



September 2011

storm water

UTILITY REPORT

WSB Project No. 1688-69



STORM WATER UTILITY REPORT

Prepared for the City of Wyoming, Minnesota

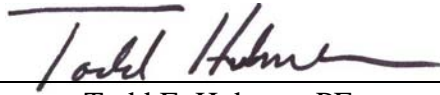
September 2011

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CERTIFICATION

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



Todd E. Hubmer, PE

Date: September 13, 2011

Lic. No. 24043

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TITLE SHEET

CERTIFICATION SHEET

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SECTION I

I. EXECUTIVE SUMMARY

The purpose of this report is to update the existing storm water utility fee (SWU) for the City of Wyoming. The SWU collects the fees necessary to provide for the maintenance, improvement, replacement, and administration of the City's storm water collection, treatment, and storage systems. The storm water utility fee has not been updated since it was established in 1997. Since then, the cost of maintenance for the storm sewer system has increased due to regulation and aging of the infrastructure. Additionally, the recent annexation of Wyoming Township into the City brings new challenges in regards to infrastructure as well as new opportunities for additional revenue sources.

Section II of this report provides background information about the City of Wyoming's existing SWU, which has not been updated since it was established in 1997. The existing SWU currently generates \$30,500 annually.

Section III looks at the eligible expenditures associated with storm water management and for maintenance for the entire City.

Section IV describes the procedure and methods followed to determine the SWU rates. The fee structure is based on the contribution of storm water runoff volume generated by the various land uses within the City. Each land use is compared to the runoff generated from a low density residential unit to determine a ratio referred to as a Residential Equivalency Factor or REF (See **Appendix A**).

Under the current rate structure, the rate for a Single-Family Residential parcel is \$2.00 per quarter or \$8.00 annually. The current rate structure does not specifically identify a rate for Agricultural or Manufactured Home parcels. However, with the annexation of rural areas, the need to assign a rate to these properties has become greater. For purposes of computing the SWU, each Agricultural/Single Family Residential/Rural Residential/One and Two Family Residential parcel is treated as a Single Family Residential parcel. Manufactured Homes parcels (due to the similarity in impervious percentage) have been added into a category with High Density Residential.

By keeping the storm water utility fees at the current rates, and applying the appropriate rate to each parcel, including the annexed areas, the revenue generated by the SWU is increased to approximately \$68,000.

Section V discusses the procedures needed to administer the SWU. The City Council may adjust the rates of the storm water utility on an annual basis or as necessary to meet the financial needs of maintaining the City's storm water collection, conveyance, treatment, storage systems, and regulatory permits. A new appeal process is also proposed in this section.

SECTION II

II. INTRODUCTION AND PURPOSE

This Storm Water Utility Report is prepared for the City of Wyoming to establish the methods and procedures for implementation of a SWU under Minnesota Statute Section 444.075. The City of Wyoming desires to collect just and equitable charges for the use and availability of storm sewer systems for the collection and disposal of storm water.

The SWU is very similar to water and sanitary sewer utility fees that residents currently pay. The SWU fee is charged to individual parcels and is typically based on the percent impervious and/or the amount of storm water runoff generated from an individual site or land use. These utility fees are collected for the purpose of maintaining the City's existing storm water conveyance systems, detention ponds, storm water treatment basins, wetland mitigation sites, and infiltration basins. The SWU can also be used to implement the requirements outlined in the City's NPDES Phase II Storm Water Pollution Prevention Plan (SWPPP) and the Watershed Management Plan (WMP).

The SWU rate and structure has not been updated since it was established in 1997. Since then cost of maintenance for the storm sewer system has increased due to regulation and aging of the infrastructure. Additionally, the recent annexation of Wyoming Township has brought new challenges in regards to infrastructure maintenance.

SECTION III

III. ELIGIBLE EXPENDITURES

Eligible expenditures of storm water utility funds within the City of Wyoming may include but are not limited to the following activities:

- Maintenance and repair of the City's storm water ponds, collection systems, and storm water treatment systems.
- Replacement of trunk and lateral storm water conveyance systems.
- Administration of the storm water utility fund.
- Development of, and future updates to, the City's Wetland Management Plan.
- City of Wyoming street sweeping program.
- Development of, and future updates to, the City's Watershed Management Plan.
- Required public improvements, educational programs, staff training, administration, and other activities as required by the National Pollutant Discharge Elimination System (NPDES) as administered by the Minnesota Pollution Control Agency (MPCA).
- Erosion and sedimentation control inspections.
- Preparation and revisions to the City's Storm Water Utility Report.
- Studies, programs, and capital improvements as outlined by the City.

The determination as to whether a project is eligible to be funded from the storm water utility will be the decision of the City Administrator.

SECTION IV

IV. RATE STRUCTURE DETERMINATION

This section outlines pertinent issues and considerations related to developing the SWU in such a manner as to assign costs to parcels in a reasonable way. Based on this premise, land uses that have a high percentage of impervious surfaces such as commercial and industrial areas, which generate large volumes of runoff, will be charged more than land uses that have a small amount of impervious surface such as low density residential areas, which generate less runoff.

