

BAXTER CITY COUNCIL MINUTES
Work Session
January 15, 2019

Mayor Darrel Olson called the Work Session to order at 5:45 p.m.

Council Members Present: Mayor Darrel Olson, and Council Members Connie Lyscio, Zach Tabatt, Todd Holman, and Mark Cross

Council Members Absent: None

Staff Present: City Administrator Brad Chapulis, Finance Director Jeremy Vacinek, Community Development Director Josh Doty, Police Chief Jim Exsted, Public Works Director Trevor Walter, and Assistant City Administrator Kelly Steele

Amending the 2019 Mill & Overlay and Full Depth Improvements Project Feasibility Report

Aric Welch, WSN, explained the feasibility report has been amended. Based on input received from affected property owners and concerns with the estimated assessments for the Greenwood Road stormwater improvements presented at the improvement hearing, it was determined the stormwater assessments for the Greenwood Road area needed to be reviewed. Stormwater assessments presented at the improvement hearing were estimated to be \$21,415 per acre. Estimated assessments for individual properties ranged from \$680 to \$39,744. At least one property owner owns multiple properties in the project area resulting in a total estimated stormwater assessment of \$87,842.

After reviewing these concerns with city staff, it is recommended the feasibility report be revised based on the findings. There are seven additional parcels that contribute stormwater runoff to the drainage area that were not identified and included in the original report. Additional project costs from the Cypress Drive project have been identified that were not included in the original report. A change in assessment methodology for the Greenwood Road stormwater project has been recommended by city staff.

The contributing drainage areas of the seven additional parcels have now been included in the assessment rate calculation and are proposed to receive a stormwater assessment. The stormwater assessment for the Vitale property is proposed to be credited by the City in accordance with the agreement for the drainage easement along the south side of the property. The cost of the credited assessment will be picked up by the City.

The original report estimated the Greenwood Road stormwater project cost at \$155,165. In preparation for the improvement hearing, city staff identified an additional \$69,829.08 in project costs associated with required stormwater improvements on the Cypress Drive project and the proposed drainage ditch located on the Vitale property. As a result, the total project cost presented at the improvement hearing was \$224,990. During a recent review of the project, it was determined the cost of the easement across the Vitale property should also be included in the

total stormwater project cost. The cost of the easement was \$29,344.92 which increases the estimated stormwater project cost to \$254,335.

In the original report and information presented at the improvement hearing, 100% of the stormwater project costs were proposed to be assessed on a per acre basis based on contributing drainage area. Stormwater assessments for projects of this type would typically be calculated in accordance with the Assessment Policy for Public Imitated Improvements. In this case, the policy does not provide specific guidance for a regional stormwater improvement project of this type. The city would typically contribute 40% of the project cost if associated with new utility and street reconstruction project or when the city determines there is a citywide benefit to the project. After further review, it was determined there is a citywide benefit and the city will contribute 40% based on run off from the public right-of-way contributes to the problem and a majority of properties located in the drainage basin were developed with limited stormwater facilities prior to the current 100-year stormwater storage/treatment requirements.

The proposed revisions only affect assessments associated with the Greenwood Road stormwater project and do not affect any other project areas or improvements. Based on the recommended revisions, stormwater assessments are estimated to be \$10,073 per acre rather than \$21,415 as presented at the improvement hearing. The revised total project cost is \$2,348,635. City costs are now estimated to be \$676,695 or 28.8% of the total project cost and assessed costs are estimated to be \$1,671,940 or 71.2% of the total project cost.

City staff has reviewed the revisions with the bond attorney. Based on that review, the city is not required to re-hold the improvement hearing. As a courtesy, it is recommended the city send the affected property owners a letter indicating the city will review the Greenwood Road stormwater portion of the project at the February 5 council meeting and the public can provide comment. Upon completion of the public comments, the council can consider ordering the improvement. At the same meeting the council can order the preparation of plans and specifications.

The council consensus was to pull the item from the regular agenda for further discussion and staff direction.

State Highway 371 Bike and Pedestrian Bridge and Crossing Study and City-Wide Bike and Pedestrian Policy

Community Development Director Doty explained the City has contracted with SRF and Toole Design for the completion of the State Highway 371 bike and pedestrian bridge and crossing study and development of a city-wide bike and pedestrian policy. Craig Vaughn, lead consultant with SRF, Emily Gross with SRF, and Shaun Murphy-Lopez with Toole Design presented to the council.

Mr. Murphy-Lopez updated the council on the development of a city-wide bike and pedestrian policy, including results from the focus group meeting. The purpose of the policy is to determine locations for bicycle and pedestrian facilities, inform future road construction projects, and create a network for people of all ages and abilities. The focus group considered separated bicycle lanes, shared use paths, and buffered bicycle lanes. Existing trails will be reviewed for missing links to make a complete connection. Mr. Murphy-Lopez will provide the city with cross

sections for up to ten locations and will present two additional times to the council. The results of the focus group indicated the group found shared use path through a park and buffered bike lanes favorable, painted bike lanes and shoulder lanes on a not busy road as okay, shoulder lanes on a busy road and shared lane marking as not preferred. The focus group identified, on a map of current trails segments, where there are missing bike and pedestrian connections and highway crossings. The next steps of the project are to finalize locations for bicycle and pedestrian facilities, draft cross sections, create educational materials on facility types, and draft text to accompany map, cross sections, and facility types.

Ms. Gross explained the purpose of the crossing study is to identify bike and pedestrian crossing improvements along Highway 371, at the signals, as well as potential opportunities to construct a grade separated crossing within the study area. The crossing study area was identified as locations along Highway 371. Data collection counts were collected on Thursday, August 14, 2018 and Saturday, August 16, 2018 at Woida Road, Clearwater Road, and Excelsior Road. The finding of the data collection found the Highway 371 intersection of Excelsior Road to have the most pedestrians and bikers. The focus group was asked to identify issues for crossing, identify locations for crossing, and best practice crossing locations. At grade improvements were reviewed at Woida Road and Excelsior Road. A grade separated crossing reviewed feasible locations between Woida Road and Excelsior Road. When determining the ideal location for a grade separated crossing, several factors should be considered, such as, cost, bike/pedestrian usage, local/regional connectivity, and long-term planning. After reviewing the factors, a crossing between Woida Road and Excelsior Road was identified as the most ideal location. Next steps are to confirm crossing locations to focus on, identify improvement options/funding sources, and focus group meeting.

The council discussed the design should go across TH 371 and both frontage roads and to consider street lighting. Staff is reviewing intersections for consideration of completing the cross sections.

Mayor Olson adjourned the work session at 6:50 p.m.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator