

Item 7b.**Sunfish Lake Engineer's Report for September 1, 2020**

By: Jeff Sandberg, PE
City Engineer

Date: August 26, 2020

1. Engineering Activities Undertaken in the Month of August.

The following Engineer's Report reflects the Engineering activities undertaken this past month.

- A. 2021 5-Year Capital Improvement Program – Staff has finalized the proposed CIP for 2021. SEE ATTACHMENT 1A.
- B. 2021 Annual City Engineer Budget – Staff has finalized the proposed annual City Engineer Budget for 2020. SEE ATTACHMENT 1B.
- C. Delaware/ Salem Church Road Intersection - Update – Staff received the attached response from Dakota County. SEE ATTACHMENT 1C.

2. Building and Site Reviews in the Month of August.

- A. Staff conducted reviews for six properties in August:
 - 270 Salem Church Road: Staff reviewed plan changes made during construction and is continuing to work with the applicant to ensure the property is ready for release of the Certificate of Occupancy.
 - 1 Sunfish Lane: A submittal was reviewed for the homeowners plans to change the grading and stormwater management on the site from what has been previously approved. Additionally, staff reviewed request for a water pumping permit.
 - 369 Salem Church Road: Staff reviewed request for revisions to stormwater pond design.
 - 357 Salem Church Road: Staff discussed issue of pond maintenance with builder.
 - 8 Sunfish Lane: Reviewed request to add accessory building.
 - 2150 Charlton: Staff performed inspections on erosion controls and is working with property to get documentation on as-builts.

3. **Public Works Activities Undertaken in the Month of August** – None.
4. **Anticipated Engineering/Public Works Activities for the Month of September.**
 - A. Staff will bring the proposed 2021 CIP projects to the October meeting for consideration of the City Council.
 - B. Staff will seek quotes for snowplowing of City streets for the 2020/2021 season.

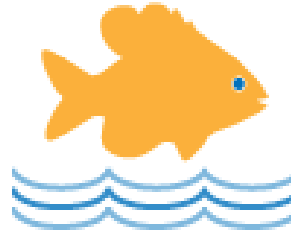
The above constitutes the Engineering Report for the City of Sunfish Lake for September 1, 2020.

Respectfully submitted,

WSB

A handwritten signature in black ink, appearing to read "Jeffry S. Sandberg". The signature is fluid and cursive, with the first name "Jeffry" being more prominent.

Jeffry S. Sandberg, PE
City Engineer



2021 – 2025 CAPITAL IMPROVEMENTS PLAN

AUGUST 26, 2020

Prepared for:
City of Sunfish Lake
Dakota County, MN

WSB PROJECT NO. R-01011-99

**2021 to 2025
CAPITAL IMPROVEMENT PLAN**

CITY OF SUNFISH LAKE, MN

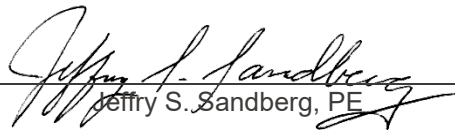
AUGUST 26, 2020

Prepared By:



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.


Jeffrey S. Sandberg, PE

Date: August 26, 2020

Lic. No. 25393

TABLE OF CONTENTS

TITLE SHEET
CERTIFICATION SHEET
TABLE OF CONTENTS

1.	INTRODUCTION	1
2.	CAPITAL IMPROVEMENT PLAN	1
2.1	Scheduled Maintenance	1
2.2	Recent/Current Capital Improvements	2
2.3	2021 to 2025 Capital Improvements	2
2.4	Capital Improvements Funding	2
3.	RECOMMENDATION	2

APPENDIX A

Exhibits:

- Exhibit A – Pavement History
- Exhibit B – City Map – Maintenance History
- Exhibit C – Proposed 2021 to 2025 CIP Map (Pavement Rehabilitation)
- Exhibit D – Proposed 2021 to 2025 CIP Map (Roadway Maintenance)
- Exhibit E – Anticipated 2026 to 2030 CIP Map

APPENDIX B

2018 Pavement Condition Index Map

APPENDIX C

Capital Improvement Plan Summary

APPENDIX D

Assessment Policy

2021 to 2025 CAPITAL IMPROVEMENT PLAN

1. INTRODUCTION

The Capital Improvement Plan (CIP) is a multi-year planning tool utilized by City officials to plan, finance, and maintain City infrastructure, usually based on a five to ten-year period. The City's Capital Improvement Plan identifies street and drainage improvements and major street maintenance items to sustain and maintain the City's infrastructure to obtain the most productive longevity. The CIP process allows for a systematic evaluation of all potential projects at the same time.

As with all plans, the Capital Improvement Plan is not a legally binding document and is subject to change due to unforeseen pavement deterioration or failures, available funding, and scheduling. The plan is intended to be updated on an annual basis as part of the City's budgeting process.

2. CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan is based on the condition of the City's existing infrastructure and anticipated Capital Improvements and the typical maintenance requirements for the stated condition. What is defined as a capital project is a tangible improvement that has a life expectancy greater than one year. Improvements are then identified to maintain or reconstruct streets, drainage systems, and other infrastructure facilities. The CIP identifies an estimated project cost and determines a schedule utilizing anticipated budget availability and maintenance priority. The CIP should be reviewed annually every spring to reassess the City's infrastructure needs prior to establishing the next year's City budget. The identified costs are our early assessment of anticipated costs that will be refined along with funding options prior to authorization by the City Council.

2.1 Scheduled Maintenance

A majority of the City's current infrastructure was constructed between 1989 to present. **Appendix A, Exhibit A** shows a map of the City streets and what year they were constructed. Bituminous roadway maintenance should include crack sealing and sealcoat on a seven to ten-year cycle with an overlay around 10 to 20 years followed by a seal coating cycle to extend the life cycle of the City's paved roadways. The methodology of the City's pavement management is outlined in the 2018 Pavement Management Report which discusses pavement life cycle, maintenance strategies, and how pavements are evaluated. Copies of this 2018 report are available upon request.

Appendix B is the 2018 Pavement Condition Index Map that indicates the currently evaluated pavement conditions. This Capital Improvement Plan identifies pavement and infrastructure management strategies and the City's street condition evaluated in April of 2018. The City should re-evaluate its infrastructure on a three-year cycle to track pavement, culvert, and street-sign conditions to better manage our infrastructure maintenance. The next pavement evaluation year is recommended in 2021.

The maintenance items indicated in the Capital Improvement Plan are:

Crack Sealing – The repair of longitudinal and transverse cracks to impede moisture from penetrating the streets aggregate base and subgrade.

Seal Coat – The surface application of bituminous oil and aggregate to provide a new traveling surface and impede the rate of oxidation of the existing bituminous pavement.

Overlay – Crack sealing the existing bituminous pavement and placing additional bituminous surfacing over the entire roadway surface.

Mill and Overlay – The milling (removal) of the existing deteriorated bituminous surface and placement of a bituminous surfacing across the entire roadway surface.

Reconstruction – The reconstruction of an existing roadway due to bituminous surface, aggregate base, or subgrade failure resulting in severe bituminous cracking and fracture. The process constructs a new street section including subgrade corrections, aggregate base construction, and bituminous surfacing.

Drainage System – The cleaning, inspection, repair and/or replacement of drainage ways and culverts.

