

Item 7

Sunfish Lake Engineer's Report for March 6, 2024

By: Justin Messner, PE
City Engineer

Date: February 28, 2024

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

1. Engineering Activities Undertaken in the Month of February

- A. Dakota County CIP Meeting – Staff attended a meeting for the Dakota County 2024-2028 Capital Improvement Program on February 16, 2024.
- Dakota County discussed conducting a study to evaluate construction of a pedestrian trail along Delaware Avenue from the I-494 overpass to TH 62. The study to be completed in 2028 will determine the feasibility and location of the future pedestrian trail.
 - Dakota County will be leading a study for the future design and construction of a new interchange at I-494 and Delaware Avenue. They asked if I would like to be included in the Project Management Team to provide representation for the City of Sunfish Lake. I agreed that the City of Sunfish Lake would like representation on the PMT group.
 - A map of the Dakota County 2024-2028 Capital Improvement Program is included as Attachment 7A.

2. Public Works Activities Undertaken in the Month of February

- A. The post for the fire sign that was knocked down at 2 Salem Lane was replaced.
- B. The City of Sunfish Lake follows MnDOT's timelines set for placing spring load limit restrictions. Road restrictions went into effect on SFL city streets on February 26, 2024. City staff posted the necessary street signage. It is anticipated that road restrictions will come off sometime in April or May (dictated by MnDOT).

3. Building and Site Reviews in the Month of February

- A. Staff conducted reviews for the following properties this past month:
- 2570 Delaware Avenue – Staff is reviewing the latest submittal for this property for Major Site Plan.
 - 205 Salem Church Road – Staff met with the applicants to conduct a re-review of the final site improvements. The final as-built for the site improvements was received and verified in the field to be compliant with the approved plan.

4. Anticipated Engineering/Public Works Activities for the Month of March

- A. 2024 Met Council Citizen's Assisted Monitoring Program (CAMP) – Staff is requesting the City Council's consideration and approval for the city to participate in the 2024 CAMP program. Three lakes would be monitored (Sunfish, Horseshoe, and Hornbeam) and the cost for participating in the program is \$760 for each lake. We have included the costs of the program in the 2024 budget, and a motion is requested to continue participation in this water quality monitoring program.

- B. 2024 City Parcel Map – Staff will be updating the City Parcel Map based upon updated (January 2024) GIS information on-file with Dakota County.
- C. The 2024 Pavement Management Work Plan – Inspections will begin in May/June for all city streets. This will aid in preparation of the 5-Year CIP for 2025. The cost of the inspections and report are within what was budgeted in the 2024 Engineering Budget. A copy of the letter proposal for the 2024 Pavement Management Work Plan is included as Attachment 7B.
- D. Staff will work with the city's snowplowing contractor to ensure that roads remain safe for travel. If residents find areas on city streets that need additional attention, they should email the contractor at sunfishlakesnow@gmail.com and copy City Engineer Justin Messner at jmessner@wsbeng.com.

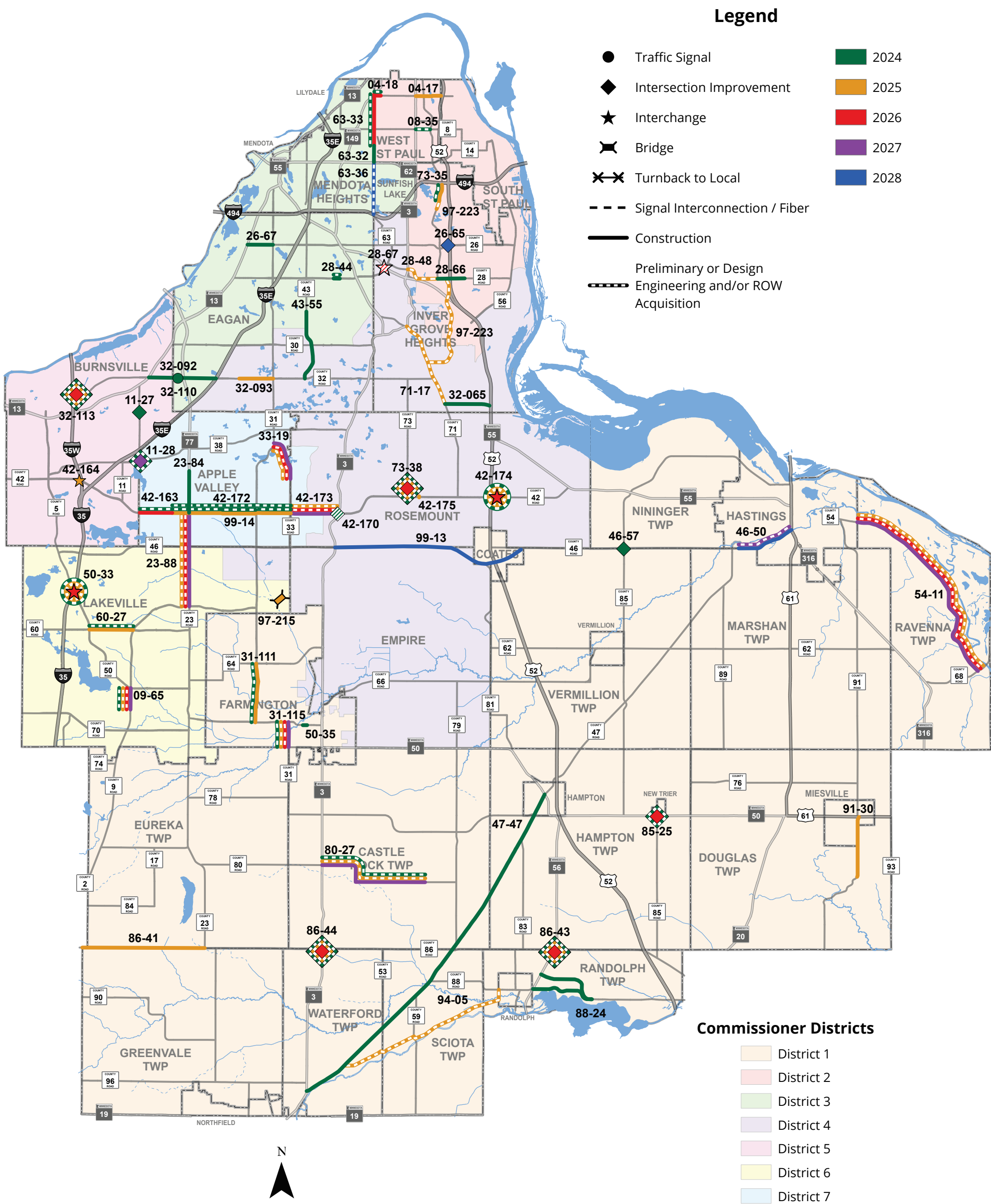
The above constitutes the Engineer's Report for the City of Sunfish Lake for March 6, 2024.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Justin Messner', with a stylized flourish at the end.

