



**FINANCE & ADMINISTRATION SUB-COMMITTEE
MEETING MINUTES
Wednesday, November 29, 2017 - 7:30 AM
West Des Moines City Hall – 4200 Mills Civic Parkway
Training Room, 2nd Floor**

Present: Councilmember Russ Trimble, Councilmember Jim Sandager, City Manager Tom Hadden, Deputy City Manager Jamie Letzring, City Attorney Dick Scieszinski, Finance Director Tim Stiles, Parks and Recreation Director Sally Ortgies, Parks Superintendent David Sadler, Interim City Engineer Brian Hemesath, Principal Engineer Ben McAlister, Budget Analyst Chris Hamlett, and Administrative Secretary Maureen Richmond

Guests: Jerry Bussanmas, Sugar Creek Estates, LLC – Item 1
Dave Harmeyer, Sugar Creek Estates, LLC – Item 1

Meeting was called to order at 7:30 AM

1. Development Agreement – Sugar Creek Estates and Kings Landing Plat 3

Mr. McAlister presented a proposal from the developer of Sugar Creek Estates and Kings Landing, represented by Jerry Bussanmas and Dave Harmeyer. These developments are located immediately west of Sugar Creek and are separated by Stagecoach Drive. The Developer has made two requests: 1) waive paving the third lane of Stagecoach Drive from the Sugar Creek Bridge to S. 100th Street, and 2) waive paving of Stagecoach Drive from S. 100th Street to future S. Grand Prairie Parkway.

- A. Sugar Creek Estates is located on the north side of Stagecoach Drive. A pre-application meeting was held on July 18, 2017 for a proposed estate lot development. At the meeting the Developer was provided with the parkland dedication requirements and notified of the City's plan to construct a regional trail within the proposed Sugar Creek greenway. The Developer's position is to accommodate the trail and additional greenway width, which will result in the loss of two buildable lots based on the plan submitted for pre-application. In consideration for these lots the Developer is requesting waiver of paving the third lane of Stagecoach Drive.

Current policy requires paving a maximum of three lanes for all collector and arterial streets within and adjacent to the subdivision. Paving 1½ lanes is required for streets along property boundaries. Since ½ of a lane cannot be constructed, if the property owner on the opposite side of the roadway is unwilling to participate at the time, the applicant must construct 2 lanes. The adjoining property owner is required to widen the roadway to the full three lanes at the time of their development. Two lanes (26 feet) of Stagecoach Drive from the bridge over Sugar Creek to S. 100th Street were paved as part of Kings Landing Plat 2. It is unlikely traffic will require the third lane of Stagecoach Drive until volumes reach 10,000-12,000 vehicles per day.

When traffic reaches this level the benefit from adding one lane is minimal and Staff would recommend widening to the ultimate section (total of five lanes, two in each direction with a center two-way left turn lane). Deferring construction of the third lane of Stagecoach Drive would also be consistent with construction through Michael's Landing and Mill Ridge. Staff recommends deferring widening of Stagecoach Drive until warranted by traffic. The City would absorb the cost of the third lane in the larger widening project.

- B. Kings Landing is located south of Stagecoach Drive. The Kings Landing Plat 2 final plat was approved by Council on November 13, 2017. The final plat included an outlot in the northwest corner of the subdivision where S. Grand Prairie Parkway will be located in the future. During preliminary platting, the Developer prepared two alternates on this outlot. The initial design did not show the S. Grand Prairie Parkway corridor and included 16 lots. The second design showed S. Grand Prairie Parkway and included 13 lots.

The Developer has proposed waiver of paving Stagecoach Drive from S. Grand Prairie Parkway to S. 100th Street in consideration of the potential 3 lot reduction. As previously discussed, current policy requires 1.5 lanes of Stagecoach Drive from S. Grand Prairie Parkway to S. 100th Street. The Developer indicated the owner to the north is not interested in participating in paving Stagecoach Drive at this time. The preliminary plat shows two lanes of paving in accordance with current policy. The S. Grand Prairie Parkway corridor has been under study for the past several years. Two potential alignments were developed to satisfy the requirements of the regulatory agencies. One alignment crossed the northwest corner of Kings Landing, the other is located in the center of the development.

Both alignments were presented at the June 24, 2014 public meeting attended by representatives of the developer. At this time, the S. Grand Prairie Parkway corridor was under review by the Federal Highway Administration, U.S. Fish and Wildlife, and U.S. Army Corps of Engineers. Approval of the Finding of No Significant Impact (FONSI) is expected in the next 3-4 months. Following approval of the FONSI a more detailed design can begin. The corridor is wider than the ultimate right-of-way width to account for grading impacts outside the right-of-way.

Staff feels it may be possible to shift the alignment of S. Grand Prairie Parkway within the corridor to minimize loss of potential lots within Kings Landing. The extension of Stagecoach Drive serves little purpose until S. Grand Prairie Parkway is constructed. Therefore, staff recommends accepting surety for 1.5 lanes (18.5 feet) of paving for Stagecoach Drive and the City would construct the extension with the S. Grand Prairie Parkway project.