The following activities were completed to establish a SWU rate structure for the City of Wyoming:

A. Determination of Land Use

The current zoning map from the City Comprehensive Plan (**Figure 1**) was used as a starting point to determine land use designations used for the SWU. The zoning map designations are not consistent with the designations listed in the existing storm water utility ordinance. **Table 1** shows the designations from the storm water utility ordinance:

Table 1: Existing Storm Water Utility Ordinance Designations and Associated Quarterly Rates

Existing SWU Designation	REF	Quarterly Rate
Single Family Residential	1.0	\$2/unit
Rural Residential	1.0	\$6/acre
One and Two Family Residential	1.3	\$7.80/acre
Limited Multiple Dwelling	2.7	\$16.20/acre
Central Business District	2.7	\$16.20/acre
General Business	2.7	\$16.20/acre
Government Property	2.7	\$16.20/acre
Hospital	2.7	\$16.20/acre
Light Industrial/General Business	3.5	\$21.00/acre
Industrial	3.5	\$21.00/acre

Source: City of Wyoming Storm Water Utility Ordinance

SECTION IV

In order to make the storm water utility designations consistent with the designations in the City's Comprehensive Plan zoning map, it is proposed to modify the storm water utility ordinance. The new land use designations are shown in **Table 2** below:

Table 2: New Land Use Designations and Associated Quarterly Rates

New Land Use Designation	REF	Quarterly Rate
Agricultural/Single Family Residential/One and Two Family Residential/Rural Residential	1.0	\$2/unit
High Density Residential/Manufactured Homes	2.7	\$16.20/acre
Commercial	2.7	\$16.20/acre
Central Business	2.7	\$16.20/acre
Office and Health Care	2.7	\$16.20/acre
Industrial (Urban)	3.5	\$21.00/acre
Industrial (Non-Urban)	1.0	\$2/unit
Carlos Avery WMA (Exempt)	-	-

A comparison of the two tables shows the following adjustments that are proposed to be made to the designation shown in the storm water utility ordinance:

- Agricultural has been added as a designation and combined with the existing designations of Single Family Residential, One and Two Family Residential, and Rural Residential.
- Limited Multiple Dwelling is now being called High Density Residential/Manufactured Homes.
- General Business is now being called Commercial.
- Government Property is no longer a designation. These properties are now included in Central Business or Commercial categories.
- Hospital is now designated as Office and Health Care.
- Light Industrial/General Business is no longer a designation. These properties are now included in Commercial or Industrial categories.
- Industrial has been divided into two categories to account for the large difference in impervious coverage; Industrial (Urban) and Industrial (Non-Urban).

SECTION IV

A Storm Water Utility Designation Map (**Figure 2**) has been developed to show the proposed storm water utility designations for the entire City of Wyoming. From this map, parcel counts and acreage estimates were generated to project the amount of revenue the proposed SWU will generate. The definitions used for the purposes of the SWU are provided below:

Agricultural/Single Family Residential/Rural Residential/One and Two Family Residential

This designation includes all parcels that are zoned Agricultural, Single Family Residential, Rural Residential, or One and Two Family Residential. The SWU for these parcels will be on a per unit basis. This is the designation that is used to create the residential equivalency factor (REF).

High Density Residential/Manufactured Homes

This designation includes all parcels zoned High Density Residential or Manufactured Homes. The SWU for High Density Residential and Manufactured Homes parcels will be based on actual lot size.

Commercial

This designation includes parcels zoned Commercial. The SWU for parcels zoned Commercial will be based on actual lot size.

Central Business

This designation includes parcels zoned Central Business. The SWU for parcels zoned Central Business will be based on actual lot size.

Office and Health Care

This designation includes parcels zoned Office and Health Care. The SWU for parcels zoned Office and Health Care will be based on actual lot size.

Industrial (Urban)

The Industrial (Urban) land use includes properties zoned as Industrial that have a high percentage of impervious coverage. Generally, these parcels are smaller than 15 acres. The SWU for parcels identified as Industrial (Urban) will be based on actual lot size.

SECTION IV

Industrial (Non-Urban)

The Industrial (Non-Urban) land use includes properties zoned as Industrial but that have a low percentage of impervious surface. Generally, these parcels are larger than 15 acres, although there are two parcels that are four and six acres, respectively. The SWU for parcels identified as Industrial (Non-Urban) will be on a per unit basis (same as Agricultural/Single Family Residential/Rural Residential/One and Two Family Residential/Manufactured Homes).

Carlos Avery Wildlife Management Area

This designation includes all land located within the Carlos Avery Wildlife Management Area. This area will be exempt from the SWU as there is little to no impervious coverage and the area is not expected to affect the City of Wyoming stormwater system or increase the demand for stormwater management activities.

