



## CITY COUNCIL WORK SESSION AGENDA

MAY 24, 2022 – 6:00 pm

1. CALL TO ORDER
2. 6:00 – CHANNEL RIP RAP DISCUSSION
3. 6:25 – CAPITAL IMPROVEMENT PLAN DISCUSSION
4. 6:40 – PLEASANT AVENUE / BIRCH BLUFF ROAD SPEED REDUCTION DISCUSSION
5. 6:50 – LOT HARDCOVER DISCUSSION
6. 6:55 – ADJOURNMENT

*Note: Agenda times are approximate*



## MEMO

To Mayor and City Council  
From Dan Tolsma, City Administrator  
Date May 24, 2022  
Re Work Session Discussion Items

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### **Discussion Item #1: Municipal Dock Rip Rap**

*Background:* The City has been approached by the two property owners adjacent to the channel between Gideons Bay and the lagoon just south of City Hall. The property owners claim that because of the new dock expansion project the City has a responsibility to upgrade the rip rap along their lakeshore to reduce erosion. Last year the City had solicited an option to include the rip rap work in the dock expansion project, but ultimately decided to take no action on the proposal because the costs came in higher than expected and there was a lack of consensus on what level of responsibility the City should ultimately have in upgrading the rip rap.

#### *Discussion Questions:*

1. Should the City be responsible for upgrading the rip rap for the two properties on either side of the channel?
2. If yes, what type of rip rap is the City willing to install, the more traditional less expensive type, or the fitted more expensive type?
3. Should the property owners be required to cost share?
4. Should the other seven properties on the south end of the lagoon be eligible for rip rap upgrades as well?

### **Discussion Item #2: Capital Improvement Plan**

*Background:* The City's engineer WSB had previously done some preliminary work for an inventory of the City's infrastructure (see attached proposal). To date much of the work has been completed, although roughly \$1,600 is remaining for the final task of preparing the report.

### **Discussion Item #3: Pleasant Avenue / Birch Bluff Road Speed Reduction Measures**

*Background:* In 2015 the City conducted speed studies on Pleasant Avenue and Birch Bluff Road (see attached). In response to the findings of those studies, the City has been placing speed bumps on Pleasant Avenue and Birch Bluff Road for several years to reduce vehicle speed. The speed bumps that have been used are temporary and are attached to the street with stakes. Periodically these are removed and either stolen or discarded into the nearby marsh.



*Discussion Questions:*

1. Does the City intend to install the temporary speed bumps again?
2. Would the same temporary speed bumps be used or is there a different product that would be a better choice for speed reduction?
3. Are there any additional speed reduction measures that can be used?



