

Memo

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

Staff has received complaints about the berm on Woodpecker Ridge Road eroding due to the past season floods.

Overview:

When the City reconstructed Woodpecker Ridge Road in 2007 the City took measures to prevent the road from flooding. Pumps were added in the street to discharge water into the lake. The berm was constructed to a height of 931.00 to prevent the lake from flooding over. In short, this project required wetland delineation and mitigation. The 931.00 elevation of the berm and pumps have been quite effective since the road was reconstructed.

Staff had the Public Works Staff shoot estimated elevations of the berm (they are not certified land surveyors and just provided an estimate). There is no concrete evidence that the berm has eroded but there could be the possibility of erosion as much as six inches. A formal survey would need to be conducted to determine the exact elevations of the berm.

If the berm is determined to have eroded, the City can obtain a permit from the DNR (*permit form attached*) and restore the berm back to the 931.00 elevation. The City would be required to provide wetland mitigation on anything over 931.00 up to 931.5. Anything over 931.5, if mitigated, would be to the City's discretion.

Proposal

Staff has received the *attached* proposal from WSB to conduct the survey work, fill out the permit and restore the berm (if required). The total cost of the work is **\$10,220**.

Water Levels

Staff has provided the water levels of Lake Minnetonka from March 21st, 2012 – present. Important notations-

- 1) The lake has only exceeded 931.00 in 2014 for a period of time of 10 days (6/20/14 – 6/29/14). This was a record level for the lake.
- 2) The lake did not get above 931.00 until the middle of June.

*NOTE: Staff repaired a fire hydrant on Woodpecker Ridge Road and was unable to restore the elevations back to the original elevations of the hydrant. This is expected to be repaired this fall.

*Attached is the quote from WSB
Attached are the Lake Minnetonka Water levels
Attached are emails from the Watershed District
Attached is the Permit that will need to be filled out*

Council Action Requested:

Review and Discuss. Consider approving a survey of the Woodpecker Ridge Road berm.



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October 6, 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 prepare engineering plans for raising the existing berm along Woodpecker Ridge Road to prevent roadway flooding during high water elevation events that 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 a narrow channel located at the end of 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 the design and estimate of probable project costs. The survey of existing conditions, specifically existing ground elevations and proximity the wetland will be required to obtain approval from the MnDNR.

Final Design - WSB will prepare plans for the construction of the proposed improvements. The plans will include the following:

- Title Sheet
- General Layout
- Miscellaneous construction details
- Existing conditions and removals
- Grading Plan
- Storm Water Pollution Prevention Plan
- Permanent erosion control

Plans will be transmitted to the City for review at approximately 90% completion stage of production for staff comments.

Base on the improvements proposed, WSB will prepare an Engineers opinion of probable construction cost 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 and submit a detailed 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 14, 2014
Complete Topographic Survey	October 2014
Final Design.....	November -December 2014
Permitting.....	January - March 2015
Construction.....	Spring 2015

Mr. Joseph Kohlmann
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PROPOSED FEE

A summary of fees by task is as follows:

1. Topographic Survey.....	\$ 1,716
2. Final Design – Plans/Cost Estimate.....	\$ 6,848
3. Permitting.....	\$ 1,656
TOTAL PROPOSED FEE	\$ 10,220

We propose to conduct the work on an hourly basis with a not-to-exceed fee of \$10,220. We will review our progress monthly and will not exceed the amounts indicated without your prior approval should the scope of the project change.

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 _____