



Public Works Committee

Prepared for: Hot Springs City Council

Prepared by: Public Works Committee Chair William Lukens

Members Present: Councilmembers: Bill Lukens, Hal Glanville, Malisa Niles; Mayor Bob Nelson; Public Works Engineer Tracy Bastian; Water Department Foreman Shawn Hylle

Members of the Public: From the Hot Springs Community Garden group: Kerry Pile; Darrian Warrow, Ann Girarde, and Tom Fisk; from the Hot Springs Master Gardeners: Joe Oltman, Cathryn Oltman, Keith Rabin and Karen Mestin

Date & Time of Meeting: March 26, 2024 1:00 p.m. – 2:27 p.m.

Report Number: 2024-04

DEPARTMENTAL SUMMARY

NEW BUSINESS ITEMS

Communications from the public: None

New Business

1. The Hot Springs Community Garden Board Members presented a proposal for creating and establishing a Children's Community Garden in Hot Springs located in the area between the Library and the Book Barn. The members request to the City was access and use of the area at no cost to the group as well as a water source and supply up to the boundary of the proposed Children's Community Garden. The Committee discussed the request as well as the specifics of the proposal presented. The proposal will be reviewed with the Library Board to determine if there are any conflicting uses or issues and a cost of providing water service to the location will be determined. If there are no conflicts with the Library Board and a water line can be provided with minimal and reasonable expense to the City, the Committee would support a motion to come before Council for approval.;
 2. Quotes were reviewed for work to be done on behalf of the Water Department for driveway repairs at 308 Meadowlark Drive and stair replacement in water tanks. The stair replacement is a 2024 non-discretionary budgeted expense and the Committee supports proceeding, however the Water Department budget will be reviewed to make sure it can support the other work before proceeding.
 3. The City Administrator is working on roof damage claims issues regarding the Library and Clubhouse roofs and Library gutters. Estimates for Library gutter replacement will be sought, as replacement for these were included in the 2023 claim, but they have not been replaced.
 4. Masonic Lodge requested an adjustment to the sewer portion of their bill associated with a January water leak. The water leaked into a dirt floor basement and did not enter the waste water system. The Committee recommends a credit of \$230.75 be applied to the account since the excess amount of water that passed through the meter did not enter the waste water system for processing.
 5. The Committee discussed the marking of parking spaces on River Street from Jennings to Albany. The City Administrator will generate a plan for review by the Committee and seek a contractor quote for comparison with the cost for the work if done in-house.
-

Departmental Summaries

STREETS / MAINTENANCE

- No update

WASTE WATER

- Continued maintenance improvements going on at the facility;
- Bi-annual Waste Water Treatment Facility inspection was completed in mid-March. Awaiting report, but no verbal concerns were communicated at the time of the inspection.

WATER

1. 16" water line fittings that are no longer needed will be put up for surplus. The 16" line in stock will be transferred to General Fund – Streets for use as culverts.

PUBLIC WORKS ENGINEER

1. Clubhouse work is progressing well.
2. Water system hydraulic study and model update has been completed. Report is expected in mid-April.

CODE ENFORCEMENT

- Code Enforcement Specialist have been re-engaged and the previous established list is being updated.
- Specific property concerns were discussed along with potential remedies.

30 DAY LOOK AHEAD

Streets / Maintenance:

- Free Dump Day preparation

Waste Water:

No special items planned

Water:

- Working on hydrant flow plan.
 - Road Reconstruction Project support
-

Public Works Engineer:

- Water System Hydraulic Model update is expected mid-April.

Code Enforcement:

- Update previous non-compliance list
 - Determine next steps associated with 1270 S. 6th Street
-

CITY OF HOT SPRINGS - PUBLIC WORKS COMMITTEE REPORT

PROJECTS

Active Projects

Listed below are projects that are being actively worked by City crews or contractors.

