

TO: MAYOR, CITY COUNCIL AND CITY MANAGER
FROM: MARK MALONEY, PUBLIC WORKS DIRECTOR
DATE: FEBRUARY 14, 2020
SUBJ: PUBLIC WORKS MONTHLY REPORT

Adopt-A-Trail Program

In September of 2015, a brand new version of the Adopt-A-Trail Program was rolled out. A total of 19 trail segments with over 85 miles are available for residents and local businesses to adopt for a two-year period. Requirements are to collect trash along the trail twice each year and report any maintenance issues, such as downed trees to the city. A customized trail sign is placed at each end of the trail segment to identify the City of Shoreview trail and Adopt-A-Trail participants.

Social media outreach for this program includes the city's Twitter and Facebook pages, website, electronic signs and local newspaper. Applications located on the city website ask participant to indicate a preferred trail segment and a desired name for their sign. An interactive map on the city website allows residents to see available segments and select their trail. The city provides trash bags to participants and will pick up full bags when notified. During the rollout, adoptions happened

very quickly, so the program was extended for a total of four years. We are now in the third rotation of the program and new signs were recently created with the new city logo. Adopters are recognized in the ShoreViews and are given their trail signs at the end of the program.

We appreciate and thank all past and present adopters for their efforts to keep Shoreviews trails spotless and enjoyable today and in the future.

ENVIRONMENTAL SERVICES

Environmental Quality Committee (EQC)

The EQC recently expanded from nine to eleven members, including adding a student member with full voting privileges. On February 3 the City Council approved the expansion of the committee as well as the applications of Claire Graupmann, Jennifer Olson, and Sruthi Subramanian. The group is excited to have greater numbers in advance of their efforts to implement organics recycling at the Slice of Shoreview in July.



The EQC 2020 Speaker Series kicks off in February with Stacy Boots Camp from the Center for Energy and Environment (CEE) speaking on the benefits of energy efficiency in your home and programs offered to residents by CEE. Stacy will speak at 7pm on Wednesday, February 19 in council chambers. The March speaker will be Melissa King from the Board of Water and Soil Resources (BWSR). Melissa will speak on BWSR's new Lawns to Legumes program that is offering financial assistance to residents across the state who plant pollinator friendly plants on their properties. This event will occur on Wednesday, March 18 at 7pm in council chambers. The April speaker will be from Hamline University, speaking on the Adopt-a-Drain program and stormwater management, and the May speaker will discuss solar installations at the city and resources for residents interested in installing solar on their own homes.

Forestry

The Davey Resource Group provided the city with all data collected during their inventory of public trees in the city. One year of TreeKeeper software was included in the price of the inventory and allows staff to see and edit each data point (tree) taken by the inventory team by location. This is an asset management tool with a lot of information and staff has been learning to use the technology while setting up accounts for the Parks and Public Works employees that interact with public trees. It will be important to keep the data in TreeKeeper updated in order for it to continue to be valuable and aid in management decisions. Staff hopes to be able to update TreeKeeper each time a tree is pruned, planted, or removed.

The city plans to hire two forestry interns to help with emerald ash borer (EAB) tree injections this summer. The posting went live on February 10 and will close in early March. Any interested students or recent graduates are encouraged to apply! The city treats approximately 400 ash trees each year against the EAB and this internship is a great opportunity to gain experience with both trees and the public.

Recycling

Staff recently submitted the city's annual SCORE recycling reporting to Ramsey County. This reporting focuses on the city's recycling program, its budget, expenses, policies, and quantities and type material collected. In 2019, recycling tonnages increased approximately 12 tons over 2018 numbers. This could be because of an increase in recyclables set out by residents, or because Eureka Recycling's reporting is more accurate than the previous hauler's system. The city switched contractors to Eureka Recycling in July of 2018. In 2019 nearly 300 tons of cardboard and 435 tons of mixed glass were collected from Shoreview residents. Total recycling tonnage collected across all materials was 2,699 tons. That number includes materials collected at both Cleanup Day events, as well as textiles collected curbside throughout the year. Additionally, the first monthly report under weekly collection was sent to staff in early February. With weekly collection during the entire month of January, Eureka collected an additional 53.55 tons of material over January 2019 numbers. Staff is optimistic that weekly collection will help increase the amount of recycling collected in the city each month.

Staff is also currently working on planning for the spring 2020 Cleanup Day. Outreach is being developed, as is a map of the new site location, and interested parties are being

informed of the upcoming change. Staff has also been working with Arden Hills staff on ideas for them going forward. Spring Cleanup Day will be held on May 16, 2020.