B. Determination of Land Cover by Land Use

The amount of impervious surface was determined by reviewing aerial photos for each land use within the City and measuring the impervious surfaces within representative samples of each land use. All buildings and paved surfaces were digitized within the sample parcels using GIS. The percent of impervious surfaces within each land use was calculated by dividing the area of impervious coverage by the total area of each land use sample. Where wetlands were present, the wetland area was subtracted from the parcel size to account for only developable area.

The estimated impervious surface coverage for each land use is shown in **Table 3** below:

Table 3: Typical Impervious Coverage Percentages for Proposed Storm Water Utility Designations

Proposed Utility Designation	Impervious %
Agricultural	3%
Single Family Residential	18%
Rural Residential	8%
One and Two Family Residential	15%
Manufactured Homes	26%
High Density Residential	38%
Commercial	59%
Central Business	75%
Office and Health Care	19%
Industrial (Urban)	66%
Industrial (Non-Urban)	8%
Carlos Avery WMA	0%

SECTION IV

C. Storm Water Utility Rate Structure

The existing storm water utility base rate is set at \$6.00 per acre quarterly. Under this base rate the charge for one Agricultural/Single Family Residential/Rural Residential/One and Two Family Residential/Manufactured Homes parcel will be \$2.00 per quarter or \$8.00 annually. The proposed quarterly charges for each land use within the City are listed previously in **Table 2**.

For parcels where the SWU will be based on actual lot size, the following formula can be used to derive the quarterly rate for each parcel:

$$(\text{REF}) \times (\text{Base Rate}) \times (\text{Net Acreage}) = \text{Quarterly Charge}$$

For example, Central Business parcels have a REF of 2.7. The quarterly charge for a 3 acre parcel of commercial land use will be \$48.60.

$$(2.7)(\$6.00/\text{acre})(3 \text{ acres}) = \$48.60/\text{quarter}$$

Keeping the storm water utility rate at \$6.00/acre per REF quarterly, and expanding the storm water utility to include the entire City of Wyoming (old City limits plus the recently annexed areas), this storm water utility rate structure is anticipated to generate approximately \$68,000 per year. **Appendix A** provides a breakdown of the anticipated annual revenue generated by each SWU classification.

D. Comparison of Annual Storm Water Utility Rates

Currently, there are over 100 communities within the greater Twin Cities metropolitan area that have established SWU. The SWU rates of other metropolitan area storm water utilities were investigated to provide the City with a comparison of rates. **Tables 4-6** show a comparison of rates for other municipalities:

Table 4: Agricultural and Residential Land-use Fee Comparison

City	Annual Low Density Residential Fee (per lot)
Wyoming	\$8.00
Lindstrom	\$18.52
Centerville	\$30.00
Forest Lake	\$32.00
Cambridge	\$46.20
Circle Pines	\$54.00
North Branch	\$58.80
Princeton	\$68.00

SECTION IV

Table 5: Commercial Land-use Fee Comparison

City	Annual Commercial Fee (1 acre)
Wyoming	\$64.80
Circle Pines	\$97.20
Forest Lake	\$147.20
Princeton	\$163.20
North Branch	\$235.20

Example properties for the Commercial land-use category are listed below (acre abbreviation is ac):

Wyoming FINA Mart: 4.32 ac - 1.92 ac (wetland) = 2.40 ac x \$64.80 = \$155.52/Annually

Stars & Strikes: 15.55 ac – 6.31 ac (wetland) = 9.24 ac x \$37.80 = \$598.75/Annually

Table 6: Industrial Land-use Fee Comparison

City	Annual Industrial Fee (1 acre)
Wyoming (Urban)	\$84.00
Princeton	\$129.20
Forest Lake	\$147.20
Circle Pines	\$162.00
North Branch	\$235.20

Example properties for the Industrial (urban) land-use category are listed below:

Hallberg, Inc: 8.89 ac x \$84.00 = \$746.76/Annually

General Safety Equipment: 8.62 ac x \$84.00 = \$724.08/Annually

SECTION V

V. ADMINISTRATIVE PROCESS

The City code should be updated to reflect the rate structure determined in this report. A draft ordinance can be found in **Appendix B**.

Since the City already collects the SWU from properties within the former city limits, the processes that are currently in place can be used to collect fees from the remaining properties.

Other activities associated with administration of the storm water utility fund are described below.

A. Administering Funds

The City Administrator will be the administrator of the storm water utility fund. The Administrator will be responsible to make determinations as to which projects and activities are eligible for funding through the use of the SWU. The Administrator will also be responsible for reviewing appeals and making adjustments, if necessary, to storm water utility charges through the appeal process.

B. Appeal Process

Property owners may appeal their SWU or designation by providing data demonstrating that the actual storm water runoff volume from their site is substantially different from the calculations for the class of parcels within this storm water utility report. An appeal form must be completed as part this process. An example appeal form is included in **Appendix C**. These appeals should be made to the utility administrator who will make recommendations to the City Council on adjustments to individual parcels based. However, in no circumstance shall adjustments to the utility fee be made retroactive.

