

**Item 7b.****Sunfish Lake Engineer's Report for May 7, 2019**

**By:** Jeff Sandberg, PE  
City Engineer

**Date:** April 24, 2019

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**1. Engineering Activities Undertaken in the Month of April.**

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

A. Charlton Road Reconstruction/ Sunfish Lake Outlet Update. Staff has completed wetland permitting for the road construction, and DNR permitting for the Outlet construction.

B. 2020-2024 CIP Update – I will have a draft of the 2020-2024 CIP for the City Council to be reviewed at the City Council meeting. This document will outline what infrastructure and maintenance projects we are looking to do in 2020 and plan for the next 5 to 10 years for the Council to consider. The goal is to approve the CIP update at the August Council meeting which will help establish infrastructure priorities to manage the City's infrastructure and assist with budgeting of city resources.

**2. Building and Site Reviews in the Month of April.**

A. 2150 Charlton Road. Staff completed an on-site meeting and received a re-submittal for work at 2150 Charlton Road. It is anticipated that this proposal will be on the agenda at the June Planning Commission Meeting for approval.

B. 1 Sunfish Lane. Staff completed an on-site meeting and received an initial submittal for work at 1 Sunfish Lane. It is anticipated that this proposal will be on the agenda at the June Planning Commission Meeting.

C. 270 Salem Church Road. Staff reviewed and recommended approval of a minor site submittal for 270 Salem Church Road. It is anticipated that Staff will receive a major building and site submittal for the property during the month of May.

**3. Public Works Activities Undertaken in the Month of April.**

A. Damaged/ Missing Roadway Sign Replacement. A contractor replaced and/or replaced signs throughout the city that needed repair or replacement. The total cost of the work was \$2,149.97. Of that amount, \$224.97 was for emergency rental and placement of a temporary stop sign that was knocked over by a car sliding off of the road. The sign replacement costs are covered in the city annual budget.

B. Fire Marker Signs Installation Update. Our contractor is waiting for frost to come out of the ground to finish the Fire Marker signs installation that was started in the fall. The

majority of the work has been completed; we believe the work will be finished before the June meeting.

C. Sunfish Lake Outlet. Staff granted a permit to Xcel Energy to make utility improvements / relocations along Charlton Road. This project was coordinated with but is separate from the city's street reconstruction project. As part of this work, city staff closed off the Sunfish Lake outlet for two days to allow the Xcel work to proceed.

D. Spring Load Limits. We were notified by MnDOT that Spring load limits went in to effect on March 15<sup>th</sup>. City Forester Naves placed the proper signage on the applicable roads in the city. Requests to exceed posted load limits should be directed to the City Engineer. An application will need to be completed and reviewed for approval by the City Engineer.

E. Snow Plowing/ Roadway Maintenance. We received the following snow plowing invoices recently:

|                      |                    |
|----------------------|--------------------|
| March 15 - April 15: | \$ 3,865.00        |
| Previous Invoices:   | <u>\$34,565.00</u> |
| Total:               | \$38,430.00        |

This is \$430.00 over what was budgeted (for the season). I don't expect any additional billings for this season (fingers crossed!)

#### **4. Anticipated Engineering/Public Works Activities for the Month of May.**

A. 2020-2024 CIP Update. We will continue to work on the draft of the 2020-2024 CIP for the City Council to be reviewed at the future City Council meetings.

B. Charlton Road Construction Project. Staff will continue to work with the contractor and residents to prepare for the upcoming improvement project. The work is not anticipated to start until after the 4<sup>th</sup> of July.

No other Engineering/Public Works activities are anticipated for the month of May.

The above constitutes the Engineering Report for the City of Sunfish Lake for May 7, 2019.

Respectfully submitted,

**WSB**



Jeffry S. Sandberg, PE  
City Engineer

## ITEM 7b. 1B ATTACHMENT



### Memorandum

To: Ann Lanoue, City Treasurer  
City of Sunfish Lake

From: Jeff Sandberg, PE, City Engineer

Date: May 7, 2019

Re: 2020 Budget Items – PRELIMINARY DRAFT  
WSB Project No. R-013383-000

The proposed engineering budget for 2020 is identified herein. The budget has been based on past costs and anticipated work.

#### City Engineer

|                                                 |           |               |
|-------------------------------------------------|-----------|---------------|
| Monthly Engineering Items – Miscellaneous ..... | \$        | 38,400        |
| <b>Total</b>                                    | <b>\$</b> | <b>38,400</b> |

#### Water Quality Monitoring / Lake Maintenance

|                                             |           |              |
|---------------------------------------------|-----------|--------------|
| NPDES – MS4 Annual Report and Hearing ..... | \$        | 3,700        |
| LGU Role for Wetland Conservation Act.....  | \$        | 1,900        |
| Camp Program.....                           | \$        | 900          |
| <b>Total</b>                                | <b>\$</b> | <b>6,500</b> |

#### Charlton Road Maintenance

|                                    |           |          |
|------------------------------------|-----------|----------|
| Gravel and Grading .....           | \$        | 0        |
| Sunfish Lake Outlet Cleaning ..... | \$        | 0        |
| Dust Control .....                 | \$        | 0        |
| <b>Total</b>                       | <b>\$</b> | <b>0</b> |

#### General Street Maintenance

|                                  |           |               |
|----------------------------------|-----------|---------------|
| Street Sweeping .....            | \$        | 1,600         |
| Sign Replacement (CIP) .....     | \$        | 1,500         |
| Striping Maintenance (CIP) ..... | \$        | 0.00          |
| Culvert Maintenance (CIP) .....  | \$        | 3,000         |
| Bituminous Maintenance .....     | \$        | 3,500         |
| Shoulder Maintenance.....        | \$        | 1,000         |
| <b>Total</b>                     | <b>\$</b> | <b>10,600</b> |

|                               |           |            |
|-------------------------------|-----------|------------|
| <b>Funding from CIP .....</b> | <b>\$</b> | <b>TBD</b> |
|-------------------------------|-----------|------------|

|                                           |       |
|-------------------------------------------|-------|
| Zehnder Road Improvement Project.....     | \$TBD |
| Angell Rd (East) Improvement Project..... | \$TBD |
| Sunnyside Lane Improvement Project.....   | \$TBD |

Ms. Ann Lanoue  
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|                                                        |           |               |
|--------------------------------------------------------|-----------|---------------|
| <b><u>Snow Removal – Inver Grove Heights</u></b> ..... | <b>\$</b> | <b>3,000</b>  |
| <b><u>Snow Removal – City Streets</u></b> .....        | <b>\$</b> | <b>38,000</b> |

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

Sincerely,

WSB



Jeffry S. Sandberg, PE  
City Engineer