



Meeting Date: March 20, 2017

Report No. CC-17-37

Agenda Item No. 8d

Status: General Orders

Purpose: Propose changes to the City of Stillwater Standards

Background Summary: On August 15, 2011, the City Council adopted by resolution a set of design and construction standards known as the “City of Stillwater Standards” (Standards). On February 21, 2013, May 6, 2013, and August 19, 2013, the City Council adopted revisions to the Standards.

The Standards define requirements for design and construction of the following types of infrastructure and improvements:

- Earthwork
- Drinking water treatment and distribution systems
- Wastewater collection and treatment systems
- Streets and sidewalks
- Storm water management systems

The purpose of these standards is to define minimum requirements for public infrastructure and certain private improvements and private improvements to be constructed in the public way. For a variety of reasons, the standards are revised on a periodic basis. The current proposed revisions are needed to address an issue with water meter enclosures in areas outside of the roadways that may be subject to vehicle traffic.

The current proposed revisions include the following:

- Add specifications for water meter enclosures for locations subject to traffic, such as parking lots, driveways and other areas where vehicles may drive on meter enclosures.
- Listing specific manufacturer and model numbers to simplify material purchasing.
- Inclusion of additional products that have been predetermined to meet the standard requirements. Additional products tend to increase competition and reduce cost.
- Inclusion of products already in use by the City’s operations department.
- Addition of guidance to engineers and contractors regarding requests for exceptions to the standards.
- Other miscellaneous minor edits.

A resolution to adopt the proposed revisions is on this meeting's agenda. The specifications and details to be adopted are attached to the resolution. A "red-lined" version of the proposed changes with an explanation of those changes is attached to this report for review.

Budget Impact: No new appropriations or budget amendments are required and year-end balances will not be affected.

Prior Council Action or Part of an Approved Project: Yes

Related Items:

CC-11-81 City of Stillwater Standards adopted, August 15, 2011

CC-13-19 City of Stillwater Standards revised, February 21, 2013

CC-13-71 City of Stillwater Standards revised, August 19, 2013

CC-13-41 City of Stillwater Standards revised, May 6, 2013

Alternatives: No action is needed for this item. However, the following alternatives are available to the City Council, regarding the resolution later in the agenda:

Adopt the proposed resolution, making the proposed revisions part of the Stillwater Standards. Effective immediately, traffic rated meter enclosures will be required according to the new standard for all projects (privately and publically funded) that have not previously been approved.

Take no action on the proposed resolution, not making the proposed revisions part of the Standards. Private developers will be allowed to continue to install non-traffic rated meter enclosures in parking lots and other traffic areas outside of roadways. By administrative directive, all City operation and maintenance activities and capital projects will continue to use traffic rated meter enclosures in all locations that may be subject to vehicle traffic. The City will continue to replace and pay for the replacement of non-traffic rated meter enclosures as they are damaged.

Recommendation: No action is required for this agenda item. Approval of the proposed resolution is recommended.

Prepared by: Brandon Neal, P.E., Water Resources Engineer

Reviewed by: William Millis, WR Director **Reviewed by:** Dan Blankenship, Deputy City Manager

Submitted by: Norman McNickle, City Manager

Attachments: "Red-lined" version of the proposed revisions and detail drawings.

Related reports referenced above