The Councilmembers were in support of staff's recommendation to defer paving the third lane of Stagecoach Drive. The Councilmembers requested staff work with the Developer to identify an alignment of S. Grand Prairie Parkway that would minimize the loss of lots. If lot loss could be reduced, the Councilmembers and Developer were agreeable to accepting surety for the future extension of Stagecoach Drive.

2. Woodland Hills Urban Renewal Area – Potential Projects and Future Development

At the F&A meeting of September 20, 2017, staff presented possible financing options for the reconstruction of Booneville Road from S. 88th Street westward to approximately S 100th St (west

of the new Kings Landing development). After that discussion, the Councilmembers requested that staff gather more information, including specific cost estimates and financing options, and then the group could have further discussion.

Mr. McAlister presented a preliminary cost opinion developed indicating the total project cost (excluding right-of-way) was approximately \$5.5 million. This estimate did NOT include the cost of a bridge crossing needed at Sugar Creek, which would add roughly \$1 million to the total. This was not included because the presumed funding source was stormwater fee district revenue, although that source appears unlikely to materialize in the near future. Staff estimates approximately up to \$3.4 million could be financed through special assessment if desired by the Council. The remaining City share is approximately \$2.1 million which could come from Woodland Hills TIF, the CIP budget, or a combination thereof. (Additional comment—staff reviewed and refined the potential bonding capacity of the URA, and calculated that up to approximately \$5 million of GO bonds, backed by the incremental revenue within the Woodland Hills URA, could be issued). Staff is requesting direction on potential funding options and project timing in order to coordinate with anticipated development activity in 2018.

Mr. Stiles noted that another option would be to consider using available increment to help fund gaps in the construction of the 88th & Mills area. Options were discussed.

The Councilmembers did not support assessing the residential properties for the paving of Booneville road for several reasons and requested for this item to be deferred for further discussion at the December 13, 2017, Finance committee meeting.

3. Water Quality Initiative Pre-Application Grant – Iowa Department of Agriculture and Land Stewardship (IDALS) – Hidden Point Park Water Quality Improvements

Ms. Ortgies and Mr. Sadler proposed to submit an application for an IDALS Water Quality Initiative grant for a Targeted Demonstration Project for water quality initiatives at Hidden Point Park due December 8, 2017. This will be a new neighborhood park located south of Stagecoach Drive on Hidden Point Court, north side of Pheasant Ridge. The proposed project focuses on improvement of water quality as part of the park development. The components include bio retention cells, soil quality restoration, and permeable pavement in the parking lot.

The estimated cost for this portion of the proposed project is \$307,500. Staff is proposing that the City fund the difference. The proposed application:

Potential IDALS Water Quality Initiative Grant	\$100,000
FY 17-18 CIP Funds (budgeted)*	<u>207,500</u>
Total Project Cost	\$307,500

*Includes funds for Hidden Point Park (\$350,000 budgeted in FY 17-18 for site plan, design and Grading; and \$585,000 requested in FY 18-19 for playground, sidewalks and parking lot).

The Councilmembers supported the pre-application grant to IDALS for \$100,000 and if awarded, will bring a grant agreement forward to place on a future City Council agenda for consideration.

4. Metropolitan Planning Organization Surface Transportation Block Grant (MPO STBG) Transportation Alternative Program (TAP) – Sugar Creek Greenway Trail – Phase I

Ms. Ortgies and Mr. Sadler proposed to submit an application for a MPO STBG/TAP Grant for Phase 1 of the Sugar Creek Greenway project due December 8, 2017. The proposed project is the first phase of a trail within a major new greenway along Sugar Creek located on the western side of the city. This includes a trail starting on the north at Stagecoach Drive, running south along the west side of Sugar Creek, east to connect into Woodland Hills Park.

The estimated cost of the proposed project is \$825,000. The City's share can be funded through funds currently budgeted for the Woodland Hills Greenway:

Potential MPO STBG/TAP Grant	\$525,000
FY 17-18 CIP Funds (budgeted)*	<u>300,000</u>
Total Project Cost	\$825,000

*Includes funds budgeted for Woodland Hills Greenway

The Councilmembers supported the grant application to MPO STBG/TAP for \$525,000 and if awarded, will bring a grant agreement on a future City Council agenda for full consideration.

5. Revision of Rates and Charges – Aquatic Center Season Passes

Due to time constraints, the item was deferred to December 13, 2017, meeting

6. Proposed Schedule – 2018 Finance & Administration Subcommittee Meeting Dates

Due to time constraints, the item was deferred to December 13, 2017, meeting

7. Staff Updates

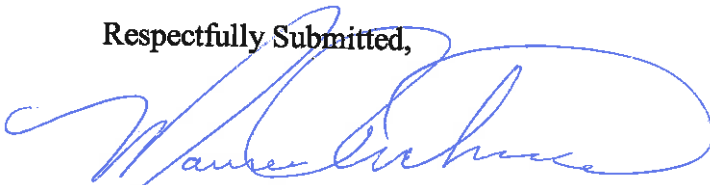
None

8. Other Matters

None

Meeting was adjourned at 8:54 AM.

Respectfully Submitted,



Maureen Richmond
Administrative Secretary