



**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular Workshop Session of Tuesday, January 16, 2018
Library Meeting Room – 5:30 p.m.
601 South Washington Avenue

- III. **CALL TO ORDER**

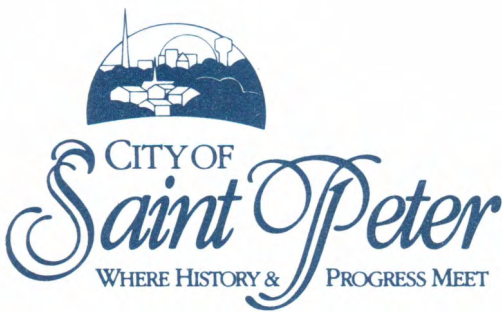
- II. **DISCUSSION**
 - A. 2018 Street Maintenance Plan
 - B. Dogs In Park Report
 - C. River Hills Mall Home and Lifestyles Show

- III. **ADJOURNMENT**

****PLEASE NOTE MEETING LOCATION****

TP/bal

Office of the City Administrator
Todd Prafke



Memorandum

TO: Todd Prafke
City Administrator

DATE: 1/9/2018

FROM: Pete Moulton
Director of Public Works

Tim Mayo
Maintenance Superintendent

RE: 2018 Streets Maintenance Program

ACTION/RECOMMENDATION

None needed. For Council review and discussion only

BACKGROUND

The street maintenance program regularly consists of crack sealing; full depth asphalt patching; seal coating; curb, gutter and sidewalk repairs; and replacement of some handicapped ramps with truncated domes in the downtown area and where improvements are completed. Lesser amounts of funding are allocated for purchase of winter roadway salt, paint for pavement markings, gravel for patching, and asphalt mix for patching potholes. The budget remains flexible year-to-year to allow staff to address the immediate maintenance needs identified in the spring of each year. This past winter season has so far included lower amounts of snow with stretches of cold temperatures.

For 2018, staff expects the cost of asphalt will increase approximately 3% to 5% from 2017. These costs have more than doubled in the last 10 years.

Staff is proposing the following work plan for the street maintenance program for 2018. The maintenance program has been adjusted based on the conditions of the streets.

2018 Maintenance Program

GL CODE		ITEM	UNIT COST	UNIT	QUANTITY	COST
224	1	Winter Salt	\$65.48	tons	150	\$9,900
224	1s	Winter Sand	\$4.00	tons	750	\$3,000
224	2	Cold Mix	\$136.00	tons	11.75	\$1,600
224	3	Gravel	\$11.15	tons	90	\$1,000
224	4	Quartzite Stone Only	\$25.00	tons	1,200	\$30,000
224	5	Stone Delivery	In-House	tons	1,200	\$0
403	6	Seal Coat (100 Blocks)	\$3.00	gallons	46,000	\$164,066

224	7	Paint	\$23.15	gallons	850	\$20,000
224	8	Asphalt Full Depth Patch	\$62.00	tons	1,597	\$99,000
300	8m	Milling - Asphalt Full Depth Patching	\$540.00	hr	10	\$5,400
224	9	Asphalt Full Block Replacement (5 Blocks)	\$62.00	tons	1,410	\$87,875
300	9m	Milling - Asphalt Full Block Replacement	\$540.00	hr	35	\$18,900
300	10	Crack Sealing	\$1.70	lbs	24,000	\$40,800
403	11	Alley Entrance Replacement	\$7.00	sq. ft.	3,625	\$25,375
403	12	Sidewalk and Handicap apron	\$6.50	sq. ft.	3,635	\$23,625
403	13	Curb/Gutter	\$23.00	linear ft.	1,130	\$26,050
403	14	Stormwater Permits	\$150.00	lump sum	15	\$2,250
224	15	Weed Spray	\$35.00	gallons	50	\$1,750
415	16	Equipment Rental	\$1,000.00	each	12	\$12,000
224	17	Sign Replacement Program	\$20.66	per sign	102	\$2,115
	18	Contingency Cost				\$1,360
		Sub-Total				\$576,066
	19	Reimbursement from River's Edge Hospital				\$26,066
		Total				\$550,000

The 2018 Street Maintenance Budget Program Details:

- 1) Winter Salt: The 2018 winter has seen broad temperature swings with a below average snowfall so far. Staff will be ordering 150 tons of salt for the 2018 season at a cost of \$65.48 per ton. Staff continues to purchase salt in bulk quantities through MnDOT.
- 2) Cold Mix: Approximately 12 tons is used when the asphalt plants close to spring when the plants begin production, used primarily for potholes throughout the city.
- 3) Gravel: Class 5 gravel is needed to complete repairs to base materials. \$1,000 is budgeted for the 2018.
- 4) Quartzite Stone: Approximately 1,200 tons will be hauled and used in combination with our existing quartzite stone inventory. The reddish colored quartzite is purchased directly from the New Ulm quarry. Quartzite is very hard and has a high density, high

compression strength which is also resistant to abrasion (like snow plowing). The stone cost is \$25 per ton - \$30,000 is budgeted.

- 5) Stone Delivery: Will be completed in-house by Public Works staff.
- 6) Seal Coating: The 2018 proposed route is shown on the attached map that includes approximately 100 blocks, which equates to 46,000 gallons of oil.
- 7) Paint: Staff continues to maintain (paint) cross-walks and street markings and parking lots striping. \$20,000 is budgeted for this expense in 2018.
- 8) Asphalt Full-Depth Patching: Staff has budgeted \$99,000 for 1,597 tons.
- 9) Asphalt Full Block Replacement: In 2016 staff began selecting certain blocks based on maintenance criteria for complete replacement of the roadway surface. The scope of work includes milling and reclaiming the street surface, base preparation and reinstallation of asphalt. This year 5 blocks have been selected with an asphalt cost of \$87,875. There will also be a cost from line number 9m for milling of \$18,900.
 - i. College Avenue from South Seventh Street to South Fourth Street (MSA)
 - ii. North Third Street from Broadway to Chatham Street
- 10) Crack Sealing: Crack sealing is usually done every other year. In 2018, approximately 24,000 lbs. of rubberized filler will be installed which is expected to cost \$40,800.
- 11) Alley Entrance Replacement: Concrete entrances will be installed and replaced at a cost of \$25,375.
- 12) Sidewalk and Handicapped Access: Approximately 3,635 square feet is planned for replacement at a cost of \$23,625.
- 13) Curb and Gutter: In areas where full blocks are being replaced it is proposed to correct curb, and assess the costs to the abutting property owner as required. Approximately 1,130 linear feet of sidewalk is proposed to be installed at a cost of \$26,050.
- 14) Stormwater Permits: Street projects completed require about \$2,250 in permit fees on an annual basis.
- 15) Weed Spray: This is used in the streets where the asphalt street meets the concrete curb. The City sprays weeds to keep cracks from developing. \$1,750 is budgeted.
- 16) Equipment Rental: Staff rents equipment to help with maintenance operations such as loaders and screeners.
- 17) Sign Replacement Program: Staff has replaced all regulatory, warning, and information signs within the City with new DG3 reflective signs. 2017 was the final year of the street nameplate replacement program. City staff has allocated money for repair and maintenance in the amount of \$2,115.
- 18) Contingency Funds: Used for over runs and areas not previously identified.

- 19) **Income from Outside Sources:** In previous years staff has performed work for other community partners and billed back the cost. River's Edge Hospital is scheduled to have their back parking lot seal coated in 2018 at a cost of \$26,066. The Hospital will fully fund this expense.

Staff continues to monitor and evaluate new products that may preserve asphalt streets to a higher degree while extending the period between maintenance functions. The maintenance program was previously based on sealing asphalt streets on a five-year plan. As newer products are developed staff hopes to stretch the current five-year plan upwards towards eight years before street requires sealing.