REVISIONS	
NO.	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

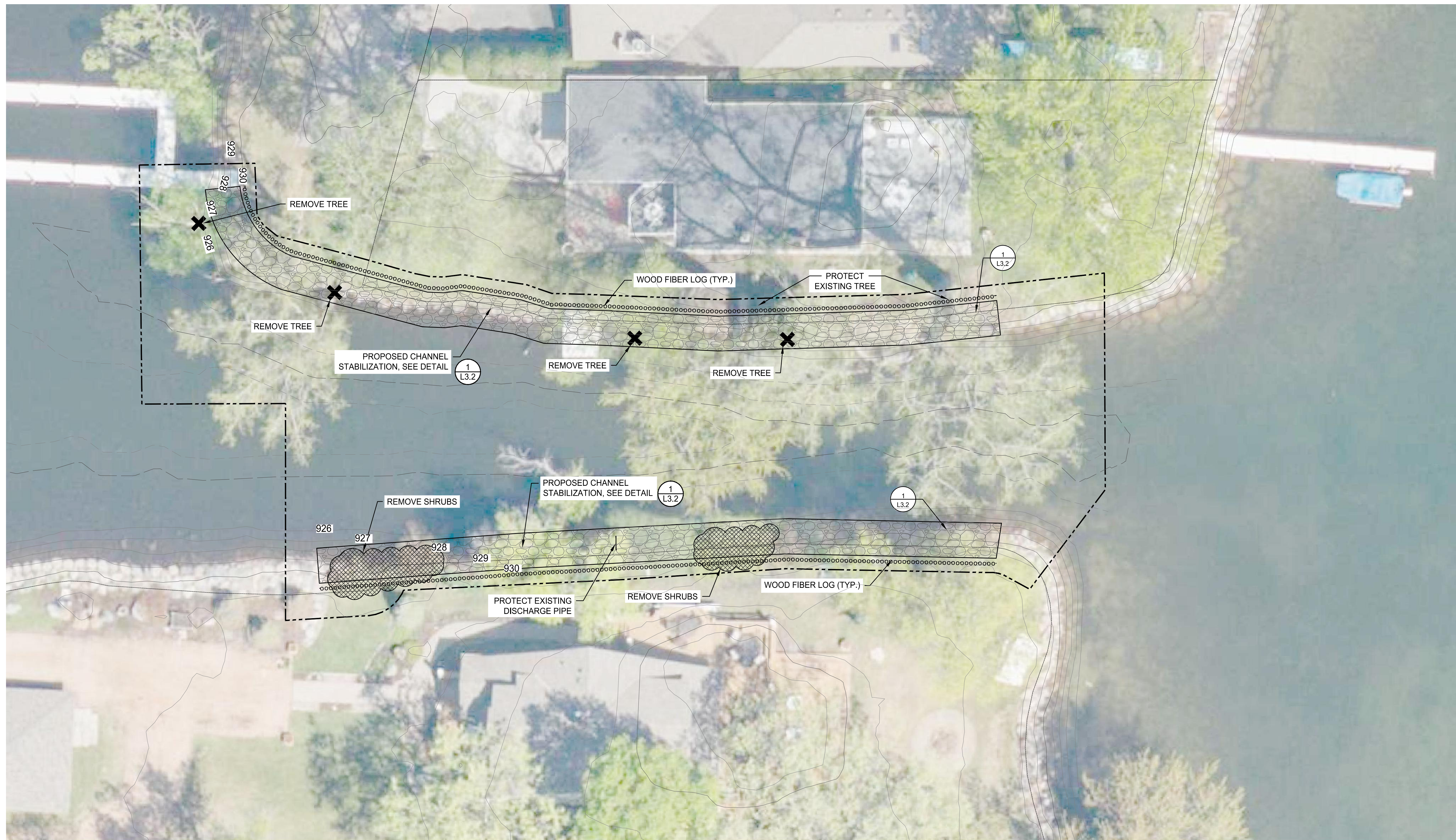
*Jeffrey A. Feunier*  
JEFFREY A. FEUNIER, RLA

