
MEETING MINUTES

IMPACT FEE ADVISORY COMMITTEE

July 26, 2018

Jack Reidy Conference Room – 140 W. Pine St., Missoula, MT 59802

Members Present: Nick Kaufman, Jerry Ford, Bruce Bender, Hank Trotter, Jim Galipeau, Adam Pummell

Members Absent: John Freer (chair), Derek Goldman, Maria Chesnut

Staff Present: Kelly Elam, Leigh Griffing, Dale Bickell, Mike Haynes, Steve Johnson, Ryan Applegate, Kevin Slovarp, Scott Paasch

Administrative Business:

A. Minutes to approve dated: [October 26, 2017](#)
The minutes were approved as submitted.

B. Public Comments
None

C. Financial Update – Leigh Griffing/Dale Bickell
Leigh discussed the details for the 2018 yearend financial statements. She will give more financial input at the October meeting after the FY19 budget is finalized.

Dale said there were process changes for the FY19 budget, and he explained how it is working. There will be discussion on new projects at the October 2018 meeting.

I. Current Project Updates:

a. [South Ave.](#) – Kevin Slovarp

The scope of work is in the finalizing stage and the design work will begin soon. Phase 1 infrastructure project will go out for bid, and the project will begin in the fall early winter. Phase 2 and 3 will start every two years. They are working on a grant to help finance the curb, sidewalk and gutter portion of the project.

b. [Higgins Ave. Bridge](#) – Kevin Slovarp

There was a series of public and stake holder meetings to define concepts for the bridge work and staff received a lot of feedback. The City signed an agreement with MDT to widen the deck on both sides of the road for bicycle and pedestrian access. The project is on schedule and the contractor will work through the winter on the rehab part of the bridge, and the project should be finished one year from the time they start.

c. [Mullan & George Elmer Dr. Intersection Signal](#) – Kevin Slovarp

The City is under contract with MDT to construct the traffic signal at the intersection. The estimate in the CIP is a ten year old estimate, so the cost is going to be more. This area has more than one development, so a traffic signal is necessary. When the developments are complete, the City will have an engineer design a traffic signal to be installed. He anticipates this will happen next year.

d. [Cregg Lane](#) – Kevin Slovarp

This project is close to going out for bid. Kevin clarified on the improvement areas that have been completed. This part of the project is from Orange St. to Hickory St., and construction will begin this fall. The McCormick to Orange St. project will take about two years to complete.

e. [Van Buren Phase 3](#) – Kevin Slovarp

The project is currently under construction, and the City's projected cost estimate was higher than the actual bid, so there was some extra funding. There is a new 10 ft. wide sidewalk for bicycle and pedestrian use from Jackson St. to Missoula Ave. The reason is that there was a path way that went

through someone's yard, but was never a city trail, and when a house was built there, the access stopped. The City thought it would be best to add the trail. Phase 3 will be finished by the end of this week and is ahead of schedule.

f. [Stephens/Beckwith curb/sidewalk relocation](#) – Kevin Slovarp

The curb is currently being moved to provide bicycle paths. Staff requested \$15,000 for this project from the IFAC. It turns out WGM Group and Knife River added this part of the project into their bid and Knife River was awarded the project, so the funds requested will not be needed.

g. [Community Center](#) – Ryan Applegate

Part of the McCormick Park impact fees will go to build a community center at Currents. The project is currently in progress and an engineer will be needed soon to create the design.

h. [Fort Missoula Regional Park](#) – Ryan Applegate

The Grand Opening is tonight from 6 pm to 9 pm. The ribbon cutting is at 6:30 pm and there will be food and concessions. There is about \$30,000 of impact fees left and the funds will go towards closing out this big project and cover any expenses to conclude the water rights process.

i. [MRL Park on Johnson](#) – Ryan Applegate

This is a MRA project and is currently under construction. The impact fees was used to do soil remediation and cleanup with NewFields and the funds have been exhausted.

j. [Syringa](#) – Ryan Applegate

A construction firm has been awarded for both Syringa Park and Bellview Park, and construction will begin this fall. There is \$40,000 allotted for Syringa and \$12,000 for the Bellview Parks.

k. [Jeffrey Park](#) – Ryan Applegate

This park was a gift from Lloyd Twite Partnership and the green up part is almost finished. The funds that is left over will go towards park furnishings and greenery.

l. [Bellview Park](#) – Ryan Applegate

See Syringa Park update.

m. [Police Evidence Facility](#) – Dale Bickell

The Catlin St. facility has been completed and police personnel is moved in and operations are going well. The extra space at City Hall helps the other half of the department.

n. [Fire Dept. EMS Aid Car](#) – Dale Bickell/Jason Diehl

The vehicle will be in service in a couple of weeks.

Request for Proposal Update:

a. [Request for Proposal \(RFP\) Impact Fee and Funding Criteria](#) – Steve Johnson

TichlerBise will be visiting the City next week to gather more information about transportation issues that were presented in conference call earlier this month, and they requested a brief meeting with administration. The study is almost ready, and they will make their presentation to the Impact Fee Advisory Committee, maybe for the October meeting but if not, another IFAC meeting will be scheduled.

The next IFAC meeting is scheduled October 25, 2018.

Adjournment:

The meeting was adjourned at 3:50 PM.

Respectfully submitted,

Kelly Elam
City Clerk Office

For a verbatim recording of this meeting, please contact Regina Swensen (406) 552-6110