Should the proposed adjustment affect the charge and the calculation for all or substantially all of the land uses in a particular land use, the administrator will bring the proposed adjustments to this designation before the City Council who will consider modifying and amending the rate charged for a certain designation.

C. Rate Adjustments

The SWU rates and structure may be modified based on the storm water needs of the City. Adjustments to the SWU rates and structure can only be made by the City Council.

SECTION V

D. Public Education

The City will make efforts to educate its residents on the purpose and implementation schedule of the SWU. This will include articles in the official newsletter indicating the needs and the proposed rates of the SWU. This information along with this report will also be made available to residents on the City's website. A sample educational newsletter can be found in **Appendix D**.

E. Exemptions

As deemed appropriate by the City Council, select properties within the City may be considered exempt from incurring charges under the storm water utility. The following properties will be considered exempt:

- All land located within the Carlos Avery Wildlife Management Area
- All parcels owned by the City of Wyoming
- All street and railroad right of way
- All Public Institutional Land Uses as defined by City Ordinance

These properties are proposed to be exempted from incurring charges under the storm water utility because they are not anticipated to benefit from the City's storm water management program significantly or are under ownership of the City of Wyoming, making any billings redundant.

APPENDIX A
STORMWATER UTILITY PROJECTED REVENUE CALCULATIONS

**Existing Residential Equivalency Factors
City of Wyoming Including Annexed Areas
At Current Rate**

SWU Classification	Net Acres (no wetlands)	Parcel Count	REF	Quarterly Rate per Unit*	Quarterly Revenue	Annual Revenue
Agricultural/Single Family Residential/One and Two Family Residential/ Rural Residential	6726	2914	1.0	\$ 2.00	\$ 5,828.00	\$ 23,312.00
High Density Residential/ Manufactured Homes	144	84	2.7	\$ 16.20	\$ 2,332.80	\$ 9,331.20
Commercial	186	104	2.7	\$ 16.20	\$ 3,013.20	\$ 12,052.80
Central Business	12	34	2.7	\$ 16.20	\$ 194.40	\$ 777.60
Office and Health Care	99	8	2.7	\$ 16.20	\$ 1,603.80	\$ 6,415.20
Industrial (Urban)	191	65	3.5	\$ 21.00	\$ 4,011.00	\$ 16,044.00
Industrial (Non-Urban)	493	14	1.0	\$ 2.00	\$ 28.00	\$ 112.00
Carlos Avery WMA (Exempt)	625	26		\$ -	\$ -	\$ -
					Total	\$ 68,044.80

*Revenue calculated on a per-lot basis for Agricultural, Single Family Residential, One and Two Family Residential, and Industrial (non-urban). Revenue calculated for all other land uses on a per-acre basis

Quarterly Agricultural and Residential Rate: \$ 2.00 per lot
Fee per Residential Equivalency Factor (REF): \$ 6.00 per acre

APPENDIX B
DRAFT REVISED ORDINANCE

Sec. 36-151. General operation.

The city municipal surface stormwater runoff system shall be operated as a public utility pursuant to Minnesota Statutes § 444.075, from which revenues will be derived subject to the provisions of this article and Minnesota Statutes.

(Ord. No. 12-15-97B, § 240.01, 12-15-1997)

Sec. 36-152. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning: *Quarterly surface water management utility budget* means the estimated quarterly expenditures for planning and inventories, capital expenditures, personnel and equipment, and operation of the surface water utility, in accordance with established city policy. This budget shall be established by city council resolution.

Residential Equivalency Factor (REF) – ratio comparing runoff from a particular land use with a single family residential unit.

Surface water management fee means the quarterly charge developed for each parcel of land pursuant to city regulations and zoning classifications and shall be established by city council resolution.

Utility factor means the ratio of runoff volume, in inches, for a particular land use, to the runoff volume, in inches, for a one-third acre residential lot, assuming a two-inch rainfall and Soil Conservation Service (SCS) type B soil conditions.

(Ord. No. 12-15-97B, § 240.02, 12-15-1997)

Cross references: Definitions generally, § 1-2.

Sec. 36-153. Establishment of fees.

Surface water management fees shall be established by city council resolution. **The following table shows the zoning designations and the corresponding Resident Equivalency Factor (REF) and quarterly storm water utility fee. The \$2/unit for a single family residential and \$6/acre rate were developed in 1997 with the initial storm water utility ordinance.**

SWU Designation	REF	Quarterly Rate
Agricultural/Single Family Residential/One and Two Family Residential/Rural Residential	1.0	\$2/unit
High Density Residential/Manufactured Homes	2.7	\$16.20/acre
Commercial	2.7	\$16.20/acre
Central Business	2.7	\$16.20/acre
Office and Health Care	2.7	\$16.20/acre
Industrial (Urban)	3.5	\$21.00/acre
Industrial (Non-Urban)	1.0	\$2/unit
Carlos Avery WMA (Exempt)	-	-

