

BAXTER CITY COUNCIL MINUTES
Work Session
February 5, 2019

Mayor Darrel Olson called the Work Session to order at 6:30 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, Community Development Director Josh Doty, Police Chief Jim Exsted, Public Works Director Trevor Walter, and Assistant City Administrator Kelly Steele

2019 Mill & Overlay and FDR Improvements Project: Bike and pedestrian trail adjacent to TH 371 from Excelsior Road to TH 210 and residential assessments for Greenwood Road and Basswood Road

Aric Welch, WSN, explained there are numerous underground utilities located in the west right-of-way line of TH 371. Locating the trail adjacent to the right-of-way would place the trail directly over the top of existing utility lines. It has always been past practice to minimize the number of utility lines located under the roadway trails, especially for new construction. Since the trail is proposed to be located in the MnDOT right-of-way, the City would have no leverage to force the utility companies to relocate and any relocation costs would need to be borne by the City.

This leaves the City with a couple of options; place the trail close to TH 371 or move the trail outside of the MnDOT right-of-way. Based on preliminary discussions with MnDOT, the trail can be placed anywhere in the ditch provided it is outside of the clear zone and any drainage issues caused by the trail are addressed. The clear zone on TH 371 along this area is 30'. This means the edge or beginning of the trail needs to be located a minimum of 30' from the edge of the traveled lane on TH 371. This requirement places the trail near the bottom of the existing ditch which will likely create drainage issues for the roadway and trail. For instance, it will be difficult to maintain drainage along TH 371 without running surface water drainage over the trail.

The second option is to run the trail outside of the existing TH 371 right-of-way north of Fairview Road. The trail could be placed next to the right-of-way on an easement or the trail could be completed at a later date as a requirement for the development of the Fruth property.

Final plans and specifications for this project will be presented for council approval at the February 19, 2019 council meeting.

After discussion, the council consensus was to support locating the trail adjacent to TH 371.

Mr. Welch explained the next item is the assessment concern for the Basswood Road and Greenwood Road FDR. The current estimated assessment for FDR improvements in this project area is \$7,706 per lot.

In the summer of 2017, property owners received notice from the city indicating the city is considering street improvements in their neighborhood during the 2019 construction season. The letter outlined estimated assessments and payment information for a mill and overlay project based on the roadway condition rating and pavement management plan updated in 2016. The letter did not include the estimated cost of an FDR project.

During the development of the feasibility report in 2018, it was determined the roadways had deteriorated to where a mill and overlay was no longer cost effective and FDR was recommended. This is consistent with past projects such as Flintwood Drive.

Estimated assessments for similar projects proposed in 2019 are considerably lower than the \$7,706 assessment proposed on Greenwood Road and Basswood Road. The estimated assessment for residential FDR improvements on Memorywood Drive is \$6,228 per lot. All estimated assessments were calculated using procedures outlined in the assessment policy and similar cost estimating methodology. The elevated estimated assessments for Greenwood Road and Basswood Road and likely due to Greenwood Road is being widened from 24' to the standard width of 26', additional bituminous required for the cul-de-sac on Basswood Road, and the smaller project area and limited number of assessable lots.

Mr. Welch presented three options for the council to consider. Option one is revert to a mill and overlay assessment based on the notice that was provided in 2017. This would result in approximately \$73,255 in additional city costs. Option two is to combine similar project area and types together. Combining this project with the Memorywood Drive project would result in an estimated assessment of \$6,408. This would lower the Greenwood Road and Basswood Road area assessment by approximately \$1,300 while raising the Memorywood Drive area assessment by approximately \$180. The third option is set a rate based on a similar project with the remaining costs picked up by the city. For instance, the city could set a rate of \$6,228 per lot, the same rate as Memorywood Drive. This would result in an additional \$28,073 in estimated city costs with no impact to assessments on Memorywood Drive.

The resolution ordering the assessment hearing is scheduled to be considered at the March 19, 2019 council meeting.

The council consensus was to support the third option.

MOTION by Council Member Lyscio, seconded by Council Member Holman to adjourn the work session at 6:50 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator