

Memo

To: Honorable Mayor and City Council
From: Joe Kohlmann, City Administrator
Date: October 14, 2014
Re: Woodpecker Ridge Road Berm

Staff has received verification from the MCWD on the process for alterations to the berm on Woodpecker Ridge Road. *Attached is an email confirming the process.* In summary, the City can restore the berm to an elevation of 931.00 as previously approved by applying for a Floodplain Alteration Permit. There is a possibility that we may need an Erosion Control Permit as well.

In order fill above 931.00, the City would need to mitigate for the extra 0.5 feet of fill. Staff obtained a quote from WSB that includes the following:

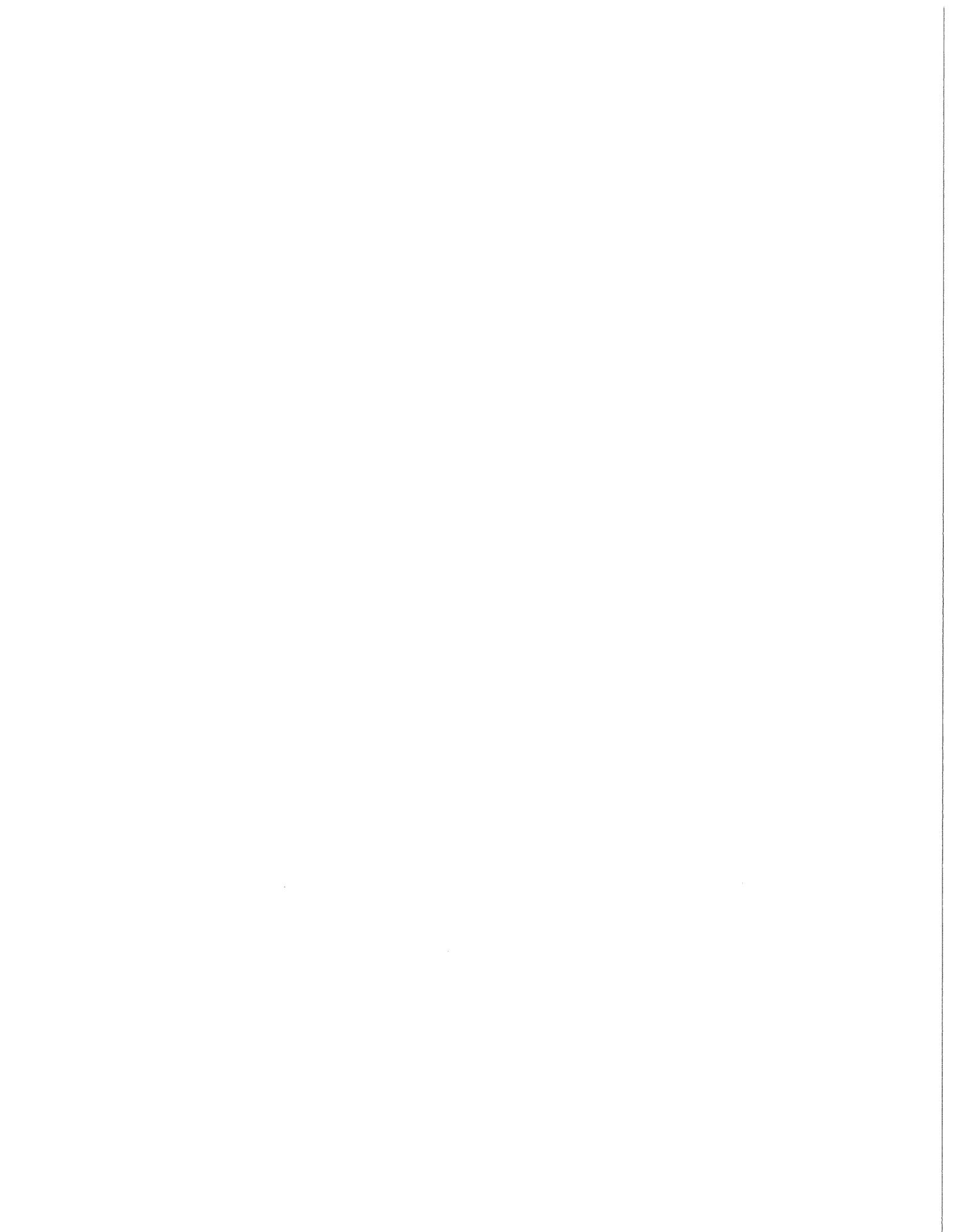
1) Topographical Survey	- \$1,240
2) Final Design	- \$912
3) Permitting	- \$828
4) <u>Construction Survey</u>	<u>- \$930</u>
Total	\$3,910

