
MEETING MINUTES

IMPACT FEE ADVISORY COMMITTEE

January 24, 2019

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

Members Present: Nick Kaufman, Jerry Ford, Bruce Bender, Hank Trotter, Maria Chestnut, Jim Galipeau, Adam Pummell, John Freer (chair)

Members Absent:, Derek Goldman

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

Administrative Business:

- A. Minutes to approve dated: October 25, 2018
Adam made the motion to approve the minutes. The minutes were approved as submitted. Jim seconds the motion. Correct the spelling.
- B. Public Comments
None
- C. Financial Update – Scott Paasch
Leigh Griffing handed off to Scott Paasch to steer the meeting. Scott showed the 2018 year-end fund balance, revenue adoptions, and the requested amount for IFAC and proposed ending fund balance if all projects take place. Went through Audited FY18 balance and allocations and explained that the allocations are estimated based on historic rates.

Dale commented that community service was used up when police facility was built. City just finished SNAP (space needs assessment project) which helped defined the problems and deficiencies by department and as the city goes into a master plan phase, the committee will see projects to help solve those deficiencies.
- D. Approval of the agenda
Nick Kaufman requests we move Dragon Hollow agenda item to item #3. Adam moves the motion. Bruce Bender seconds. Motion approved.

I. Current Project Updates:

- a. South Ave. – Kevin Slovarp
Kevin Slovarp shares that the project has been finalized with WGM and is going to public works committee next week, then to city council. The city is increasing the scope of the project from just a roadway project, expanding to water and sewer projects as well. Sewer and water will be paid for by enterprise funds.
- b. Higgins Ave. Bridge – Kevin Slovarp
Kevin Slovarp provided an updated on the project. On Nov 14, 2019 the City will put the project to bid. The city will be paying for expansion of bridge facility and that amount will come out of the FY20 budget. The total for construction remains at \$1,980,000.
- c. Mullan & George Elmer Dr. Intersection Signal – Kevin Slovarp
Kevin Slovarp explains that he has asked WGM to look at previous warrant study to see if traffic volumes would be met and the city will get an RFP out for consultant design in near future.

d. [Cregg Lane](#) – Kevin Slovarp

Kevin Slovarp stated Phase 2 has started and is currently on hold due to winter weather. Phase 2 is improvements from Hickory St to McCormick park entrance. The next phase will make improvements from McCormick Park to Orange St. and will happen a few years after phase 2 is completed (Spring 2019)

e. [Mullan Rd](#) – Kevin Slovarp

Kevin Slovarp stated that there is a meeting scheduled with WGM to look at the project costs and potential funding sources. The committee approved \$300,000 at the previous meeting. The previous estimate \$705,000. The developer is required to pay for some of the improvements. Kevin will discuss costs with WGM and determine shortfalls and will work with Dale Bickell and developer on additional funds.

f. [Lower Miller Creek Sidewalks](#) – Kevin Slovarp

Kevin Slovarp stated that during the last committee meeting, \$100,000 was approved to start and finish design of Lower Miller Creek between Linda Vista and Big Fork Dr. Construction funding has not been figured out. This would construct part of a roadway and add bike lanes on both sides and boulevard and boulevard sidewalk on one side. City engineering will get RFP out in February to start on design.

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

Ryan Applegate states the city is moving forward to engage architects to look at the space behind aquatics center and hoping to have that done by end of this fiscal year.

h. [Bellevue](#) - Ryan Applegate

Ryan Applegate states that the City is finishing bike park, \$11,000 will go toward it this spring and the city will continue working on master plan with neighborhood.

g. [Play Fair Park](#)

Ryan Applegate states that adding capacity to the master park plan at Play Fair Park was approved last meeting and has not started yet.

h. [Ft Missoula Regional Park Phase 3](#)

Ryan Applegate explains the Fort Missoula Phase 3 committee approved \$50,000, but has not used any funds on this project yet. There is additional impact fee money on phase 2, (approximately \$30,000). The water rights work has been completed and will roll the rest of the funds to phase 3.

i. [Clark Fork Bridge](#)

Ryan Applegate states that this project was approved with amendment from last meeting, but won't start until FY20.

j. [Splash \(Aquatics\) Expansion](#)

Ryan Applegate states there has been no movement on the project but that a new feature was approved last committee meeting to help build attendance and interest.

k. [PROST](#)

Ryan Applegate explains that the City is working with the County on the open space chapter and they will be using the impact fee to plan for playgrounds and park features as the City plans for growth.

New Funding Requests:

a. Westside Master Plan playground:

Ryan Applegate gives a few updates on the playground project. The dated all-wood playground is past its life expectancy with both materials and layout. The City is looking to add crime prevention through environmental design techniques and an expansion due to the expansion of the school and neighborhood. The park serves as a destination for neighborhood area. The City is working with Missoula County schools and is proposing a court-sport and shelter area that will be capacity improvements. There will be a 7000 sq ft expansion bringing it to 22,500 sq ft. play area, 31% of the project will be using impact fees totaling approximately \$202,000 (total is \$650,000). Asking for full

authority to spend, and then spend according to what is necessary and reasonable within the balances we have.

Bruce Bender moves to approve the motion to fund \$250,000 for the playground. Motion is seconded by Jim Galipeau. The motion carries unanimously.

b. South Hills Spur

Ryan Applegate explains there have been complaints regarding traffic at the trailhead. The Impact fee request is for \$32,000 to do parking lot improvements and remove old electrical boxes from a planned development that are no longer needed and are of safety concern. This is a service increase. The whole project is \$382,000. It was noted that this is not a parking lot expansion just a continuation of current construction.

Bruce Bender moves to approve \$32,000 for the service increase. The motion was seconded by Maria. Upon a voice vote, the motion carried unanimously.

c. Dragon Hollow

Ryan Applegate explains that this project is an expansion of the carousel, adding additional area to the playground on west and north side. Carousel is engaging in a capital campaign to improve the area. Expansion area is 600sq ft, bringing playground total to 5900 sq. Budget is currently \$250,000. \$25,000 or 10% would be impact fees.

Nick Hoffman asks what \$250,000 is being used for. Ryan Applegate explains that it's being used to renovation and expand the whole area. The 600 sq ft expansion is what we are applying impact fees to.

Kevin suggests we get the permits not to encroach the Army Corps of engineers levy.

Bruce Bender motions
Adam Pummell seconds
Motion carries

Impact Fee study

Steve discusses updates to impact fees including transportation, doing a peer review to compare to other communities

Dale explains the city is changing its approach on the transportation impact fee.

Next meeting April 25, 2019

Adjournment:

Moved by Jim Galipeau seconded by Adam Pummell

The meeting was adjourned at 3:52

Respectfully submitted,

Lauren DeHaven

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