involvement in
Political Advocacy
to Ensure Utility Needs Are Clearly Understood By Decision Makers



REGULATORY COMPLIANCE AND QUALITY WATER

Ensuring the delivery of clean, safe drinking water is at the core of our mission. We are dedicated to maintaining the highest standards of water quality while meeting or exceeding all regulatory requirements. Our commitment to regulatory compliance is unwavering, as we continuously monitor and adapt our water quality practices to address emerging challenges. By focusing on reliability, proactive monitoring, and best practices, we aim to provide a consistent and dependable drinking water that serves the various needs of our communities and customers.



Successfully
Transition to the
Upgraded Water
Treatment Plant
and Ensure Continued
Regulatory Compliance

Monitor and Address
Emerging Contaminants
Including PFAs

Achieve and Maintain Full
Compliance with the
Lead and Copper Rule
as we Work to Remove
Lead Service Lines

Enhance
**Emergency Preparedness
and Response**
to Ensure Resiliency

Achieve and Maintain
**Phase IV Partnership for
Safe Water**
in both the Production and
Distribution Divisions

Adopt Advanced
Technologies for Enhanced
Water Quality Monitoring
in the Distribution System

KEY INITIATIVES

The following section highlights five of the most significant and influential projects underway during this strategic cycle. These Key Initiatives represent major investments in infrastructure, technology, and service delivery that will shape the future of SPRWS. While each initiative supports multiple Guiding Principles, they are called out separately to emphasize their scale, impact, and strategic importance.

Project Overview

CUSTOMER PORTAL

In January 2025, SPRWS launched a modern, secure online customer payment portal designed to enhance convenience and improve service delivery for our customers. This new platform provides 24/7 access to water billing information, allowing residents to view and pay bills anytime, from any device. With features such as multiple payment methods, email and text reminders, recurring payment options, and paperless billing enrollment, the portal empowers customers to stay current on their accounts and avoid late fees. Beyond convenience, the system improves operational efficiency, reduces manual processing and paper costs, and strengthens data security in line with industry standards. By leveraging real-time processing and advanced analytics, SPRWS is not only streamlining service but also gaining valuable insights to better anticipate customer needs and continue improving the overall experience.



SPRWS is focused on the following areas for growth during this strategic cycle to truly make this project successful:

- **Increase Customer Enrollment on the Portal**
- **Increase Use of Automated Payments**
- **Increase Utilization of Paperless Billing**
- **Further Development of Chatbot Functionality**

These enhancements will help us better engage with our customers, make interactions more efficient, and ensure the portal continues to evolve as a valuable tool for delivering exceptional service.

Project Overview

ENTERPRISE ASSET MANAGEMENT SYSTEM

SPRWS is implementing a new multi-faceted enterprise asset management system (EAMS) to modernize asset and work management and support data-informed decision-making. The project includes three parts:

- Oracle Utilities Work and Asset Cloud Service (WACS)
- Oracle Field Service (OFS)
- Oracle Utilities Analytics Visualization (OUAV)



The project replaces legacy systems with a centralized, cloud-based platform that unifies asset management, work orders, and field operations. This modern system integrates seamlessly with existing GIS, financial, customer information, and timekeeping systems to improve data accuracy, coordination, and operational efficiency. With real-time dashboards and robust analytics, SPRWS will gain enhanced visibility into asset performance, enabling more informed planning, budgeting, and service improvements. By streamlining operations and connecting field and office staff, this platform positions SPRWS to manage resources more proactively and serve the community with greater reliability.

This initiative marks a strategic shift toward a more comprehensive use of asset management. As adoption expands organization-wide, asset data will play a critical role in utilizing KPIs, developing maintenance schedules, conducting risk assessments, analyzing lifecycle costs and shaping the 10-Year Capital Improvement Plan.



MCCARRONS TREATMENT PLANT

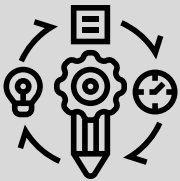
ESTIMATED
PROJECT
COST

\$250

MILLION

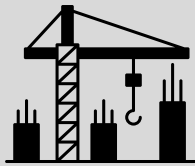


As part of the 2030 Strategic Plan, successfully completing the McCarrons Water Treatment Plant Improvement Project will be one of SPRWS's most critical early milestones. This once-in-a-generation investment will modernize our core treatment infrastructure, ensure operational excellence for decades to come, and maintain SPRWS's legacy of delivering safe, high-quality drinking water to over 450,000 customers.



Planning (2018–2021)

Extensive design, testing, and budgeting



Construction (2022–2025)

Construction of new treatment facility



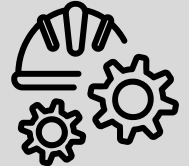
Testing & Transition (Summer 2025)

Commissioning and regulatory validation of all new systems



Final Demolition (Sept 2025–June 2026)

Removal of obsolete structures



Final Construction (Nov 2025–July 2026)

New water quality lab, site restoration, and landscaping

Background & Vision

Originally built in 1920, the McCarrons plant has served the region well for over a century. However, its aging infrastructure, while functional, poses increasing risks to reliability. Recognizing this, SPRWS began a multi-phase modernization effort in 2018. The project includes complete replacement of key treatment components, integration of ozonation, and demolition of obsolete systems, all with a focus on long-term public health, cost-efficiency, and sustainability.

Key Project Features

Ozonation integration to improve taste, odor control, and removal of emerging contaminants

Advanced treatment technology to improve efficiency and allow flexible future upgrades

Infrastructure consolidation to reduce maintenance costs and prepare for future system needs

Historic preservation efforts to honor the facility's history

Upcoming Priorities

Bringing the new facility online mid-2025 following rigorous testing and validation

Training and certifying staff to operate new systems with advanced technologies and safety protocols

Maintaining or improving water quality standards, ensuring a seamless transition for customers

Monitoring emerging contaminants of concern, including PFAS, and planning for future plant updates if needed

Project Overview

LEAD FREE SPRWS

~26,000

LEAD
SERVICE
LINES

ESTIMATED
PROJECT
COST
\$400
MILLION



Continuing to advance the Lead-Free SPRWS initiative will be one of the most important efforts during this strategic cycle. This commitment to replace all lead service lines represents a major investment in public health, environmental justice, and community trust. By proactively eliminating lead from our system, SPRWS is working to protect future generations, uphold our commitment to water quality, and ensure every customer has safe, lead-free drinking water at the tap.



PROJECT OVERVIEW:

In most cases, lead is not found in water leaving the treatment plant or in water mains. However, lead was commonly installed up until 1948 for service lines -the small pipes that connect individual homes and buildings to water mains. As these old lead pipes corrode over time, they can allow lead to leach into drinking water - posing serious health risks, especially to infants, young children, and pregnant women.

A service line consists of two parts:

- The public side, which runs from the water main to the property line and is owned by the utility.
- The private side, which runs from the property line into the building and is the homeowner's responsibility.

In March 2022, in response to revisions to the EPA's Lead and Copper Rule and the potential for expanded funding opportunities, the SPRWS Board of Water Commissioners authorized the development of Lead Free SPRWS. The project was designed to eliminate the estimated 26,000 lead service lines within the SPRWS system.

PROJECT GOALS:

Voluntary and FREE for Customers
Completion within 10 Years (2023-2032)
At least 85% Participation

PROJECT FUNDING

In 2022, the City of Saint Paul supported the pilot of this initiative by contributing \$16M of its American Rescue Plan allocation.

After a successful pilot, SPRWS partnered with state agencies to secure additional lead funding from the Drinking Water State Revolving Fund (DWSRF), which is jointly administered by the Minnesota Department of Health (MDH) and the Minnesota Public Facilities Authority (PFA). Lead funding was initially provided through this program from: Federal Infrastructure Investment and Jobs Act (IIJA) - \$300M Allocation to MN
MN Legislature - Additional \$240 Allocation

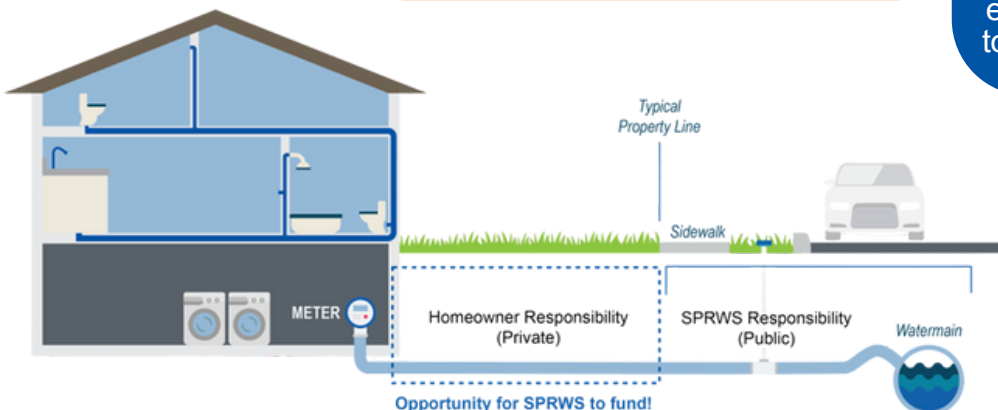
These combined funds will be distributed as grants and forgivable loans. SPRWS will apply annually for the funding necessary to meet replacement targets.

FUNDING GAPS

Current funding available within the DWSRF does not meet the statewide need for lead replacements. SPRWS will continue to explore and advocate for additional funding to fully support the removal of lead by 2032.

PROJECT PARTNER

We have partnered with CDM Smith to help meet Lead Free SPRWS project demands.



Lead Replacement Prioritization

The most common questions we get about Lead Free SPRWS is: **“When is my service line going to be replaced?”**

With an estimated 26,000 lead and unknown service lines in the system, this is a big job - and many residents are eager to see it happen in their neighborhoods. To manage this work effectively and fairly, we’ve developed a two-step approach to determine which lines are replaced each year.

Step 1: Focus on Construction Efficiency

The first priority is to coordinate with City Departments and other local agencies to replace any lead lines located in areas where road reconstruction is already planned. This coordination helps us:

- Avoid reopening newly paved roads
- Minimize neighborhood disruption
- Lower costs by taking advantage of shared construction efforts

Step 2: Apply Developed Prioritization Model

In partnership with CDM Smith, we developed a prioritization model focused on public health and equity. It uses two key factors:

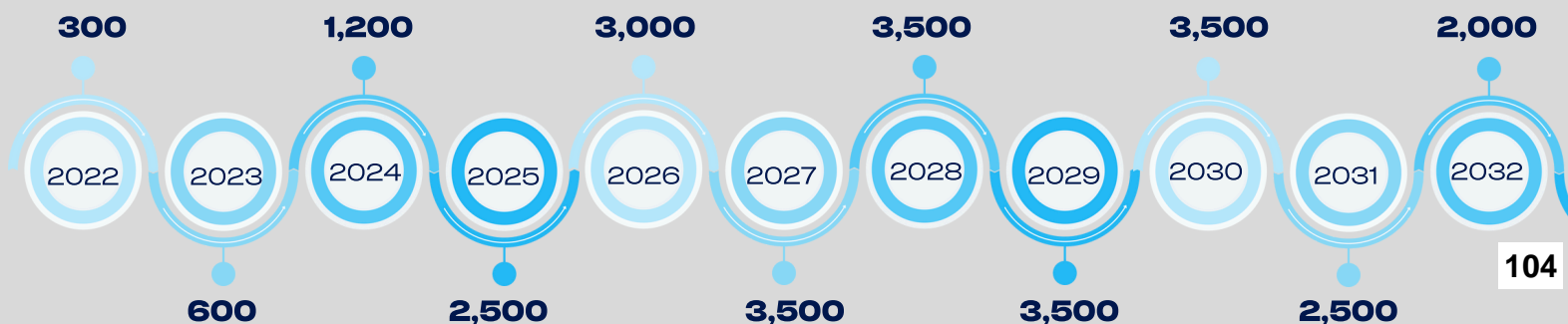
- **Children under age 5** - Young children are especially vulnerable to lead exposure. Areas with more young children are given higher priority.
- **Environmental Justice (EJ)** - This considers communities with higher percentages of low-income and minority residents, ensuring we serve the most disadvantaged neighborhoods first when possible.

By combining construction efficiency with public health-focused prioritization, SPRWS is working to remove lead service lines in a way that is both cost-effective and equitable - with the goal of replacing all lead lines by 2032.

Investing in the Local Workforce

It is important to our team that Lead Free SPRWS is not just about replacing pipes. We want to ensure that this significant financial investment also benefits the community more broadly. To maximize local impact and build long-term capacity, SPRWS is committed to performing part of the work in-house with the creation of over 30 new jobs. SPRWS employees support contracting, outreach, inspection and construction efforts. Internal crews will conduct up to 400 lead service line replacements each year while the remaining work will be contracted to qualified partners. To meet this demand for additional staff, an emphasis has been placed on local, diverse hiring to fill these spots either directly or indirectly. Part of this commitment was the launch of the Utility Trainee program, which provides individuals interested in the industry the chance to develop the skills needed for a successful water career. This workforce commitment assists in circulating public investment within the local economy and building a stronger, more responsive utility workforce for the future.

Lead Free SPRWS REPLACEMENT TIMELINE



Project Overview

METER SYSTEM RENEWAL

Saint Paul Regional Water Services is conducting a strategic initiative aimed at modernizing our water metering infrastructure through the installation of Advanced Metering Infrastructure (AMI) collectors and the phased replacement of aging meter registers. The existing meter registers are reaching the end of their operational life and will be systematically replaced over seven years - some proactively, others as they naturally fail. At the same time, we are deploying a network of AMI data collectors designed to capture meter readings transmitted from the upgraded registers. This project not only ensures continued accuracy and reliability in water usage measurement but also enhances operational efficiency and supports more informed, data-driven decision-making.

Register Replacements

We plan to replace all outdated registers across our service area between 2024-2031. The new R900 Neptune registers will provide stronger, more reliable signals to collectors.

Workforce Strategy:

Unlike the previous replacement cycle in 2010 which replaced the entire system in two years, we are intentionally phasing replacements over 7 years. This avoids a future scenario where all equipment fails in a short timeframe and allows for a manageable annual workload. The work is being performed by internal SPRWS staff with a combination of year-round Meter Technicians and additional winter help. During winter months - when construction work typically slows, distribution employees are reassigned to the register replacement project, avoiding seasonal layoffs and ensuring steady, meaningful work.

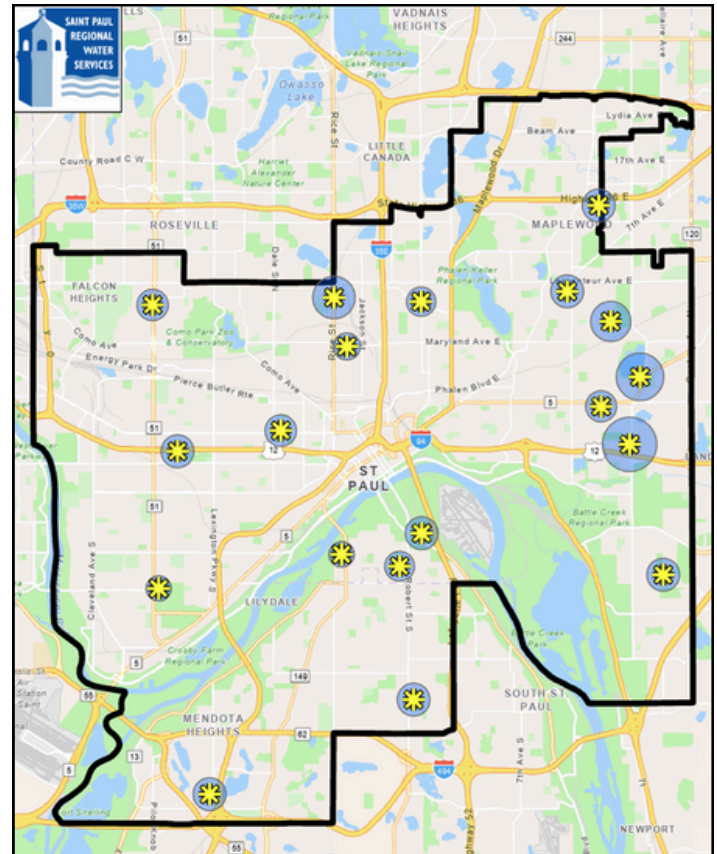
Collector Installations

To fully transition to an AMI system, our service area will require ~65 strategically placed collectors. SPRWS is prioritizing high elevation locations like water towers and supplementing with tall buildings and siren poles.

