

## **Attachment A - Draft Lead Service Line Replacement Program**

### **Objective**

The objective of this program is to assist City of Aurora water customers, impacted by water distribution system maintenance activities or by a capital improvement project, with the replacement of their privately owned lead service lines (LSLs).

### **Purpose**

Privately owned LSLs can be a source of lead in drinking water. Research has shown that replacing a portion of a LSL can raise the lead level at the tap for weeks or months. Replacing the entire LSL between the public water main and a building's water meter would be safer, but it requires work on private property and increases the project cost.

### **Scope**

When the City must disturb LSLs in order to perform maintenance on the water distributions system or to complete a capital improvement project, the City will pay for replacement of privately owned LSLs between the public water main and the limits of the right-of-way. The City will provide property owners with three options regarding the portion of the LSL on private property. The property owners may:

1. Finance replacement of the LSL on private property on their own;
2. Finance replacement of the LSL on private property with a loan from the City; or
3. Opt not to replace the portion of the LSL on private property.

### **Process & Procedure**

1. Notification – Property owners will be notified that their LSL needs maintenance on the day the need for maintenance is confirmed by the City's Water & Sewer Maintenance Division. Property owners will be notified that their water service may be made of lead and will be disturbed by a capital improvement project. This notification will be provided after the project has been awarded to a contractor and before the start of construction.
2. Option Selection – Property owners must select one of the three options listed above and return a signed form to the City stating their selection within 14 days after notification.
  - Property owners that select Option 1 may choose any licensed contractor to replace the portion of the LSL on private property and may set the schedule for the work on private property. The City's Water & Sewer Maintenance Division, or a City contractor, will replace the portion of the LSL within the public right-of-way. Property owners will be notified they should not drink or cook with the water (unless it is filtered) until both

components of the work are complete. The remaining Steps 3 through 7 do not apply to Option 1.

- Property owners that select Option 2 must follow Steps 3 through 7.
- By selecting Option 3, property owners will have acknowledged the health risks and the City's notification not to drink or cook with their tap water unless it is filtered. The remaining Steps 3 through 7 do not apply to Option 3.

A property owner's failure to respond by selecting an option within 14 days will result in disconnection of the water service.

3. Loan Application – Property owners may apply for City financing of the cost to replace the portion of the LSL on private property (Option 2). The City will provide a standard form for the loan application. The form must be returned complete with all required documentation. All persons with an ownership interest in the property must sign the application. Applications will be approved based on the property owner's demonstrated financial need. To be approved, property owners must not be delinquent in paying their water bills and must consent to the placement of a lien on the property equal to the amount of the loan. If a loan application is denied, the property owner must return to Step 2 and select either Option 1 or Option 3.
4. Contractor Selection – After a loan application has been approved, the contractor must be selected to replace the portion of the LSL on private property.
  - The City will replace the LSL within the public right-of-way.
  - For replacement of the LSL on private property, the property owner must choose a contractor from a list of pre-approved contractors and must obtain at least two quotes. The work on private property must be completed within 90 days from the date the City's work within the right-of-way is performed. Property owners will be notified they should not drink or cook with the water (unless it is filtered) until both components of the work are complete.
5. Loan Repayment Terms – When the contractor has been selected and has provided a quote for the cost of the LSL replacement on private property, the property owner and the City's Finance Department will establish the schedule for repayment of the loan. The property owner's water bill will be increased by the amount of the loan payment, including interest, until the loan has been repaid in full.
6. Property Lien – The City will place a lien on the property equal to the amount of the loan until the loan has been repaid in full.
7. LSL Replacement and Contractor Payment – The City will pay the contractor's invoice for a LSL replacement on private property after the work has been completed and inspected by the City.