



ITEM REPORT UTILITIES COMMISSION

Agenda Date: 5/6/2026
Agenda Section: Business Item

Department Origination: Public Works

Agenda Item: Approve the 2026 Novotny Road Improvements Development Agreement

Approval Required: Simple Majority Vote

BACKGROUND

At the December 16th City Council meeting, Resolution 2025-099 was adopted approving the “Veterans” Preliminary and Final Plat. The Veterans Plat was related to the construction of the proposed Veterans clinic. Included in the Resolution was a condition to extend Novotny Road and Lake Forest Road adjacent to the proposed clinic. The applicant for the plat was 15521 Edgewood Dr. LLC, as part of their purchase agreement with the Proposed Veteran Clinic Developer they are breaking the required road extensions into two separate phases. The improvements included with this development agreement include the extension of Novotny Road along with the mini roundabout at Novotny Road and Lake Forest Road intersection. Additionally, the improvements will include sanitary sewer extension, water main extension, storm sewer improvements, extension of the trail, and lighting improvements at the roundabout. All improvements will be constructed within City of Baxter right-of-way and the City will take ownership after the one-year warranty period.

SEH is currently assisting the City in plan review and stormwater review. Staff have requested they submit a proposal for the construction services. Their contract is included on the agenda for approval.

The development agreement includes the language requiring the developer to submit asbuilt drawings so the city can include the infrastructure in our GIS system. Additionally, the agreement includes the fees associated with drafting the agreement, inspecting the infrastructure, adding the infrastructure to our GIS system.

FINANCIAL IMPLICATIONS

The financial implications associated with drafting the agreement is included in the development agreement and will be passed along to the developer.

STAFF RECOMMENDATIONS

Staff recommend approving the 2026 Novotny Road Improvements Development Agreement.

COUNCIL ACTION REQUESTED

MOTION to approve the 2026 Novotny Road Improvements Development Agreement.