SPRWS received a \$150k conservation grant from the Metropolitan Council in 2024 to begin the rollout of collectors in the system.

TOTAL
ESTIMATED
PROJECT
COST

\$23.5
MILLION



By the end of 2024, about 10k registers had been replaced (mostly due to previous failures) and 22 collectors had been installed. About 25k accounts were being captured on AMI.

2025	2026	2027	2028	2029	2030	2031
+ 6 Collectors	+ 12 Collectors	+ 12 Collectors	+ 12 Collectors			
~10,000 Register Replacements	~10,000 Register Replacements	~10,000 Register Replacements	~11,000 Register Replacements	~11,000 Register Replacements	~11,000 Register Replacements	~11,000 Register Replacements
~35,000 AMI Accounts	~45,000 AMI Accounts	~60,000 AMI Accounts	~75,000 AMI Accounts	~90,000 AMI Accounts	~90,000 AMI Accounts	~96,000 AMI Accc

Meter System Overview



Meter Body

A meter is a mechanical device installed in a customer's home that measures how much water is used.



Meter Register

Sitting on top of the meter is the register, which records the usage and transmits the information. The register contains a battery and a radio transmitter.



Collector + Antennae

A collector is a receiver that gathers the register data.

Prior to this project, the collectors have been in vehicles. A Meter Reader drives the full system each quarter, collecting data as they drive by each location.

With this upgrade, collector technology is now installed on high elevation locations (such as water towers) and can pick up data from many nearby registers and send it back to SPRWS. This information is collected as frequently as every few minutes opposed to the 90-day intervals the collections had been occurring with drive-bys.



Why is this project happening now?

From 2010 to 2012, SPRWS replaced all ~100k meters and registers. **These Neptune registers, powered by batteries expected to last ~15 years, are now reaching end of life.**

The meter body has an expected useful life closer to 30 years. Therefore, during this cycle, SPRWS will just be replacing the register portion of the device. With this major infrastructure replacement, SPRWS will upgrade registers to Neptune's next-generation R900 technology and Automated Meter Infrastructure (AMI).

Why is SPRWS transitioning to automated metering?

The move to AMI is not just about upgrading hardware - it's about transforming how we deliver and manage water service.

- **Data-Driven System Management:** AMI usage data allows for better visibility into system performance, enabling faster response to both household and system-level issues.
- **Leak Detection:** With AMI, we can detect household leaks within days - rather than months - helping customers avoid costly bills and reducing unnecessary water loss.
- **Affordability and Equity:** SPRWS currently bills customers quarterly. With more frequent and automated meter reads, we are laying the groundwork to move to monthly billing by 2030. Monthly billing helps customers manage expenses more predictably and supports overall affordability.



Transparency Accountability



As stewards of public resources and providers of an essential service, SPRWS is committed to maintaining transparency in our operations. With a variety of challenges facing the water industry, we recognize the need to balance sometimes competing priorities, such as meeting affordability expectations for our customers while addressing the growing needs of aging infrastructure and evolving water quality regulations. In our approach to responsible management, we prioritize open, clear communication to ensure that our strategies and decision-making processes are transparent. This openness builds trust with the community, helping others understand how we prioritize investments, navigate fiscal challenges, and meet regulatory standards. By upholding the highest levels of accountability, we ensure that our decisions are guided by the principles of ethical stewardship, balancing long-term infrastructure needs, regulatory compliance, and the immediate needs of our customers. This transparency holds us accountable to make necessary adjustments as conditions change and as new strategies may be required to meet emerging challenges.

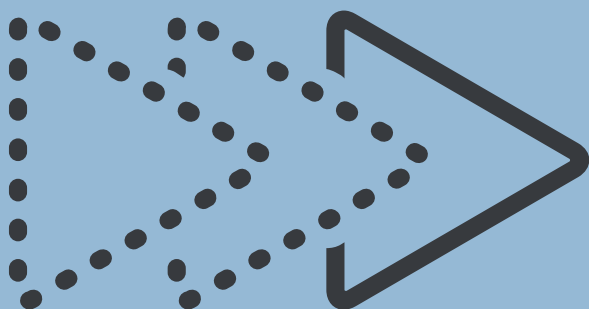
AMERICAN WATER WORKS ASSOCIATION

UTILITY BENCHMARKING PROGRAM

To support this commitment and embrace continuous growth, SPRWS began participating in the AWWA Benchmarking Program in 2025. This program allows the utility to track and share performance in a variety of areas, compare results to peers, and identify areas that could be strengthened. This initiative will hopefully help create greater accountability, more specific goal setting, and continuous improvement.



LOOKING AHEAD



The 2030 SPRWS Strategic Plan sets the foundation for where we are headed—but the real work begins now. SPRWS staff will translate these strategic goals into detailed action plans, identifying responsible parties, timelines, and performance measures to ensure we are making meaningful progress. As conditions evolve, we will remain flexible and responsive, continuously evaluating and refining our strategies to meet the needs of our customers and the community. With a clear vision and shared commitment, SPRWS will continue to provide safe, reliable, and sustainable water services for generations to come.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: CO 25-25

File ID: CO 25-25

Type: Communications &
Receive/File

Status: Agenda Ready

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action:

Title: General Manager's Report

Notes:

Sponsors:

Enactment Date:

Attachments:

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File CO 25-25

General Manager's Report



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: CO 25-26

File ID: CO 25-26

Type: Communications &
Receive/File

Status: Archived

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action: 07/15/2025

Title: Employee Injury Summary - 1st Quarter 2025

Notes:

Sponsors:

Enactment Date:

Attachments: Employee Injury Summary - 1st Quarter 2025

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Board of Water Commissioners	07/15/2025	Received and Filed				

Text of Legislative File CO 25-26

Employee Injury Summary - 1st Quarter 2025

Employee Injury Summary - 1st Quarter 2025

SPRWS Claim #	WC Claim #	Date of Injury	Date Reported	Employee	Supervisor	Division	Job Title	Injury Description	Body Part	Days Lost	Days Restricted	Recordable
25-001	TBD	1/23/2025	1/23/2025			Select Division	Please Select Job Title	EMPLOYEE SLIPPED ON THE ICE AND INJURED THEIR HIP AND ELBOW ON THEIR RIGHT SIDE.	right hip/elbow	0	0	No
25-002	WC2500036	1/27/2025	1/28/2025			Distribution	WATER UTILITY WORKER I	Lower back strain from picking up 6' long 6" pipe	Lower Back			Yes
25-003	TBD	1/29/2025	1/29/2025			Distribution	WATER DISTRIBUTION SUPERVISOR III	Employee was using a tool next to the hydrant and his wrist and elbow struck the hydrant.	Right wrist and elbow	0	0	No
25-004	TBD	1/30/2025	1/30/2025			Distribution	WATER SYSTEM WORKER II	Lower back strain from lifting	Lower Back	0	0	No
25-005	TBD	1/30/2025	1/30/2025			Production	WATER UTILITY WORKER I	EMPLOYEE WAS LIFTING SANDBAGS FROM THE WATER TO SHORE AND INJURED SOMETHING IN THEIR LEFT ELBOW/ ARM.	Left elbow/ arm	0	0	No
25-006	TBD	1/31/2025	1/31/2025			Distribution	WATER UTILITY TECHNICIAN II	Employee was bitten by a customer's dog on the back of the left leg.	Left leg	0	0	No
25-007	WC2500065	2/4/2025	2/4/2025			Distribution	WATER DISTRIBUTION SUPERVISOR II	SUPPED ON ICE IN PARKING LOT WHEN GETTING OUT OF PERSONAL VEHICLE, LANDING ON LEFT SIDE OF BODY.	Left side of body			Yes
25-008	TBD	2/6/2025	2/6/2025			Engineering	WATER UTILITY TECHNICIAN III	WIND FLIPPED THE RUBBER MATT AT THE ADMINISTRATION FRONT DOOR CAUSE EMPLOYEE TO FALL LANDING ON BOTH KNEES AND HITTING FOREHEAD.	Knees and head	0	0	No
25-009	WC2500055	2/11/2025	2/11/2025			Distribution	WATER UTILITY WORKER I	Employee cut finger with a knife	Finger			1 Yes
25-010	WC2500088	2/24/2025	3/4/2025			Distribution	WATER UTILITY WORKER I	EMPLOYEE STRUCK RIGHT ELBOW ON TRENCH BOX WHILE STARTING CHOP SAW.	Right Elbow			8 Yes
25-011	TBD	3/5/2025	3/5/2025			Distribution	WATER UTILITY WORKER I	EMPLOYEE SLIPPED ON THE ICE AND FELL ON THEIR BACK	Back	0	0	No
25-012	WC2500101	3/27/2025	3/27/2025			Production	UTILITY TRAINEE	EMPLOYEE LEANED DOWN TO PICK UP TOOLS AND A BRANCH POKED THEM IN THE LEFT EYE	Left Eye			2 Yes

