



Building a Better World
for All of Us®

May 3, 2018

RE: Elysian, Minnesota
2018 Street and Utility Improvement
Project
SEH No. ELYSI 142165 7.00

To Residents/Property Owners:

This letter is being sent to inform you of the proposed construction activity on the 2018 Street and Utility Project Area (see enclosed map). Many of you may have attended meetings regarding this street reconstruction project. We have now reached the point in time where construction work is about to begin.

On March 23, 2018, the City of Elysian received 7 bids from area contractors. The City has approved the award of the Construction Contract to James Bros. Construction, Inc., from Elysian, Minnesota. A preconstruction meeting with the contractor was held on May 2, 2018. As a result of the meeting, we have a tentative schedule for the next few weeks.

As noted in the attached Project Update, Xcel Energy, as well as the other utilities, have already begun or finished utility relocation work in anticipation of the proposed street construction work. The City work could begin as early as the week of May 7th with the installation of erosion control, traffic control, and temporary water, followed by pavement removal in a portion of the project area the week of May 14th.

Generally speaking, the work will happen in 6 phases (see attached location and phasing map):

- Phase 1 - Storm sewer and initial improvements in the City Park.
- Phase 2 - Frank Avenue NW between 1st Street and 4th St NW, as well as the first block of 3rd Street NW and 2nd Street NW south of Frank Avenue NW.
- Phase 3 - Park Avenue NW between 1st Street and 4th Street NW, as well as the next block of 3rd Street NW and 2nd Street NW, between of Park Avenue NW and Main Street.
- Phase 4 - 3rd Street NW and 4th Street NW between Highway 60 and Main Street.
- Phase 5 - 2nd Street SE/NE from the dead-end on the south side to Park Avenue NE on the north end.
- Phase 6 - Consists of miscellaneous items that could take place almost any time and will have little significant impact on neighborhood.

During construction of this project, SEH will provide a Resident Project Representative (RPR) to be on the project site as a liaison between the City, the contractor, and the residents. This individual will oversee construction of the project on behalf of the City and will also be available to answer questions and address concerns of the residents.

I want to take this opportunity to introduce you to Lee Istvanovich. Lee will be the RPR assigned to this reconstruction project. Lee will be the first point of contact at the construction site.

A Project Update will be mailed to each of you as construction progresses. The updates will provide information on construction progress and work to be completed. The first edition of the Project Update is

Engineers | Architects | Planners | Scientists

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included with this letter. **Please note Lee's and my contact information on the left side of the newsletter.** Future editions will be tri-folded and mailed; they typically will not be mailed in an envelope. Please watch your mail for them. Please note that for those of you in the southerly and east side of the project, little may be happening for a while, so these notices may seem irrelevant to you for a while.

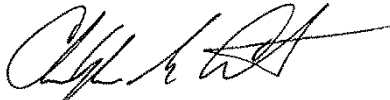
In the meantime, we have included a few Frequently Asked Questions on the next few pages.

NOTE: If you are interested in "Saving a Stamp" and receiving future Project Updates quicker by e-mail, please send your name, property address, and e-mail address to Julie Brinkman at jbrinkman@sehinc.com.

If you have any questions or concerns, please don't hesitate to contact Lee or me.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Christopher M. Cavett, PE
Project Manager/City Engineer

jb

Enclosures

c: Lorri Kopischke, City Administrator
Ron Greenwald, Public Works Supt.
James Bros. Construction, Inc.

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FREQUENTLY ASKED QUESTIONS

1. ***How will my garbage pickup services be affected?***

Garbage: We will notify and meet with the rubbish hauler that collects in the project area. Your garbage hauler should be able to pick up your garbage on the normal pickup day. If they are unable to pick up the garbage, the contractor will be responsible for its removal or bringing cans to a location that can be retrieved by the hauler and returning them again to your home. We recommend you mark your address on your garbage can to avoid having yours swapped out with someone else.

2. ***What will happen with shrubs, rock gardens, and other landscaping within the street right-of-way?***

The City's rights-of-way for these neighborhood streets may vary from street to street. In most cases, the right-of-way includes the boulevard that extends beyond the edge of the roadway up to your property line. Note: Anything within about 10 to 15 feet of the street is likely at risk. ***Landscaping that is within the right-of-way and the construction limits may be at risk and may need to be removed or salvaged by the homeowner prior to construction.***

3. ***What about my lawn sprinkling or yard lighting systems?***

These are considered private utilities and the property owner is responsible for location, maintenance, protection, and relocation to accommodate street construction within the public right-of-way. ***Please notify Lee of any such facility prior to construction to avoid conflicts. Such notification does not relieve you of your responsibility to locate and protect your private utility. Sprinkler heads should be flagged, marked, and relocated if necessary.***

4. ***Will there be times when I will be unable to use my driveway?***

Yes. During the installation of the sewer, water, and storm sewer, or the reconstruction of a driveway, there will be times during the days when you will not have access to your driveway and will need to park on the street, or around the corner, or at a neighbor's, or in an alley if you have access to any of those. There are some properties where access will provide challenges at times and the contractor and Lee will work with you to provide some reasonable accommodation. ***If you have special needs, please contact us.***

During most of the utility work, you should have access to your driveway between 7 p.m. and 7 a.m. The exception will occur when concrete curb and gutter, pavement, or driveways are placed. It takes approximately 7 days for the concrete to cure to the proper strength. During this time residents will be required to park elsewhere, typically in the

street or on a side street. Future Project Updates will keep you informed as those times and limitations.

5. *Will I be without water during the project?*

There may be a few brief times (typically less than 4 hours) that water may be turned off to cut in the new water mains or replace valves. You will receive notice of those shut-downs.

Also, during water main construction, your property may be connected to a temporary water line during the duration of the water main work on your block. The temporary water line will be connected to your home at the outside faucet. This will provide your home with city water until the new mains are completed, tested, and back in operation.