

Item 7b.

Sunfish Lake Engineer's Report for January 7, 2014

By: *Don Sterna, PE, City Engineer*

Date: *December 30, 2013*

1. Engineering Activities Undertaken in the Month of December

The following engineer's report reflects the activities undertaken this past month along with the anticipated engineering activity for the month of January.

2014 Street Reconstruction Project – On November 5, 2013, the City Council accepted the 2014 Street Reconstruction Feasibility Report. In December, I met with the City Attorney to review the project schedule, construction costs, associated indirect project costs, and review the necessary documents that we need to be approved by the City Council before a construction contract can be awarded. The review of the project's indirect costs highlighted the need to increase the indirect costs for legal, engineering, administration, and financing (LEAF) from 20% to 26.5% associated with this type of public improvement project. An itemized breakdown of the associated indirect costs will be presented at the Council Meeting for the Council's information. Therefore, I have revised the Feasibility Report to reflect this adjustment to the indirect costs which increased the project costs from \$330,000 to \$347,775. An updated Feasibility Report is attached to the engineers report for Council review. At the January Council meeting, we will be requesting the following action:

- Council approves Resolution accepting revised Feasibility Report.
- Council calls for a Public Hearing for February 5, 2014.

The following is a brief updated project schedule for the Improvement Project:

- February 5, 2014, Public Improvement Hearing.
- February 5, 2014, Approve Plans and Specifications, Authorize Ad for Bid
- March 19, 2014, Open Bids
- April 1, 2014, Award Construction Contract
- June 2014, Construction Begins
- July 2014, Construction is completed
- August 5, 2014, Council calls for Public Assessment Hearing
- September 2, 2014, Public Assessment Hearing
- October 2014, Certify Assessments to County

MS4 Reauthorization Application to MPCA – We completed and submitted the reauthorization for the MS4 permit required by the MPCA. We will need to address MPCA's comments in January and should receive Permit Coverage approval by the end of February. In summary the permit reauthorization will require the following activities be completed in 2014:

- Ordinance revisions for construction sites erosion and sediment control
- Ordinance revisions for post-construction stormwater management
- Long-term operation and maintenance requirements for stormwater treatment practices
- Developing writing procedures for site plan reviews, inspections, and operation and maintenance of the City's municipal system
- Annual training of staff (City forester, planner, and building official)

Snow Plowing Activity for December – I did receive several calls from residents in December regarding snow plow activity and concerns. We had one mail box that has hit which was repaired by the contractor and several concerns about width of plowing on two of the city streets. I also received one complaint regarding dumping of water on Charlton Road by a contractor working in town. I contacted the company responsible for this, and they responded by placing sand over the area where the water was dumped.

2. Public Works' Activities Undertaken in the Month of December.

2014 Street Improvement Project – Work began on the final construction plans and specifications for this year's improvement project.

3. Anticipated Engineering and Public Work Activities for the Month of January.

Snow Plow Monitoring – I will continue to monitor snow and ice removal on City streets. Please notify me by cell phone at 612-360-1289 if you notice any concerns.

2014 Street Improvement Project – We will be finalizing the improvement plans and specifications for construction that will be presented at the February 5, 2014, Council meeting for approval. We will also be requesting City Council authorization to place the advertisement for bids at this Council meeting.

At this time, there are no other planned City engineering activities for the month of January.

The above constitutes the Engineering Report for the City of Sunfish Lake for January 7, 2014.

Respectfully submitted,

WSB & Associates, Inc.



Donald W. Sterna, PE
City Engineer