2.2 Recent/Current Capital Improvements

Recent Capital Improvements in which City financing included bonding are:

- Salem Church Road Reconstruction, Roanoke Road to Delaware Avenue Constructed in 2009, bond payment through 2020
- 2012 Crack Seal Project, funded through City general funds
- 2013 Seal Coat Project, funded through City general funds
- 2014 Street Improvements Project, funded under bonds through 2025
- 2016 Seal Coat Project, funded through City general funds
- 2017 Street Improvement Project, funded under bonds through 2028
- 2019 Charlton Road and Sunfish Lake Outlet Improvement Project, funded under bonds through 2030

2.3 2021 to 2025 Capital Improvements

The proposed CIP identifies the major improvements scheduled shown in the following exhibits:

- ***Appendix A, Exhibits C and D*** - Proposed 2021 to 2025 Capital Improvements
- ***Appendix A, Exhibit E*** - Proposed 2026 to 2030 Capital Improvements

2.4 Capital Improvements Funding

The Capital Improvements identified in the plan are improvements that are funded by the City general funds (collected from the City general tax levy), bonding and financing through assessment to benefiting properties.

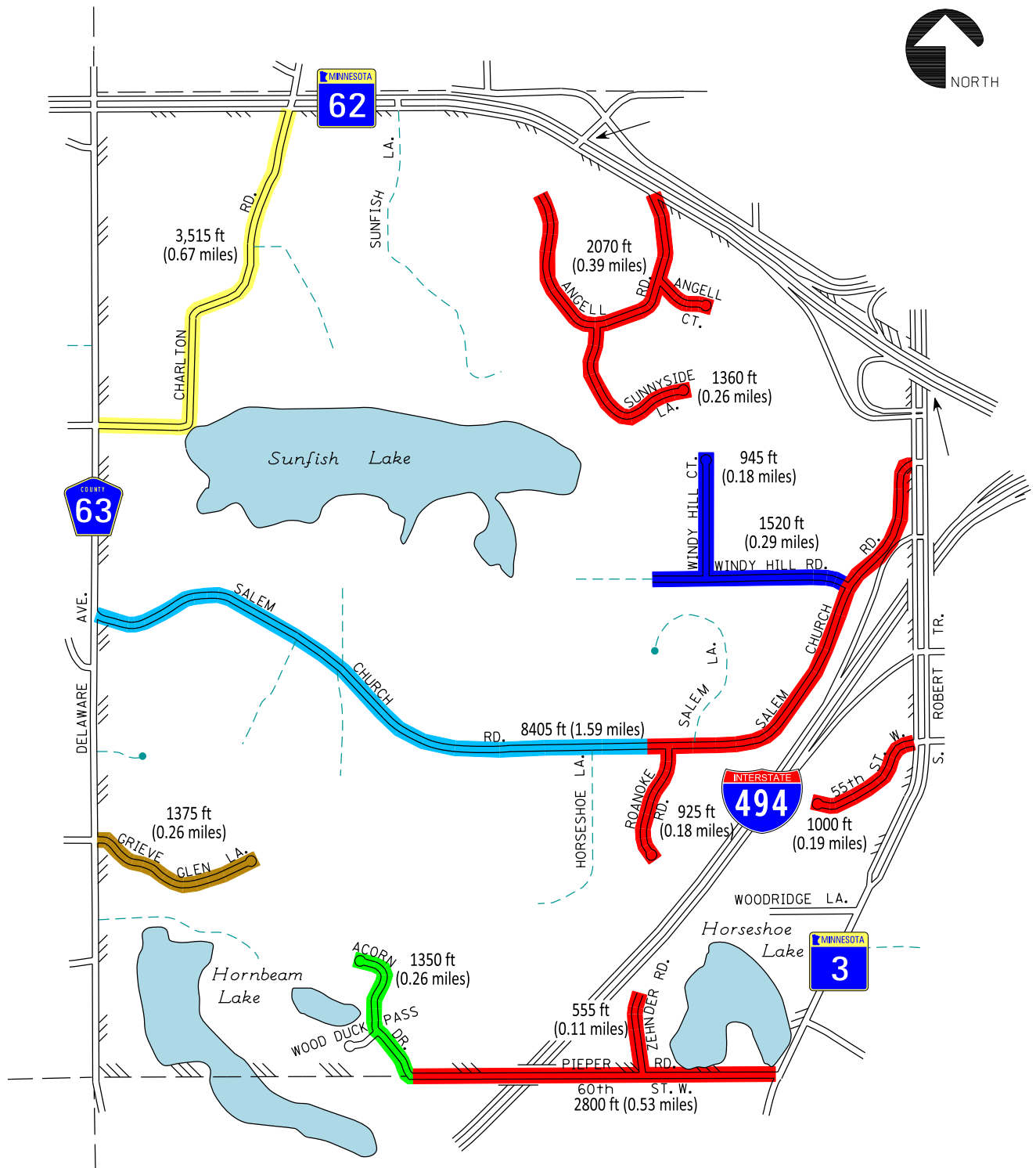
Appendix C includes the Capital Improvement Plan Project Summary of the currently identified capital improvements. It is important to note that the costs identified do not include legal, engineering, administration, and financing cost. The City's Special Assessment Policy is included in Appendix D for reference.

3. RECOMMENDATION

It is recommended the City updates its CIP every year in the spring to evaluate City infrastructure needs and assist in establishing the City budgets for road maintenance and capital improvements. It is recommended the CIP budget be separated from the routine road maintenance activities such as street sweeping, pavement patching, and sign maintenance from the capital improvement projects. We recommend that a Capital Improvement Fund be established to fund Capital Improvements accumulating funds, as needed, to complete Capital Improvement projects.

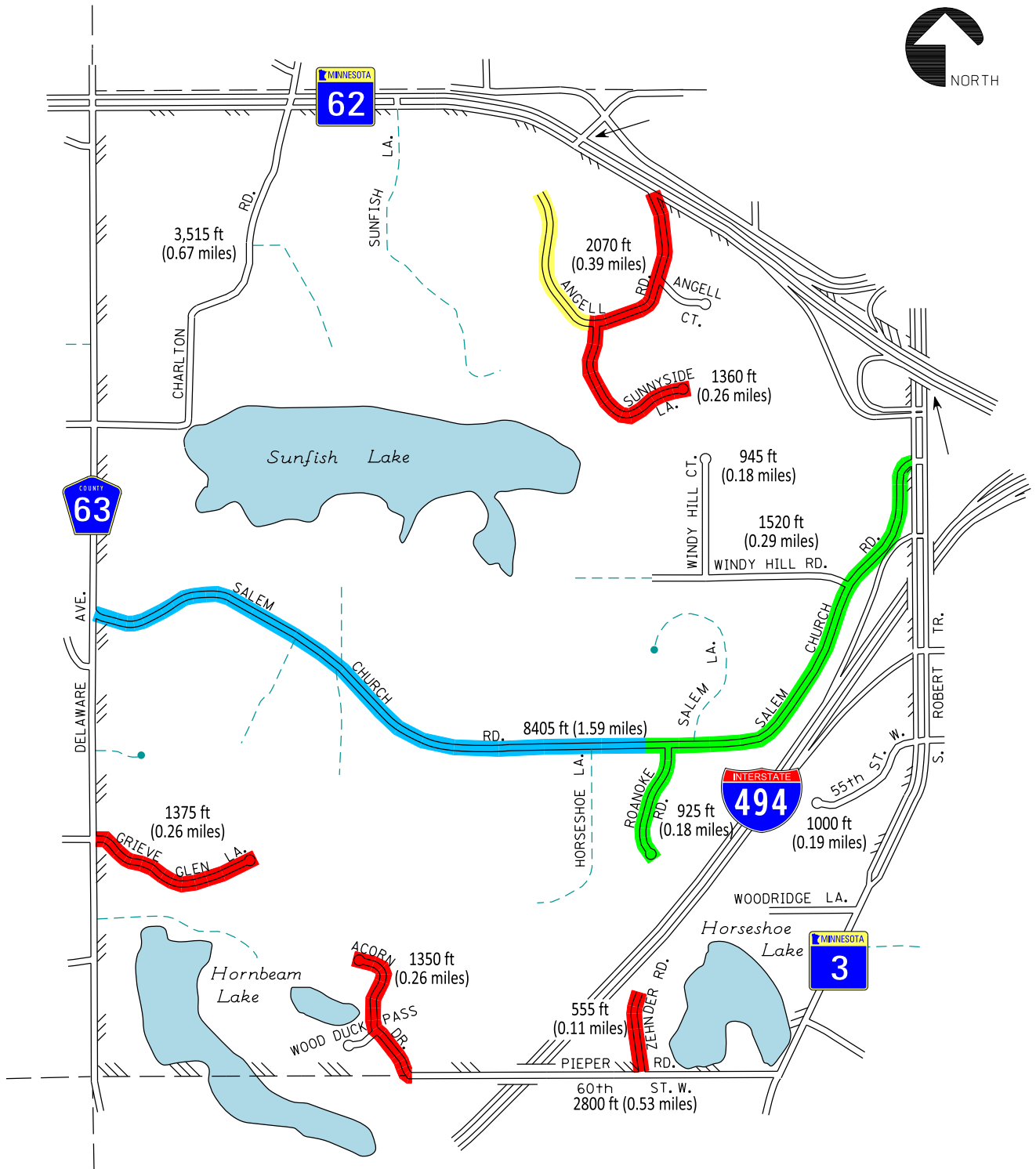
APPENDIX A

Exhibits



Year of Street Construction 1989 1996 2006 2009 2014 2019

City Street Lengths: 4.91 miles of Paved Streets

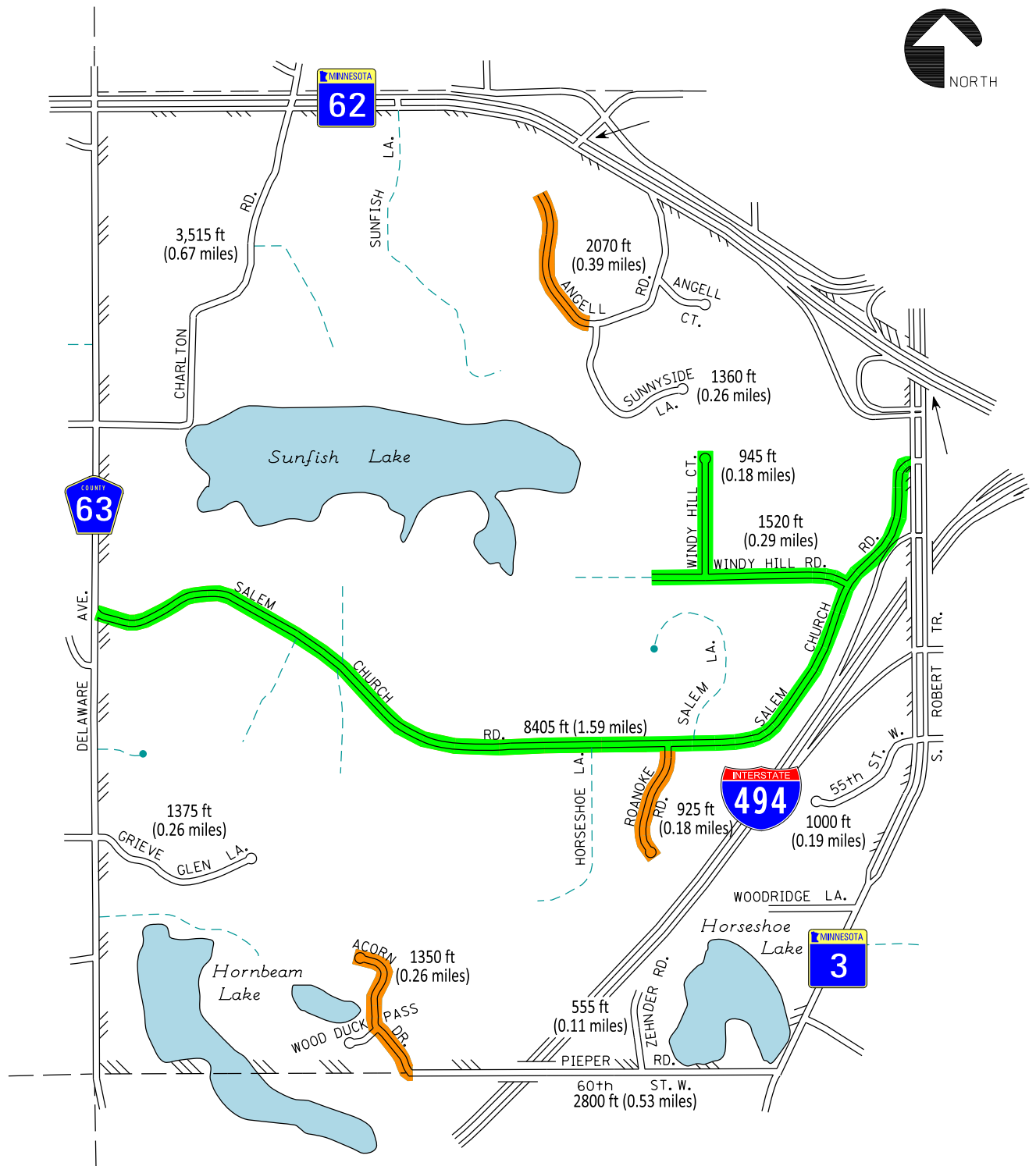


Year of Street Maintenance

■ 2013 Seal Coat
 ■ 2014 Overlay
 ■ 2016 Seal Coat
 ■ 2017 Overlay

City Street Lengths: 4.91 miles of Paved Streets

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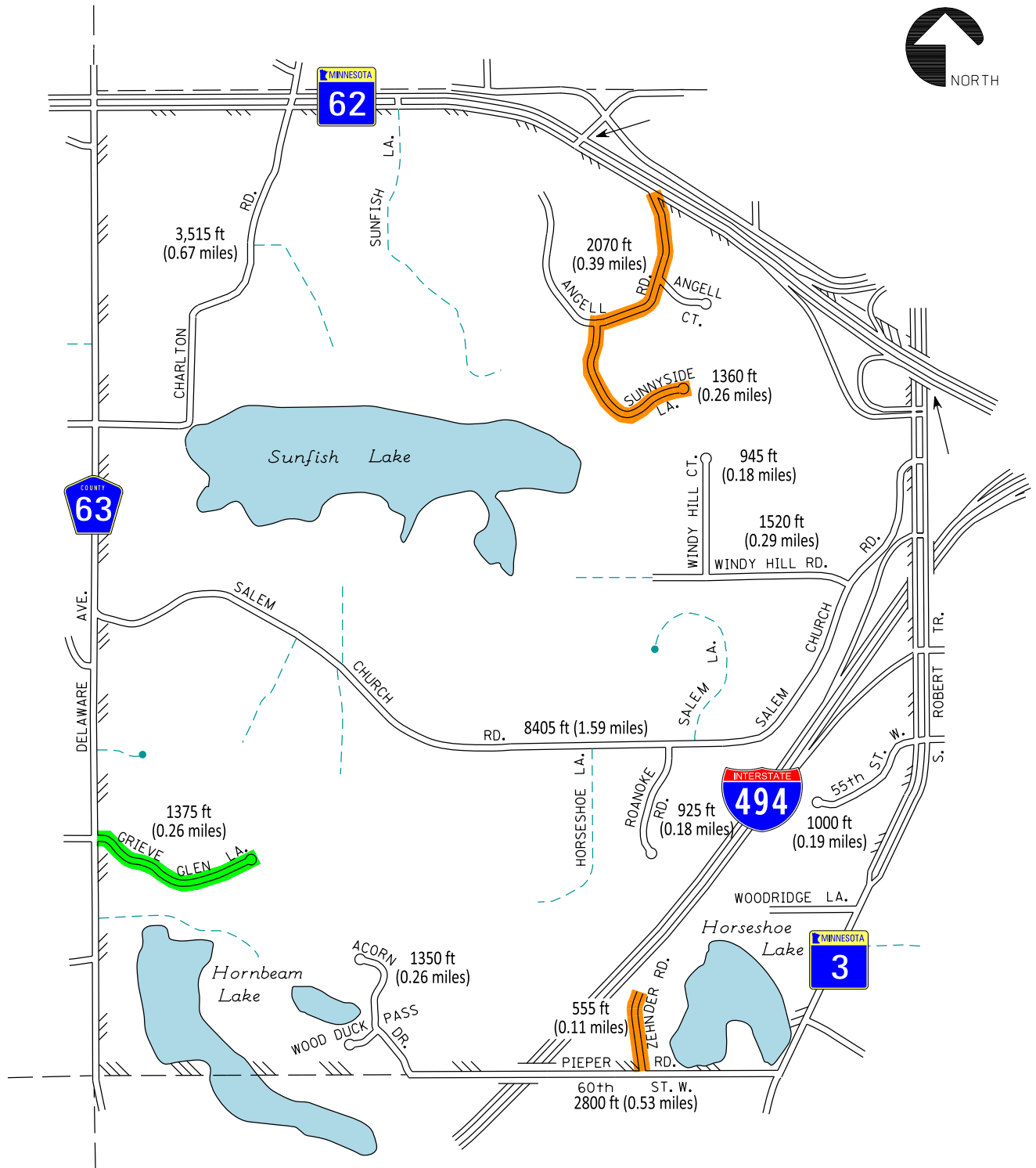


**2021 to 2025
Roadway Maintenance**

█ 2021 Crack Fill & Seal Coat

█ 2022 Crack Fill & Seal Coat

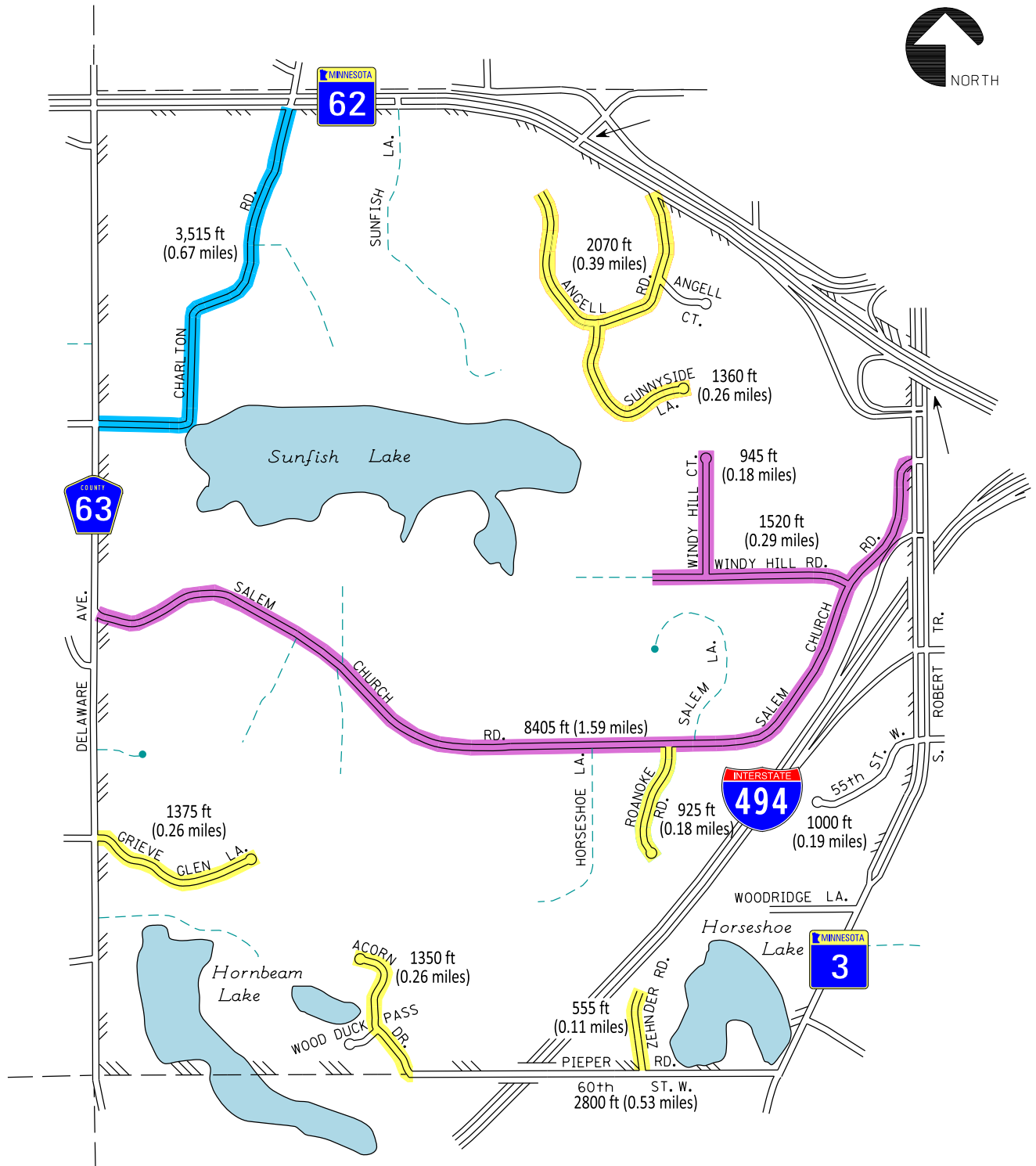
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**2021 to 2025 Improvements
(Pavement Rehabilitation)**