DATE: 11-09-2021 LIC. NO.: 42876

2021 MUNICIPAL DOCK EXPANSION  
PROJECT

CITY OF TONKA BAY

CHANNEL  
STABILIZATION  
REMOVALS  
AND LAYOUT  
PLAN

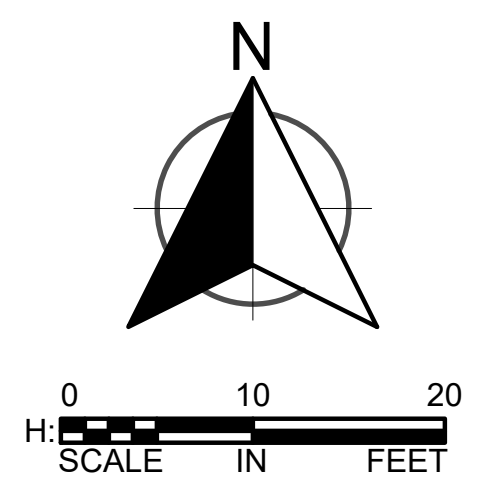


1  
L3.1 CHANNEL STABILIZATION REMOVALS AND LAYOUT PLAN

**NOTE:**  
RIPRAP TO BE INSTALLED FROM WATER.

**LEGEND:**

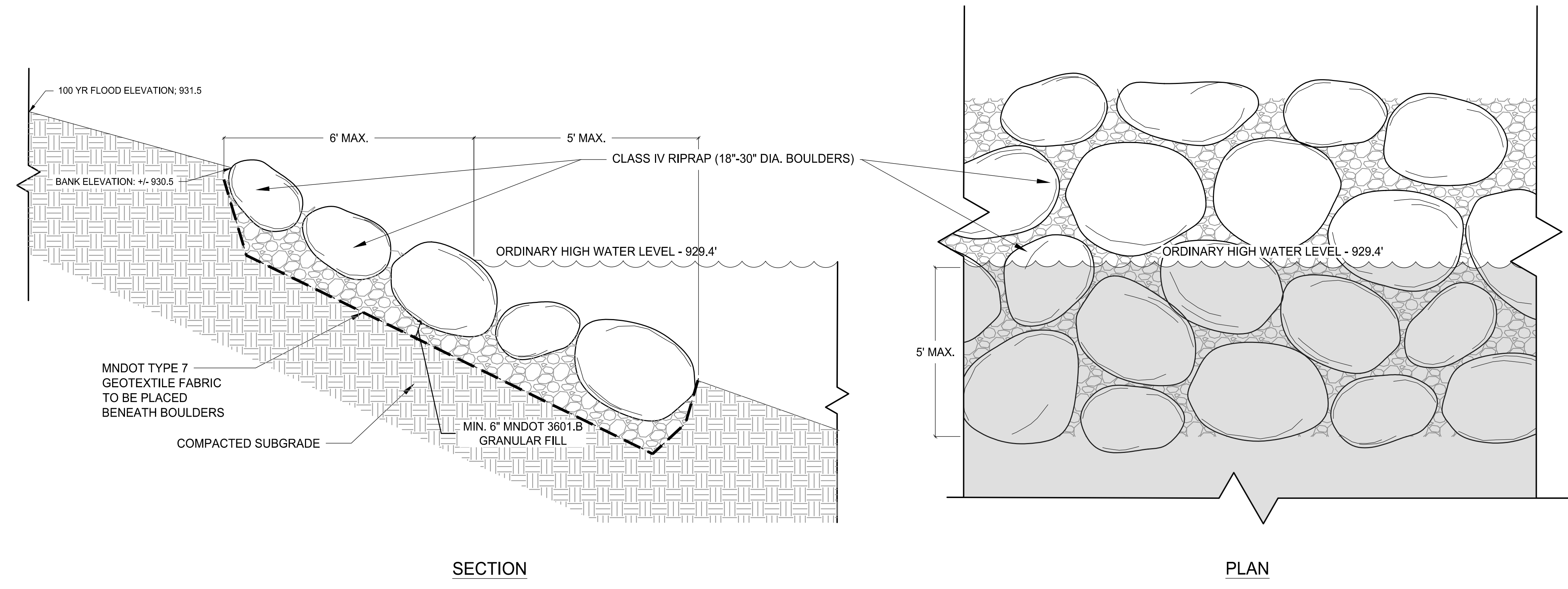
	CONSTRUCTION LIMITS
	WOOD FIBER BIOROLL
	TREE REMOVAL
	CLEARING AND GRUBBING



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**NOTE:**  
RIPRAP TO BE INSTALLED FROM WATER.



SECTION

PLAN

1  
L3.2 RIP RAP DETAIL



2  
L3.2 RIP RAP ALTERNATE #1 PHOTO EXAMPLE



3  
L3.2 RIP RAP ALTERNATE #2 PHOTO EXAMPLE

REVISIONS

NO.	DATE	DESCRIPTION

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*Jeffrey A. Feunier*  
JEFFREY A. FEUNIER, RLA

