

TO: David Chanski, City Administrator/Clerk
FROM: Daniel Eick, Assistant City Administrator
RE: Buschmann Roadway Public Outreach Update
DATE: May 22, 2023



Summary

During the Regular Council Meeting held on Monday, December 5, 2022, the City Council approved phase one of a contract with WSB for engineering and design services along the Buschmann Roadway corridor. A portion of that contract is dedicated to outreach and community engagement. A brief update on the status of the City's outreach planning is provided below.

Buschmann Roadway Outreach Update

WSB has been working with the Assistant City Administrator to develop and manage the contractually proposed project website and related communications material. The project website is available at the following link:

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

Staff has also been coordinating with WSB to plan and develop material for a project open house. The meeting is tentatively scheduled for Wednesday, July 26, from 6:00 PM to 8:00 PM at City Hall. The open house will be interactive to better solicit comments from the public on WSB's proposed initial design and engineering. A timeline is provided below outlining important date projections:

- On Wednesday, June 7, 2023 the Project Website will "go live" and the City's initial social media advertising will begin. Public comments will be taken on the project website and staff will push to general communication channels.
- On Monday, June 12, 2023 Staff will link WSB's Project Website to our new website. Additionally, the Assistant City Administrator is developing a "Projects Master Page" on the new website. This page will serve as a historical record of current and past projects undertaken by the City.
- On Monday, June 26, 2023 a mailer inviting residents and community members to the July Open House will be sent. A recommended contact list with relevant addresses will be developed and provided by WSB ahead of the mailer.
- On Wednesday, July 26, 2023 WSB and City staff will host a Public Open House for the Buschmann Roadway Corridor Project. The open house will be held from 6:00 PM to 8:00 PM. WSB hopes to use the forum to encourage conversation and public comment from community members.

Council Action

Staff is seeking input from Council on the project website and above proposed timeline. No official action is required at this time.