

BAXTER CITY COUNCIL MINUTES
Informational Work Session
February 13, 2014

The City Council Informational Work Session for the purposes of discussing the Capital Improvement Plan was called to order at 5:30 p.m. by Mayor Darrel Olson.

COUNCIL MEMBERS PRESENT: Council Members Jim Klein, Mark Cross, Todd Holman, Rob Moser, and Mayor Darrel Olson.

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: City Administrator Gordon Heitke, Public Works Director/City Engineer Trevor Walter, Assistant City Administrator/City Clerk Kelly Steele, Finance Director Jeremy Vacinek, and GIS/IT Director Todd DeBoer.

Capital Improvement Plan (CIP)

Mr. Vacinek reviewed various street improvement projects, the estimated year the project will be completed, the estimated total project costs, and proposed funding sources. The proposed assessment methodology for street improvements and utility with street improvements that was incorporated into the CIP was also discussed. The street projects were identified based upon the Pavement Management Plan prepared by Bolton & Menk. The importance of securing a sales tax extension to fund improvements was discussed. Council considered improving Universal and Golf Course Drive to urban street standards. Council affirmed staff is on the right path with the development of the Capital Improvement Plan.

Mr. DeBoer reviewed three City Hall improvement projects. The projects consisted of audio/visual equipment upgrades in the Council Chambers, furniture and general construction in the Council Chambers and conference room, and an access control system for City Hall and the Public Works facility. Council asked staff to review project funding.

Mayor Olson closed the information work session at 8:14 p.m.

Approved by:

Respectfully submitted,

Darrel L. Olson
Mayor

Kelly Steele
Assistant City Administrator/Clerk