DATE: 11-09-2021 LIC. NO.: 42876

2021 MUNICIPAL DOCK EXPANSION PROJECT

CITY OF TONKA BAY

STABILIZATION DETAILS



**Bid Tabulation**

2021 Municipal Dock Expansion Project

City of Tonka Bay, MN

WSB Project No. 016719-000

BIDS RECEIVED ONLINE: Tuesday, December 7, 2021, at 11:00 a.m. Local Time



Line #	Mat. #	Item Description	Units	Quantity	Engineer's Estimate		M.T. Carpenter Landscape, Inc.	
					Unit Price	Extension	Unit Price	Extension
<b>BASE BID</b>								
1	2021.501	MOBILIZATION	LS	1	\$13,770.00	\$13,770.00	\$75,000.00	\$75,000.00
2	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	4	\$150.00	\$600.00	\$250.00	\$1,000.00
3	2452.502	INSTALL PILING / POLES	EACH	97	\$900.00	\$87,300.00	\$1,000.00	\$97,000.00
4	2540.601	INSTALL DOCK / PIER SURFACE	L F	750	\$250.00	\$187,500.00	\$63.00	\$47,250.00
<b>TOTAL BASE BID</b>						<b>\$289,170.00</b>		<b>\$220,250.00</b>
<b>ALTERNATE NO. 1</b>								
5	2021.501	MOBILIZATION	LS	1	\$5,001.75	\$5,001.75	\$40,000.00	\$40,000.00
6	2101.502	TREE REMOVAL	EACH	4	\$1,200.00	\$4,800.00	\$1,300.00	\$5,200.00
7	2101.505	CLEARING AND GRUBBING	ACRE	0.2	\$20,000.00	\$4,000.00	\$500.00	\$100.00
8	2511.507	RANDOM RIPRAP CLASS IV (CUSTOM FITTED)	L F	315	\$275.00	\$86,625.00	\$400.00	\$126,000.00
9	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	350	\$8.00	\$2,800.00	\$10.00	\$3,500.00
10	2574.507	COMMON TOPSOIL BORROW	C Y	6	\$50.00	\$300.00	\$100.00	\$600.00
11	2575.504	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	55	\$2.00	\$110.00	\$30.00	\$1,650.00
12	2575.508	SEED MIXTURE 25-151	ACRE	0.2	\$7,000.00	\$1,400.00	\$2,000.00	\$400.00
<b>TOTAL ALTERNATE NO. 1</b>						<b>\$105,036.75</b>		<b>\$177,450.00</b>
<b>ALTERNATE NO. 2</b>								
13	2021.501	MOBILIZATION	LS	1	\$3,820.50	\$3,820.50	\$40,000.00	\$40,000.00
14	2101.502	TREE REMOVAL	EACH	4	\$1,200.00	\$4,800.00	\$1,300.00	\$5,200.00
15	2101.505	CLEARING AND GRUBBING	ACRE	0.2	\$20,000.00	\$4,000.00	\$500.00	\$100.00
16	2511.507	RANDOM RIPRAP CLASS IV (RANDOM)	L F	315	\$200.00	\$63,000.00	\$220.00	\$69,300.00
17	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	350	\$8.00	\$2,800.00	\$10.00	\$3,500.00
18	2574.507	COMMON TOPSOIL BORROW	C Y	6	\$50.00	\$300.00	\$100.00	\$600.00
19	2575.504	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	55	\$2.00	\$110.00	\$30.00	\$1,650.00
20	2575.508	SEED MIXTURE 25-151	ACRE	0.2	\$7,000.00	\$1,400.00	\$2,000.00	\$400.00
<b>TOTAL ALTERNATE NO. 2</b>						<b>\$80,230.50</b>		<b>\$120,750.00</b>
<b>GRAND TOTAL BASE BID + ALTERNATE NO. 1</b>						<b>\$394,206.75</b>		<b>\$397,700.00</b>
<b>GRAND TOTAL BASE BID + ALTERNATE NO. 2</b>						<b>\$369,400.50</b>		<b>\$341,000.00</b>

I hereby certify that this is an exact reproduction of bids received.

Certified By: 

License No. 54902

Date: December 7, 2021



May 20, 2020

Honorable Mayor and City Council  
c/o, Kathy Laur, City Administrator  
City of Tonka Bay  
4901 Manitou Rd.  
Tonka Bay, MN 55331

Re: Proposal to Provide Professional Engineering Services for the  
Tonka Bay Infrastructure Study  
City of Tonka Bay, MN

Dear Mayor and Council:

WSB is pleased to have the opportunity to present this proposal to the City of Tonka Bay to provide professional engineering services as they relate to the Tonka Bay Infrastructure Study Project. Our scope of work includes the following project tasks and understanding of the project:

#### **PROJECT UNDERSTANDING**

The City of Tonka Bay wishes to create a planning document that evaluates the condition of the City's streets, sanitary sewer, and watermain infrastructure. The evaluation will use a generally accepted method of rating municipal infrastructure. The document will include planning level cost estimates associated with the repair or replacement of the City's infrastructure and identify priority project areas. Priority project areas will be described in more detail within the report and will include more detailed cost estimates to assist with short and mid-term budgeting.

#### **PROJECT APPROACH/SCOPE OF SERVICES**

WSB's project scope and proposed tasks are based on our understanding of the project and we propose the following scope of services:

##### **1. Project Management**

This task includes planning and coordination of all work tasks, establishment and monitoring of budgets, meetings, and correspondence with the City and other agencies. The City Engineer will provide technical direction on all aspects of the project and keep the City informed of the project progress.

##### **2. Data Collection**

This task involves gathering physical data and record drawing information for the existing infrastructure. WSB will develop of an infrastructure management database which will include existing data of the infrastructure, maintenance history, and will store the infrastructure ratings.