Employee Injury Summary - 1st Quarter 2025

Total Paid to Date	Future Reserves	Timeline Notes



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City Hall and Court House
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Boulevard
Phone: 651-266-8560

Master

File Number: CO 25-27

File ID: CO 25-27

Type: Communications &
Receive/File

Status: Archived

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action: 07/15/2025

Title: Vehicle Accident Summary - 1st Quarter 2025

Notes:

Sponsors:

Enactment Date:

Attachments: Vehicle Accident Summary - 1st Quarter 2025

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Board of Water Commissioners	07/15/2025	Received and Filed				

Text of Legislative File CO 25-27

Vehicle Accident Summary - 1st Quarter 2025

St. Paul Regional Water Services Vehicle Crash Summary

QTR 1- January 1st, 2025 – March 31st, 2025

Date: 2/19/25 Unit 577

- Employee was following a slow-moving vehicle traveling in the left lane. The employee attempted to pass in the right lane and but cut off a vehicle approaching in the right lane. The vehicle traveling in the right lane moved to shoulder to avoid collision and instead struck a guardrail and mailbox. According to the employee's report, the employee's speed was 10 MPH and the other vehicle was traveling at 30 MPH. **Crash was ruled preventable by the committee.**

Date: 3/24/25 Unit 604

- The truck rolled back a little bit when the truck was switching gears and struck vehicle behind it. The trailer hitch dented the license plate of the other vehicle. **Crash was ruled preventable by the committee.**



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: CO 25-29

File ID: CO 25-29

Type: Communications &
Receive/File

Status: Agenda Ready

Version: 1

**Contact
Number:**

In Control: Board of Water
Commissioners

File Created: 07/07/2025

File Name:

Final Action:

Title: 2026 Budget Workshop

Notes:

Sponsors:

Enactment Date:

Attachments: Budget Workshop Presentation

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Mollie.Gagnelius@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File CO 25-29

2026 Budget Workshop



2026

BUDGET WORKSHOP

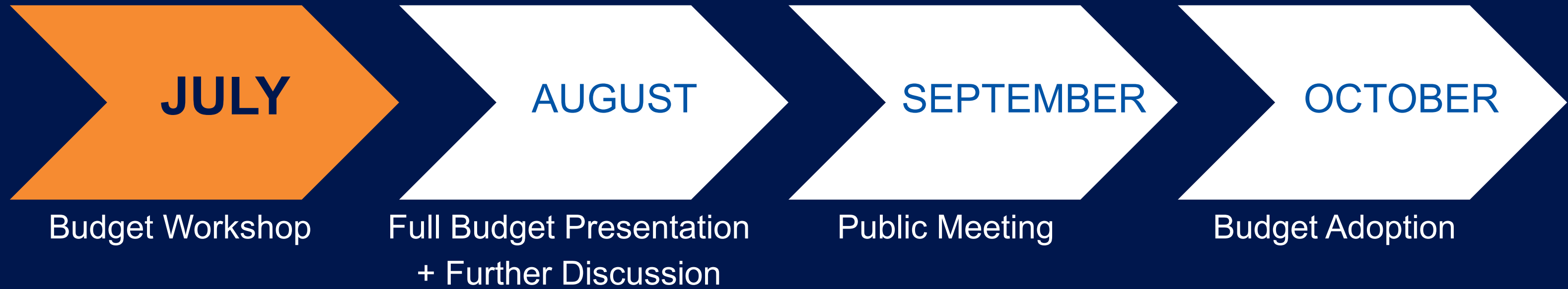
SPRWS BOARD OF WATER COMMISSIONERS

JULY 15, 2026



Jun	Jul	Aug	Sep	Oct	Nov	Dec
344,102	355,410	370,115	379,123	412,004	422,000	422,000
265,554	269,015	274,010	285,069	288,045	309,000	309,000
10,200	10,200	10,200	10,200	10,200	10,200	10,200
800	800	800	800	800	800	800
76,554	280,015	285,010	296,069	299,045	320,000	320,000
548	75,395	85,105	83,054	112,959	112,959	112,959
	21.21%	22.99%	21.91%	27.42%	27.42%	27.42%
24,000	24,000	24,000	24,000	24,000	24,000	24,000

TIMELINE OF EVENTS



BUDGET WORKSHOP

DISCUSSION TOPICS



Refining Our Financial Lens

As market conditions evolve and new data becomes available, it's critical to revisit our financial inputs to ensure modeling reflects current realities. This section will explore updated financial figures, uncover key insights, and assess implications for accuracy and forecasting. This exercise will continuously refresh our foundation to drive smarter decisions.

- **Updated Consumption Projection**

- Revenue Shortfall Due to Precipitation
- WestRock Departure

- **Population Projections**

- **Cash on Hand**



Evaluating Rate Scenarios

With operational expenses remaining relatively stable, shifts in revenue projections and rate impacts play a pivotal role in shaping available capital investment. This discussion explores three distinct investment levels—each with its own set of advantages and trade-offs. Through continued refinement of our 10-year capital plan, we aim to balance affordability, resilience, and infrastructure renewal to support long-term utility performance.

