

AGENDA

CITY OF MONONA
PUBLIC WORKS COMMITTEE
City Hall Conference Room
WEDNESDAY, October 3, 2012
6:30 P.M.

1. Call To Order
2. Roll Call
3. Approval of Minutes from September 5, 2012
4. Appearances
5. Old Business – None
6. New Business
 - A. 2012 Generator Project screening discussion
 - B. Phase III Utility Construction Observation/Administration proposal review and recommendation
 - C. Second review of operating budget - utility balance sheets and FTE sheet
 - D. 2013 Capital Budget – Broadway cast iron water main replacement, new item
 - E. Citizen request – Yield sign for blind curve at Outlook St. / Winnequah Rd.
7. Miscellaneous Business – None
8. Next Scheduled Meeting: Wednesday, November 7, 2012.
9. Adjournment

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number), FAX (608) 222-9225, or through the City Police Department TDD telephone number 222-2535. The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business. It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

PUBLIC WORKS COMMITTEE

September 5, 2012

Draft Minutes

The regular monthly meeting of the Public Works Committee for the City of Monona was called to order at 6:30p.m. by Chairperson Thomas.

Present: Alderperson Thomas, Ald. Speight (arrived 6:33pm), Mr. Stolper, Ms. Busse, Mr. Franklin, Mr. Besch, Mr. Turino, Mr. Podell,

Excused: Mr. McConnell

Also Present: Director Stephany

APPROVAL OF MINUTES

A motion was made by Ms. Busse, seconded by Mr. Turino to approve the Public Works Committee minutes of August 1, 2012 was carried.

APPEARANCES

Alderman Doug Wood – appeared to inform the committee that he received his most recent water bill and thought the bill would be effective if it showed the current rates and the breakdown in rate structure to better inform the utility customers. Alderman Wood did discuss this by phone and email with the finance and public works director. Alderman Wood stated that the finance director thought the billing program could be modified to show the rates.

Tom Stolper – appeared to inform the committee that it seems incongruous to have the planning commission require certain standards of people and developers and then not require the same standards for public works projects, with reference to the recently installed generators in Belle Isle. Mr. Stolper feels that some form of screening needs to be completed at the generator sites, and the generator locations for future installation. Mr. Stolper feels that public works should not receive any additional vehicles until the generators are screened.

Alderman Speight – stated on behalf of John and Joan Weinke at 6208 Roselawn, who have concerns about the street pavement deterioration. The residents are concerned about the condition of the road and are curious as to when the road will receive maintenance. The residents feel that the road condition is the result of heavy traffic from from the recent Monona Drive project.

OLD BUSINESS

None

NEW BUSINESS

6A: Review final draft of Equipment Replacement Policy & Rating System – the final draft of the policy and rating system reflects the comments and changes desired from the June 2011 public works committee discussion. The policy discusses how the department will address purchasing, maintaining, and replacement of equipment and vehicles. Mr. Stolper did offer the committee a copy of the draft policy changes as discussed in 2011. An example of the points rating system and mechanics discussion was presented at the August 1st public works committee during the 2013 capital budget review.

A motion was made by Mr. Turino, seconded by Ms. Busse to approve the Equipment Replacement Policy & Rating system as presented was carried.

6B: Initial review 2013 public works and utilities operating budget – Director Stephany presented and explained the draft operating budget sheets for the public works and utility operations. Mr. Stolper asked how the salaries are calculated and where individual salaries are allocated to. The committee would like to see FTE and salary allocations at the October meeting.

The committee reviewed all sections of the budgets presented. Committee changes on the draft budget presented include reducing the Snow & Ice Overtime Salaries by \$3,000, and increasing the Fuels & Additives by \$3,000 in the Street Maintenance & Construction budget. Based on new information presented to the committee, the Water Treatment Chemical expense line in the Water Utility budget will increase by \$2,135 dollars.

No motion was made on the draft public works and utility operating budgets. The committee would like to review again at the October meeting.

7A: 2012 capital projects crack filling bid review – The City received bids on August 16th for crack filling road maintenance services on various sections of City streets. The low bid was provided by Crack Filling Services Corporation in the amount of \$73,750. This work will be allocated to the street maintenance account in the 2012 capital budget. The City Council approved the bid at the September 4th meeting, pending approval of this committee.

A motion was made by Ms. Busse, seconded by Mr. Podell to recommend awarding the crack filling bid to Crack Filling Services Corp. for the amount of \$73,750 was carried.

7B: 2012 capital projects, generator installation bid review – The City received bids on August 2, 2012 for the installation of the stand-by emergency generators. The low bid was provided by Forward Electric for the amount of \$122,452. Forward Electric provided the installation services for the generators that were installed in the Belle Isle neighborhood in 2011. An engineer's recommendation was provided in support of awarding the project to Forward Electric. The City Council approved the bid at the September 4th meeting, pending approval of this committee.

A motion was made by Ms. Busse, seconded by Mr. Turino to recommend awarding the generator installation bid to Forward Electric for the amount of \$122,452 was carried.

An amendment to the above motion was made by Mr. Stolper, seconded by Mr. Turino to provide screening on the generators installed in 2012 within one year of installation, and that funds should come from the unused balance approved for 2012 Generator project, was carried.

Screening approvals will come back to the committee prior to installation.

7C: 2012 capital equipment valve maintenance trailer bid review – The City received bids on August 10, 2012 for one 2012 Standard LX VMT diesel valve maintenance trailer. The low bid received was from EH WACHS for the amount of \$58,350. The VMT will be used to exercise water system valves, and to clean catch basins, valve boxes and curb stops. The VMT will also record and store data on all infrastructures as needed. To complete the purchase a budget amendment is required to move \$33,350 from the Madison water connection project to the valve maintenance trailer purchase.

A motion was made by Ms. Busse, seconded by Mr. Besch to recommend awarding the purchase of the valve maintenance trailer to EH WACHS for the amount of \$58,350 was carried.

NEXT SCHEDULED MEETING: Wednesday, October 3, 2012.

ADJOURNMENT

A motion was made by Mr. Stolper, seconded by Ms. Busse to adjourn was carried (8:43pm).