The following steps shall be taken to determine the quarterly fee to be charged to each property:

- (1) A calculation is made of the total area, in acres, of property zoned RR, R1, R2, R3, CBD, G, Govt., L, I, and H within the city.
- (2) A determination is made whether each individual property within these zoning classifications is developed or undeveloped.
- (3) The total number of developed acres of property within these zoning classifications is calculated.
- (4) The total acreage of developed property zoned as R1, single family residential, is divided by the total acreage calculated in step (3). This yields the percentage of total developed property that is zoned R1.
- (5) The city council establishes, by resolution, the quarterly budget for the revenue to be generated.
- (6) The portion of the quarterly budget to be charged against properties zoned R1 is calculated by multiplying the percentage found in step (4) by the budget amount in step (5).
- (7) The rate per acre for property zoned R1 is calculated by dividing the revenue for R1 properties in step (6) by the total acreage of developed properties found in step (3). This rate is the basis for all rates charged to any other zoned properties within the city.
- (8) The volume of storm runoff is calculated for all properties zoned R1, RR, R2, R3, CBD, G, Govt., L, I, and H. The methods used for these calculations follow the U.S. Department of Agriculture Soil Conservation Service Guidelines for soil types common to the city. A curve number is chosen for each zoning classification, which is an approximate measure of the percentage of impervious surface on the property. The volume of runoff for each zoning classification is calculated using the following equation:

TABLE INSET:

$Q =$	$\frac{(P - 0.2S) - 2}{-}$
-------	----------------------------

Where:

TABLE INSET:

Q	=	Runoff, cfs
S	=	$(1000/cn) - 10$, dimensionless
P	=	2, inches

- (9) The runoff value calculated in step (8) for R1 properties is considered the base rate. The runoff value for each of the other zoning classifications is then divided by the base rate to yield a utility factor for each zoning classification. This utility factor is a measure of the additional runoff created from the property as compared to a single family lot. The utility factors for each zoning classification are listed in section 36-154.
 - (10) The rate per acre for all zoning classifications, except R1, are calculated by multiplying the utility factor found in step (9) by the base rate determined in step (7).
- (Ord. No. 12-15-97B, § 240.03, 12-15-1997)

Sec. 36-154. Factors for determining fees for various land uses.

The utility factors for various land uses used to determine the surface water management fees are assigned as follows:

TABLE INSET:

Zoning Districts	Land Use	Utility Factor
R1	Single family residential	1.00
RR	Rural residential	1.00
R2	One and two family residential	1.30
R3	Limited multiple dwelling	2.70
G	General business	2.70
CBD	Central business	2.70
GOVT	Government property	2.70
L	Light industrial	3.50
I	Industrial	3.50
H	Hospital	3.50

(Ord. No. 12-15-97B, § 240.04, 12-15-1997)

Sec. 36-1545. Adjustment of fees.

The city council may, by resolution, adopt policies for adjustment of the surface water management fees. Information to justify a fee adjustment must be supplied by the property owner. Surface water management fees will be adjusted under the following conditions:

(1) *Revision of quarterly surface water revenue.* The estimated expenditures for the management of surface water shall be revised at a frequency specified in this article. The fees will be adjusted accordingly and will follow established city procedures for this adjustment of utility (water and sewer) rates.

(2) *Changes.* Changes in developed conditions of parcels.

(3) *Stormwater retention.* If it can be demonstrated that an individual parcel retains all or a portion of the rainfall that it receives, the surface water management fee will be reduced by a percentage equal to that percent of the parcel which produces no external runoff. A fee reduction of 20 percent or greater must be demonstrated.

(Ord. No. 12-15-97B, § 240.05, 12-15-1997)

Sec. 36-156. Undeveloped land.

Undeveloped properties, without regard to zoning classification, shall be assessed at half the rate charged to developed property zoned as R1.

(Ord. No. 12-15-97B, § 240.06, 12-15-1997)

Sec. 36-157. Exemptions.

The following land uses are exempt from the surface water management fee:

- (1) Public right-of-way;
- (2) Lakes; and
- (3) Parks.

(Ord. No. 12-15-97B, § 240.07, 12-15-1997)

Sec. 36-1568. Mailing statement of charges.

Statements for the preceding quarterly surface water management service shall be mailed to each property owner in accordance with procedures developed by the city.

(Ord. No. 12-15-97B, § 240.08, 12-15-1997)

Sec. 36-1579. Fee appeal.

If a property owner or person responsible for paying the surface water management fee believes that a particular assigned fee is incorrect, such a person may request that the fee be recomputed. Appeals will be heard by the council once a year in accordance with the schedule established for credit applications in established city policy.

(Ord. No. 12-15-97B, § 240.09, 12-15-1997)

Sec. 36-1586. Penalties for delinquent payments of fees.

In addition to any other penalty available under the city's ordinances or state law, a penalty equal to ten percent of the amount due shall be added to accounts not paid in full on or before the first day of the second month following the billing periods and to each quarterly billing thereafter until the amount of the delinquent account plus accrued penalty is paid in full or otherwise certified to the county auditor as a delinquent account.

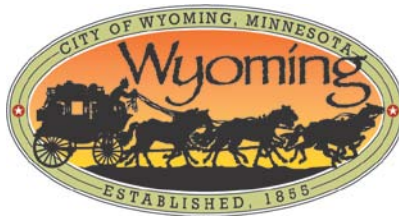
(Ord. No. 12-15-97B, § 240.10, 12-15-1997)

Sec. 36-1596. Annual certification of delinquent accounts.

Each year the city clerk-administrator shall prepare a list of delinquent surface water management service charge accounts, including accrued penalties, in the form of an assessment roll. On or before October 1 of each year, the city council shall review the delinquent surface water management service charge assessment roll and adopt an appropriate resolution directing that the assessment roll be certified to the county auditor as a lien against the premises served and directing the county auditor to collect the assessment as part of the ensuing year's tax levy. All delinquent surface water management service charge assessments shall bear interest, at a rate determined by the city council, from the date on which the delinquent surface water management service charge assessment resolution is adopted until December 31 of the following year.

(Ord. No. 12-15-97B, § 240.11, 12-15-1997)

APPENDIX C
STORM WATER RATE APPEAL FORM



Storm Water Utility Appeal Form City of Wyoming

Any property owner appealing their Storm Water Utility Fee must complete this form and submit it to the City Administrator. A determination will be made to see if the actual storm water runoff volume from their site is substantially different from the calculations for the land use of their parcel within the Storm Water Utility Report. (Please attach a drawing of the parcel and a location of all buildings and impervious areas.)

- 1) **Applicant Name** _____
Address _____

- 2) **Lot Size (acres)** _____

- 3) **Pervious Area (acres)** _____
(Lawns, Greenspace, etc.)

- 4) **Impervious Area (acres)** _____
(Buildings, Driveways, etc.)

- 5) **Land Use Classification** _____
(The City's Land Use can be obtained at City Hall.)

- Date of submitted form _____

All appeals will be reviewed, a determination made, and returned to the property owner within 1 month of the time the City received the Appeal Form.

Completed forms can be submitted to:

Craig Mattson, City Administrator
City of Wyoming
26685 Forest Boulevard
Wyoming, MN 55082

STORM WATER UTILITY NEWSLETTER

The Federal Clean Water Act requires cities to reduce pollutants in storm water runoff. To comply with the Federal Clean Water Act, the City's storm sewer system requires modifications, improvements, increased maintenance operations, and annual inspections. To complete these storm water related activities, a dedicated funding source is necessary. Runoff which once was considered out of sight – out of mind has become a significant requirement for cities to finance.

What is a Storm Water Utility?

A storm water utility is a service charge similar to the water service and sanitary sewer service charge landowners pay to utilize the system. Similar to a sanitary sewer utility, the fee is based on the amount each property uses. In the case of storm water, it is based on the amount of storm water runoff generated by each property. For example, a parking lot creates more storm water runoff than a grassy area the same size; therefore, the parking lot owner would pay a higher rate. In this way, the landowners in the City pay for the management of storm water in proportion to the amount of storm water runoff they contribute to the system.

Why is a Storm Water Utility needed?

The City already has a Storm Water Utility, however it has not yet been expanded to include the recently annexed areas of the City.

No matter where you live in Wyoming, when it rains, storm water runs off roofs, driveways, sidewalks, patios and lawns to a storm water system, wetland, stream, lake, river, or pond. The storm water system collects runoff in streets or ditches and then directs the water into storm sewer pipes, ponds, or drainage ways. These systems eventually discharge the storm water runoff to ponds, lakes, wetlands, and ultimately the St. Croix River. The system of streets, catch basins, storm sewers, storm ponds, water quality ponds and streams have been built and need to be maintained to provide flood protection and water quality treatment. Properly managing these storm water systems allows the City to control storm water runoff and pollution to:

- Protect people
- Protect property
- Reduce insurance risks
- Improve property values
- Protect water quality
- Protect natural resources
- Enhance fish and wildlife habitat

To maintain, control, collect, and treat storm water runoff there is a cost. A storm water utility will spread these costs to those who contribute to storm water runoff. The storm water utility is needed by the City to provide a dedicated funding source to maintain the storm water system. Older systems need to be replaced or repaired, cleaning of the system is needed, and inspections and maintenance of storm water ponds is required to

APPENDIX D
EDUCATIONAL NEWSLETTER

ensure water quality benefits. The money generated by the utility will be used to repair, replace, and maintain the existing system, sweep streets, and fund staff time necessary to maintain the system. Costs for implementation of the City's Storm Water Management Plan (SWMP) will also be covered by this utility. It is anticipated that the City of Wyoming will become a regulated City under the MPCA NPDES MS4 Permit Program sometime in 2012. State and Federal rules require the City to undertake several activities as a part of this permit program.