##### **3. Infrastructure Evaluation**

This task involves visually rating the condition of all pavements, review utility maintenance and repair history, evaluate the existing conditions of the utilities, and meet

with City Staff to discuss known areas of concern. This task will specifically include the following:

- Road Surface Evaluation
  - Detailed visual inspection of approximately 11 miles of roadway
  - Documentation of pavement distresses
  - Discuss documented drainage complaints with City Staff
  - Review of available record drawings
  - Assign Pavement Condition Index (PCI) rating
- Sanitary Sewer Evaluation
  - Review available record drawings
  - Review previous improvements (replacements, lining, televising)
  - Discuss maintenance history with City Staff
  - Discuss sewer backup history with City Staff
  - Assign utility condition rating
- Watermain Evaluation
  - Review available record drawings
  - Review previous watermain break information
  - Review previous improvements
  - Assign utility condition rating

**4. Report Preparation**

Based on the data collected and the infrastructure evaluations, a report will be generated highlighting the existing conditions of the City’s roadways and utilities, it will identify priority project areas, and providing estimated costs for improvements of all roadways, watermain, and sanitary sewers within the City. Within the priority project areas, the report will include more detailed cost estimates and further investigate funding scenarios that are based on the City’s assessment policy which can be used in future budget cycles.

**SCHEDULE**

We are available to start the project immediately upon your approval.

<b>Task</b>	<b>Dates</b>
City Council Authorization to Proceed	May 26, 2020
Data Collection	May 27, 2020 – June 26, 2020
Infrastructure Evaluation	June 29, 2020 – July 17, 2020
Report Preparation	July 20, 2020 – July 31, 2020
City Council Presentation	August 11, 2020

**PROPOSED FEE**

WSB will provide the services as outlined in Project Approach / Scope of Services. Our budget was developed based on our understanding of the scope and experience with similar type projects. A summary of the costs for each phase of the projects are as follows:

<b>Task</b>	<b>Fees</b>
1. Project Management	\$1,225
2. Data Collection	\$4,300
3. Infrastructure Evaluation	\$2,500
4. Report Preparation	\$1,975
<b>Total</b>	<b>\$10,000</b>



We propose to complete Tasks 1 through 4 as indicated on an hourly not-to-exceed fee of \$10,000.

If additional work outside of the above-described scope, it will proceed only after City approval. WSB would work with the City to define the scope of any additional work for City approval. This additional work would be billed on an hourly basis in accordance with WSB's 2020 Fee Schedules.

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)269-3706. We sincerely appreciate the opportunity to submit this proposal and look forward to working with you and your staff.

Sincerely,

WSB



Nick Preisler, PE  
City Engineer

*Attachments*

**ACCEPTED BY:**

**City of Tonka Bay, Minnesota**

By \_\_\_\_\_

Its \_\_\_\_\_

Date \_\_\_\_\_



**Place Currently Not Set  
Traffic Survey Summary**

Location: Birch Bluff Road  
 Start Date: 05-08-15  
 End Date: 06-04-15

Zone: Residential  
 Start Time: 14:01:41  
 End Time: 15:23:46  
 Travel Direction: S

Speed	1 - 18	19 - 20	21 - 22	23 - 24	25 - 26	27 - 28	29 - 30	31 - 32	33 - 34	35 - 36	37 - 38	39 - 999
Volume	5634	1274	1169	1029	667	437	276	141	45	28	12	1
% of Total	52.59%	11.89%	10.91%	9.6%	6.22%	4.07%	2.57%	1.31%	0.42%	0.26%	0.11%	0%
									Total Vehicles: 10713			

Speed Statistics		10 MPH Pace		Number Exceeding Limit				
Posted	20	Pace Speed	14 to 23	Speed	20+	30+	40+	Total
#At/Under Limit	6908	# in Pace	5603	Number	3578	227	0	3805
# Over Limit	3805	% in Pace	52.3%	Percent	33.39%	2.11%	0%	35.51%
Average Speed	17.67	85% Percentile	25					



**Place Currently Not Set  
Traffic Survey Summary**

Location: Pleasant Avenue  
Start Date: 06-04-15  
End Date: 06-15-15

Zone: Residential  
Start Time: 15:25:22  
End Time: 14:31:27  
Travel Direction: E

Speed	1 - 18	19 - 20	21 - 22	23 - 24	25 - 26	27 - 28	29 - 30	31 - 32	33 - 34	35 - 36	37 - 38	39 - 999
Volume	1681	337	475	474	485	415	282	173	99	32	21	21
% of Total	37.39%	7.49%	10.56%	10.54%	10.78%	9.23%	6.27%	3.84%	2.2%	0.71%	0.46%	0.46%
									Total Vehicles: 4495			

Speed Statistics		10 MPH Pace		Number Exceeding Limit				
Posted	20	Pace Speed	20 to 29	Speed	20+	30+	40+	Total
#At/Under Limit	2018	# in Pace	2191	Number	2131	334	12	2477
# Over Limit	2477	% in Pace	48.74%	Percent	47.4%	7.43%	0.26%	55.1%
Average Speed	19.8	85% Percentile	28					