Please be advised that application rates, conditional changes, pricing changes, and/or even physical changes in the road surface can all change as the work progresses. This can result in small changes to quantities, the number of blocks covered, and the number of cracks sealed and even the location of work done.

Approval of the plan means generalized acceptance of the plan and budget approval. While we endeavor to follow the approved plan, slight changes in the actual work completed do take place. Major changes or elimination of entire work categories would come back to the Council prior to modification.

Looking ahead to 2019, 2020 and beyond:

Staff continues to review opportunities and timing for activities that have been discussed by the Council previously. Some of those discussion points have been:

- The City has taken over of maintenance of Township Road 361 west of the High School, which also serves Community Spirit Park and runs from Broadway to Traverse Road. Staff has made an application for grant funds to add an asphalt surface.
- Milling of the southern portion of Jefferson Avenue from Pine Pointe to Nicollet Avenue. (2018)

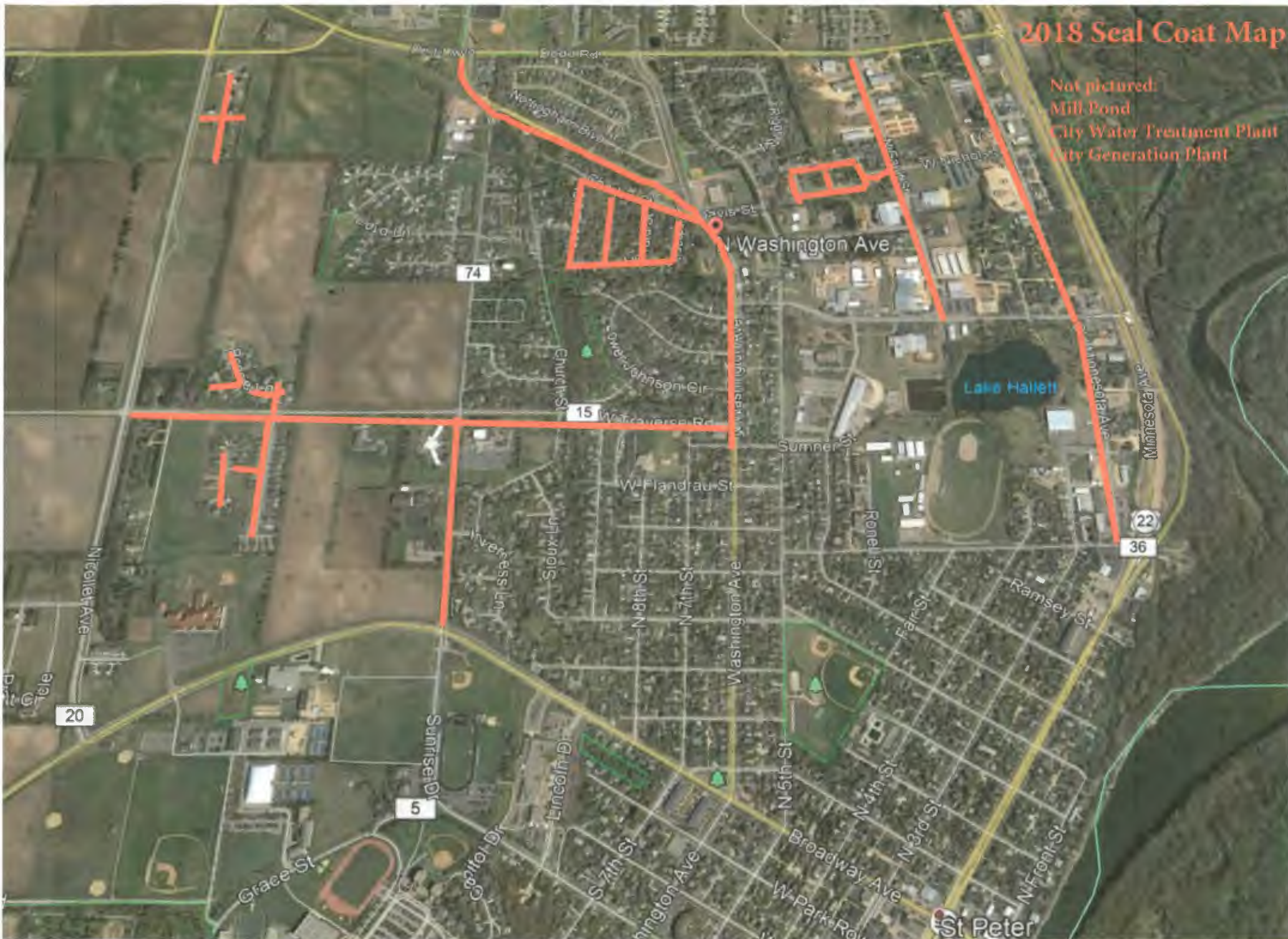
Funding of \$550,000 has been allocated in the General Fund budget.