- **7.5%**
- **9.0%**
- **13%**

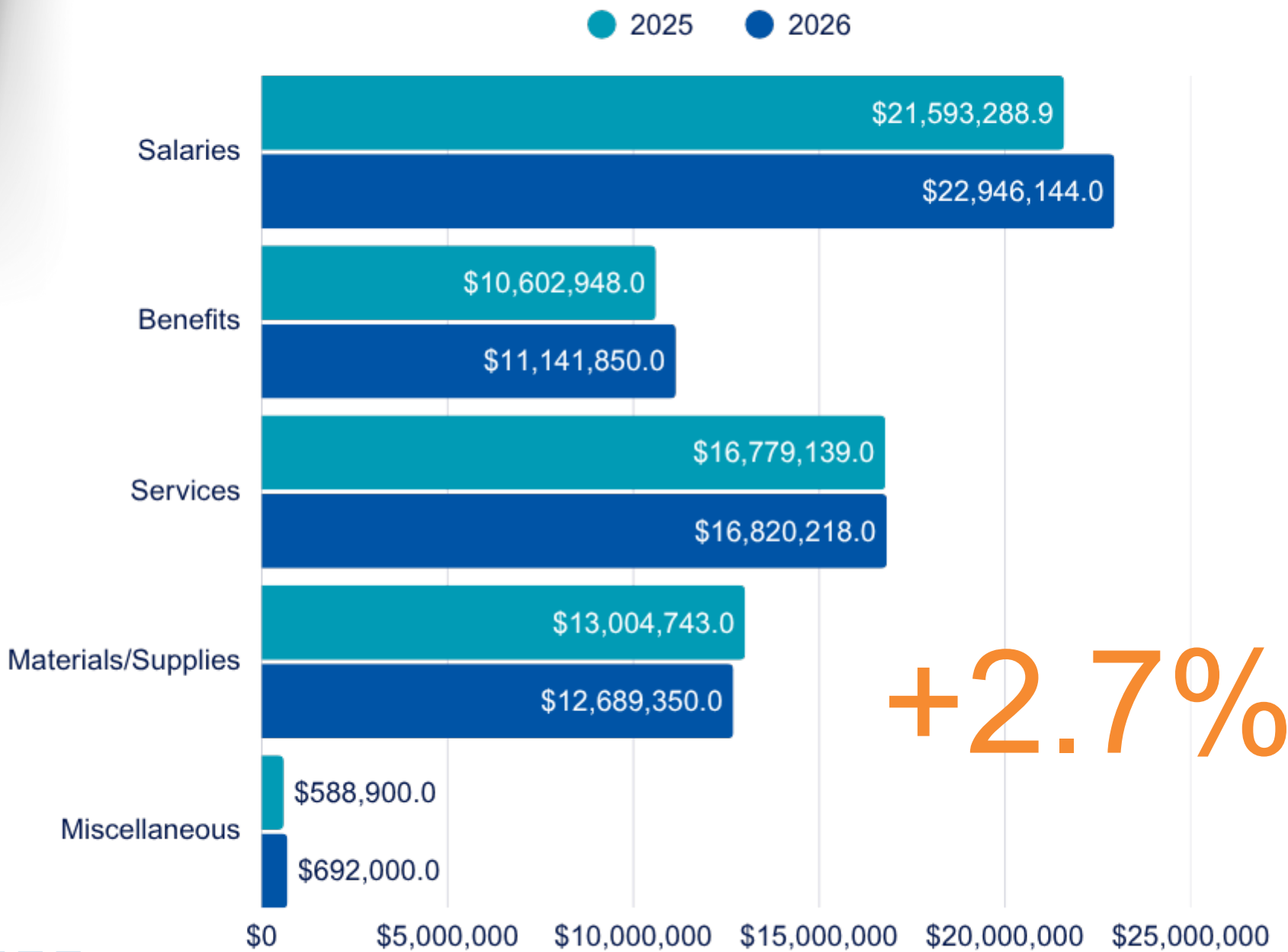
Operations & Maintenance Cost Management



These numbers reflect initial drafts and will be further refined over the next month and with feedback received during the Budget Workshop.

Over the last few years, innovation and substantial progress has occurred in many key areas - community engagement, register replacements, a new customer portal, asset management, affordability, a new plant, lead service line replacements...

While we continue moving these initiatives forward, overall increases in Operations & Maintenance (O&M) costs have been kept minimal through a focus on efficiency and prioritizing existing efforts.



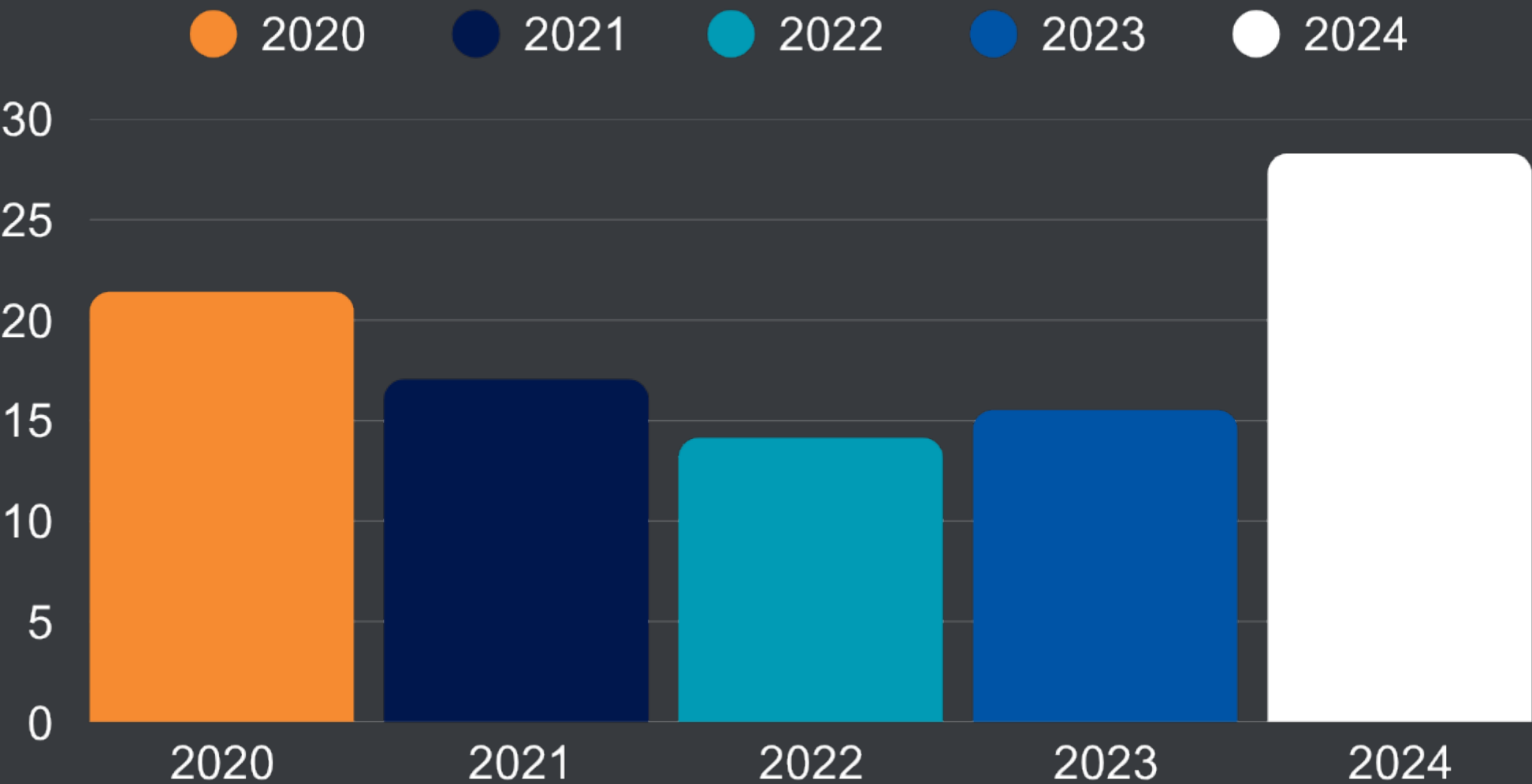
REVENUE FLUCTUATIONS

DUE TO PRECIPITATION

When precipitation levels rise, demand for water drops. This decline in consumption directly impacts revenue, leading to shortfalls that can strain the budget and result in the use of additional cash or cuts in projects. In essence, wet weather means fewer gallons sold, and fewer dollars earned.

PRECIPITATION TOTALS

APRIL - SEPTEMBER



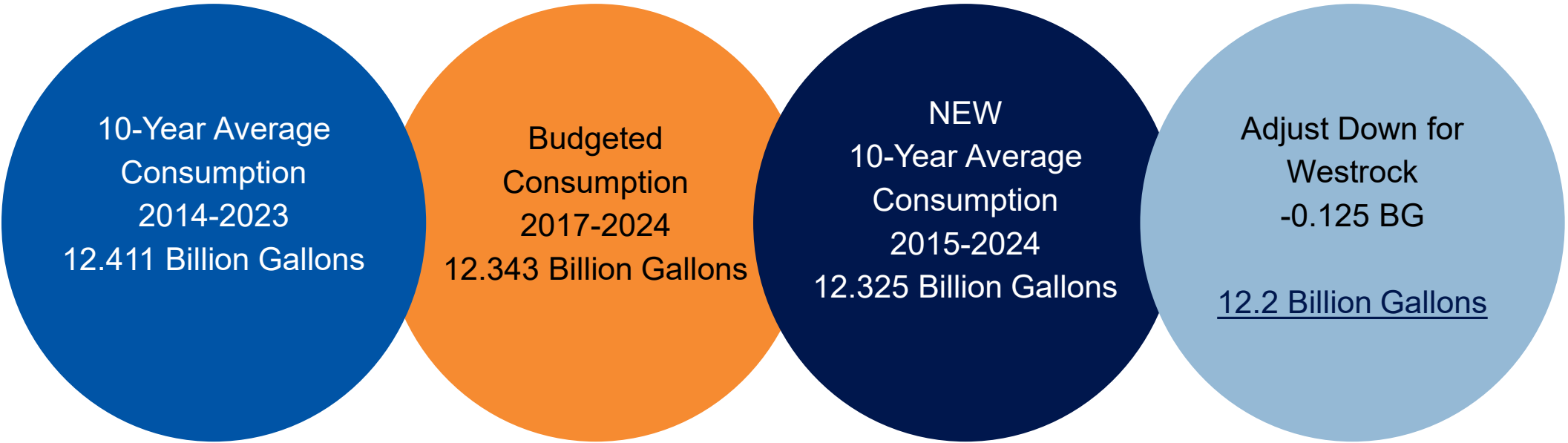


Smurfit Westrock announced on April 30, 2025 that it will permanently close its coated recycled board (CRB) mill in St. Paul, Minnesota. This closure will occur in June 2025 and will impact revenue at SPRWS (and PW) in 2025 as well as all future years.

