



**BOLTON  
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## MEMORANDUM

**Date:** August 5, 2020  
**To:** City of Baxter City Council/City of Baxter Utility Commission  
**From:** Pete Lemke  
**Subject:** 2022 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 moved to delay project funding in construction until 2022 due to difficulty in collecting traffic count data, 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. The project team has now referred the project name as “2022 Inglewood Drive Railway Crossing and Associated Roadway Improvements Project”. Bolton & Menk’s role includes providing monthly update memorandums to the City Council, Utilities Commission, and staff.

### Project Update as of July 27, 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 official confirmation from Kelvin that the Trunk Highway funding of \$1.1 million was moved to 2022. For the federal funds, they will be moved over the next two years. \$162,220 will be received in 2022 and the remaining funds in the amount of \$441,680 will be available in 2023. For the 2023 federal money, it will be available in late October or early November 2022.

With this news of money being received and distributed over a longer duration, it gives the project team some options on scheduling and construction timeframes. Determining the total influence of these funding changes will be vetted out through the preliminary process of determining the extents of the project. Any changes or decisions will be immediately shared with the Utilities Commission and City Council.

BNSF, Benesch, Bolton and Menk and the project team were able to schedule the required on-site diagnostic meeting per the railroad coordination. This meeting will evaluate the proposed location of

Name: Trevor Walter  
Date: 8/4/2020  
Page: 2

the railroad crossing for Inglewood Drive, provide comments between potential designs of the crossing, determine signal and crossing equipment needs, analyze the removal of the Knollwood crossing and provide the next steps to getting BNSF on-site to start the placement of the new crossing. The date and time for this meeting is **August 6, 2020 from 9am-10:30am**. The meeting will likely start at the existing Knollwood Drive crossing and move to the proposed crossing of Inglewood Drive.

Prior to this on-site meeting, the involved agencies have agreed to have a video conference call on **July 30, 2020, 10am-11:30am**, which will involve going over the proposed concept designs to date. This will provide insight and information to BNSF and Benesch on what the project team is evaluating prior to meeting on-site.

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

The letter providing outreach and communication to the property owners located within the boundary of CSAH 48, Foley Rd and Perch Lake boundary has been delayed to Mid-August. Unlike the letter sent in early June to the adjacent project properties, this letter won't include assessment discussion and will focus more on providing project overview information while presenting our justification for relocation of the railway crossing and traffic signal to Inglewood Drive. The letter will also identify the website location.

The public website has been updated based on feedback on content and formatting. The project website url remains as [Inglewooddrive.com](http://Inglewooddrive.com) and will be used throughout the life of this project as a primary source of project related information.

### **FINANCIAL IMPLICATION**

None; See related amendment request for public communication and engagement, public meetings, engagement tools, and public website change order request.

As stated in the past few updates following the decision to delay the project, an amendment to the project scope and consultant budget is still 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\_2022 Inglewood Drive Railway Crossing and Associated Roadway Improvements Project Monthly Update

### **COUNCIL ACTION REQUESTED**

**MOTION** to: Accept the\_2022 Inglewood Drive Railway Crossing and Associated Roadway Improvements Project Monthly Update