Daniel Stephany
Director of Public Works

DRAFT

EXISTING LEGEND

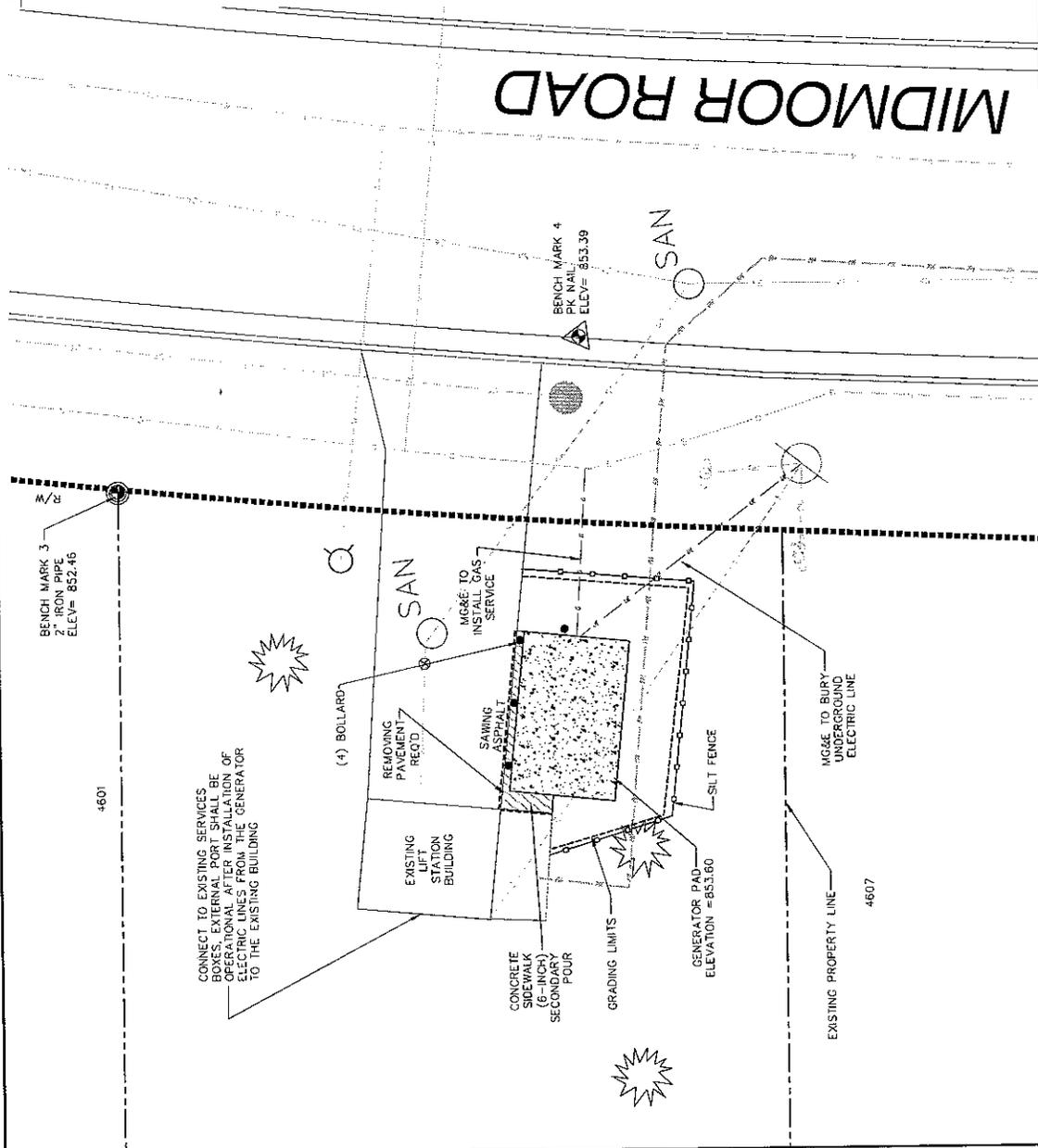
- PROPERTY LINE
- ROW LINE
- x-x- FENCE
- EXISTING GRADE (5' CONTOUR)
- EXISTING GRADE (1' CONTOUR)
- EXISTING WATER MAIN
- EXISTING ELECTRIC
- EXISTING TELEPHONE
- EXISTING SANITARY SEWER
- EXISTING FORCE MAIN
- EXISTING GAS
- EXISTING CABLE TV
- EXISTING STORM SEWER
- EXISTING EDGE OF GRAVEL
- EXISTING PEDESTAL
- EXISTING HYDRANT
- EXISTING WATER VALVE
- EXISTING PROPERTY IRONS
- EXISTING UTILITY POLE
- EXISTING TREE
- EXISTING GUY WIRE
- EXISTING STORM INLET
- EXISTING SANITARY MANHOLE
- EXISTING STORM MANHOLE

- PROPOSED LEGEND
- GRADING LIMITS BOUNDARY
- PROPOSED GRADE (5' CONTOUR)
- PROPOSED GRADE (1' CONTOUR)
- SILT FENCE
- NEW GAS SERVICE
- NEW UNDERGROUND ELECTRICAL SERVICE
- BOLLARD
- GENERATOR PAD
- CONCRETE SIDEWALK 6-INCH
- BENCHMARK
- △ PK NAIL

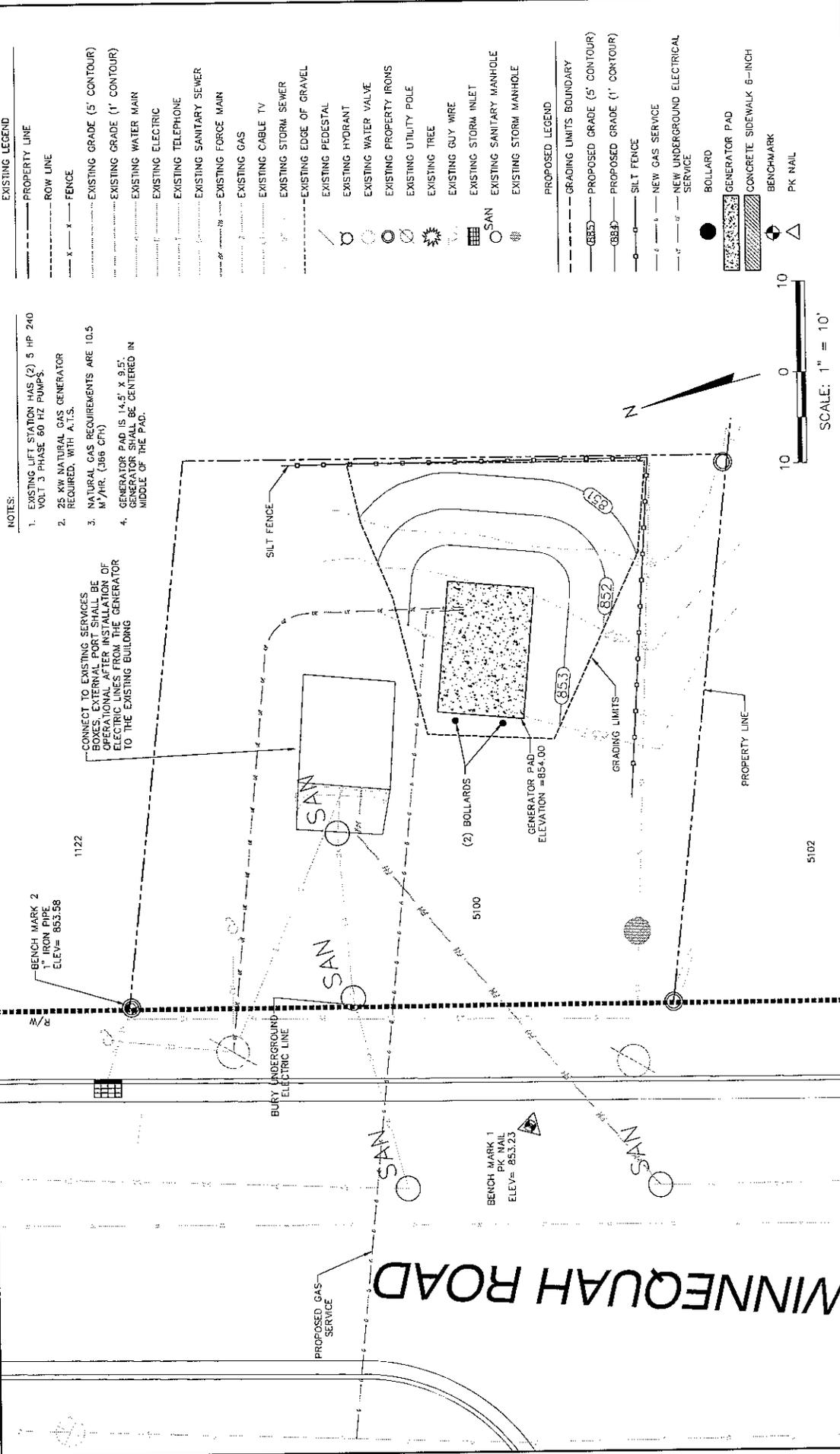
NOTES:

- EXISTING LIFT STATION HAS (2) 7.5 HP 240 VOLT 3 PHASE 60 HZ PUMPS.
- 30 KW NATURAL GAS GENERATOR REQUIRED, WITH A.I.S.
- NATURAL GAS REQUIREMENTS ARE 1.22 M³/HR. (430 CFH)
- GENERATOR PAD IS 14'-5" X 9'-5". GENERATOR SHALL BE CENTERED IN MIDDLE OF THE PAD.

MIDMOOR ROAD



PROJECT NO. 252128.02	DRAWN BY: BS2	CITY OF MONONA	SHEET 4 OF 8
DRAWN: 06/08/12	CHECKED BY: GB & BS2	5211 SCHLUTER ROAD	
REVISED:	APPROVED BY:	MONONA, WI 53716-2588	
		608-222-2525	
		2012 EMERGENCY GENERATOR PROJECT	
		SITE	
		4607	
		ENGINEER	
		SCS BY SQUARED	
		418 WISCONSIN DRILLS PARKWAY, STE. 2, WISCONSIN DRILLS # 33465	
		PHONE: (608) 233-8300	



- NOTES:**
- EXISTING LIFT STATION HAS (2) 5 HP 240 VOLT 3 PHASE 60 HZ PUMPS.
 - 25 KW NATURAL GAS GENERATOR REQUIRED, WITH A.T.S.
 - NATURAL GAS REQUIREMENTS ARE 10.5 M³/HR. (365 CFR)
 - GENERATOR PAD IS 14.5' X 9.5'. GENERATOR SHALL BE CENTERED IN MIDDLE OF THE PAD.

- EXISTING LEGEND**
- PROPERTY LINE
 - ROW LINE
 - FENCE
 - EXISTING GRADE (5' CONTOUR)
 - EXISTING GRADE (1' CONTOUR)
 - EXISTING WATER MAIN
 - EXISTING ELECTRIC
 - EXISTING TELEPHONE
 - EXISTING SANITARY SEWER
 - EXISTING FORCE MAIN
 - EXISTING GAS
 - EXISTING CABLE TV
 - EXISTING STORM SEWER
 - EXISTING EDGE OF GRAVEL
 - EXISTING PEDESTAL
 - EXISTING HYDRANT
 - EXISTING WATER VALVE
 - EXISTING PROPERTY IRONS
 - EXISTING UTILITY POLE
 - EXISTING TREE
 - EXISTING GUY WIRE
 - EXISTING STORM INLET
 - EXISTING SANITARY MANHOLE
 - EXISTING STORM MANHOLE

- PROPOSED LEGEND**
- GRADING LIMITS BOUNDARY
 - PROPOSED GRADE (5' CONTOUR)
 - PROPOSED GRADE (1' CONTOUR)
 - SILT FENCE
 - NEW GAS SERVICE
 - NEW UNDERGROUND ELECTRICAL SERVICE
 - BOLLARD
 - GENERATOR PAD
 - CONCRETE SIDEWALK 6-INCH
 - BENCHMARK
 - PK NAIL

1122
BENCH MARK 2
1" IRON PIPE
ELEV= 853.58

CONNECT TO EXISTING SERVICES BOXES. EXTERNAL PORT SHALL BE OPERATIONAL AFTER INSTALLATION OF ELECTRIC LINES FROM THE GENERATOR TO THE EXISTING BUILDING

BURY UNDERGROUND ELECTRIC LINE

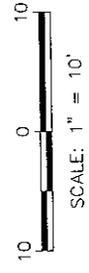
PROPOSED GAS SERVICE

BENCH MARK 1
PK NAIL
ELEV= 853.23

GENERATOR PAD
ELEVATION = 854.00

(2) BOLLARDS

5102



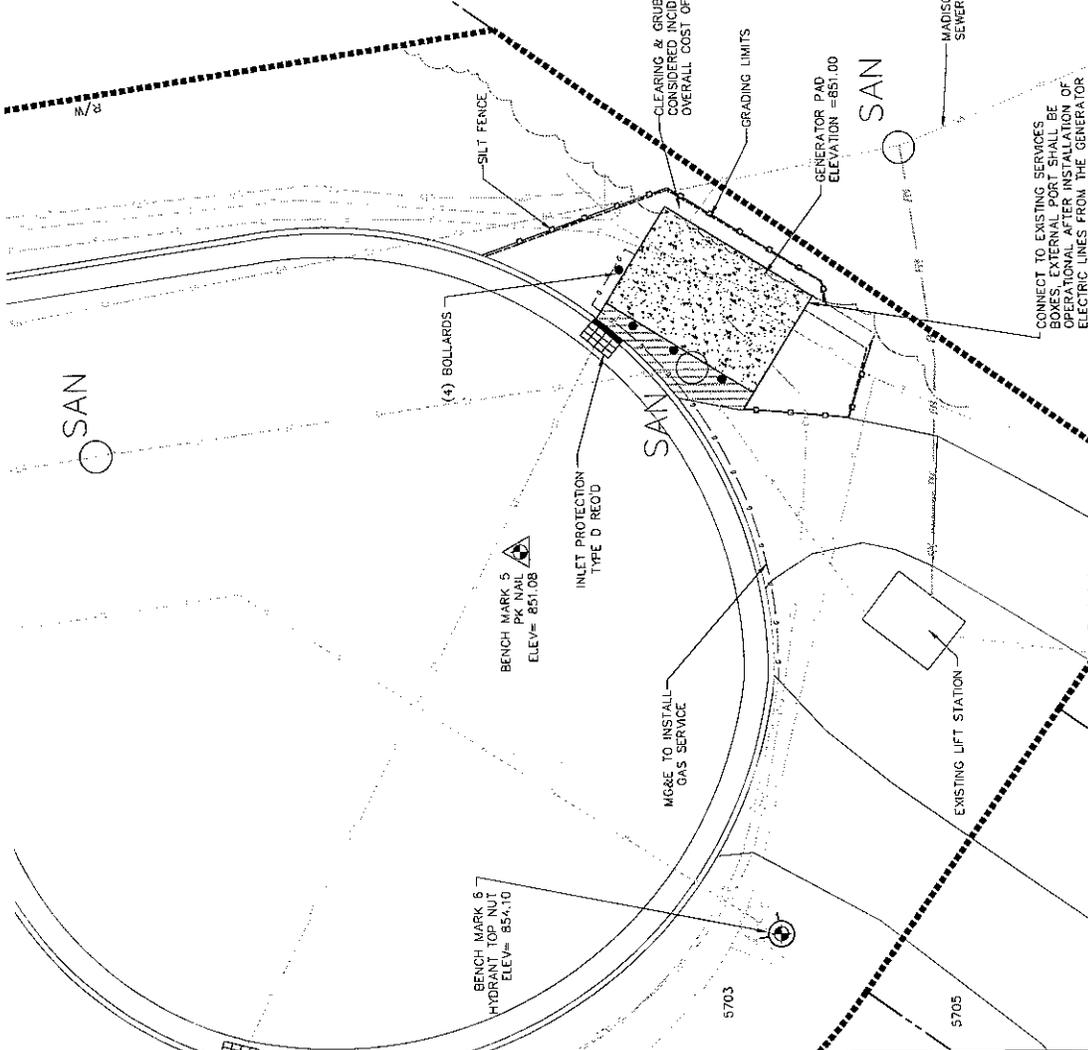
PROJECT NO. 252128.02	DRAWN BY: BS2	CITY OF MONONA	SHEET 5 OF 8
DRAWN: 06/08/12	CHECKED BY: GB & BS2	5201 SCHLUTER ROAD	
REVISED: 06/28/12	APPROVED BY:	MONONA, WY 83716-2598	
		608-222-2525	
		SC BT SQUARED 401 HAZARDEN BELLS PARKWAY, STE. 2, WASHINGTON BEALS WY 83845 PHONE: (608) 733-9307	
		CITY OF MONONA	
		2012 EMERGENCY GENERATOR PROJECT	
		5100 WINNEQUAH ROAD	