The quote assumes that the Public Works Crew will be doing the work and this quote does not include their time and materials required. We will not be able to determine the materials/time until a final plan is drafted. Also, WSB is using the previously approved plan as their starting point for the Final Design. However, they are not able to verify the proposal until they conduct an initial topographical survey. This is an unbudgeted expenditure unless we budget for it in 2015.

*Attached is the quote from WSB
Attached are emails from the Watershed District
Attached is the previously approved plan for the berm*

Council Action Requested:

Review and Discuss. Consider approving the quote from WSB.



Joe Kohlmann

From: Courtney Hall <Chall@minnehahacreek.org>
Sent: Monday, October 20, 2014 9:53 AM
To: Joe Kohlmann (jkohlmann@cityoftonkabay.net)
Cc: Brandon Wisner; Renae Clark
Subject: RE: Woodpecker Ridge Road

Hi Joe,

Thank you for reaching out about the berm on Woodpecker Ridge Road.

From our on-site meeting, you had proposed filling on the same footprint as the existing berm. The majority of the berm is non-wetland. Filling to 931.5 would not require a wetland replacement plan (unless you are planning on filling in the wetland, which would require a permit from the DNR). However, you would need to obtain a District permit for floodplain fill and erosion control. Also, you would have to mitigate for the extra 0.5 foot of fill (above 931.0 that was permitted originally).

I do not believe that there is any way to fill this area without first obtaining a permit. From previous emails and our discuss on-site, it looks like you will be filling a non-wetland area. If you were filling to the previous elevation of 931.0, you would need a permit from the District for erosion control if you are disturbing >5000 sq ft or moving/filling >50 cu yards of soil. You would also need a permit for Floodplain Alteration as the work is occurring in the 100 yr elevation. We would also need to look at the site plan to make sure no filling will occur in the wetland area.

I don't believe that there are any permitting restrictions to building the berm up higher than 931.5. However, it is likely that a higher berm would require slopes that may extend further out into the wetland. This would be prohibitive as it would likely impact more wetland the higher the berm gets.

I hope that this helps. Please let me know if you have any questions or would like to sit down with the District to discuss.

Thank you,

Courtney Hall
Wetland Specialist, *Certified Wetland Delineator #1248*
Minnehaha Creek Watershed District
15320 Minnetonka Blvd
Minnetonka, MN 55345
Chall@minnehahacreek.org
Direct line: 952-473-2855



MINNEHAHA CREEK
WATERSHED DISTRICT

From: Joe Kohlmann [mailto:jkohlmann@cityoftonkabay.net]

Sent: Thursday, October 16, 2014 3:19 PM

To: Courtney Hall

Subject: Woodpecker Ridge Road

Hi Courtney,

I brought the issue of Woodpecker Ridge Road to the City Council this week and I'm looking for some verification on a few things. I will be bringing this back to them at our next City Council Meeting in a couple weeks, so if you could provide me with some answers as soon as possible, it would be greatly appreciated.

- 1) The City had an approved plan to build up to 931.00. Since this time, it is believed there has been some erosion and the elevation needs to be brought back up to 931.00. Do we fill out the "no loss" permit for the DNR? Is there any other method that would allow us to just add the fill to 931.00 without a permit?
- 2) If the City chooses to build the elevation past 931.00 up to 931.5, does this require wetland mitigation?
- 3) If we do build up to 931.5, are there any restrictions as to how high we can keep building it up to?

Thank you very much Courtney!

