

<i>Function:</i> Public Works	<i>Department:</i> Public Works
<i>Activity:</i> Engineering Operations	

GENERAL INFORMATION

The Engineering division through November of 2007 consisted of a civil engineer and an allocation of a secretarial position. The City's in-house engineering staff had been reduced to that level with outside engineers used for the majority of the larger construction projects. The civil engineer coordinated smaller construction projects and served in a consulting capacity to other departments on special construction projects. The civil engineer left employment with the City in November, 2007.

In June of 2008 the City found a qualified candidate for the City Engineer position. This position is funded by engineering charges to the City's various capital improvement projects and Road Use Taxes.

CURRENT TRENDS AND ISSUES

The revised estimate for the Engineering division is the same as the original budget. The budget for 2013/2014 is \$1,300 (1.0%) higher than the 2012/2013 budget primarily due to increased personal services costs.

Engineering Performance	FY 2012/2013				FY 2013/14			
	2012	2012	2013	2013	2013	2013	2014	2014
	Summer	Fall	Winter	Spring	Summer	Fall	Winter	Spring
Paving Projects								
Harrison Street Extension	Construct	Construct	Done					
Cedar Utilities	Construct	Construct	Done					
Cedar Paving	Design	Design	Design	Bid	Construct	Construct	Construct	Construct
Cedar Trail	Design	Design	Design	Design	Design	Design	Construct	Construct
Colorado Street Reconstruction	Plan	Plan	Plan	Plan	Bid	Construct	Construct	Construct
Mulberry & 61 improvements	Construct	Construct	Done					
38/61 Connector Concept	Plan	Plan	Plan	Plan	Done			
Mulberry - Houser to Baton Rouge		Plan	Plan	Plan	Plan	Plan	Design	Design
Sewer Projects								
Mad Creek Sewer Extension	Plan	Construct	Construct	Construct	Construct	Done		
West Hill 1	Construct	Construct	Construct	Construct	Done			
West Hill 2	Plan	Plan	Bid	Construct	Construct	Construct	Construct	Construct
Trail Projects								
Musser Park to Wiggins Road	Design	Design	Design	Design	Bid	Construct	Construct	Construct
Mad Creek - Riverfront to Wash	Plan	Plan	Plan	Plan	Plan	Plan	Design	Design
Levee								
Mad Creek Accreditation		Plan	Plan	Done				
Subdivision Plans								
Fridley Theatre 61/Mulberry	Construct	Construct	Done					
Site Plans								
GPC Dryer #5	Construct	Construct	Construct	Construct	Done			
Stanley Laurel Building	Construct	Done						
High School	Construct	Construct	Construct	Construct	Construct	Done		
Kum & Go	Construct	Construct	Construct	Done				
Phelps Cleaning	Construct	Construct	Construct	Done				
State Farm Office	Construct	Construct	Done					
Yaky Shack	Review	Construct	Construct	Construct	Done			
Van Meter Industrial	Review	Construct	Construct	Construct	Done			

RECENT ACCOMPLISHMENTS

The Engineering division continues to work on the Cedar Street Reconstruction project. Staff developed the concept plan and cost estimates and presented the information to City Council for their input and direction. For the design of the project, staff utilized survey, planimetric and aerial information using design software to produce a 3 dimensional base model of the completed project according to state and federal requirements. City staff and surveyors worked to obtain necessary easements in accordance with federal guidelines. Construction of box culvert, retaining wall, storm sewer and grading work between Parham and Stonebrook has been completed as has the necessary clearing work. Staff prepared cost estimates and worked with Muscatine Power & Water to determine the most cost effective and agreeable

solution for utility improvements along the corridor. The utility relocations got underway in August 2012. Paving plans have been developed which should allow the Iowa Department of Transportation to solicit bids for this project in September of 2013 which will allow for some contract work to be done in 2013 with this project to continue in 2014. Staff submitted a grant application in the amount of \$138,000 to the Traffic Safety Improvement Program for traffic signals at the south high school entrance. The city received notification of approval of this grant in November 2012.

For the Musser Park to Wiggins Road trail project, staff met with landowners to form easement agreements securing an alignment for this trail. Staff prepared and submitted a \$300,000 Iowa State Recreational Trails grant application to the Iowa Department of Transportation and met with the Trails Group to outline remaining funding requirements. The city received notification of the full grant award in October 2012.

