

**Breezy Point City Council**  
**April 24, 2024 – 6:00 pm**  
**City Council Workshop Minutes**

A workshop of the Breezy Point City Council began at 6:00. Councilmembers present were Rebecca Ball, Steve Jensen, Brad Scott, and Mayor Angel Zierden. Councilmember Moroni arrived at 6:07 and apologize for his late arrival. Staff present included City Administrator David Chanski, Assistant City Administrator Daniel Eick, Public Works Supervisor Joe Zierden, and Police Chief Brian Sandell. Nick Peterson and Dave Reese representing Widseth and Paul Sandy representing WSB were also present.

Buschmann Road Update

Paul Sandy with WSB gave the City Council an update on the Buschmann Road project. WSB is still working on Phase 2.A (right-of-way acquisition). The parameters of the needed ROW has been finalized, and WSB's ROW acquisition team is in the process of finalizing individual easement exhibits for each property. Those exhibits and engagement letters should be sent to property owners in the next month-and-a-half. Mr. Sandy stated that estimated ROW acquisition budget of roughly \$100,000 has not changed.

Following his update, Mr. Sandy asked the Council if they would like to move into Phase 2.B (final design and construction document development). He stated that they need at least 4 months to complete final design but prefer 5 to 6 months. In order for the City to be able to go out for bid in December 2024/January 2025, which is the prime bidding window for street projects, the City will ideally need to give WSB the go-ahead no later than August.

Councilmember Scott stated that he does not believe that the City can moved forward with final design when ROW acquisition isn't complete, so construction in 2025 may be a push. Councilmember Jensen agreed that the City needs to make further progress with ROW acquisition before commencing final design.

Councilmember Moroni asked Mr. Sandy if ROW acquisition could affect final design in any way. Mr. Sandy stated that he does not foresee the final design of Buschmann Road being affected by ROW acquisition in any way.

Councilmember Ball asked how far along in the ROW acquisition process would WSB be come July. Mr. Sandy said that they should be quite far along by then and may even have some acquisition agreements before the City Council for approval.

Mayor Zierden stated that Buschmann Road needs to be done, so the project should not be delayed. Councilmember Jensen stated that the decision on final design can still wait until July. Councilmember Ball agreed, stating that it would be nice to give residents time before making a decision.

Ultimately, the City Council had consensus to continue with the ROW acquisition process and revisit final design in July.

## Streets CIP

City Administrator Chanski spoke to the revised Streets CIP RFP document and shared that the 10-year Streets CIP for the City of Brainerd and streets information from the City of Nisswa have also been included in the packet for reference. Lake Shore City Engineer Dave Reese also presented Lake Shore's new streets CIP that was developed by Widseth.

Councilmember Jensen asked Public Works Supervisor Joe Zierden's opinion on the proposed streets CIP. Public Works Supervisor Zierden stated that he is concerned about the condition of the roads paved in the early 2000s, which are starting to become due for repaving. He stated that a plan would allow the City to spread projects out instead of incurring large costs in a short period of time.

Mayor Zierden asked about the unpaved roads and the process for improving them. Public Works Supervisor Zierden spoke to the current petition process that requires 75% of the adjacent property owners to agree to have a road improved.

Councilmember Scott stated that, from what he has heard, the paved roads are should be a priority and maybe the gravel roads be excluded from the CIP at this time. The Council further discussed whether to include gravel roads as part of the CIP, and, ultimately, had consensus to include them as part of the RFP as an optional add-on that they can select at the time proposals are submitted.

The Council briefly discussed the financing of road improvement project, but City Administrator Chanski shared that, without a CIP and budget estimates, discussing financing is a fruitless endeavor.

The Council also discussed whether to include analysis of the City's sewer system (not the Sewer Plant but the sewer lines) as part of the CIP. The Council had consensus to keep it as part of the RFP as an optional add-on.

Another item that came up during discussion was the idea of reconstituting a streets committee. The City previously had a road committee that was a subcommittee of the City Council but has been abolished. Councilmembers shared interest in further discussing a new streets committee made up of residents similar to that of the City of Lake Shore.

After discussion concluded, Administrator Chanski confirmed that the Streets CIP RFP will be on the May 6 City Council meeting agenda for formal approval with the change of moving gravel streets to an optional add-on.

The workshop was adjourned at 7:47pm.

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David Chanski, City Administrator/Clerk