



## MEMORANDUM

To: Saint Anthony Village City Council  
From: Justin Messner, City Engineer  
Date: January 27, 2026  
Request: Ordering Preparation of Plans and Specifications and Authorizing Advertisement for Bids for the City-Wide Water Meter Replacement Project

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### BACKGROUND

In 2006, the City completed a city-wide water meter replacement to all residential and commercial properties upgrading the manual read water meters to an automatic read. Existing meters are nearing the end of their useful life cycle (approximately 20 years), requiring frequent maintenance and/or replacement by Public Work staff. In addition, accuracy of aging meters declines with time resulting in inaccurate readings and often under reporting of usage. In addition, the City's current customer portal contract is expiring in July of 2026, providing an opportunity for the City to update the customer portal facilities with the advancing technology.

### RECOMMENDATION

Authorize WSB to prepare plans and specifications and authorize the advertisement for bids for the City-Wide Water Meter Replacement Project. The project will be completed over a 3-year period and will included replacement of all the existing water meters to both commercial and residential properties and upgrade the customer portal.

### ATTACHMENTS

- Presentation
- Resolution 26-016