



STAFF REPORT  
CITY COUNCIL

Agenda Date: 5/19/2026  
Agenda Section: Consent Agenda

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**Department Origination:** Public Works

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**Agenda Item:** Approve the SEH Fee Amendment No. 1 in the Not to Exceed Amount of \$15,000.00 to update the Evergreen Dr/Douglas Fir Drive Traffic Impact Study

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**Approval Required:** Simple Majority Vote

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**BACKGROUND**

The initial contract, dated December 18, 2023, included completion of a traffic impact analysis for a development proposed along Evergreen Drive/Douglas Fir Drive, based on a site plan provided by the developer. Since the completion of the initial study in May 2024, there has been an update to the site plan, which requires the traffic impact analysis to be updated. Additionally, the next step is to complete an Intersection Control Evaluation (ICE) report for the recommended roundabout at the intersection of College Road and Douglas Fir Drive.

The SEH tasks for the study update include project management, traffic forecasts, trip generation, trip distribution, and traffic operations analysis, access review, a traffic impact study report, and an ICE report for the College Road and Douglas Fir Drive intersection.

**FINANCIAL IMPLICATIONS**

The cost of the traffic study will be capitalized with a future project if a project develops, otherwise the fees will need to be paid from the Public Works Administration budget from the Engineering Fees line item.

**STAFF RECOMMENDATIONS**

The Utilities Commission and staff recommend approval of the SEH Fee Amendment No. 1 in the Not to Exceed Amount of \$15,000.00 to update the Evergreen Dr/Douglas Fir Drive Traffic Impact Study.

**COUNCIL ACTION REQUESTED**

**MOTION** to approve the SEH Fee Amendment No. 1 in the Not to Exceed Amount of \$15,000.00 to update the Evergreen Dr/Douglas Fir Drive Traffic Impact Study.