- EXISTING LEGEND**
- PROPERTY LINE
 - ROW LINE
 - FENCE
 - EXISTING GRADE (5' CONTOUR)
 - EXISTING GRADE (1' CONTOUR)
 - EXISTING WATER MAIN
 - EXISTING ELECTRIC
 - EXISTING TELEPHONE
 - EXISTING SANITARY SEWER
 - EXISTING FORCE MAIN
 - EXISTING GAS
 - EXISTING CABLE TV
 - EXISTING STORM SEWER
 - EXISTING EDGE OF GRAVEL
 - EXISTING PEDESTAL
 - EXISTING HYDRANT
 - EXISTING WATER VALVE
 - EXISTING PROPERTY IRONS
 - EXISTING UTILITY POLE
 - EXISTING TREE
 - EXISTING GUY WIRE
 - EXISTING STORM INLET
 - EXISTING SANITARY MANHOLE
 - EXISTING STORM MANHOLE

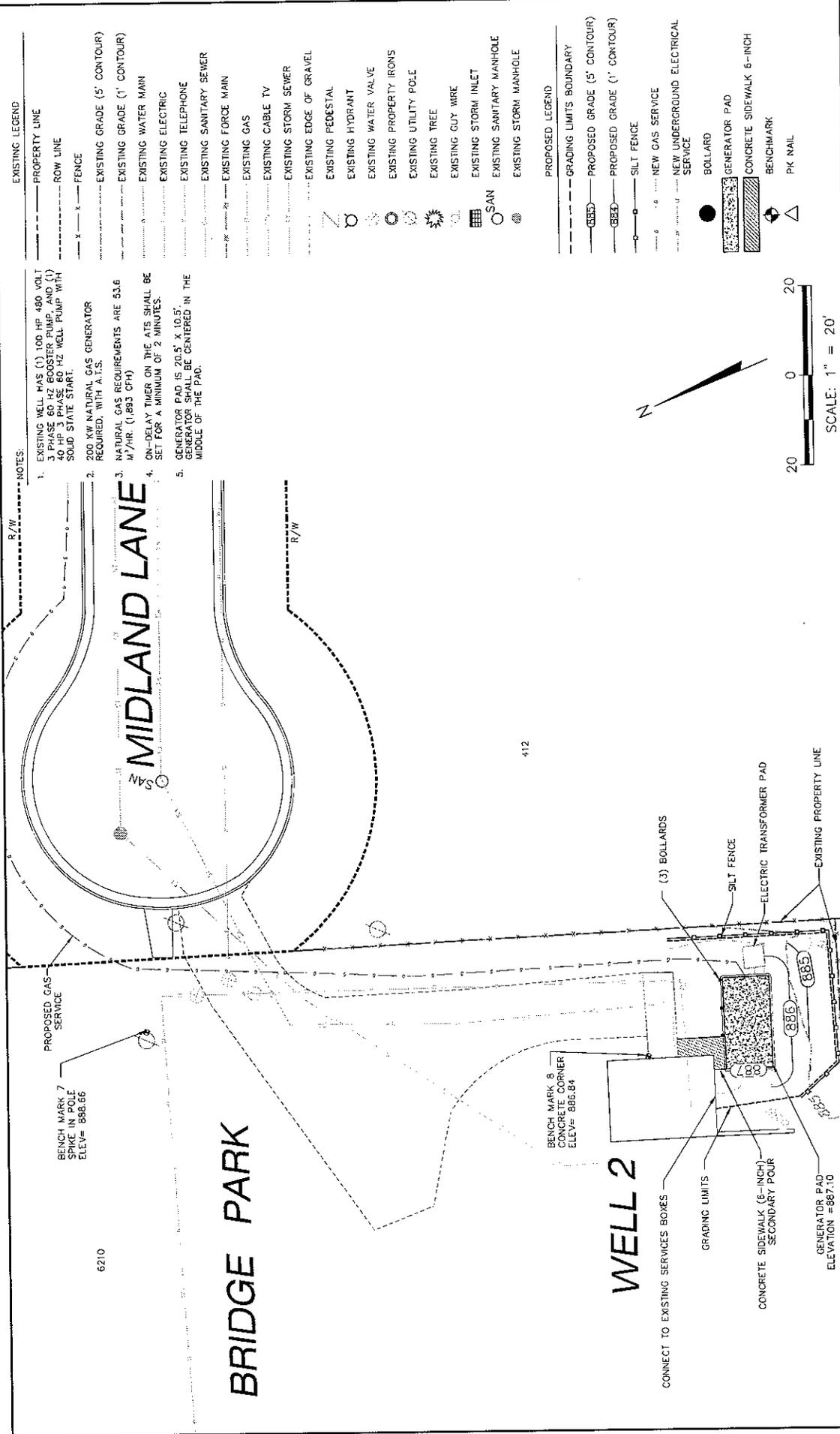
- PROPOSED LEGEND**
- GRADING LIMITS BOUNDARY
 - PROPOSED GRADE (5' CONTOUR)
 - PROPOSED GRADE (1' CONTOUR)
 - SILT FENCE
 - NEW GAS SERVICE
 - NEW UNDERGROUND ELECTRICAL SERVICE
 - BOLLARD
 - GENERATOR PAD
 - CONCRETE SIDEWALK 6-INCH
 - BENCHMARK
 - PK NAIL

NOTES:

1. EXISTING LIFT STATION HAS (2) 10 HP 240 VOLT 3 PHASE 60 HZ PUMPS.
2. 30 KW NATURAL GAS GENERATOR REQUIRED, WITH A.T.S.
3. NATURAL GAS REQUIREMENTS ARE 12.2 M³/HR. (430 CFH)
4. GENERATOR PAD IS 14.5' X 9.5'. GENERATOR SHALL BE CENTERED IN MIDDLE OF THE PAD.
5. CONTRACTOR TO COORDINATE WITH ENGINEER AND CITY OF MONONA PRIOR TO CUTTING OR TRIMMING ANY TREES, SHRUBS, LIMBS, ETC.



PROJECT NO. 25212128.02		DRAWN BY: BSZ		CITY OF MONONA		SHEET 6 OF 8	
DRAWN: 06/08/12		CHECKED BY: GE & BSZ		5211 SCHLUIER ROAD		2012 EMERGENCY GENERATOR PROJECT	
REVISED: 06/26/12		APPROVED BY:		MONONA, WI 53716-2588		MADISON METROPOLITAN SEWER DISTRICT	
ENGINEER:		PROJECT:		CITY OF MONONA		SHEET 6 OF 8	
SCS BT SQUARED		407 MCCORMICK HILLS PARKWAY, STE. 2, MCCORMICK HILLS W. JUNCTION, WI 53122-2225		5211 SCHLUIER ROAD		2012 EMERGENCY GENERATOR PROJECT	
PHONE: (608) 253-3307		FAX: (608) 253-3307		MONONA, WI 53716-2588		MADISON METROPOLITAN SEWER DISTRICT	



EXISTING LEGEND

- PROPERTY LINE
- ROW LINE
- FENCE
- EXISTING GRADE (5' CONTOUR)
- EXISTING GRADE (1' CONTOUR)
- EXISTING WATER MAIN
- EXISTING ELECTRIC
- EXISTING TELEPHONE
- EXISTING SANITARY SEWER
- EXISTING FORCE MAIN
- EXISTING GAS
- EXISTING CABLE TV
- EXISTING STORM SEWER
- EXISTING EDGE OF GRAVEL
- EXISTING PEDESTAL
- EXISTING HYDRANT
- EXISTING WATER VALVE
- EXISTING PROPERTY IRONS
- EXISTING UTILITY POLE
- EXISTING TREE
- EXISTING CUY WIRE
- EXISTING STORM INLET
- EXISTING SANITARY MANHOLE
- EXISTING STORM MANHOLE

PROPOSED LEGEND

- GRADING LIMITS BOUNDARY
- PROPOSED GRADE (5' CONTOUR)
- PROPOSED GRADE (1' CONTOUR)
- SILT FENCE
- NEW GAS SERVICE
- NEW UNDERGROUND ELECTRICAL SERVICE
- BOLLARD
- GENERATOR PAD
- CONCRETE SIDEWALK 6-INCH
- BENCHMARK
- PK NAIL

NOTES:

1. EXISTING WELL HAS (1) 100 HP 480 VOLT 40 HP 3 PHASE 60 HZ BOOSTER PUMP AND (1) 40 HP 3 PHASE 60 HZ WELL PUMP WITH SOLID STATE START.
2. 200 KW NATURAL GAS GENERATOR REQUIRED, WITH A.I.S.
3. NATURAL GAS REQUIREMENTS ARE 53.6 M³/HR. (1,893 CFH)
4. ON-DELAY TIMER ON THE GAS SHALL BE SET FOR A MINIMUM OF 2 MINUTES.
5. GENERATOR PAD IS 20.5' X 10.5'. GENERATOR SHALL BE CENTERED IN THE MIDDLE OF THE PAD.

R/W

PROPOSED GAS SERVICE

BENCH MARK 7 SPIKE IN POLE ELEV= 888.56

BENCH MARK 8 CONCRETE CORNER ELEV= 885.84

WELL 2

CONNECT TO EXISTING SERVICES BOXES

GRADING LIMITS

CONCRETE SIDEWALK (6-INCH) SECONDARY POUR

GENERATOR PAD ELEVATION = 887.10

(3) BOLLARDS

SILT FENCE

ELECTRIC TRANSFORMER PAD

EXISTING PROPERTY LINE



SCALE: 1" = 20'

PROJECT NO. 352128.02	DRAWN BY: BSZ	CITY OF MONONA	SHEET 7 OF 8
DRAWN: 05/08/12	CHECKED BY: BSZ & BSZ	5211 SCHLUTER ROAD	
REVISED: 05/28/12	APPROVED BY:	MONONA, WI 53716-2598	
		608-222-2525	
		2012 EMERGENCY GENERATOR PROJECT	
		CITY OF MONONA	
		CITY OF MONONA WELL #2	

SCS BT SQUARED
 421 MCCORMICK DOLLS PARKWAY, STE. 2, MONONA, WISCONSIN 53161
 PHONE: (609) 351-9307

ENGINEER

SCS BT SQUARED

September 26, 2012
File No. 25354212

Mr. Dan Stephany
Director of Public Works
City of Monona
5211 Schluter Road
Monona, WI 53716

Subject: Proposal for Civil and Environmental Construction Engineering Services
Monona Drive Utility Construction Administration – Phase III
Monona, Wisconsin

Dear Mr. Stephany:

Thank you for giving SCS BT Squared (SCS) the opportunity to submit this proposal for engineering services at the Monona Drive Utility Construction Administration – Phase III in Monona, Wisconsin. This proposal covers construction administration and staking services for utility construction related to the Phase III Monona Drive project. We will utilize our past municipal nonparticipating construction experience with Wisconsin Department of Transportation (WisDOT) projects to ensure a quality construction project, as well as looking out for the best interests of the City of Monona.

For the primary on-site construction inspection work we are proposing to use Brad Schultz, PE. Brad provided construction administration and inspection services for the recently completed Belle Isle project and has experience providing administration services for utility work under the WisDOT nonparticipating program.

We have broken down our proposed scope of work into the task below. Estimated costs are shown under the Project Cost section.

SCOPE OF WORK

Task 1. (CA) Construction Administration

SCS will provide construction administration and inspection services for the proposed project. Construction administration services will begin with attending a preconstruction meeting that will be held by the WisDOT prior to the actual commencement of work.

We will provide on-site inspection of contractor work to insure compliance with the approved plans and specifications. Inspection time for this proposal will be full-time inspection of the contractor's work and is based on anticipated 8-hour work days with one contractor utility crew as outlined in the City of Monona RFP. Inspection will consist of daily diary documentation of the progress of the contractor, contractor coordination, photographs of construction, and measurement of quantities. We will create and process pay requests per the items in the bid



documents; coordinate with the WisDOT project leader, as well as the City of Monona; answer contractor questions; and coordinate construction staking services, erosion control inspection, and materials documentation.

SCS will attend weekly progress meetings to hear the contractor's anticipated schedule, coordinate and schedule upcoming work, discuss other items from previous weeks, discuss erosion control for required maintenance, etc. so that the contractor stays on schedule and the project continues to move forward.

Construction administration will also include construction staking services provided by SCS and includes the following:

- Verification of vertical and horizontal control provided by the project leader
- Sanitary sewer (manholes, 25-foot and 50-foot locations out of manhole, and laterals)
- Watermain (watermain at 100-foot intervals, hydrants, valves, laterals, tees and bends)

Staking will be completed once. Re-staking of points due to contractor negligence, public disturbance, etc. will be considered additional work and completed on a time and expense basis.

SCS will assist the City of Monona with public involvement as it relates to utility construction. As requested by the City, we will assist with road closure notifications or access issues, notifying the City Police and Fire Department of upcoming work that may impact their ability to provide services, and advanced notification of watermain shut-offs.

SCS will complete materials testing on:

- Watermain – pressure test verification
- Sanitary sewer – mandrel and pressure verification

This proposal does not include density testing for trench backfill. This service can be added to the scope of work at the City's request.

SCS will assist the utility contractor, as needed, coordinating with the project's WisDOT representative associated with traffic control and driveway/road closures for utility construction only.

Upon completion of the project and final acceptance, we will prepare an asbuilt plan set, and survey (if needed) to show the work associated with the project as constructed. The asbuilt plan set will be a partial planset with only the edited pages on 11x17 paper. A copy of the AutoCAD files will also be provided to the City.

Plant Values (Water and Sanitary Sewer) formulated from the Final Pay Request will be provided to the City upon request.

Assumptions

- Construction administration services includes 840 hours (included in the City of Monona's RFP) of inspection and construction staking. There are an additional 43 hours anticipated for a precon meeting, preparation of as-built drawings, pay requests and other miscellaneous administration of the project. Work hours required to complete the project in addition to these will be considered Additional Services and will be billed on a time and expense basis as directed by the City of Monona.

PROJECT COST

Anticipated project costs for the scope of services described above are summarized in the table below. Costs associated with individual tasks may vary within the total anticipated project cost provided.

Task	Description	Anticipated Cost
1.	Construction Administration	\$79,000
	Total (Time and Expense) Cost =	\$79,000.00

AUTHORIZATION

The work for this proposal would be considered work under the standard City of Monona general engineering contract dated April 10, 2012, between SCS and the City of Monona. This engineering proposal is based on the scope of services provided in the City of Monona's RFP.

Thank you for the opportunity to propose on this project. Please feel free to contact me at (608) 253-9307 if you have any questions or comments concerning our proposed scope of work and associated costs.

Sincerely,



Gregg Borucki, PE
Senior Project Manager
SCS BT SQUARED

GB/CV/jsn/MRH

MONONA WATER UTILITY

STATEMENTS OF NET ASSETS
As of December 31, 2011 and 2010

PRELIMINARY DRAFT
FOR
DISCUSSION PURPOSES
ONLY

ASSETS	<u>2011</u>	<u>2010</u>
CURRENT ASSETS		
Cash and investments	\$ 939,303	\$ 1,096,447
Restricted Assets		
Redemption account	233,005	167,105
Customer accounts receivable	320,415	308,674
Due from municipality	-	53,988
Materials and supplies	<u>14,848</u>	<u>14,848</u>
Total Current Assets	<u>1,507,571</u>	<u>1,641,062</u>
NON-CURRENT ASSETS		
Restricted Assets		
Reserve account	529,750	428,925
Depreciation account	171,994	164,268
Construction account	886,268	999,251
Other Assets		
Unamortized debt issuance costs	63,446	39,694
Capital Assets		
Plant in service	13,676,170	13,584,247
Accumulated depreciation	<u>(2,946,910)</u>	<u>(2,707,833)</u>
Total Non-Current Assets	<u>12,380,718</u>	<u>12,508,552</u>
 Total Assets	 <u>13,888,289</u>	 <u>14,149,614</u>

PRELIMINARY DRAFT
FOR
DISCUSSION PURPOSES
ONLY

LIABILITIES	<u>2011</u>	<u>2010</u>
CURRENT LIABILITIES		
Accounts payable	\$ 24,464	\$ 16,787
Accrued interest	15,295	15,918
Accrued vacation leave	7,922	8,367
Current portion of general obligation debt	178,511	178,511
Current Liabilities Payable from Restricted Assets		
Current portion of bond anticipation notes	-	2,025,000
Current portion of revenue bonds	385,000	270,000
Accrued interest	<u>78,271</u>	<u>66,828</u>
Total Current Liabilities	<u>689,463</u>	<u>2,581,411</u>
NON-CURRENT LIABILITIES		
General obligation debt	1,500,478	1,678,989
Revenue bonds	4,570,000	2,755,000
Unamortized debt premium	2,737	4,168
Unamortized loss on advance refunding	(40,583)	(45,846)
Accrued sick leave	<u>19,835</u>	<u>21,058</u>
Total Non-Current Liabilities	<u>6,052,467</u>	<u>4,413,369</u>
 Total Liabilities	 <u>6,741,930</u>	 <u>6,994,780</u>
 NET ASSETS		
Net assets invested in capital assets, net of related debt	5,741,368	5,601,800
Restricted	389,987	333,252
Unrestricted	<u>1,015,004</u>	<u>1,219,782</u>
 TOTAL NET ASSETS	 <u>\$ 7,146,359</u>	 <u>\$ 7,154,834</u>

See accompanying notes to the financial statements.

MONONA SEWER UTILITY

STATEMENTS OF NET ASSETS
As of December 31, 2011 and 2010

**PRELIMINARY DRAFT
FOR
DISCUSSION PURPOSES
ONLY**

ASSETS	<u>2011</u>	<u>2010</u>
CURRENT ASSETS		
Cash and investments	\$ 1,463,458	\$ 258,886
Restricted Assets		
Redemption account	-	1,037,167
Customer accounts receivable	243,435	260,724
Due from municipality	-	53,270
Total Current Assets	<u>1,706,893</u>	<u>1,610,047</u>
NON-CURRENT ASSETS		
Restricted Assets		
Construction account	423,680	540,327
Other Assets		
Unamortized debt issuance costs	26,453	5,400
Capital Assets		
Plant in service	4,829,449	4,721,531
Accumulated depreciation	<u>(1,521,869)</u>	<u>(1,433,563)</u>
Total Non-Current Assets	<u>3,757,713</u>	<u>3,833,695</u>
Total Assets	<u>5,464,606</u>	<u>5,443,742</u>
LIABILITIES		
CURRENT LIABILITIES		
Accounts payable	134,869	184,370
Accrued interest	13,183	-
Accrued vacation leave	3,358	3,545
Current portion of general obligation debt	153,717	53,717
Current Liabilities Payable from Restricted Assets		
Current portion of bond anticipation notes	-	1,400,000
Accrued interest	-	14,700
Total Current Liabilities	<u>305,127</u>	<u>1,656,332</u>
NON-CURRENT LIABILITIES		
General obligation debt	1,748,766	477,483
Accrued sick leave	6,913	7,146
Total Non-Current Liabilities	<u>1,755,679</u>	<u>484,629</u>
Total Liabilities	<u>2,060,806</u>	<u>2,140,961</u>
NET ASSETS		
Net assets invested in capital assets, net of related debt	1,855,230	1,902,495
Restricted	-	1,022,467
Unrestricted	<u>1,548,570</u>	<u>377,819</u>
TOTAL NET ASSETS	<u>\$ 3,403,800</u>	<u>\$ 3,302,781</u>

See accompanying notes to the financial statements.