Justin Messner, PE
City Engineer

2024 - 2028 Transportation Capital Improvement Program



Copyright 2023, Dakota County
This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices and other sources, affecting the area shown, and is to be used for reference purposes only. Dakota County is not responsible for any inaccuracies herein contained. If discrepancies are found, please contact this office.



February 21, 2024

Justin Messner, PE
City Engineer
701 Xenia Ave S
Minneapolis, MN 55416

Re: 2024 Pavement Management Work Plan
City of Sunfish Lake, MN

Dear Mr. Messner:

I am pleased to submit this work plan on behalf of WSB to continue providing the City of Sunfish Lake with pavement management and culvert inspection services. We plan on working closely with the City personnel in completing the pavement and culvert inspections.

Cost Summary

It is proposed that this project be billed hourly on a cost not to exceed basis, with total cost not exceeding **\$8,559**. If you agree with the terms as outlined in this proposal, please sign where indicated below and return a copy to our office.

The following tasks will be completed as part of this work plan:

1. Data Collection and Management

WSB personnel will make necessary updates to the pavement management database using the PAVER software. WSB will also update the culvert inventory in GIS.

As part of this process, the City will:

- Provide records of any major maintenance since 2021 (the last time WSB provided pavement and culvert management updates).
- Review and provide comments on the proposed street segments to be inspected. Verify segments are correct on a map before in-field inspections begin.
- Review and provide comments on the proposed culverts to be inspected. Verify culverts are correct on a map before in-field inspections begin.

WSB will:

- Make any necessary updates to pavement segments and culverts in each database.
- Input maintenance history as provided by the City personnel.
- Maintain data during the duration of the project.

Cost: \$807

2. Detailed Inspections of City Street Pavement with Summary Memo

WSB personnel will perform visual distress surveys on the streets owned and maintained by the City of Sunfish Lake. WSB estimates there are approximately 5 miles of roads that require inspection in 2024. Once the inspections have been completed, WSB will setup a pavement management model in PAVER and use the program to calculate key performance metrics such as Average PCI for the entire system and how many roads are in key condition categories. WSB will summarize this information in a brief report along with pavement condition maps.

WSB will:

- Observe and record roadway segment distresses with vehicle mounted instrumentation including cameras and LiDAR. Supplementary data may be obtained by physically walking the pavement segments as needed.
- Input distress data into the PAVER database and determine the Pavement Condition Index (PCI) of each section based on ASTM standards.
- Review data through our quality assurance and quality control processes to ensure that the data is complete and accurate.
- Create a pavement model of the City's pavement network in PAVER.
- Compute high-level metrics that define the current condition of the City's pavement network such as average PCI.
- Create a detailed map showing the updated PCI of each roadway in 2024.
- Generate a spreadsheet detailing the route name, pavement length, pavement area, and PCI of each segment, which the City can use to assist in developing a Capital Improvement Plan (CIP).
- Summarize the data in a brief memorandum style report.

Cost: \$4,048

3. Culvert Inspection and Documentation with Summary Memo

WSB will deploy a trained culvert inspector from WSB's Water Resources group to locate and assess the condition of the culverts in Sunfish Lake. WSB estimates there are approximately 50 culverts to be inspected. WSB will then summarize this information in a brief report along with culvert condition maps.

WSB will:

- Deploy a culvert inspector to locate and inspect all culverts in the City.
- Document the condition of each culvert using a GIS application in the field.
- Record field notes and photographs of each culvert.
- Rate the condition of each culvert.
- Compute high-level metrics that define the current condition of the City's culvert network such as average condition rating.
- List the specific culvert information in a table for the City to use during maintenance planning.
- Summarize culvert conditions in a brief memorandum style report.

Cost: \$3,668

Project Timeline

Data Collection and Management	Completed April, 2024
Detailed Inspection of City Street Pavement	Completed August, 2024
Culvert Inspection and Documentation	Completed August, 2024

Thank you for this opportunity to continue to develop the City of Sunfish Lake's pavement management system. I am confident that the level of service on this project will meet or exceed your expectations. If you should have any questions regarding this proposal, please contact me at 612-759-7218.

Sincerely,

WSB



Matthew Henderson, EIT
Pavement Engineer



Michael Rief, PE, DBIA
Sr. VP of Construction Services

ACCEPTANCE: This letter represents our entire understanding of the project scope. If the City of Sunfish Lake is in agreement, the necessary contract documents can be provided and signed. WSB will start work upon receipt of a signed contract.

ACCEPTED BY:
City of Sunfish Lake

By: _____

Title: _____

Date: _____