Engineering staff administered the Harrison Street Extension project, which included a Colorado School drop off area. This project was completed and functional for parent drop off on August 20, 2012 which was the first day of school. The sanitary sewer extension to Parkview Condominiums and the Hershey Avenue reconstruction from Newcomb Boulevard to Clinton Street were also completed.

The department administered the contract for and reviewed the certification documents necessary to maintain accreditation of the Mad Creek Levee. Final documents are waiting on the completion of the USACE (U.S. Army Corps of Engineers) two-foot levee raise project. The department also performed the annual levee inspection and directed the necessary maintenance.

The department continued the development of a Digital Plan Archive system to allow all available city subdivision plats and public construction project plans to be available in PDF format from Public Works. The system allows projects to be searched for by name. Documents are stored in PDF format and can be viewed and emailed.

The Mad Creek Sewer Extension Project is currently underway and involves construction of approximately two miles of new sanitary sewer along Mad Creek from Park Avenue West to Ripley's Mobile Home Court on Highway 61.

The department assisted with the Fridley Theatres development by reviewing the Mulberry Avenue reconstruction and the Palms Drive plans and cost estimates and inspecting the roadway construction. The department also assisted with the cost and scope of TIF improvements related to that development.

The department continues to provide technical and engineering support to other City departments for achieving citywide goals and objectives.

OBJECTIVES TO BE ACCOMPLISHED IN 2013/2014

- * To review site plans and provide comments according to City Code and standard engineering practice resulting in orderly development of commercial and institutional projects.
- * To review subdivision plans and provide comments according to City Code and standard engineering practice resulting in safe, reliable and orderly land development infrastructure.

- * To continue to add additional documents to the digital archive system where site plans, subdivisions, plat, easement, and construction documents are digitally stored and accessed through the City's Geographical Information System (GIS).
- * To coordinate with consultants for improvements to the Highway 92 corridor from the Mississippi Bridge south to the US Highway 61 Bypass. (**Management Agenda High Priority**)
- * To construct the Cedar Street improvement project in 2013 and 2014. (**Management Agenda High Priority**)
- * To further develop plans and possible funding for enhancements to the donated land near the intersection of Hershey Avenue and Houser Street.
- * To work with the consultant for reconstruction of Colorado Street in 2013/14. (**Management Agenda High Priority**)
- * To coordinate with consultants for the organized development of the Northeast US Highway 61/38 connector and corridor.
- * To complete the certification for Mad Creek levees.
- * To complete construction of Phase I of the West Hill Sewer Separation project in 2013 and also begin construction of Phase II of this project in 2013. (**Management Agenda High Priority**)
- * To design the Musser Park to Wiggins Road Trail in 2013 and construct by the end of 2014.
- * To provide support for the Mad Creek Trail and Public Works lower lot reorganization.

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	Actual 2010/2011	Actual 2011/2012	Budget 2012/2013	Revised Estimate 2012/2013	Budget 2013/2014	Percent Change
Expenditure Summary						
Personal Services	\$ 110,726	\$ 111,123	\$ 114,200	\$ 113,800	\$ 118,200	3.50%
Commodities	1,236	1,350	2,600	3,200	3,200	23.08%
Contractual Services	12,003	13,048	15,800	15,700	15,700	-0.63%
Capital Outlay	-	-	3,200	3,100	-	-100.00%
Transfers	-	-	-	-	-	-
Total Expenditures	\$ 123,965	\$ 125,521	\$ 135,800	\$ 135,800	\$ 137,100	0.96%
Funding Sources						
Engineering Fees	\$ 54,103	\$ 60,650	\$ 45,000	\$ 65,000	\$ 65,000	44.44%
Road Use Tax	<u>69,862</u>	<u>64,871</u>	<u>90,800</u>	<u>70,800</u>	<u>72,100</u>	-20.59%
Total Funding Sources	\$ 123,965	\$ 125,521	\$ 135,800	\$ 135,800	\$ 137,100	0.96%

	Personnel Schedule					
	Actual 2010/2011	Actual 2011/2012	Budget 2012/2013	Revised Estimate 2012/2013	Budget 2013/2014	Budget Amount 2013/2014
Full Time Positions:						
City Engineer	1.00	1.00	1.00	1.00	1.00	\$ 87,000
Employee Benefits						<u>31,200</u>
Total Personal Services						\$ 118,200