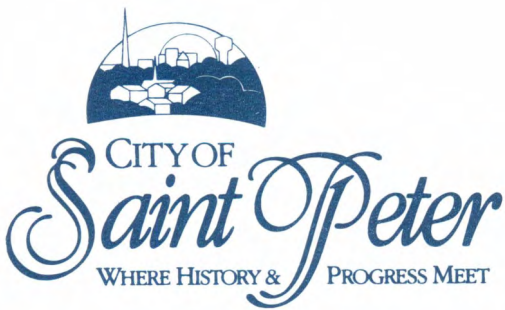
Please feel free to contact me should you have any questions or concerns about this agenda item.

PM/amg

2018 Seal Coat Map

Not pictured:
Mill Pond
City Water Treatment Plant
City Generation Plant





Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 1/11/18

FROM: Todd Prafke
City Administrator

RE: Dogs In Parks Update

ACTION/RECOMMENDATION

None needed. For City Council information and review only.

BACKGROUND

On March 27, 2017, the City Council took action to allow dogs in certain City owned parks and conservancy areas (Riverside Park, Riverside Park Extension, Traverse des Sioux Park, McGill Park, Hallett's Pond on the trail only; and Public Conservancy Area in Nicollet Meadows 2 Subdivision directly west of Jefferson Park). The authorization became effective on May 1, 2017. Councilmembers asked for a future update regarding any law enforcement calls or responses related to this authorization.

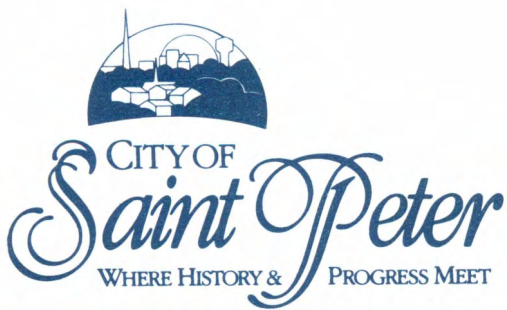
I think the question members were looking to answer went something like this...

Since we increased the number of locations where dogs are allowed does that mean there will be an increase in the number of people/dog interactions that needed some type of police response?

My goal for your meeting is to give a short update and understand if members would like additional action or discussion.

Please feel free to contact me if you have any questions or concerns on this agenda item.

TP/bal



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 1/11/18

FROM: Todd Prafke
City Administrator

RE: River Hills Mall Home and Lifestyles Show

ACTION/RECOMMENDATION

None needed. For City Council information and review only.

BACKGROUND

River Hills Mall will host a home and lifestyles show on February 16-18th. Our partner, Southwest Minnesota Housing Partnership (SWMHP), has arranged for a booth as part of this event in an effort to promote home and lot sales in Traverse Green Subdivision.

Councilmembers are invited to attend the event and assist in staffing the booth. If you would like to sign up for an hour or few to help out, we would love to have you participate. Staff from SWMHP and City will also be there so you will not be alone.

Please feel free to contact me if you have any questions or concerns on this agenda item.

TP/bal