MAINTENANCE ACTIVITIES

In the last month there have been 2 full crew plowing events and 3 smaller snow fall events that required anti-icing and de-icing activities. Crews cleared trails and sidewalks after each event. After each of the plowing event vehicles and equipment are cleaned and inspected and prepared for the next event. There was one water main break that was repaired. For each water main break repair, the larger plow trucks are stripped of the plowing and salting equipment and set up to haul material for the water main break repair. After the repair is completed those trucks are cleaned thoroughly and set back up for plowing operations.

The Utility Division work program for the last month included:

- Each day Utility personnel inspect all the wells, lift stations, water towers, the booster station and the water treatment plant. Regular/routine scheduled maintenance is performed and any necessary repairs are completed as needed.
 - They have been cleaning the well houses and pipes as needed.
 - Painting inside well house 2.
 - Crews plow and maintain access to all wells, lift stations and towers.
- Utility crews continue to respond to location requests by marking underground City utilities in proposed excavation areas.
- Drinking water samples are collected and analyzed as required by the Minnesota Department of Health.
- All of the City's approximately 10,000 water meters are read every month. It takes one person approximately one week to drive the streets to collect all the water meter reads through radio transmission. That data is use for water billing statement as well as the WaterSmart customer portal.
- They are working on the annual flushing of the sanitary sewer segments.
- All the new crew members have been practicing on vehicles and equipment and preparing to test for their class A license.
- As time permits crews have been inspecting manholes and sewers and repairing hydrants and hydrant flags as needed.

The Street Division work program consisted of:

- Preparing and pre-treating streets before each predicted snow fall. Salting and treating streets as necessary during and between each plowing event.
- Between snow plowing events, street crews have repaired mailboxes and began benching back snow along the boulevards and trails to allow for more snow storage
- Street crews have been trimming boulevard trees and trimming along trails.
 - Part of the trimming process is chipping the limbs and brush that have been trimmed.
- Sign maintenance continues as time allows.

- Crews have prepared and installed all the new “adopt a trail” signs
- They are making new street name signs to be installed.
- Street crews also began opening catch basins for predicted snow melt
- Spot patching potholes with cold mix as time allows.
- Street crews were called to check on 10 street lights that were failing
 - Street crews were able to repair 3 of those lights
 - Signature Lighting was called in to repair 4 of those lights
 - Xcel energy was responsible for the other 3 light.

The Department of Corrections crew continues to clean the Maintenance Center and its grounds twice a week. The crew works regularly between utilities, streets and parks. They are shoveling and cleaning around fire hydrants for the utility division. They continue to trim and remove vegetation along trails and around ponds with the street crew. And continue removing brush and trees in parks and removing buckthorn as time allows for parks.

PROJECT UPDATES

Wabasso Neighborhood Reconstruction – Project 19-01 – Work on the project was suspended due to the weather. Final grading and installation of sod in the restored areas will be completed in the spring of 2020.

County Road E Trail and Water Main Extension – Projects 19-03 & 19-05 – Work on the project was suspended due to the weather. Grading of the remaining section of trail and paving of the entire trail will be completed in the spring of 2020.

Schutta Road Sewer Improvements – Project 19-06 – Work on the project was suspended due to the weather. Final restoration of the disturbed areas including the installation of pavement on Schutta Road will be completed in the spring of 2020.

North Owasso Blvd Reconstruction – Project 19-07 – Staff is working with residents to acquire easements that are needed for the project. Staff is also working with Ramsey County Parks on easements required for the project and a cost share agreement. It is expected the work for the project will begin in the spring of 2020.

2019 Street Light Replacement – Project 19-08 – The contractor is in the process of ordering the materials for the project. It is expected the work for the project will begin in the spring of 2020.

2019 Sanitary Sewer Rehabilitation – Project 19-09 – All work for the project is complete. Staff is working with the contractor on the final pay estimate for the project. It is expected the final pay estimate will be submitted to the Council for consideration in March.

Suzanne/Gramsie Stormwater Improvements – Project 20-01 – The City’s consultant has completed the final design for the project and approval of final plans and specifications

and authorization for bidding will be presented to the Council for consideration at the February 18th meeting. The bid opening would occur in March with a recommendation to award presented to the Council for consideration at the April 6th meeting. The new storm drainage lift station is scheduled to be constructed and operational in 2020.

Edgetown Acres Reconstruction – Project 20-02 – The Feasibility Report was presented to the Council at the February 3rd meeting. The Council received the Report and called for a public hearing for the project to be held at the March 2nd Council meeting.

REGULAR COUNCIL MEETING
FEBRUARY 18, 2020

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