

Item 7b.**Sunfish Lake Engineer's Report for July 12, 2022**

By: Jeff Sandberg, PE
City Engineer

Date: June 29, 2022

1. Engineering Activities Undertaken in the Month of June

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

- A. Meetings Attended – Staff attended a meeting for the Dakota County Regional Roadway System Visioning Study. Staff submitted a letter to Dakota County to request a signal warrant study for Delaware and Salem Church Road.
- B. 2022 Street Maintenance Projects – A pre-construction conference was held on 6/29 with the contractor. Crack sealing work is anticipated to start on July 5th and will take approximately two days to complete. The contractor will return at the end of July to complete the fog seal on all of the streets. Staff prepared a notice sent to affected residents with this information prior to the work starting. (SEE ATTACHMENT 1B)
- C. No Solicitation Signage – As discussed at the last CC meeting, staff created a concept street sign for the City Council's consideration (see below). We received a quote from a local sign vendor for \$495 to create the custom sign and install six signs on existing posts in designated locations in the city. (SEE ATTACHMENT 1C)
- D. Draft 2023 Engineering Budget/CIP – Staff has prepared a draft of the 2023 Engineering and CIP budget for the City Council's review and consideration. (SEE ATTACHMENT 1D)

2. Building and Site Reviews in the Month of June

- A. Staff conducted reviews for the following property this past month:
 - 2150 Charlton – Staff conducted a final site review of the finished improvements to create stairs and a pathway to their dock, along with associated low-maintenance plantings and rock outcroppings to hold the slope in place. The work was completed per the approved plans and the project will be closed out.

3. Public Works Activities Undertaken in the Month of June

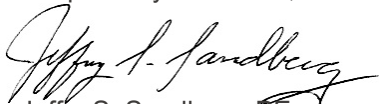
- A. A sign contractor replaced/repared three street signs in the city.
- B. Xcel Energy repaired damage to the shoulder of Salem Church Road caused by their utility contractor extending a new gas service to a new residence.
- C. Dakota County performed spot repairs on previous pavement work at the intersection of Delaware and Salem Church Road.

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

- A. Staff will work to finalize the 2023 Engineering budget and CIP.
- B. Staff will coordinate the crack seal and chip seal work on the 2022 Street Maintenance Projects.

The above constitutes the Engineering Report for the City of Sunfish Lake for July 12, 2022.

Respectfully submitted,


Jeffery S. Sandberg, PE
City Engineer





**City of Sunfish Lake
Sunfish Lake, Minnesota**

June 29, 2022

Dear Property Owner,

The City of Sunfish Lake is preparing for the start of construction on the 2022 Street Maintenance Projects, which includes crack sealing and seal coating on Salem Church Road, Acorn Drive, Roanoke Road, Angell Road, Windy Hill Road, and Windy Hill Court. The Contractor is anticipated to begin work the week of July 5th. The crack sealing portion of the work will last approximately two days. After crack sealing has been finished and set, the contractor will begin the seal coating at the end of July. Please note this schedule is subject to change due to weather.

During construction activities, property owners and travelers should use care when driving in and near construction activity. No significant closures are anticipated during the work, and a drivable surface will be maintained through most construction operations, and property owners will have access to their driveways daily. However, during some construction operations, traffic will be reduced to one lane with flaggers directing traffic. Please use caution when driving within the construction zones. If you are anticipating a special delivery, open house, or any other activity during the construction schedule, please notify the construction observer, listed below, of the time and date in which this will occur. The contractor and project staff will do their best to provide access as necessary.

The City of Sunfish Lake has specified the following work hours for the contractor:

Monday – Friday 7:00 a.m. - 7:00 p.m.
Saturday 8:00 a.m. - 5:00 p.m.
No work allowed on Sundays or Holidays

The project contacts are as follows:

Contractor Contact: Allied Blacktop Company
Matt Dolecki (763.425.0575)

City Contacts: Lydia Ener, Project Engineer
763.270.3464 (Office)
763.548.4891 (Cell)
lener@wsbeng.com

Sincerely,

Lydia Ener, PE
Project Engineer



4700 Lyndale Avenue North
Minneapolis, MN 55430-3638
Equal Opportunity Employer

Item 7b. Attachment 1C.

Brian Luftman
612-369-3660 (cell)
612-521-4200 (office)
612-521-1488 (fax)
800-766-5483 (toll free)
bluftman@warninglitesmn.com

Quotation

Date 6/13/2022

Project #

Project Name City of Sunfish Lake- Sign Maintenance/Custom Sign
Sunfish Lake, MN

Letting Date 6/13/2022

Start Date

End Date

<u>Line #</u>	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Bid Amount</u>
1	SIGN MAINTENANCE	3	EA	\$ 275.00	\$ 825.00
2	CUSTOM SIGN (NO SOLICITORS/LOGO)	6	EA	\$ 42.50	\$ 255.00
3	INSTALL SIGN	6	EA	\$ 40.00	\$ 240.00
	* Mount to existing signs.				

Please call Brian (612-369-3660), to untie items prior to letting.
Thank you!

Total Bid \$ 1,320.00

* The prices above includes sales tax on furnished & installed items.

* The prices above do not include a performance bond.

Please acknowledge acceptance of this quote by signing & dating below. Lack of acknowledgment may result in billing of regular prices and/or delay installation. If you have any questions concerning this quote please contact Brian Luftman (612-369-3660).

Signature

Date



Memorandum

To: Ann Lanoue, City Treasurer
City of Sunfish Lake

From: Jeff Sandberg, PE, City Engineer

Date: July 12, 2022

Re: 2023 Budget Items (DRAFT)

The proposed engineering budget for 2023 is identified herein. The budget has been based on past costs and anticipated work.

City Engineer

Monthly Engineering Items – Miscellaneous	\$	44,790
Total	\$	44,790

Water Quality Monitoring / Lake Maintenance

NPDES – MS4 Annual Report and Hearing	\$	3,800
LGU Role for Wetland Conservation Act.....	\$	1,800
CAMP Program	\$	1,140
Total	\$	6,740

General Street Maintenance

Street Sweeping (incl. in current Snowplowing contract)	\$	0
Sign Replacement (CIP)	\$	1,200
Striping Maintenance (CIP).....	\$	3,300
Culvert Maintenance (CIP)	\$	3,000
Pavement Management Inventory (Update in 2024)	\$	0
Bituminous Maintenance (CIP).....	\$	5,000
Shoulder Maintenance.....	\$	1,100
Total	\$	13,600

Funding from CIP for 2023 Projects	\$	0
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<u>Snow Removal – Inver Grove Heights</u>	\$	3,000
<u>Snow Removal – City Streets</u>	\$	39,000

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