**CITY OF MONONA
CAPITAL IMPROVEMENTS REQUEST FORM**

1. **Project Name:** Broadway Avenue Water Main Replacement
(new, not listed in the budget packet)
2. **Year Proposed:** 2013 – phase 1 engineering & construction Rank:
2013 – phase 2 engineering (2014 construction)
3. **Requested By:** * Public Works Committee
4. **Prepared By:** Dan Stephany, Director of Public Works
5. **Project Description/Justification (briefly indicate the size, location, type of projects or purchases, and time schedule involved in implementation.)**

This program consists of replacing cast iron water main that was installed in the 1960's. This work would occur in conjunction with the Madison Metropolitan Sewerage District's (MMSD) force main project that will be installed in the eastbound lanes of Broadway Avenue beginning in 2014. The project limits for this work begin at the new MMSD pump station 18, just east of the new UW clinic, to just west of the WPS business complex. MMSD will also be installing a new sanitary sewer interceptor in early 2013 on the eastern portion of Broadway Avenue, ending at the new pump station 18.

Along the northern curb line of the westbound lanes, the three sections that should be replaced include:

- Approximately 1,855' from Falcon Circle (west entrance) to Monona Drive
- Approximately 620' from Monona Drive to east of Roselawn Avenue (260' east of Roselawn)
- Approximately 1,140' from Edna Taylor Parkway towards Copps Avenue, just past the MMSD pump station 18 entrance. 250' of the 1,140' would need to be replaced in the spring of 2013, phase 1

6. **Total Project Cost:** Phase 1 - \$120,100 – engineering and construction – 2013
Phase 2 - \$144,654 – engineering – 2013
(\$964,367 construction 2014)

*

This project was not reviewed by the public works committee at the August or September meeting. This became a priority after a recent water main break on Broadway/Falcon Circle and we inquired with MMSD as to when their force main project would occur. Since early September, we reviewed the water main history, met with MMSD, and consulted with our engineer to provide a preliminary estimate for this meeting. I will provide an update to the public works committee on this item at the October 2012 meeting.

Section 2B.08 YIELD Sign (R1-2)**Standard:**

- 01 **The YIELD (R1-2) sign (see Figure 2B-1) shall be a downward-pointing equilateral triangle with a wide red border and the legend YIELD in red on a white background.**

Support:

- 02 The YIELD sign assigns right-of-way to traffic on certain approaches to an intersection. Vehicles controlled by a YIELD sign need to slow down to a speed that is reasonable for the existing conditions or stop when necessary to avoid interfering with conflicting traffic.

Section 2B.09 YIELD Sign Applications**Option:**

- 01 YIELD signs may be installed:
- A. On the approaches to a through street or highway where conditions are such that a full stop is not always required.
 - B. At the second crossroad of a divided highway, where the median width at the intersection is 30 feet or greater. In this case, a STOP or YIELD sign may be installed at the entrance to the first roadway of a divided highway, and a YIELD sign may be installed at the entrance to the second roadway.
 - C. For a channelized turn lane that is separated from the adjacent travel lanes by an island, even if the adjacent lanes at the intersection are controlled by a highway traffic control signal or by a STOP sign.
 - D. At an intersection where a special problem exists and where engineering judgment indicates the problem to be susceptible to correction by the use of the YIELD sign.
 - E. Facing the entering roadway for a merge-type movement if engineering judgment indicates that control is needed because acceleration geometry and/or sight distance is not adequate for merging traffic operation.

Standard:

- 02 **A YIELD (R1-2) sign shall be used to assign right-of-way at the entrance to a roundabout. YIELD signs at roundabouts shall be used to control the approach roadways and shall not be used to control the circulatory roadway.**
- 03 **Other than for all of the approaches to a roundabout, YIELD signs shall not be placed on all of the approaches to an intersection.**

Section 2B.10 STOP Sign or YIELD Sign Placement**Standard:**

- 01 **The STOP or YIELD sign shall be installed on the near side of the intersection on the right-hand side of the approach to which it applies. When the STOP or YIELD sign is installed at this required location and the sign visibility is restricted, a Stop Ahead sign (see Section 2C.36) shall be installed in advance of the STOP sign or a Yield Ahead sign (see Section 2C.36) shall be installed in advance of the YIELD sign.**
- 02 **The STOP or YIELD sign shall be located as close as practical to the intersection it regulates, while optimizing its visibility to the road user it is intended to regulate.**
- 03 **STOP signs and YIELD signs shall not be mounted on the same post.**
- 04 **No items other than inventory stickers, sign installation dates, and bar codes shall be affixed to the fronts of STOP or YIELD signs, and the placement of these items shall be in the border of the sign.**
- 05 **No items other than official traffic control signs, inventory stickers, sign installation dates, anti-vandalism stickers, and bar codes shall be mounted on the backs of STOP or YIELD signs.**
- 06 **No items other than retroreflective strips (see Section 2A.21) or official traffic control signs shall be mounted on the fronts or backs of STOP or YIELD signs supports.**

Guidance:

- 07 *STOP or YIELD signs should not be placed farther than 50 feet from the edge of the pavement of the intersected roadway (see Drawing F in Figure 2A-3).*
- 08 *A sign that is mounted back-to-back with a STOP or YIELD sign should stay within the edges of the STOP or YIELD sign. If necessary, the size of the STOP or YIELD sign should be increased so that any other sign installed back-to-back with a STOP or YIELD sign remains within the edges of the STOP or YIELD sign.*

Option:

- 09 Where drivers proceeding straight ahead must yield to traffic approaching from the opposite direction, such as at a one-lane bridge, a TO ONCOMING TRAFFIC (R1-2aP) plaque may be mounted below the YIELD sign.

Support:

10 Figure 2A-3 shows examples of some typical placements of STOP signs and YIELD signs.

11 Section 2A.16 contains additional information about separate and combined mounting of other signs with STOP or YIELD signs.

Guidance:

12 *Stop lines that are used to supplement a STOP sign should be located as described in Section 3B.16. Yield lines that are used to supplement a YIELD sign should be located as described in Section 3B.16.*

13 *Where there is a marked crosswalk at the intersection, the STOP sign should be installed in advance of the crosswalk line nearest to the approaching traffic.*

14 *Except at roundabouts, where there is a marked crosswalk at the intersection, the YIELD sign should be installed in advance of the crosswalk line nearest to the approaching traffic.*

15 *Where two roads intersect at an acute angle, the STOP or YIELD sign should be positioned at an angle, or shielded, so that the legend is out of view of traffic to which it does not apply.*

16 *If a raised splitter island is available on the left-hand side of a multi-lane roundabout approach, an additional YIELD sign should be placed on the left-hand side of the approach.*

Option:

17 If a raised splitter island is available on the left-hand side of a single lane roundabout approach, an additional YIELD sign may be placed on the left-hand side of the approach.

