

**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular Workshop Session of Monday, June 3, 2013
Public Works Conference Room – 5:30 p.m.
405 West St. Julien Street

- I. **CALL TO ORDER**

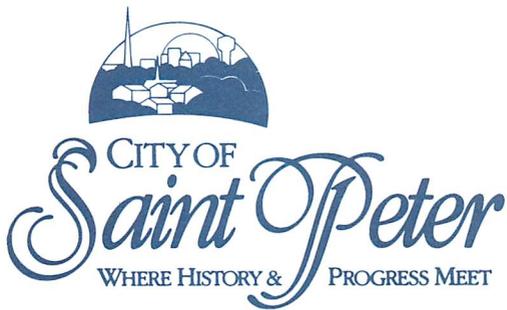
- II. **DISCUSSION**
 - A. Public Works Tour
 - B. Public Works Department Presentation
 - C. 2012 Sidewalk Project Change Order
 - D. Others

- III. **ADJOURNMENT**

*******PLEASE NOTE LOCATION OF THE WORKSHOP*******

TP/bal

Office of the City Administrator
Todd Prafke



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/30/13

FROM: Todd Prafke
City Administrator

RE: Public Works Tour/ Public Works Department Presentation

ACTION/RECOMMENDATION

None needed. For your information only.

BACKGROUND

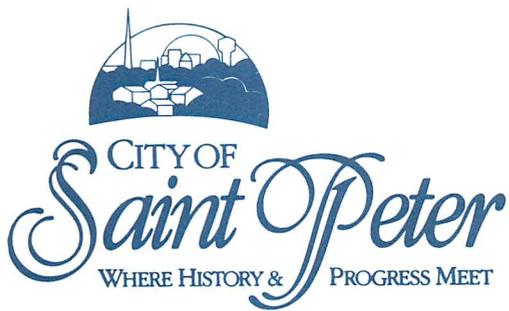
Monday evening's workshop will take place at the Public Works building conference room (405 West St. Julien Street). This is the first in a series of workshops that will be held in other City buildings.

We will begin with a tour of the Public Works building followed by a presentation on the Public Works Department before continuing our discussion with the remaining items on the workshop agenda.

Parking is available in either the east (the smaller lot) or west lot at the Public Works building.

Please feel free to contact me should you have any questions or concerns on these agenda items.

TP/bal



Memorandum

TO: Todd Prafke
City Administrator

DATE: May 29, 2013

FROM: Lewis Giesking
Public Works Director

RE: 2012 Miscellaneous Sidewalk Improvements Project Close Out

ACTION/RECOMMENDATION

None needed. For your discussion only.

BACKGROUND

In August 2012 the Council authorized Nielsen Blacktopping to perform sidewalk, alley access and handicapped access improvements in the amount of \$33,340. The improvements included work near and around the Fire Hall, City Hall and the Family Dollar Store. The scope included areas where the sidewalk had settled due to poor compaction after electrical cable installations.

Staff worked with the Family Dollar Store to make the necessary corrections to their sidewalk on the north and east side of their building which also required improvements to the alley entrance and electrical box adjacent to City parking lot #5. Nielsen Blacktopping confirmed their unit prices would be honored for the work and staff authorized the work to be completed in the amount of \$6,931 as a change order to the project.

With the Change Order, the final project cost is \$40,271 which would be funded from the general fund (\$34,858) and electric fund (\$3,399). All warranty work has been completed and staff will recommend the project be accepted at the June 10th, regular Council meeting.

Please feel free to contact me should you have questions or concerns on this agenda item.

LGG