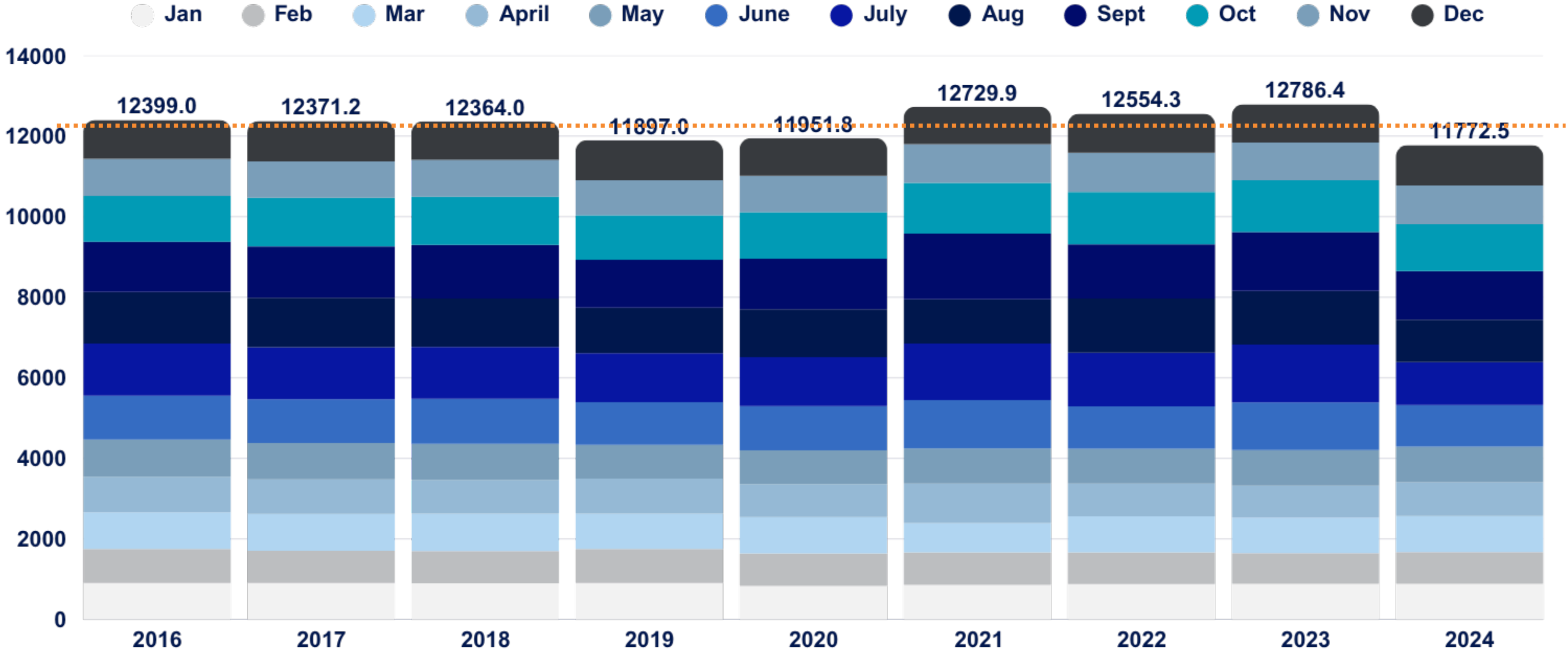
In 2024, SPRWS generated \$1,627,887 in revenue from water sales to Westrock
Westrock was our 3rd largest customer



UPDATED CONSUMPTION PROJECTION



2026
-1.16%
CONSUMPTION PROJECTION



2024 Budgeted Consumption:
12.343 Billion Gallons

2024 Actual Consumption:
11.772 Billion Gallons

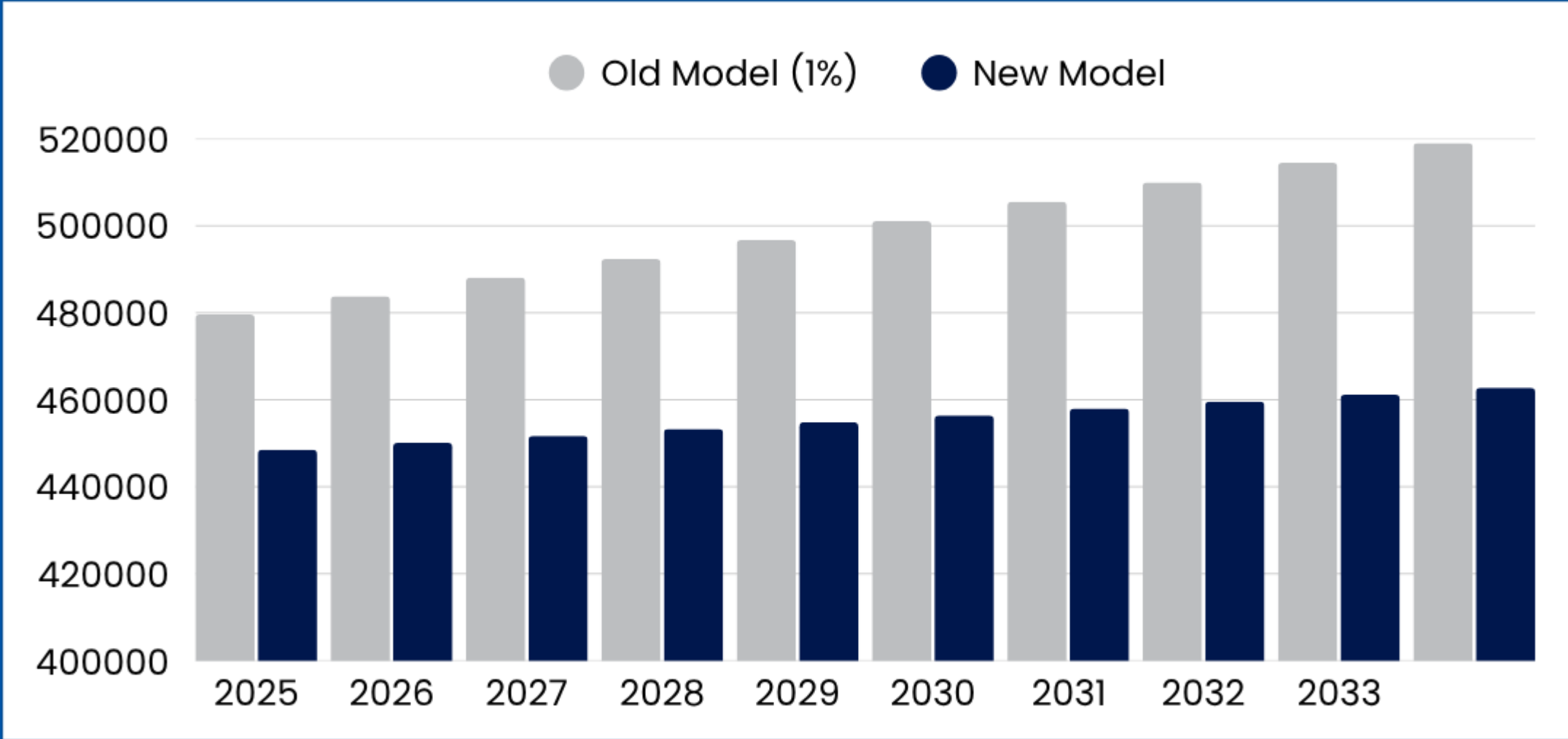
Consumption Shortfall:
0.571 Billion Gallons (4.6%)

