



**BOLTON
& MENK**

Real People. Real Solutions.

7656 Design Road
Suite 200
Baxter, MN 56425-8676

Ph: (218) 825-0684
Fax: (218) 825-0685
Bolton-Menk.com

MEMORANDUM

Date: July 7, 2020
To: City of Baxter City Council/City of Baxter Utility Commission
From: Pete Lemke
Subject: 2021 Inglewood Drive Railway Crossing and Associated Roadway Improvements
City of Baxter
Municipal Project No.: 4121
BMI Project No. T42.120675

Background

On February 18, 2020, the City of Baxter selected Bolton & Menk to develop plans and implement the 2021 Inglewood Drive Railway Crossing and Associated Roadway Improvements (Inglewood Drive) project. The project is focused on the relocation of the Knollwood Drive traffic signal and railroad crossing to Inglewood Drive, pavement rehabilitation on Foley Road, public utility improvements, and an improved configuration for the Forthun Road and Isle Drive intersection. On June 2, 2020, the city motioned to push the project funding back another year due to traffic counts, COVID-19, TH 210 Corridor Study recommendations and others. The revised schedule is agency coordination, design, and final plans in late 2020-mid 2021 and construction in 2022. Bolton & Menk's role includes providing monthly update memorandums to the City Council, Utilities Commission, and staff.

Project Update as of June 30, 2020

Agency Coordination

On June 15, 2020 the City sent a memorandum to Kelvin Howieson at MnDOT District 3 requesting to delay project funding until 2022 and that he identifies funding for construction of this project in 2022. We received an email from Kelvin that the District LPP funds have been moved to 2022 and that he is still looking for a 2021 replacement project for the for the Federal Funds. Regardless of the timing on finding a replacement 2021 project for the Federal funds, Kelvin has assured the City that our funds will be maintained, secured and available for 2022.

Bolton & Menk received a final geotechnical report from Braun Intertec on June 12, 2020. This report observes the existing soils over the current proposed project footprint. Bran Intertec stated that full depth reclamation (FDR) for Foley Rd is recommended and has the capability to meet an ultimate 10-ton pavement design of which is the project's goal. No soil corrections will be needed during construction and contaminated soils were not observed in Braun's field exploration.

Bolton & Menk has survey completed for the current proposed project footprint except for the BNSF property portion. The BNSF right of entry permit for the original project topographic survey is pending. With the possibility of additional intersection alternatives at TH 210/Inglewood Drive location which

Name: Trevor Walter
Date: 7/7/2020
Page: 2

would utilize other areas of the BNSF property, a modification to the original permit may be necessary. The permit process has been put on hold until we have the onsite diagnostic meeting with BNSF.

Bolton & Menk received word that BNSF is beginning to allow business travel and meetings and they have told us they are working on scheduling a group on regional area onsite diagnostic meetings again including the one on Inglewood Drive. Bolton & Menk is working with BNSF to schedule the required diagnostic meeting (which is an on-site engineering review meeting), as soon as they are available.

No update on the MnDOT TH 210 Corridor Study.

Design

On hold. Again, all the work to date will remain useable and beneficial to the project regardless of timing.

Project Development

Formal letters were sent to the property owners that are adjacent to the current proposed construction footprint. This was completed the week of June 22. The letters were sent for informational purposes on the project being delayed along with a notice to property owners on potential assessments. The letter directed individuals to the city's assessment policy for review and understanding.

In association with the letter, a public website was created for those individuals that prefer online notifications and additional information. The letter included the project website url which is Inglewooddrive.com. This website will be used throughout the life of this project as a primary source of project related information.

In addition to the newsletter and the website we are preparing a letter as outreach communication to the property owners located within the boundary of CSAH 48, Foley Rd and Perch Lake boundary. We are planning to send these out by USPS during the week of June 29. This letter will provide project overview information and provide our justification for relocation of the railway crossing and traffic signal to Inglewood Drive. The letter will also identify the website location.

With the schedule and funding being delayed until 2022, the project team will be referring to this project following this update as "2022 Inglewood Drive Railway Crossing and Associated Roadway Improvements Project".

FINANCIAL IMPLICATION

See related memo on project communications, public Involvement, and Public Website change order.

As stated last month for the other project tasks, an amendment to the project scope and consultant budget is a possibility dependent on the influence from the TH 210 Corridor Study recommendations, geometric alternative selected, utility alternative selected, and extended project schedule.

STAFF RECOMMENDATIONS

Staff recommendation: Accept the 2021 Inglewood Drive Railway Crossing and Associated Roadway Improvements Project Monthly Update

Name: Trevor Walter

Date: 7/7/2020

Page: 3

COUNCIL ACTION REQUESTED

MOTION to: Accept the_2021 Inglewood Drive Railway Crossing and Associated Roadway Improvements Project Monthly Update