18 At wide-throat intersections or where two or more approach lanes of traffic exist on the signed approach, observance of the right-of-way control may be improved by the installation of an additional STOP or YIELD sign on the left-hand side of the road and/or the use of a stop or yield line. At channelized intersections or at divided roadways separated by a median, the additional STOP or YIELD sign may be placed on a channelizing island or in the median. An additional STOP or YIELD sign may also be placed overhead facing the approach at the intersection to improve observance of the right-of-way control.

Standard:

19 **More than one STOP sign or more than one YIELD sign shall not be placed on the same support facing in the same direction.**

Option:

20 For a yield-controlled channelized right-turn movement onto a roadway without an acceleration lane and for an entrance ramp onto a freeway or expressway without an acceleration lane, a NO MERGE AREA (W4-5P) supplemental plaque (see Section 2C.40) may be mounted below a Yield Ahead (W3-2) sign and/or below a YIELD (R1-2) sign when engineering judgment indicates that road users would expect an acceleration lane to be present.

Section 2B.11 Yield Here To Pedestrians Signs and Stop Here For Pedestrians Signs (R1-5 Series)**Standard:**

01 **Yield Here To (Stop Here For) Pedestrians (R1-5, R1-5a, R1-5b, or R1-5c) signs (see Figure 2B-2) shall be used if yield (stop) lines are used in advance of a marked crosswalk that crosses an uncontrolled multi-lane approach. The Stop Here for Pedestrians signs shall only be used where the law specifically requires that a driver must stop for a pedestrian in a crosswalk. The legend STATE LAW may be displayed at the top of the R1-5, R1-5a, R1-5b, and R1-5c signs, if applicable.**

Guidance:

02 *If yield (stop) lines and Yield Here To (Stop Here For) Pedestrians signs are used in advance of a crosswalk that crosses an uncontrolled multi-lane approach, they should be placed 20 to 50 feet in advance of the nearest crosswalk line (see Section 3B.16 and Figure 3B-17), and parking should be prohibited in the area between the yield (stop) line and the crosswalk.*

03 *Yield (stop) lines and Yield Here To (Stop Here For) Pedestrians signs should not be used in advance of crosswalks that cross an approach to or departure from a roundabout.*

Option:

04 Yield Here To (Stop Here For) Pedestrians signs may be used in advance of a crosswalk that crosses an uncontrolled multi-lane approach to indicate to road users where to yield (stop) even if yield (stop) lines are not used.

City of Monona – Department of Public Works

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DEPARTMENT PROGRESS REPORT – September 26, 2012

MONONA DRIVE RECONSTRUCTION

Phase I

- The spring 2012 landscape inspection has been done, and the contractor has completed a few replacements. Trees that are distressed will be looked at again in the fall and replaced within the warranty if needed. The final landscape walkthrough was completed on September 19th. The landscaper will address the issues identified by the DOT and project manager. The landscaper has two more maintenance visits this fall yet to complete the contracted obligations.
- DPW staff is making plans to over-seed the sod areas to establish new growth, as well as taking steps to address the weeds in the terrace.

Phase II

- The second phase of Monona Drive reconstruction encompasses the section of Monona Drive from Winnequah Road north to Cottage Grove Road. Reconstruction is now underway. For timely updates please see WWW.MYMONONA.COM. We will provide updates as we are made aware of the news, and after each progress meeting on Tuesday of each week.
- Foth Infrastructure and Environment is the engineering design consultant for the project, R.G. Huston is the primary contractor, and Strand Associates the project manager.
- All the sanitary and water main installation and reconstruction for Monona is complete. The water connection with the City of Madison has been completed at the intersection of Monona Drive/Winnequah Rd.
- The next Monona Drive Ad Hoc Committee is scheduled for September 28th, beginning at 7:00am, at library media room.

Phase III - *updated*

- The third phase of Monona Drive reconstruction encompasses the section of Monona Drive from Nichols/Pflaum Road north to Winnequah Road, with construction tentatively set to occur in 2013.
- Two LED test lights have been installed to determine use for in phase III. The first location is at the southwest corner of Nichols/Monona Drive, and the second in front of the City Wide Pet Clinic at 6009 Monona Drive. For identification purposes, the LED lights have a larger globe than the standard light.
- Phase III final design was submitted to the State DOT on August 1, 2012.

2012 DREDGING PROJECT – *updated*

- The dredging preconstruction meeting and final public information meeting was held on August 2, 2012.
- The dredging project is two weeks behind the scheduled start date. Actual dredging is now scheduled to begin the week of September 24th. Due to the constraints of the Winnequah Road culvert the dredging discharge pipe will be placed on the surface of the road. The contractor will build a ramp over the pipe to maintain flow of vehicle traffic in the area. This was accounted for in the bid specifications and will be the responsibility of the contractor at no additional charge to the City.
- The City Council approved low bidder, Veit & Company, at the April 16, 2012 Council meeting.
- The City received bids for the project on February 9, 2012, with results posted on the City website.
- The Council approved the 2012 Dredging Project on March 19, 2012.
- The City has received the Chapter 30 Permit for the Cove Circle Lagoon and Belle Isle area channels of the project.

PUBLIC WORKS – OPERATIONS – *updated*

- Tree trimming is ongoing.

- Street sign maintenance is ongoing.
- Staff has begun another round of catch basin cleaning throughout the City.
- Street sweeping is ongoing.
- Curbside brush chipping is ongoing.
- The voluntary water restriction put in place this past summer is no longer in effect.
- Water utility staff has started the fall flushing. Crews should be finished by mid-October.
- McCann's Underground is in completing the annual cleaning and televising of our sanitary sewer mains. We complete 1/3rd of the City each year.

GIS MAPPING

- Phases I & II Layers: GIS Web training for public works and general staff is complete
- Phase III Scope: water and storm water layers will be further developed, images of all street improvement and utility project as-builts will also be added.
- Additional future layers may include additional Planning Dept. info, Monona Express/Lift routes, Bike Routes, PD & FD routes/statistics, and additional water services, meter data, and valve data.

MISCELLANEOUS PUBLIC WORKS MANAGEMENT AND ENGINEERING – *updated*

- *Monona Sail Entry Feature* – We are moving forward with installing the blue wave sign and lighting on the west wall at the sail entry feature. All work is expected to be completed the end of September.
- *Storm Sewer Outfall Inspection* – Staff has completed the storm water outfall inspections. We will review the inspection log with our engineer and begin to determine a priority maintenance list.
- *Annual Road Maintenance 2012* – The crack filling road maintenance project will begin on September 21st and will be completed by Friday, October 5th.
- *SCADA Phase I Upgrade* – LW Allen has started installing the equipment at the water tower and wells. The installation will be completed by November 10th.