

1 An ordinance amending Legislative Code Chapter 91 to add an appeals process for  
2 persons who wish to appeal water bills, fees and other charges imposed under the Water  
3 Code, Chapters 85-103 of the Legislative Code.

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5 THE COUNCIL OF THE CITY OF SAINT PAUL DOES ORDAIN:

6  
7 Section 1.

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9 That chapter 91 of Saint Paul Legislative Code is hereby amended as follows:

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11 **Chapter 91. – Water Code – Miscellaneous Provisions**  
12

13 Sec. 91.25 – Appeals.

14 (a) Timing: Any person wishing to appeal a violation, invoice, fee or shutoff  
15 imposed under the Water Code may appeal to city’s legislative hearing officer  
16 within 60 days of receiving notice thereof.

17 (b) Contents of Appeal: Appeals shall be made by written petition to the  
18 legislative hearing officer. The Appeal shall be made on a form designated by  
19 the Board of Water Commissioners. The appeal must clearly set forth the  
20 grounds for appeal.

21 (c) Hearing: The legislative hearing officer will schedule the hearing within 30  
22 days of receipt of the petition. The hearing officer shall give notice to the  
23 petitioner of the time and place for such hearing no less than 10 days prior to  
24 the hearing.

25 (d) Final Determination: Upon completion of the hearing, the hearing officer shall  
26 forward a recommendation to the Secretary of the Board of Water  
27 Commissioners. That recommendation shall state the relevant facts,  
28 conclusions and recommended action of the Board of Water Commissioners.  
29 The Secretary of the Board of Water Commissioners shall place that  
30 recommendation on the agenda of the next available meeting of the Board of  
31 Water Commissioners. The Board shall, by resolution, approve, modify,  
32 reverse, revoke, wholly or partly, the hearing officer's recommendation and  
33 shall state any reasons for deviation from the recommendation in the  
34 resolution. All matters, determinations and conclusions of the hearing officer,  
35 being recommendations to the Board of Water Commissioners, are not subject  
36 to judicial review.

37  
38 Section 2.

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40 All other sections of Chapter 91 shall remain unchanged.

41  
42 Section 3.

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44 This ordinance shall take effect and be in force thirty (30) days following its passage,  
45 approval and publication.