█ 2021 Overlay █ 2021 Reconstruction

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2026 to 2030 Improvements

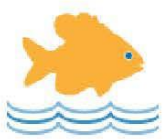
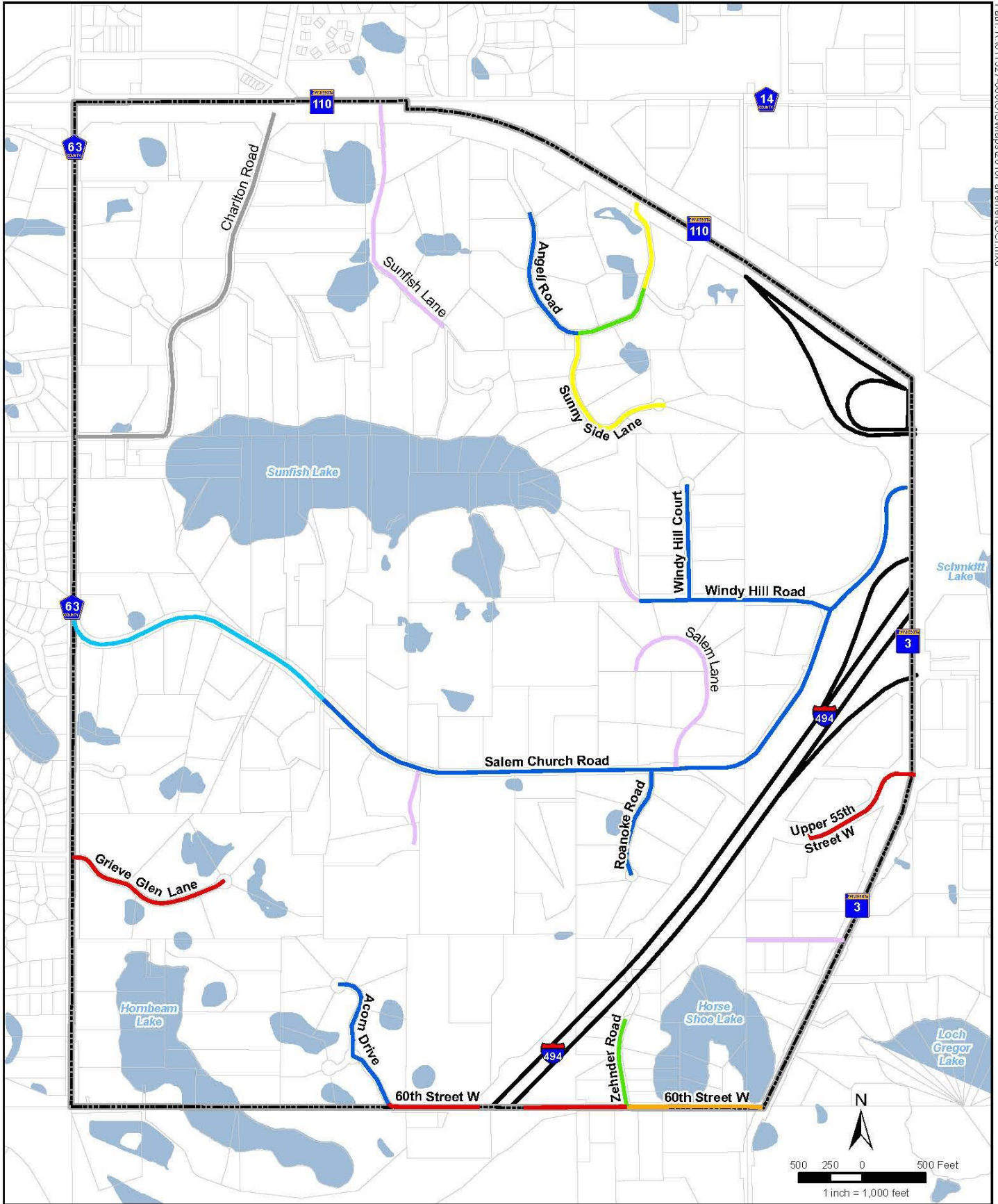
■ 2026 Crack Fill & Seal Coat

■ 2027 Crack Fill & Seal Coat

■ 2029 Crack Fill & Seal Coat

APPENDIX B

2018 Pavement Condition Index



2018 Pavement Condition Index

City of Sunfish Lake, Minnesota

Pavement Condition Index

0 - 39	70 - 79	Gravel Roads
40 - 49	80 - 89	Private Roads
50 - 59	90 - 100	
60 - 69		



APPENDIX C

Capital Improvement Plan Summary

2021 CIP - Sunfish Lake Road Reconstruction / Maintenance Schedule

Updated July 27, 2020

Roadway	Year Constructed	Segment Length (ft)	Year of Past Overlay	Year of Future 2" Overlay	Year of Future Reconstruction	5 - YR Maintenance (Crack seal and seal coat)	2018 PCI
Charlton Road	2019	3,515				2024, 2029	N/A
Salem Church Road (west)	2009	5,405				2016, 2022, 2027	87
Salem Church Road (east)	1989	3,000	2017			2022, 2027	100
Grieve Glen Road	1996	1,375			2021	2013, 2026	36
Acorn Drive	2006	1,350				2013, 2021, 2026	95
Roanoke Road	1989	925	2017			2021, 2026	92
Zehnder Road	1989	555		2021		2013, 2026	69
60th Street W	1999	2,800					31
Angell Road (west)	1989	900	2014			2021, 2026	95
Angell Road (east)	1989	1,170		2021		2013, 2026	60
Sunny Side Lane	1989	1,360		2021		2013, 2026	58
Windy Hill Court	2014	945				2022, 2027	100
Windy Hill Road	2014	1,520				2022, 2027	100
Upper 55th St W	1989	1,000					36

Estimated Construction Costs includes 10% contingency and 35% admin (2020 Dollars)

	Cost/ Lin Ft.
Crack Seal and Seal Coat	\$ 14.58
2" Mill and Overlay	\$ 72.00
Full Depth Reclamation	\$ 160.00

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Length of Crack Seal and Seal Coat (ft)	3,175	10,870		3,515		7,635	10,870		3,515	
Length of 2" Mill and Overlay (ft)	3,085									
Length of Full Depth Reconstruction (ft)	1,375									

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Cost of Crack Seal and Seal Coat	\$ 46,292	\$ 158,485	\$ -	\$ 51,249	\$ -	\$ 111,318	\$ 158,485	\$ -	\$ 51,249	\$ -
Cost of 2" Mill and Overlay	\$ 222,120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Cost of Full Depth Reconstruction	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Assessable Cost *	\$ 442,120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
General Maintenance Fund	\$ 46,292	\$ 158,485	\$ -	\$ 51,249	\$ -	\$ 111,318	\$ 158,485	\$ -	\$ 51,249	\$ -
City Cost-Share of Assessable Projects	\$ 108,074		\$ -		\$ -			\$ -		