	Description	Participating Departments	Estimated Completion	Notes / Updated
1	Road Project Utilities	Streets / Water / Waste Water / Engineer	2024	Ongoing daily support (3/26/24)
2	Albany & 16th Storm water Sewer Study	Engineer / PW Chair	Complete study by April 2024	Conceptual study and rough cost estimate complete. Working on communication plan for stakeholders. (3/26/24)
3	Hail damage repairs	Engineer / City Administrator	2024	Waiting on estimates from all departments to Closeout 2023 claims. (3/26/24)
4	Wayfinding Signs	Public Works Committee	2024	Finalizing on the sign layout, color and location. ISG will be present in mid-April to finalize Plan. (3/26/24)
5	Clubhouse Retaining Wall & HVAC replacement	Engineer	5/1/24	Work in progress. Change order approved by Council for cost and schedule changes. Complete 5/1/24. New HVAC unit has been purchased. (3/26/24)
6	Code Enforcement: Nuisance Abatement	Development Coordinator / City Administrator	Ongoing	CES has local representative in Custer. CES Reviewing existing non-compliance list with Development Coordinator. CA working 1270 S. 6 th Street issue. (3/26/24)
7	Code Enforcement: Deterioration by Neglect	Development Coordinator	Ongoing	Item transferred to Historic Preservation Commission (3/26/24)
8	Address drainage issues at 307 S. 22nd Street	PW Engineer	2024	Site inspected 9/12/23. Estimated cost <\$5K. Added to small projects list. (3/26/24)
9	Historic Stair Repair/Replace	City Admin / PW Engineer	Work schedule TBD	KLJ selected. Contract approved by Council 3/4/24 (3/26/24). Grant application in 2024
10	Minnekahta Bridge Replacement	PW Engineer	2025 Project	Currently in design by Broze Engineering. Council updated on 11/6/23 by Broze. (3/26/24)
11	Water System Hydraulic Study	PW Engineer	2024	Study has been completed, model has been Updated. Will be reviewed with the City By mid-April. (3/26/24)

	Description	Participating Departments	Estimated Completion	Notes / Updated
12	S/M: Flood Wall Railing	City Admin / Historic Preservation Commission / Public Works Committee	2024-TBD	Proposal to use and modify existing railing from west side of flood wall. Estimate in process. Supplemental appropriation needed if work to be done in 2024. Railing from east side of river becoming available.(3/26/24)
13	Water/Engineer: Update Water Plan	Public Works Engineer / Water Department	2025 (promoted from 2026)	AE2S working on plan. Piping mods needed at Evans pump station to conduct flow tests before plan revision can be completed. Funding needs to be determined. (3/26/24)
14	City Administrator: Unlicensed plumber making unlicensed connections to City sewer system	City Administrator / Development Coordinator	February 2024	Plumber has been licensed. Item closed (3/26/24)
15	Hickory Street Drainage	Streets	May 2024	Install rip raps to control modified runoff path. Baskets purchased. (3/26/24)
16	Extend Sewer Line – Bald Eagle Drive	Contracted by WW	March 2024	Completed / billed 3/14/24

Inactive Projects

Listed below are projects that are on the City project/work list but are waiting for resources (staffing/funding/contract execution/weather, etc.) before work can begin or progress.