Joe Kohlmann
City Administrator
City of Tonka Bay



engineering • planning • environmental • construction

701 Xenia Avenue South
Suite 300
Minneapolis, MN 55416
Tel: 763-541-4800
Fax: 763-541-1700

October 22, 2014

Mr. Joseph Kohlmann
City Administrator
City of Tonka Bay
4901 Manitou Road
Tonka Bay, MN 55331

Re: Proposal to Provide Engineering Services
Woodpecker Ridge Road Flood Protection Improvements
City of Tonka Bay, MN

Dear Mr. Kohlmann:

WSB & Associates, Inc. (WSB) is pleased to provide you with the following proposal for engineering services relating to flood protection improvements along Woodpecker Ridge Road. This letter proposal outlines the engineering services required to assist City crews with raising the existing berm along Woodpecker Ridge Road to prevent roadway flooding during high water elevation events the occur on Lake Minnetonka.

BACKGROUND

The proposed project is located along the east side of Woodpecker Ridge Road. In this location, Woodpecker Ridge Road directly abuts a wetland connecting to Lake Minnetonka through narrow channel located at the end on Woodpecker Ridge Road. Woodpecker Ridge Road has been subject to flooding in this location during high water elevation events on Lake Minnetonka, most recently this past spring/early summer.

PROJECT UNDERSTANDING/SCOPE OF SERVICES

The proposed project consists of importing additional fill material to raise the existing berm along the east side of Woodpecker Ridge Road to prevent water from overtopping the existing berm and flooding the roadway. The close proximity of the improvements to the wetland will require review and approval from the Minnesota Department of Natural Resources (MnDNR) to ensure the proposed improvements result in a “no-loss determination”, meaning the proposed improvements will not affect the wetland.

WSB & Associates, Inc.’s proposed work plan is based on our understanding of the project as previously discussed. In order to complete the project, we propose the following scope of services:

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Topographic Survey - A topographic survey is necessary to collect data on the existing site conditions, to provide accuracy in establishing the proper berm height. The survey of existing conditions, specifically existing ground elevations and proximity the wetland will be required to obtain approval from the MnDNR.

Final Design - The City has previously prepared plans for the project. WSB will update the plans based on the topographic information obtained and prepare an estimate of quantities required for review by the City.

Permitting - Approval from the MnDNR is needed to ensure the proposed improvements do not adversely affect the wetland and result in a no-loss determination. WSB will prepare the permit and submit the updated plan to the MnDNR indicating the proposed improvements as well as all necessary information required to obtain the no-loss permit.

Any additional permits required for the proposed improvements such as Minnehaha Creek Watershed District and Minnesota Pollution Control Agency National Pollutant Discharge Elimination System (NPDES) will be prepared and transmitted to the proper agency. Coordination with agencies will be performed to allow for timely agency review and approval.

The proposed scope of services presented in this proposal is based on discussions with City Staff and review of maps.

SCHEDULE

We are available to start the project immediately upon your approval. WSB proposes to begin the topographic survey and data collection for the project as soon as possible while the weather still permits.

Council Authorization.....	October 21, 2014
Complete Topographic Survey	November 2014
Final Design.....	November -December 2014
Permitting.....	January - March 2015
Construction.....	Spring 2015

PROPOSED FEE

A summary of fees by task is as follows:

1. Topographic Survey.....	\$	1,240
2. Final Design.....	\$	912
3. Permitting.....	\$	828
4. Construction Survey.....	\$	930
TOTAL PROPOSED FEE	\$	3,910

We propose to conduct the work on an hourly basis with a not-to-exceed fee of \$3,910. We will review our progress monthly and will not exceed the amounts indicated without your prior approval should the scope of the project change.

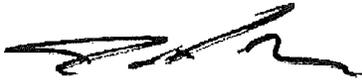
Mr. Joseph Kohlmann
October 22, 2014
Page 3

The proposed scope and fee, presented herein, represents our complete understanding of the project. If you are in agreement with our proposal, please sign two copies and return one copy to our office.

If you have any questions or concerns, please feel free to contact me at 651-286-8465. Once again, we appreciate the opportunity to submit this proposal and look forward to working with you.

Sincerely,

WSB & Associates, Inc.



Justin Messner, PE
City Engineer

Enclosure

ACCEPTED BY:

City of Tonka Bay

Name _____

Title _____

Date _____