

**BAXTER CITY COUNCIL MINUTES**  
**Work Session**  
**June 6, 2017**

Mayor Darrel Olson called the Work Session to order at 6:30 p.m.

COUNCIL MEMBERS PRESENT: Mayor Darrel Olson, Council Members Todd Holman, Steve Barrows and Mark Cross.

COUNCIL MEMBERS ABSENT: Council Members Quinn Nystrom

STAFF PRESENT: City Administrator Bradley Chapulis, Community Development Director Josh Doty, Police Chief Jim Exsted, Assistant City Administrator Kelly Steele, Public Works Director Trevor Walter, and Finance Director Jeremy Vacinek.

**2018 CYPRESS DRIVE IMPROVEMENTS PROJECT – PHASED PROJECT APPROACH**

Scott Hedlund, project engineer of SEH, recommended dividing the construction of the Cypress Drive improvement project into smaller segments to be constructed over two construction seasons. The north segment would be constructed in 2018 and south of Industrial Park Road constructed in 2019. Due to federal requirements, construction cannot commence until June 2018. Mr. Hedlund further recommended separating the Fairview Road and trail segment from the main project into a separate project. The project segment of providing sanitary sewer and water service to the Alano building could be separate and completed yet this year with the approval of an assessment agreement. The Arbor Glen trail connection project could also be separated and completed yet this year with 100% of project costs assessed to the property owner. On the regular agenda, the council would be asked to consider ordering four feasibility reports for the Fairview, Alano, Arbor Glen, and Cypress Drive improvements projects.

Council Member Holman inquired if the Fairview Road and trail project could be completed in 2019 to alleviate further disturbances around Super One Foods. Because the Arbor Glen project can be completed now, the council discussed including the project in the 2018 segment. The connection of Cypress to the north to Woida and to the south to CSAH 48 should be considered by staff to incorporate into the third year of the plan. Once the Cypress connection is made, the traffic level will support the additional connections and there will be the expectation for the connection.

The consensus of the council was to support the recommended phasing approach.

**ADJOURNMENT**

**MOTION** by Council Member Barrows, seconded by Council Member Olson to adjourn to the regular council meeting at 6:50 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

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Darrel Olson  
Mayor

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Kelly Steele  
Assistant City Administrator