* Refer to Adopted City Assessment Policy

2021 - 2025 CAPITAL IMPROVEMENT PLAN

SUMMARY
APPENDIX B

	Notes	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	TOTALS
<u>Improvement Project Costs</u>												
<u>A.) General Street Maintenance/ Water Quality (100% City Tax Levy)</u>												
1.) Street Sweeping		\$1,700	\$1,700	\$1,700	\$1,750	\$1,750	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	
2.) Sign Replacement and maintenance		\$1,200	\$1,200	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	
3.) Striping maintenance		\$3,300	\$3,300	\$3,300	\$3,300	\$4,700	\$4,700	\$4,700	\$4,700	\$4,700	\$4,700	
4.) Bituminous Maintenance		\$3,500	\$4,500	\$4,500	\$4,500	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
5) Shoulder Maintenance		\$1,100	\$1,100	\$1,200	\$1,200	\$1,200	\$1,300	\$1,300	\$1,300	\$1,400	\$1,400	
6.) Annual Lake Water Quality Monitoring	6	\$1,140	\$1,140	\$1,300	\$1,300	\$1,300	\$1,400	\$1,400	\$1,400	\$1,400	\$1,400	
Subtotal General Street Maintenance		\$11,940	\$12,940	\$13,500	\$13,550	\$15,450	\$15,700	\$15,700	\$15,700	\$15,800	\$15,800	
<u>Capital Improvement Plan</u>												
<u>B.) 100% City Levy Improvements</u>												
1.) Infrastructure Management Update (Pavement and Culvert Management Plan Updates)		\$8,200			\$8,500			\$8,800				
2.) Crack Seal			\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0	
3.) Crack Fill & Seal Coat	7	\$46,292	\$158,485	\$0	\$51,249		\$111,318	\$158,485		\$51,249	\$0	
4.) Culvert Cleaning & End Section Repair							\$0					
5.) Sunfish Lake TMDL Improvements	4			\$0	\$0							
6.) Miscellaneous Storm Water Improvements	4											
7.) SWPPP Program and Implementation	5	\$4,700	\$4,800	\$4,800	\$4,900	\$4,900	\$4,900	\$4,900	\$4,900	\$4,900	\$4,900	
Sub Total CIP Projects		\$59,192	\$163,285	\$4,800	\$64,649	\$4,900	\$116,218	\$172,185	\$4,900	\$56,149	\$4,900	
<u>C.) Assessed City Improvements (Bonding Requirements)</u>												
1.) 2009 Salem Church Road Project (Final Payment 2/1/2020)												\$0
2.) 2014 Street Improvement Project		\$41,528	\$40,682	\$39,837	\$38,808	\$37,779						\$198,634
3.) 2017 Street Improvement Project		\$49,523	\$48,725	\$47,759	\$46,794	\$51,077	\$49,802	\$48,526	\$48,526			\$390,732
4.) 2019 Charlton Road Improvements		\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$800,000
5.) 2021 Street Improvement Project, 2" Overlays	3,8		\$22,212	\$22,212	\$22,212	\$22,212	\$22,212	\$22,212	\$22,212	\$22,212	\$22,212	\$199,908
6.) 2021 Grieve Glen Road Improvements	3		\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$198,000
Sub Total Assessed City Projects		\$171,051	\$213,619	\$211,808	\$209,814	\$213,068	\$174,014	\$172,738	\$172,738	\$124,212	\$124,212	\$1,787,274
<u>D.) Assessed City Improvements (Collected from Special Assessments)</u>												
1.) 2009 Salem Church Road Levy												\$0
2.) 2014 Street Improvement Levy		\$22,353	\$21,592	\$20,832	\$20,071	\$19,311						\$104,159
3.) 2017 Street Improvement Levy		\$15,873	\$15,363	\$14,852	\$14,342	\$13,831	\$13,321	\$12,810	\$12,810			\$113,202
4.) 2019 Charlton Road Improvements Levy		\$32,000	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000	\$320,000
5.) 2021 Street Improvement 2" Overlays Levy	3, 8		\$17,770	\$17,770	\$17,770	\$17,770	\$17,770	\$17,770	\$17,770	\$17,770	\$17,770	\$159,926
6.) 2021 Grieve Glen Road Improvements	3		\$17,600	\$17,600	\$17,600	\$17,600	\$17,600	\$17,600	\$17,600	\$17,600	\$17,600	\$92,000
Subtotal Special Assessment Funding		\$70,226	\$104,325	\$103,054	\$101,783	\$100,512	\$80,691	\$80,180	\$80,180	\$67,370	\$67,370	\$855,687
<u>General Fund Expenditures</u>												
<u>City Tax Levy (Collected from General Tax Levy)</u>												
GENERAL TAX LEVY (A+B)		\$71,132	\$176,225	\$18,300	\$78,199	\$20,350	\$131,918	\$187,885	\$20,600	\$71,949	\$20,700	
ASSESSED PROJECTS LEVY (C-D)		\$100,825	\$109,294	\$108,754	\$108,031	\$112,556	\$93,323	\$92,558	\$92,558	\$56,842	\$56,842	
Subtotal City Tax Levy Funding Requirements		\$171,957	\$285,519	\$127,054	\$186,230	\$132,906	\$225,241	\$280,443	\$113,158	\$128,791	\$77,542	

Notes

- 1.) Replace Regulatory Signs
2.) Grieve Glen Lane, Sunny Side Lane and Windy Hill Court Culverts
3.) Overlay, Mill and Overlay and / or Reconstruct; assumes project to be assessed
4.) Storm Water Improvements Required by MS4 Permit
5.) Water Quality Improvements per MPCA requirements
6.) Watershed typically reimburses City \$400 per lake for CAMP monitoring
7.) Acorn Drive, Roanoke, and Angell Road (West)
8.) Zehnder, Angell (East), and Sunnyside Lane

APPENDIX D
Assessment Policy

**CITY OF SUNFISH LAKE
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 11- 12

**RESOLUTION APPROVING ASSESSMENT POLICY FOR
THE CITY OF SUNFISH LAKE**

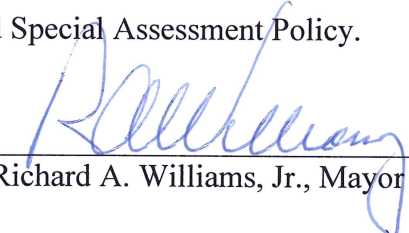
WHEREAS, Chapter 429 of the Minnesota Statutes authorizes the City to levy special assessments for certain public improvements.

WHEREAS, the City desires to adopt a formal written policy with respect to the methodology of allocating project costs between the City and special assessments and a methodology for dividing the special assessment amount among the specially benefitted properties.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUNFISH LAKE:

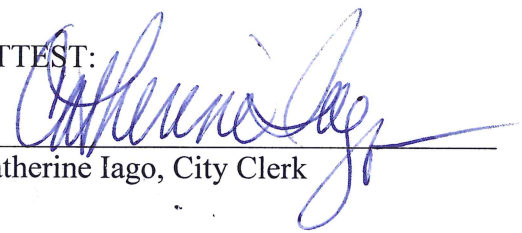
1. The Council hereby approves the attached Special Assessment Policy.

Passed this 5th day of July, 2011.



Richard A. Williams, Jr., Mayor

ATTEST:



Catherine Iago, City Clerk

CITY OF SUNFISH LAKE
DAKOTA COUNTY, MINNESOTA

SPECIAL ASSESSMENT POLICY

Section 1. Background. Chapter 429 of the Minnesota Statutes authorizes the City to levy special assessments for certain public improvements. The two most common types of public improvements within the City are street improvements and storm water improvements.

The City acknowledges that the validity of any special assessment to a particular lot depends on whether the amount of the assessment is equal to or less than the benefit conferred upon the lot by reason of the public improvement. Under state law, the benefit is determined by the increase in fair market value of the lot caused by reason of the improvement. The benefit rule controls all special assessments and supersedes any City formulas and calculations relating to how project costs are allocated. The City also acknowledges that assessments have to be uniformly imposed on similarly situated properties within a class of properties.

The first step in determining an assessment is to determine which portion of project costs will be paid by the City and which portion will be specially assessed. The second step is to spread or divide the total assessment amount among the various lots that have received a special benefit. This policy addresses both steps. The policy is a guideline and the Council has the authority to alter the policy from time to time based on facts and circumstances that the Council believes justify such changes.

Section 2. Street Improvements. The typical types of street improvements in the City are:

- a. Sealcoating;
- b. Mill and overlay; and
- c. Street reconstruction, including new pavement where none existed before.

