City Council Work Session
April 12, 2021 Minutes

Members Present:
Evans, Olson, Jantzer, Pitner, Podrygula, Ross, Sipma

Members Absent:
None

The work session began at 5:30 pm at the Minot Auditorium, Room 201.

**Broadway Corridor Study**

Stephen Joersz, Traffic Engineer, presented information on the Broadway Corridor Study.

He provided details of the study process which considered a conditions assessment, improvement strategies, and implementation plan. He then gave information on the public input meetings and marketing strategies.

He described the findings from the public comments which were broken into segments of Broadway. They included a segment north of 11th Avenue N, from 11th Avenue N to 20th Avenue S, and a segment south of 20th Avenue S.

The Council discussed enhancing pedestrian access, improving safety and reducing crashes.

The Council and staff emphasized to the public that now is the time for community input. This plan will guide the future designs for the corridor for the next 10-15 years.

**Capital Improvement Plan**

Lance Meyer, City Engineer, provided information on the Capital Improvement Plan. He described several projects, including the LED Street Light project, City Hall Retaining Wall, Traffic Division Shop, 3rd Street SE, 1st Avenue Reconstruction, and the Anne Street Bridge.

The City Manager suggested the Council collectively determine which projects are prioritized in the CIP to better illustrate how the budget should be drafted. He questioned the value of preserving the Anne Street Bridge for historical reasons at a cost of $1.9M. He also suggested they discuss the 1st Avenue N reconstruction project, which was estimated to cost $16M. He explained that trying to obtain the right of way from the railroad to construct the project may not even be feasible.
Mr. Meyer confirmed that during preliminary conversations, the railroad declined to give the property to the City. The railroad may prefer to have an easement but often there would be language stating they can take it back whenever they want.

After Council discussion, the City Engineer said that since many projects are impacted by Flood Control, he would prefer a downtown planning study be done to determine what improvements are necessary to capitalize on downtown and economic development.

The Mayor directed staff to present an item for consideration at the May 3rd Council meeting.

**Facilitator for Council Workshop**

The City Manager said he has been doing research for a Council Workshop and believes facilitation would be extremely helpful, especially one that specializes in working with City Councils and staff. They can provide education as well as a safe space and mechanism to talk through challenges. He said the sessions will lay the groundwork for the strategic plan. He identified a couple options, his first choice being a company he is familiar with. The cost is $27,000 for a two-day strategic planning session with the Council. It would be an additional $10,000 for consulting work with the Directors. He found other options he estimated to be priced between $12,000 and $15,000 but he did not have personal experience with those companies and emphasized the credentials of his first choice.

He said he also researched quotes for the community survey and found results priced at $20,000. It would include a comprehensive community satisfaction survey comprised of all City services and departments. It is comparative across the country and regionally and can be conducted every 2-3 years to measure success.

The Finance Director confirmed, there is funding available in cash reserves in the general fund from savings in 2020.

The Council granted their approval and directed staff to bring the necessary budget amendments to the next City Council meeting.

The work session was adjourned at 7:28 pm.

Respectfully submitted,

Kelly Matalka,
City Clerk