2024 Budgeted Revenue:
\$75,681,580

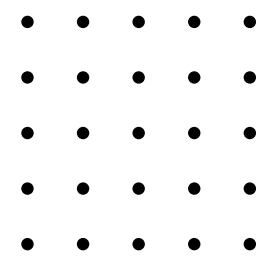
2024 Actual Revenue:
\$73,067,991

Revenue Shortfall:
\$2,613,589 (3.5%)

POPULATION GROWTH ESTIMATES



2026	2027	2028	2029	2030	2031	2032	2033	2034
\$ (494,722.00)	\$ (1,058,388.00)	\$ (1,674,293.00)	\$ (2,354,327.00)	\$ (3,103,665.00)	\$ (3,853,040.00)	\$ (4,650,494.00)	\$ (5,498,462.00)	\$ (6,399,489.00)



DAYS CASH ON HAND

Definition: This measure represents the number of days a company can continue to pay its operating expenses with the current cash it has available.

$$= \frac{\text{Undesignated Cash and Cash Equivalents}}{\text{Operating Expenses Excluding Depreciation} / 365 \text{ Days}}$$

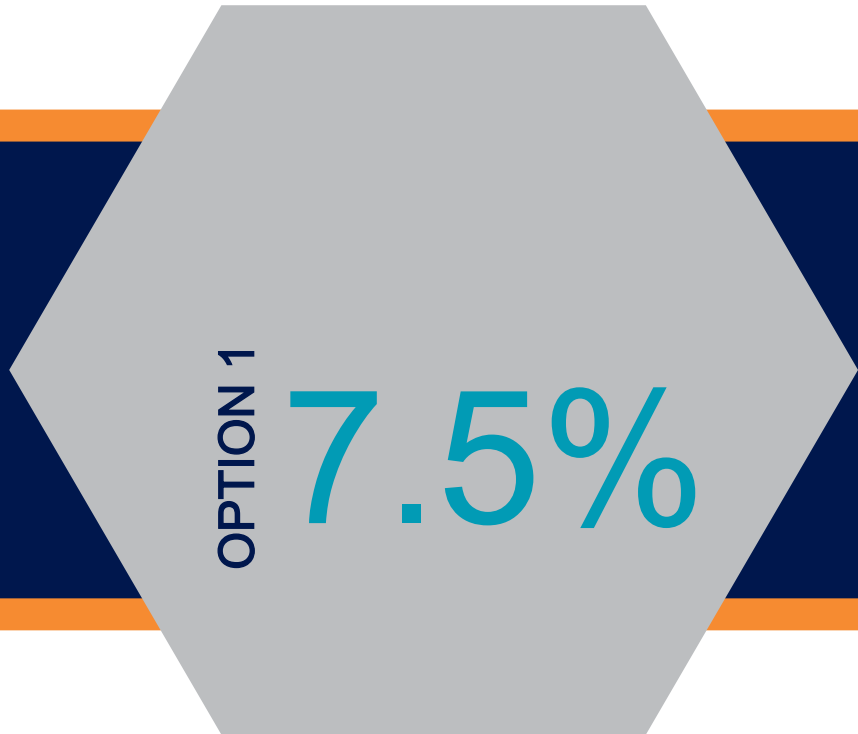
Utility should report directly from utility's Annual Comprehensive Financial Report (ACFR), Annual Information Statement (AIS) or approved financial documents.

Saint Paul Regional Water Services
Days Cash on Hand (2023 ACFR):
325 Days

Since 2023, SPRWS has continued to spend down cash while operating expenses continue to increase. This will likely result in a lower Days Cash on Hand measure once 2024 ACFR is ready.

	75th Percentile	Median	25th Percentile	Sample Size
Water Utilities	505	357	184	38
Combined Utilities - Water Operations	786	461	218	32

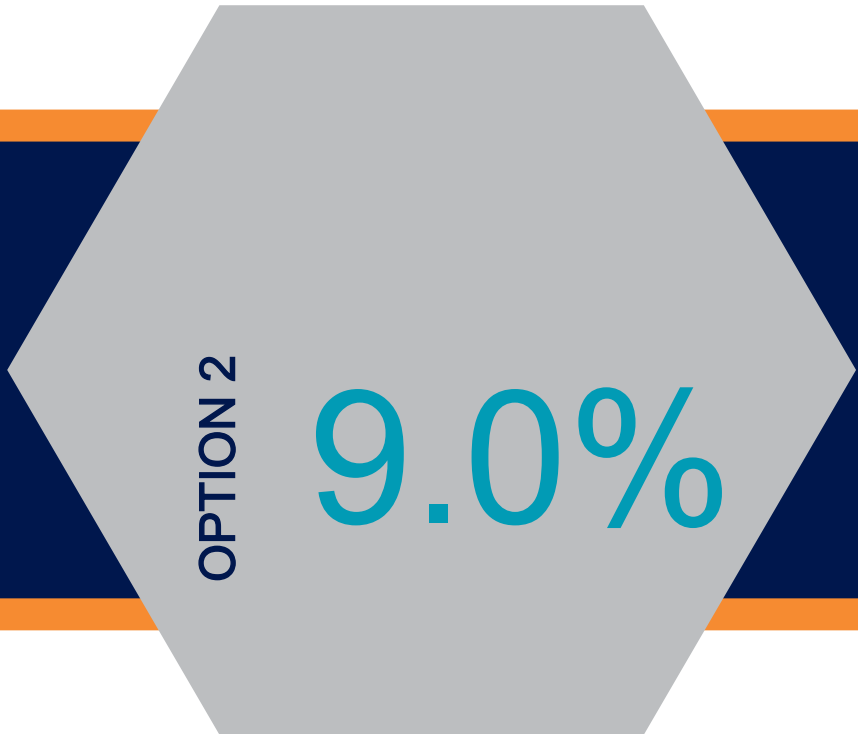
Rate Models



Sustained Operations

Covers Operational Expenses
Addresses Consumption Projection Decline

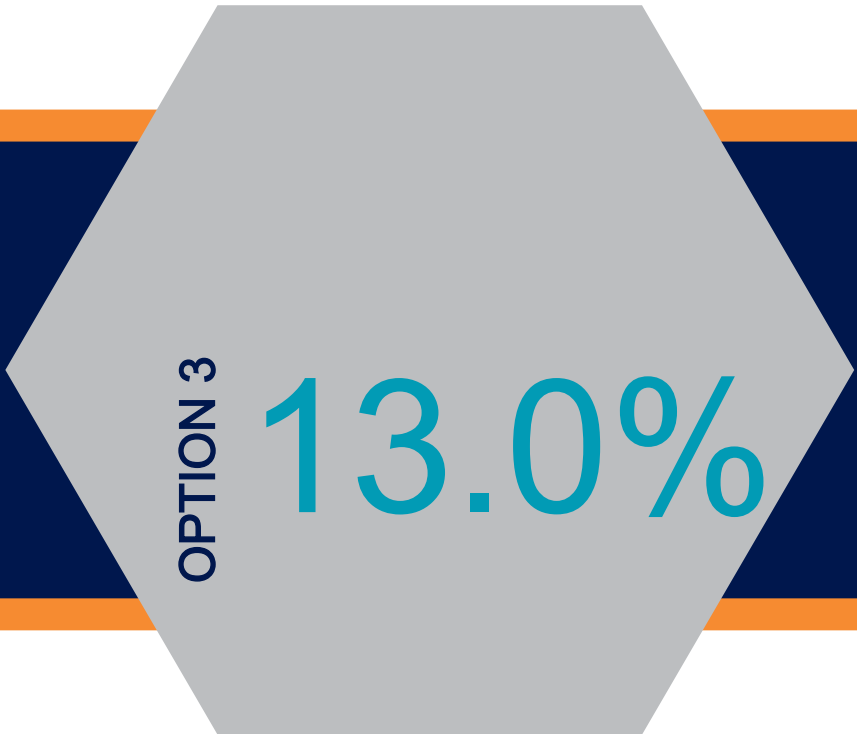
Reductions to Capital Investment Plan
Total: \$18M



Restrained Growth

Covers Operational Expenses
Addresses Consumption Projection Decline

Stabilizes Capital Investment Plan
Total: \$25.5M



Accelerated Recovery

Covers Operational Expenses
Addresses Consumption Projection Decline
Quicker Recovery of Cash Reserve

Matches Saint Paul Public Works Increase
Quicker Ability to Level Rates

Stabilizes Capital Investment Plan
Total: \$25.5M

CUSTOMER IMPACT

The following shows the impact to 2026 a customer's monthly expenditure compared to 2025 adopted rates assuming average usage which = 6 units/month (4,488 gallons of drinking water).

With consumption projections decreasing, average usage is dropping as well. We've left this analysis at 6 units/month but it is approaching 5 units/month.



Did You Know?
1 Gallon = \$0.9087 these models?



ENERGY COSTS

SPRWS Proposals Range from
\$38.94 - \$40.93/month

When Wastewater is Included:
\$82.92 - \$85.96



The average monthly electricity and natural gas costs for single-family homes in Saint Paul, MN typically fall within the following ranges:

Season	Electricity	Natural Gas	Total
Winter	\$180+	\$150+	~\$330/month
Summer	\$150+	\$60+	~\$210/month

SIGNIFICANT IMPACTS WITH 7.5% MODEL

In the models presented last year, we were optimistic that a 7.5% rate increase in 2026 would be feasible. However, given the need to reduce consumption as outlined, maintaining that rate would require significant reductions in capital investments to offset the resulting shortfall.

While we recognize that any rate increase must be carefully considered, we believe that an increase of at least 9% in 2026 is justified and necessary to support critical investments. The additional 1.5%+ is a prudent and strategic choice.

Therefore, staff does not recommend proceeding with the 7.5% rate increase option.

- Scaled back Water Main Replacements (\$2M)
- Scaled back Register Replacement (\$1.5M)
- Scaled back Tunnel Rehab (\$100k)
- Scaled back Sandy Lake Grading Improvements (\$200k)
- Scaled back Fleet/Equipment Replacements (\$210k)
- Scaled back Engine Room Piping Replacement (\$350k)
- Dropped Backup Generator at Beebe Station (\$124k)
- Dropped Audible Alarm System (\$100k)



POTENTIAL FUTURE RATE IMPACTS

As we explore potential rate models beyond 2026 with the Board of Water Commissioners, it's important to emphasize:

- These projections are planning tools, not commitments.
- While they are helpful in evaluating today's decisions, they are not intended as promises of future rates.

Primary Reason - Comprehensive Rate Study Underway

- A detailed rate structure study is starting soon and expected to conclude by 2026 for potential implementation in 2027.
- This study could lead to substantial changes in how SPRWS water rates are calculated and applied, including tiered structures, fixed vs. variable charges, and equity considerations.

Additional Uncertainties

- Evolving consumption patterns (e.g. conservation trends, climate impacts)
- Changing capital investment needs and timelines
- Potential state/federal regulatory updates
- Inflation and material/labor cost volatility

Looking Ahead Responsibly

We will share potential long-term concepts to:

- Illustrate the affordability impacts of today's choices.
- Highlight how different decisions may shape future paths.
- ✦ But again, these are not forecasts, just frameworks to support informed discussion.



AFFORDABILITY ANALYSIS

HBI - Water Costs as a Percent of Income at LQI	PPI - Percent of Households Below 200% of FPL		
	>=35%	20% to 35%	<20%
>=10%	Very High Burden	High Burden	Moderate-High Burden
7% to 10%	High Burden	Moderate-High Burden	Moderate-Low Burden
< 7%	Moderate-High Burden	Moderate-Low Burden	Low Burden

The Household Burden Indicator (HBI), defined as basic water service costs (combined) as a percent of the 20th percentile household income (i.e., the Lowest Quintile of Income (LQI) for the Service Area)

The Poverty Prevalence Indicator (PPI), defined as the percentage of community households at or below 200% of Federal Poverty Level (FPL).
PPI = 29.1%

	2024	2025	2026	2027	2028	2029	2030	2031	2032
Upper limit 20th percentile HHI (estimates 3% inflation)	\$35,268.00	\$36,326.04	\$37,415.82	\$38,538.30	\$39,694.44	\$40,885.28	\$42,111.84	\$43,375.19	\$44,676.45
Potential Rate Increases - Scenario 2	9.5%	9.5%	9.0%	8.5%	8.0%	7.5%	7.0%	6.5%	5.0%
Annual bill for 48,363 gallons used (~16 units/quarter)	\$757.76	\$825.88	\$900.21	\$976.73	\$1,054.87	\$1,133.98	\$1,213.36	\$1,292.23	\$1,356.84
Household Burden Indicator (HBI)	2.15%	2.27%	2.41%	2.53%	2.66%	2.77%	2.88%	2.98%	3.04%
Potential Rate Increases - Scenario 3	9.5%	9.5%	13.0%	8.5%	8.0%	7.5%	5.0%	5.0%	5.0%
Annual bill for 48,363 gallons used (~16 units/quarter)	\$757.76	\$825.88	\$933.24	\$1,012.57	\$1,093.58	\$1,175.59	\$1,234.37	\$1,296.09	\$1,360.90
Household Burden Indicator (HBI)	2.15%	2.27%	2.49%	2.63%	2.75%	2.88%	2.93%	2.99%	3.05%

2024 Average HBI
(50 Largest US Cities):

2.8%

CONTINUED AFFORDABILITY ANALYSIS

The EPA’s standard affordability benchmark is 2% of median household income on water alone (or 4.5% of median household income if including wastewater). This approach has two major flaws:

- It’s tied to median income instead of the most economically vulnerable.
- It uses average consumption instead of basic essential needs.

By focusing on median income and average use, it overlooks the very households and core usage levels that face the greatest affordability challenges.



SPRWS projections are well within the goal. The values below assume consistent rate increases by SPRWS + wastewater entities.

	2024	2025	2026	2027	2028	2029	2030	2031	2032
Median Household Income: MHI (estimates 3% inflation)	\$73,055	\$75,246.65	\$77,504.05	\$79,829.17	\$82,224.05	\$84,690.77	\$87,231.49	\$89,848.44	\$92,543.89
Potential Rate Increases - Scenario 2	9.5%	9.5%	9.0%	8.5%	8.0%	7.5%	7.0%	6.5%	5.0%
Annual bill for 53,856 gallons used (18 units/quarter)	\$833.64	\$912.84	\$994.99	\$1,079.57	\$1,165.93	\$1,253.38	\$1,341.11	\$1,428.28	\$1,499.70
% of Total Income (Goal: Less than 4.5%)	1.14%	1.21%	1.28%	1.35%	1.42%	1.48%	1.54%	1.59%	1.62%
Potential Rate Increases - Scenario 3	9.5%	9.5%	13.0%	8.5%	8.0%	7.5%	5.0%	5.0%	5.0%
Annual bill for 53,856 gallons used (18 units/quarter)	\$833.64	\$912.84	\$1,031.50	\$1,119.18	\$1,208.72	\$1,299.37	\$1,364.34	\$1,432.56	\$1,504.18
% of Total Income (Goal: Less than 4.5%)	1.14%	1.21%	1.33%	1.40%	1.47%	1.53%	1.56%	1.59%	1.63%

CLOSING THOUGHTS TO PROMPT DISCUSSION

Pursuit of the more aggressive increase now may be vital with a Board in place that has demonstrated an understanding and commitment to infrastructure investment.

A higher rate may raise short-term concerns among customers.

The long-term benefit is a faster return to stable (5%?), predictable rate increases. The models shown demonstrate an ability to level out by 2030 opposed to 2032.

Provides an additional \$2–\$4 million annually over the next 4-5 years for critical infrastructure or reserve rebuilding—without sacrificing service levels. Total additional revenues for the next 5 years would be \$17.5M.

Alignment with Public Works' Direction

Maintain consistency with Public Works' broader financial planning and expectations.

THANK YOU