	Description	Reason	Estimated Restart Date	Notes / Updated
1	S/M: Valley View Drainage Improvements	Waiting on resources	2024	Mostly labor for current scope; minimal material purchase needed. Streets accumulating materials. (3/26/24)
2	S/M: Summit Road wall	Needs engineering evaluation and project	Not currently a priority	12/27/23
3	S/M: ADA N 6th & Jennings	Waiting on resources	2024	Proposed to include in package of contracted small paving projects.(3/26/24)
4	S/M: ADA access to sidewalk north end of Centennial Park	Waiting on resources	2024	Proposed to include in package of contracted small paving projects.(3/26/24)
5	S/M: ADA access between Brookside & Vision Source	Waiting on resources	2024	Proposed to include in package of contracted small paving projects.(3/26/24)
6	S/M: Irrigation around Depot	Waiting on resources	2024	Moved to Parks & Recreation (3/26/24)
7	S/M: Irrigation N. River along Centennial Park	Waiting on resources	2024	Moved to Parks & Recreation (3/26/24)
8	S/M: Irrigation across from Lynn's Dakotamart	Waiting on Road project.	2025	Moved to Parks & Recreation (3/26/24)
9	S/M: Sons of American Legion Flagpole at Centennial Park	Waiting on resources	2024	Moved to Parks & Recreation (3/26/24)
10	S/M: Major Seasonal Pavement Repairs	Estimate for 2024 work scope. This is a list only that needs to be re-evaluated and prioritized. Streets Superintendent to provide Committee with a prioritized listed based on maintenance costs and time spent by the department.	September 2024	<ul style="list-style-type: none"> Albany & 4th**; Elm & Summit;(S) NE portion of Centennial Park Parking Intersection of 6th St. & University Ave. Mueller Center Parking Lot (2/27/24) S. River from S. 6th to Brookside (S)

	Description	Reason	Estimated Restart Date	Notes / Updated
11	Replace sewer line at Baltimore between 16 th & 17 th	Waiting on resources	2024	Determine if this can be done in 2024 (12/27/23)
12	S/M: Fall River Flood Channel Cleanup	Waiting on input from others	2024	Define scope aligned with budget and USACE 2023 Report (12/27/23)
13	S/M: Flood wall maintenance & repair	Waiting on resources	2024	Define scope aligned with budget and USACE 2023 Report (12/27/23)
14	Water: Hydrant Flow Tests	Waiting on action plan and resources	2024	Water Dept. working on 2024 plan (3/26/24)
15	Parks: Chautauqua Steps need to be repaired	Waiting for resources	2024	Proposed to include in package of contracted small paving projects (3/26/24)
16	Replatting of easement between 905 S. 6 th and MCC parking lot	Awaiting action by City to contact property owner.	2024	905 S. 6 th owner willing to pay for plat to allow installation of fence between owner property and dump station. (2/27/24)
17	WWTF Odor Abatement	Waiting on plan and resources. Additional flow from Hermosa water seems to be helping some.	TBD	Assessing impact of additional flow from Hermosa. Determine if VA flow can be tied in. (2/27/24)
18	Handicap Parking at north side of Centennial Park	Waiting on resources	2024	Proposed to include in package of contracted small paving projects. (3/26/24)
19	S/M: Install retaining wall near Freedom Trail at Waterfall	Waiting on resources	2025	Design, scope and budget for 2025 (12/27/23)
20	Extend sidewalk on Waterfront at 345 S. River St	Waiting on resources	TBD	Assess need and feasibility. Potentially Include on package of contracted small paving projects.(3/26/23)
21	MCC Soccer Field Drain Pipe	Waiting on funding and design	TBD	
22	Albany & Chicago Alley Storm water Sewer upgrade.	Waiting on resources	TBD	Change order to Road Reconstruction Project for connection approved by Council 3/4/24 (3/26/24)
23	17 th Street resurfacing and utility replacement	Delayed due to cost increase more than grant amount.	TBD	Project listed here to keep Council informed. (3/26/24)

DEPARTMENTAL BUDGET SUMMARY

Description	YTD Budget	YTD Expenditure	Percent Expenditure
Highways, Streets & Roadways	\$702,833	\$61,324	8.73%
Snow Removal	\$181,925	\$15,912	8.75%
Street Lighting	\$99,000	\$7,416	7.49%
Street Cleaning	\$14,675	\$1,169	7.97%
Nuisance and Complaints	\$9,050	\$1,500	16.57%
Cemeteries	\$100,250	\$9,348	9.32%
Parks	\$195,435	\$10,700	5.47%
Water	\$1,026,767	\$141,758	13.81%
Wastewater	\$784,088	\$50,145	6.40%
Solid Waste	\$260,850	\$20,244	7.76%
Percent of Year			16.67%