How much will I pay?

The monthly fee billed to landowners will be based on the land use of the property. This land use is proportional to the amount of runoff the property generates. The anticipated quarterly rates for 2012 are;

Proposed SWU Designation	Quarterly Rate
Agricultural/Single Family Residential/One and Two Family Residential/Rural Residential	\$2/unit
High Density Residential/Manufactured Homes	\$16.20/acre
Commercial	\$16.20/acre
Central Business	\$16.20/acre
Office and Health Care	\$16.20/acre
Industrial (Urban)	\$21.00/acre
Industrial (Non-Urban)	\$2/unit
Carlos Avery WMA (Exempt)	-

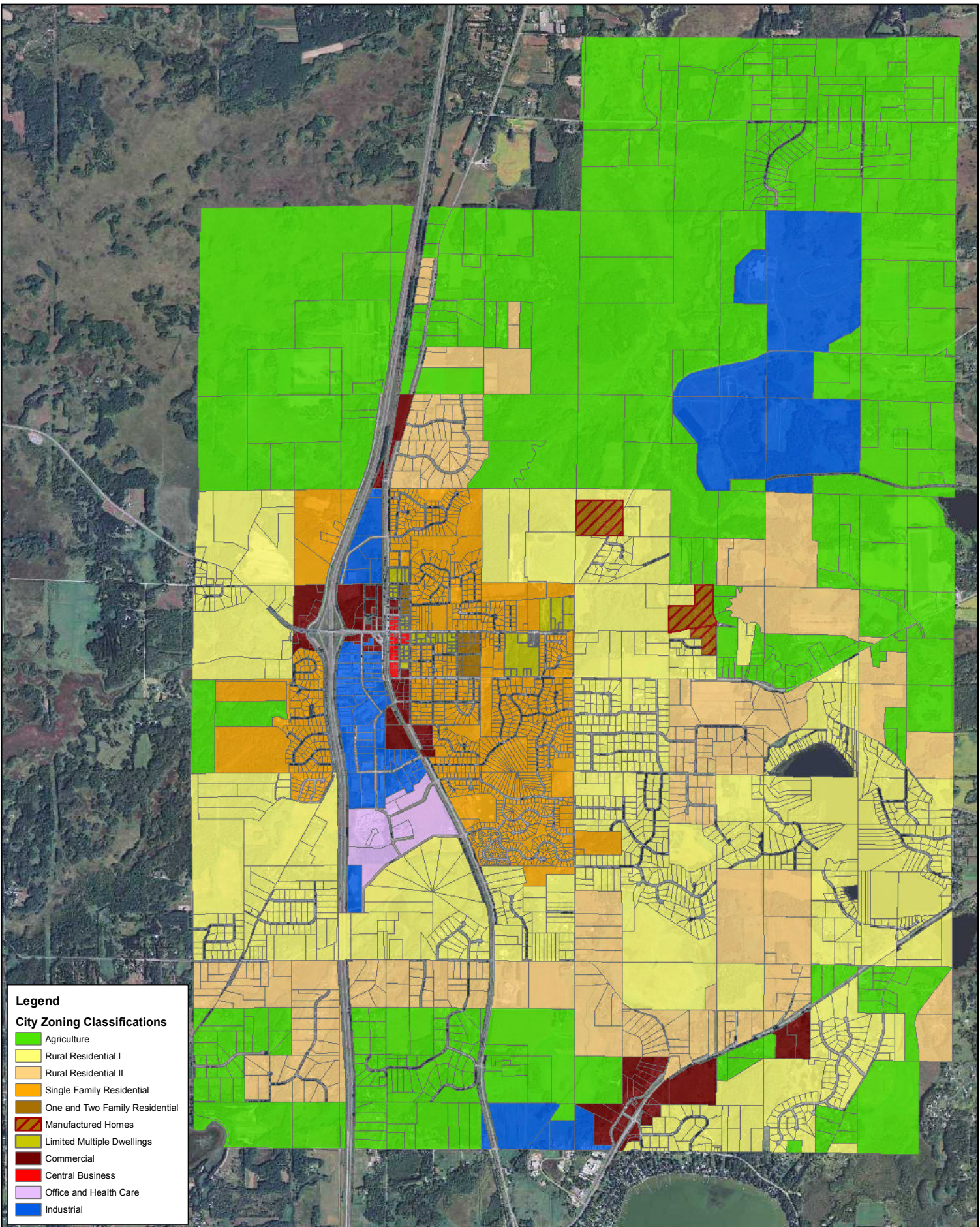
An appeal process offers property owners the opportunity to demonstrate that the amount of runoff volume generated by their land is significantly different than the amount associated with that land use. This can be appealed to the City Administrator.

When will this fee begin?

