



CITY COUNCIL WORK SESSION MINUTES

Tuesday, March 03, 2026 at 6:45 PM

Baxter City Hall, 13190 Memorywood Drive, Baxter, MN

CALL TO ORDER

Mayor Olson called the meeting to order at 6:45 p.m.

ROLL CALL

Mayor Darrel Olson and Council Members Connie Lyscio, Zach Tabatt, Patrick Sundberg, and Mark Cross were present.

City Administrator Brad Chapulis, Assistant City Administrator Kelly Steele, Community Development Director Josh Doty, Finance Director Jeremy Vacinek and Public Works Director Trevor Walter were present.

BUSINESS ITEMS

1. CIP Update

Finance Director Vacinek provided the council with an update on the capital improvement planning process, including an overview of what has been completed and the next steps in the process. The overview included proposed street and trail projects between the years 2026-2034.

City Administrator Chapulis explained staff wanted to illustrate where staff are in the planning process and that Finance Director Vacinek still needs to updated the water and sanitary sewer portion of the document.

The council requested a copy of the documents reviewed by Finance Director Vacinek.

ADJOURN

MOTION by Council Member Lyscio, seconded by Council Member Tabatt to adjourn at 7:00 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson

Kelly Steele