



Memorandum

To: David Chanski, City Administrator
City of Breezy Point

From: Paul Sandy, PE, Project Manager
WSB and Associates

Date: June 5, 2023

Re: Buschmann Road and Ranchette Drive Reconstruction Project
Project Update
WSB Project No. 022038-000

The project team appreciates this opportunity to provide this project update to the City Council. As we have moved through the winter and spring months, the project team has been working through data collection and public engagement materials to be prepared to move into preliminary design starting early in June. Below is a listing of each specific task and what progress has been made in each task to date, along with planned activities in the next month.

Work Completed and Planned Activities

- Task 1 – Existing Data Collection – City staff and the WSB project met to collect existing studies and documents from City Hall and compiled an existing conditions memorandum that was delivered to the City on February 27. This memo is a compilation of the data collected in the reconnaissance performed at City Hall along with any other studies or information that we could gather.

As a part of this task, a quality management plan was generated and submitted to City staff on March 13th. The quality management plan is a document that references WSB's commitment to quality and outlines how deliverables are reviewed internally and whom from WSB is responsible. The QMP documents how each deliverable goes through a thorough review process before finalizing as a deliverable sent to the City.

- Task 2 – Topographic Survey – The field topographic survey has been completed. A Gopher State One-Call (GSOC) locate ticket was ordered the week of 5/29 to have private utility companies locate their existing private utilities within the public right of way. This data will be collected by field survey staff and incorporated into the base map with the topographic survey.
- Task 3 – Existing Right of Way Determination – Title reports were ordered and subsequently received by WSB to begin review and piece together the existing right of way based on the reports. Field work (looking for existing monumentation, irons, and pins) was completed during topographic survey. This task will be completed around mid-June, and the existing right of way will be placed within the base map file prior to preliminary design. The existing right of way boundaries will be used to estimate right of way impacts or easement needs based on the preferred alternative design.

- Task 4 – Environmental Reconnaissance and Wetland Delineation – The wetland delineation report prepared as a part of the Cooperative Community Enhancement Project was sent to the LGU (Local Government Unit) to ensure that the report was previously submitted, and that the report wetland boundaries and wetland type received TEP (Technical Advisory Panel) concurrence. It was confirmed that the report was submitted and received concurrence on boundary and type. Wetland boundary lines will be requested from Bolton and Menk in AutoCAD format to be included in the preliminary design drawings to estimate impacts to resources and potential permitting needs.
- Task 5 – Geotechnical Exploration – Soil borings were performed at 29 separate locations on site, and subsequently, a draft geotechnical report was prepared based on the findings. Once review is complete, the final report will be sent to City staff for review. The findings from the report will cover procedures utilized to collect and analyze the materials, exploration results including site geology, groundwater conditions, and subsurface soil conditions, a thorough engineering analysis including recommendations for backfill and fill compaction, subgrade preparation, pavement sections for roadways (10-ton design) and trails, other construction considerations, and construction safety information.
- Task 6 – Preliminary Design, Preferred Geometric Layout, and Preliminary Right of Way Impacts – This task has started, and WSB design staff have begun to generate existing alignments and review design criteria to produce alternatives for the City to review. Based on the findings from the Cooperative Community Enhancement Project, the local design standard will be utilized as one option, in which includes 12-foot through driving lanes with 4-foot shoulders for multimodal traffic. In subsequent iterations, and based on Council, Staff, and public feedback, modifications to the design typical can be made based on preference (i.e., narrower lanes to help control speed).

The WSB is also preparing an alternative typical section in which includes a narrower roadway consisting of a 26' – 28' foot top (two 12-foot driving lanes and 1-2' paved shoulders) and a separated multimodal 10-foot-wide trail.

Alternatives for the Buschmann/Ranchette intersection will be explored throughout the alternatives analysis process. The preferred alternative from the Cooperative Community Enhancement Project will be modeled and impacts identified to ensure the selected alternative is the best moving forward. Any modifications needed to reduce impacts will be discussed with the City before implementation to ensure it is the right solution moving forward into final design.

The two Buschmann Road alternatives and the intersection of Ranchette Drive alternatives will be compared for impacts and cost implications. The impacts will be presented at public engagement meetings to solicit feedback of the proposed alternatives. After feedback is solicited, revisions to the layouts and typical sections will be made based on guidance and feedback from the public, Council, and Staff.

- Task 7 – Utility Coordination – Throughout preliminary design, coordination with private utilities along the corridor will take place. Based on the outcomes of preliminary design, a utility meeting will be held with impacted utilities to get the project on their radar moving forward for any possible conflicts or relocations that will be necessary for construction.

- Task 8 – Public Engagement – WSB staff have been working closely with City staff to create the public engagement plan, create and update a project stakeholder list, and launch a project website.

The public engagement plan for the project has been completed and submitted to the City for review. A project stakeholder list has been created, and WSB is currently working on collecting contact information for the list so that we are reaching the right audience with our public engagement activities. The project website was launched on 5/22. The link to the website is below. The website includes project information, schedule, and an interactive map that the public can utilize in placing pins and comments on the interactive map. The website also includes contact information for the project manager to allow for direct correspondence with the project team.

<https://buschmannrd-ranchettedr-wsbeng.hub.arcgis.com/>

We welcome the Council, Staff, and public to visit the above website and interacting with the project team by placing project concerns or items on interest on the interactive map or within the last page where you can leave general contact information. If you would like a call back, please leave your contact information on the Give Feedback page.

The first public engagement open house for the project is scheduled for July 26th, 2023, at City Hall from 6:00 PM – 8:00 PM. The public will be able to view the progress made on preliminary design, proposed alternative typical sections, potential impacts, and other information. There won't be any formal presentation at the meeting, rather stations in which the project team will be available to answer questions related to the project.

- Task 9 – Preliminary Cost Estimate – Once the preferred alignment, intersection alternatives, and final typical section is selected and modeled, WSB will prepare a preliminary cost estimate to help the City review future financial obligations that will come from the reconstruction of Buschmann Road and Ranchette Drive.

WSB will be consistently engaged with City Staff throughout the months of June and July as we prepare for the first public open house. If there are any issues or topics that the Council would like to discuss with the project team, please feel free to reach out to the Project Manager, Paul Sandy, at 320.630.4657 or psandy@wsbeng.com.