The City of Wyoming anticipates expanding its Storm Water Utility starting January 2012 to assist the City in maintaining aging infrastructure and managing its storm water and water resources. At that time you will see this utility fee added to your monthly City utility bill. Public meetings will be held to answer your questions and concerns. If you would like more information, please contact Fred Weck at 651-462-4947.

APPENDIX E

FIGURES



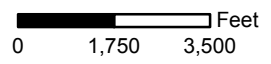
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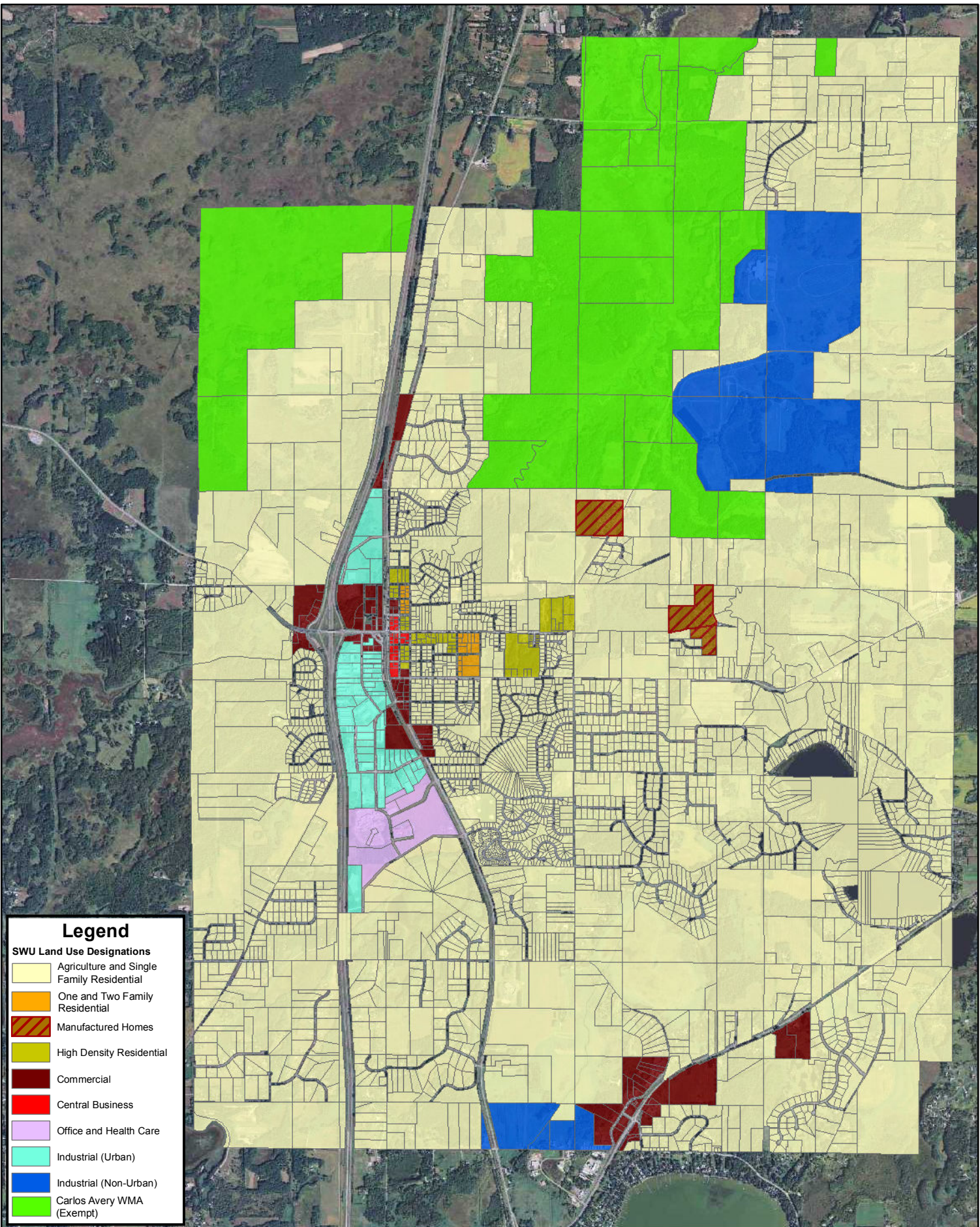
City Zoning Classifications

- Agriculture
- Rural Residential I
- Rural Residential II
- Single Family Residential
- One and Two Family Residential
- Manufactured Homes
- Limited Multiple Dwellings
- Commercial
- Central Business
- Office and Health Care
- Industrial



City of Wyoming Comprehensive Plan
Zoning Classifications
Figure 1





Legend

SWU Land Use Designations

- Agriculture and Single Family Residential
- One and Two Family Residential
- Manufactured Homes
- High Density Residential
- Commercial
- Central Business
- Office and Health Care
- Industrial (Urban)
- Industrial (Non-Urban)
- Carlos Avery WMA (Exempt)



**City of Wyoming Storm Water Utility Fee
Land Use Designations
Figure 2**