If only sealcoating is being performed, the policy is not to assess the cost of the sealcoating. Rather, the City will pay the cost of sealcoating out of the general fund as a maintenance item.

Projects involving mill and overlay and street reconstruction will be specially assessed. The percentage of costs that will be specially assessed depends on the type of street.

Within the City, there are three (3) types of streets. They are:

- a. Collector Street. – A collector street is a City street that provides access to local streets, private streets, direct driveway access and is utilized by the surrounding area for trips originating outside of the City and terminating outside of the City limits. The number of through trips exceed the number of local trips. The City streets that meet this criteria are:

- Salem Church Road; and
- Charlton Road.

The assessment policy for a Collector Street is to assess 40% of street improvement cost to the specially benefitted properties.

- b. Neighborhood Collector Street - a neighborhood collector street is a City street that provides direct access to local streets, private streets, direct driveway access and has fewer trips that originate outside of the area and terminate outside the area than local trips. A local trip is considered a trip that remains within the City limits. The City streets that meet this criteria are:

- 60th Street North;
- Windy Hill Road; and
- Angell Road (east of Sunnyside Lane).

The assessment policy for a Neighborhood Collector Street is to assess 60% of street improvement cost to the specially benefitted properties.

- c. Local Street - a local street is a City Street that only provides direct access to private driveways which has trips that originate on the street and or terminate on the street. A local street includes a public street that provides access to shared driveways. The City Streets that meet this criteria are:

- Acorn Drive;
- Zehnder Road;
- 55th Street West;
- Roanoke Road;
- Grieve Glen Lane;
- Windy Hill Court; and
- Angell Road (west of Sunnyside Lane).

The assessment policy for a Local Street is to assess 80% of street improvement cost to the specially benefitted properties.

The special assessments for mill and overlay and for street reconstruction will be spread or divided on a per buildable lot basis with each such lot receiving an equal amount of assessment.

A special assessment for mill and overlay and for street reconstruction will be amortized over a period of time not less than five years and not more than ten years. The interest rate payable by the landowners on the remaining balance of the special assessments will not be more than 2% above the bond interest rate charged the City. If the City has not issued bonds, the interest rate charged the landowners will not be more than 2% above the estimated interest rate that the City would have incurred if bonds were issued to finance the project. Interest will begin to accrue from the date the assessments are levied.

To the extent storm water improvements are constructed with the street improvements and are incident and ancillary to the street improvement and do not otherwise confer significant benefit to properties outside of the lots that would typically be assessed for the street improvements and do not constitute more than 50% of the project costs, the storm water improvements will be considered as part of the street assessments and will be levied on the same basis as the street assessments.

In general, in determining the specially benefitted properties for a street assessment, the following lots will be included:

- a. The lots that adjoin a public street or have indirect driveway access to the public street.
- b. The lots that adjoin or have indirect driveway access to a private street where the private street has access to the public street that is being improved.

Section 3. Storm Water Improvements. Storm water improvements include such items as culvert repair or reconstruction, holding ponds, erosion control, drainage ditch reconstruction, surface drainage improvements, trunk lines, and lateral lines.

Storm water improvements can generally be placed into two (2) categories:

- a. Lateral Storm Water Management Improvements. Lateral storm water management improvements benefit the immediate adjacent area. Lateral storm water management improvements are storm water infrastructure facilities that receive runoff from adjacent public right of way or from some or all adjacent parcels but do not include significant runoff from locations that are off site of the improvements.
- b. Trunk Storm Water Management Improvements. Trunk storm water management improvements benefit an area that extends beyond the immediate property (i.e. beyond the lateral benefit). Trunk storm water management improvements manage runoff from areas of the City that are not immediately adjacent to the improvement. The trunk portion of an improvement is the size or cost of the improvement that exceeds the lateral storm water needs. Trunk storm water management improvements usually have a design and capacity to receive storm water runoff from lots that adjoin the improvement as well as non-adjoining lots.

Lateral storm water management improvements will be assessed to the adjacent specially benefitted properties on the same basis as a street assessment, taking into account the different classes of streets and allocating the assessable portion of the project on a per buildable lot basis.

With respect to trunk storm water management improvements, 50% of the project costs will be assessed and the assessable amount will be spread or divided among the specially benefitted properties on a per buildable lot basis with each such lot receiving an equal amount of assessment.

Special assessments for lateral storm water management improvements and trunk storm water management improvements will be amortized over a period of time not less than five years and not more than ten years. The interest rate payable by the landowners on the remaining balance of the special assessments will not be more than 2% above the bond interest rate charged the City. If the City has not issued bonds, the interest rate charged the landowners will not be more than 2% above the estimated interest rate that the City would have incurred if bonds were issued to finance the project. Interest will begin to accrue from the date the assessments are levied.

ITEM 7b. ATTACHMENT 1B.



Memorandum

To: Ann Lanoue, City Treasurer
City of Sunfish Lake

From: Jeff Sandberg, PE, City Engineer

Date: August 26, 2020

Re: 2021 Budget Items (FINAL)
WSB Project No. R-015288-000

The proposed engineering budget for 2021 is identified herein. The budget has been based on past costs and anticipated work.

City Engineer

Monthly Engineering Items – Miscellaneous	\$	40,700
Total	\$	40,700

Water Quality Monitoring / Lake Maintenance

NPDES – MS4 Annual Report and Hearing	\$	4,700
LGU Role for Wetland Conservation Act.....	\$	2,280
CAMP Program	\$	1,140
Total	\$	8,120

General Street Maintenance

Street Sweeping	\$	1,700
Sign Replacement (CIP)	\$	1,200
Striping Maintenance (CIP)	\$	3,300
Culvert Maintenance (CIP)	\$	3,000
Pavement Management Inventory (CIP)	\$	8,200
Bituminous Maintenance	\$	46,292
Shoulder Maintenance.....	\$	1,100
Total	\$	64,792

<u>Funding from CIP</u>	\$	447,115
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Zehnder Road Improvement Project.....	\$47,450
Angell Rd (East) Improvement Project.....	\$89,530
Sunnyside Lane Improvement Project.....	\$90,135
Grieve Glen Improvement Project.....	\$220,000

<u>Snow Removal – Inver Grove Heights</u>	\$	3,000
<u>Snow Removal – City Streets</u>	\$	38,000

Please call me at 651-286-8474 upon review of the proposed budget.

ITEM 7b. ATTACHMENT 1C.

From: [Laberee, Erin](#)
To: [Jeff Sandberg](#)
Cc: [Daniel O'Leary](#)
Subject: RE: Delaware and Salem Church Rd
Date: Thursday, August 20, 2020 1:56:16 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.jpg](#)
[image004.jpg](#)
[image005.jpg](#)
[image006.jpg](#)
[image007.jpg](#)
[63 & SALEM striping.pdf](#)

Jeff,

Thank you for the follow up email. We have reviewed the crash information and looked at potential roadway improvements.

Below are the crashes we found related to the intersection. We found this information from the State's crash database (CMAT) and also received two incident reports from West. St. Paul Police Department for three years between 2017 to 2019. Of the five noted below, three property damage crashes are due to slippery conditions. Five crashes in a three year period is a relatively low number of crashes when compared to other intersections throughout the County.

Official Reported Crashes (from CMAT)

Date	Severity	Crash Type	Direction	Misc from report
11/6/2019	Property Damage	Rear end	Both WB	V1 stopped at stop sign and hit from behind. Road surface icy/frost. Resulted in chain of rearends.
5/10/2019	Property Damage	Rear end	Both SB	V1 attempting left turn onto Salem and was yielding to oncoming traffic. V2 did not see V1 in time to stop.
2/4/2019	Property Damage	Sideswipe	Both SB	Both attempting left turns onto Salem. Both slid off road. Delaware had been salted, Salem Church Rd had not been.

Redacted Incident Reports (from WSP PD)

Date	Severity	Crash Type	Direction	Misc from report
12/11/2019	None listed	Rear end	None listed	Roadway covered with packed snow/ice. V1 slowing to yield to oncoming vehicle as road narrowed due to parked cars. V2 could not stop due to slippery conditions.
7/26/2018	None listed	Stuck Semi	None listed	Intersection closed for semi-trailer stuck on Salem Church Rd. The trailer scraped bottom of road causing damage to both road and trailer.

One option to improve the intersection would be to reconstruct Salem Church Road on a new alignment to allow a 90 degree intersection at Delaware Ave. A 90 degree alignment would have significant impacts on adjacent properties and right of way acquisition would be costly. Retaining walls may also be needed along Salem Church Road to reduce property impacts as well, further

increasing the cost of the project. Due to the low number of crashes, high cost of construction, along with significant property impacts, reconstruction of the intersection is not begin considered at this time.

We have looked at other alternatives to help improve sight lines and reduce the slippery surface in the winter. Attached is a layout, 63 & SALEM Striping, which shows how Salem could be restriped to improve sight distance and also shows a hatched out area shows where a friction treatment could be added to reduce slipping in the winter under icy conditions. This could be added to our mill and overlay program next year.

Please let me know you have any questions or would like to meet virtually to discuss further.

Thank you,

Erin

Erin Laberee, P.E.

Assistant County Engineer



Transportation Department

P 952-891-7122

W www.dakotacounty.us

A 14955 Galaxie Avenue, Apple Valley, MN 55124



From: Jeff Sandberg

Sent: Monday, August 17, 2020 9:39 AM

To: Laberee, Erin

Cc: Daniel O'Leary

Subject: RE: Delaware and Salem Church Rd

Good morning Erin,

Can you please provide an update on this issue?

Regards,

Jeff

Jeff Sandberg

Sr. Project Manager

651.286.8474 (o) | 763.229.1643 (m)

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From: Laberee, Erin <Erin.Laberee@CO.DAKOTA.MN.US>

Sent: Tuesday, June 9, 2020 11:09 AM

To: Jeff Sandberg <JSandberg@wsbeng.com>

Cc: Daniel O'Leary <olearytriallaw@yahoo.com>

Subject: RE: Delaware and Salem Church Rd

Jeff,

Once we get the police report information I will set up a meeting via Skype for us to discuss further.

Thank you,

Erin

From: Jeff Sandberg <JSandberg@wsbeng.com>

Sent: Tuesday, June 9, 2020 10:13 AM

To: Laberee, Erin <Erin.Laberee@CO.DAKOTA.MN.US>

Cc: Daniel O'Leary <olearytriallaw@yahoo.com>

Subject: RE: Delaware and Salem Church Rd

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Hi Erin,

I appreciate the update and will look for the proposed plan in the next month. I will say that none of the proposed improvements mentioned address the two main physical problems with the intersection; 1) severe grade combined with 2) skewed angle to Delaware. The striping may help a little bit with the skew, but (I believe) will add to the grade problem.

We are requesting a long-term permanent fix; but I will reserve judgment until we see the final proposed plan.

Regards,

Jeff

Jeff Sandberg

Sr. Project Manager

651.286.8474 (o) | 763.229.1643 (m)

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From: Laberee, Erin <Erin.Laberee@CO.DAKOTA.MN.US>

Sent: Tuesday, June 9, 2020 9:21 AM

To: Jeff Sandberg <JSandberg@wsbeng.com>

Subject: Delaware and Salem Church Rd

Hi Jeff,

I wanted to give you an update on the intersection of Delaware and Salem. We are looking into a preliminary design which would include a friction treatment and restriping Salem to provide a better angle at Delaware. We are also reaching out to the police to try and determine how many incidents happen at this intersection and the circumstances of the crashes. I will be able to get back to you with a more definite plan in the next month or so. Let me know if you have any questions.

Thank you,

Erin

Erin Laberee, P.E.

Assistant County Engineer



Transportation Department

P 952-891-7122

W www.dakotacounty.us

A 14955 Galaxie Avenue, Apple Valley, MN 55124



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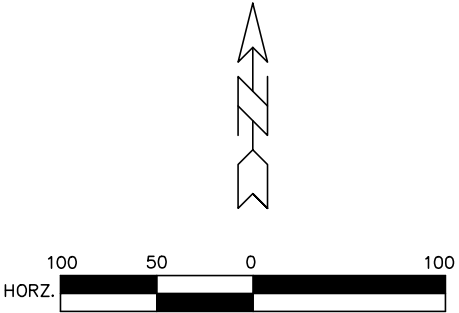


ESTIMATED QUANTITIES						
NOTES	SPEC. NO.	ITEM	UNIT	CSAH 63 & SALEM CHURCH ROAD		
				ESTIMATED QUANTITIES	UNITS COST	TOTAL COSTS
	2021.501	MOBILIZATION	LUMP SUM	1	10000.00	10,000.00
	2101.501	CLEARING & GRUBBING	LUMP SUM	1	5000.00	5,000.00
	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN. FT.	145	4.00	580.00
	2104.518	REMOVE BITUMINOUS PAVEMENT	SQ. FT.	1,022	3.00	3,066.00
	2118.509	AGGREGATE SURFACING CL. 2 MOD	TON	3	75.00	225.00
	2354.506	BITUMINOUS MATERIAL FOR MICRO-SURFACING	GAL	1,439	5.00	7,195.00
	2354.509	MICRO-SURFACING SURFACE COURSE	TON	46	200.00	9,200.00
	2563.601	TRAFFIC CONTROL	LUMP SUM	1	5000.00	5,000.00
	2564.602	RELOCATE SIGN	EACH	1	200.00	200.00
	2575.602	SITE RESTORATION	EACH	1	1000.00	1,000.00
	2582.503	4" SOLID LINE -MULTI COMP	LIN. FT.	3,120	0.50	1,560.00
	2582.503	24" SOLID LINE -MULTI COMP	LIN. FT.	26	20.00	520.00
	2582.503	4" BROKEN LINE -MULTI COMP	LIN. FT.	132	0.50	66.00
						43,612.00

NOTE:

SITE RESTORATION AT BITUMINOUS REMOVAL AREA:

REQUIRED TOPSOIL
HYDRAULIC MULCH MATRIX: 2100 LBS./ACRE
FERTILIZER TYPE 2: 300 LBS./ACRE (10-0-10)
SEED MIXTURE 25-151: 180 LBS./ACRE



BASIS FOR ESTIMATED QUANTITIES
AGGREGATE: ASSUMED TO WEIGH 140 LBS. / CU. FT.
BITUMINOUS MIXTURE: WEARING COURSE MIXTURE- 150 LBS. / CU. FT. NON-WEAR COURSE MIXTURE- 147 LBS. / CU. FT.
BITUMINOUS MATERIAL FOR MICROSURFACING 0.315 GAL. / SQ. YD.
MICROSURFACING SURFACE COURSE 0.010 TONS / SQ. YD.