



**City Council – Meeting Agenda
March 5, 2019 – 5:30 P.M. – Foley City Hall**

1. Call the meeting to order.
2. Pledge of Allegiance.
3. Approve the agenda.
4. Consent Agenda:
 - Approve minutes of February 5, 2019.
 - Approve closing of 3rd Avenue for Vet Horse Clinic on April 20, 2019.
 - Approve Indemnification and Hold Harmless Agreement with Mille Lacs Vet Clinic.
 - Adopt Resolution #2019-02 Approving 2018 Transfers.
 - Approve payment of bills.
5. Public Hearing – Sign Ordinance Amendments
 - Adopt Ordinance #442 Amending Section 8 of Zoning – Signs
6. Mayor’s Comments & Open Forum
7. Department Reports:
 - Police Department –Katie McMillin
 - City Engineer – Jon Halter
 - Public Works – Mark Pappenfus
 - Discussion on Dewey holiday decorations.
 - Administration – Sarah Brunn
 - Update on SRTS Planning Grant.
8. Old Business
 - Update on wastewater facility plan.
9. New Business
10. Discussion on potential purchase of PID 020054100 (Broadway Ave S)
 - Close the meeting per Minn. Stat. 13D.05 Subd 3(c) 13D.05 – discussion on potential land price of PID 020054100.
11. Adjourn



Mille Lacs

**VETERINARY
CLINIC**

at Foley

310 Dewey St PO Box 370 FOLEY MN 56329
(320) 968-6677

Dr. Bonnie Miller

Dr. Rochelle Fredrick

Sarah A. Brunn
City Administrator
Foley City Hall
251 4th Avenue N
Foley, MN 56329

February 12, 2019

Dear Ms. Brunn,

Despite the relentless winter weather, we have faith that spring will arrive eventually and are making plans for our annual equine haul-in Coggins & vaccine clinic. The proposed date is April 20, 2018 and we are hoping the city will once again allow us to use the street to the west of our office for this event.

We request permission to close the block of 3rd Ave in front of our Foley clinic on that day to make room for loading and unloading horses from their trailers. The hours of the clinic are from 7:30am to 12:30pm. We would like to close the street starting at 7:00am, and it should be completely cleaned up and open by 1:00pm. As always, we plan to notify our neighbors on the block prior to the event and will ensure that their time and property are respected.

This arrangement has worked quite well the last few years and is so convenient for our staff and clients. We love being part of the Foley community and really appreciate your cooperation in this event. Please feel free to contact me at the number listed above with any questions or concerns. Thank you.

Best Regards,

Bonnie E Miller DVM

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

The City of Foley, (the "City"), and Mille Lacs Veterinary Clinic, P.A., ("Clinic"), make this Indemnification and Hold Harmless Agreement (this "Agreement") effective as of April 20, 2019, (the "Effective Date").

RECITALS

- A. The Clinic has requested to temporarily close a portion of Third Avenue, a City street, in front of the Clinic's property located at 310 Dewey Street on the morning of April 20, 2019, in order to conduct an equine vaccination event.
- B. The City has agreed to the temporary street closure on the condition that the Clinic indemnifies the City from any liabilities, costs and damages which may occur as a result of or arising out of the temporary closure of Dewey Street, or the Clinic's clientele bringing horses and horse trailers into the City.

In consideration of the mutual covenants, conditions and promises of the parties contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, the parties agree as follows:

1. **Indemnification.** The Clinic agrees to defend, indemnify and hold the City, its officers, agents, employees and affiliates, harmless to the fullest extent permitted by law for, from and against any and all liability, claims, damages, costs, losses and expenses (including court costs and attorneys' fees) in any way related to or arising out of: (i) any injury to or death of any person, including, but not limited to, Clinic's employees or agents; and (ii) any and all damage to or destruction of any property or loss of use of such property, including, but not limited to, damage to property of third parties, arising out of, related to or in connection with the temporary closure of the City's street, or Clinic's clientele bringing horses and horse trailers into the City, unless such injury, death, damage or destruction is caused solely by the City's negligence.

2. **Care and Coordination.** The Clinic agrees to at all times exercise reasonable precautions in accordance with all applicable governing safety regulations and will be solely responsible for the safety of its employees, agents, clients, licensees, invitees and other persons, as well as their property, while conducting the equine vaccination event. The City shall not under any circumstance be liable for the actions or omissions of the Clinic, its officers, agents, employees, clients, licensees, invitees or other persons associated with the Clinic. The Clinic agrees to at all times coordinate and cooperate with City staff on signage, traffic control, staging of trailers, controlling animals outside of trailers, and eliminating safety concerns. The Clinic agrees to notify all neighbors on the 100th block of 3rd Avenue of the equine vaccination event no later than April 18, 2018. While 3rd Avenue will be temporarily closed to through traffic during the event on April 21, 2018, the Clinic acknowledges that access to properties on the 100th block of 3rd Avenue shall not be restricted.

3. **Insurance.** The Clinic shall maintain General Liability Insurance in the amount of at least \$1,000,000.00. The Clinic shall provide the City with a certificate evidencing insurance coverage.

The parties have executed this Agreement as of the Effective Date.

CITY:

By _____
Its _____

CLINIC:

By _____
Its _____

CITY OF FOLEY
COUNTY OF BENTON
STATE OF MINNESOTA
RESOLUTION 2019 - 02

A RESOLUTION PROVIDING FOR TRANSFERS BETWEEN FUNDS

WHEREAS, in conjunction with closing the books for 2018, transfers need to be accomplished; and

WHEREAS, funds are proposed to be transferred to be incorporated into the equipment fund;

WHEREAS, funds are proposed to be transferred from enterprise funds to debt service funds;

NOW THEREFORE BE IT RESOLVED that the Foley City Council hereby approves the following transfer to be incorporated into the 2018 audit report.

1. Transfer \$251,000 from General Fund (Fund 100) to Equipment Fund (Fund 425).
2. Transfer \$20,000 from Water Fund (Fund 601) to 2008 (2012) Refunding Bond Fund (Fund 208).
3. Transfer \$20,000 from Sewer Fund (Fund 602) to 2008 (2012) Refunding Bond (Fund 208).
4. Transfer \$10,000 from Water Fund (Fund 601) to 2015 Bond Fund (Fund 215).
5. Transfer \$10,000 from Sewer Fund (Fund 602) to 2015 Bond Fund (Fund 215).

PASSED AND ADOPTED by the City Council of the City of Foley, Minnesota, this 5th day of March, 2019.

ATTEST:

Gerard L. Bettendorf, Mayor

Sarah A. Brunn, City Administrator

Bills List - March 5, 2019

Gross Salaries	Payroll - 2/15/19	\$	25,456.04
EFTPS	Federal Withholding	\$	4,807.31
MN Dept of Revenue	State Withholding	\$	1,037.96
State Treas. PERA	PERA	\$	4,635.35
Nationwide	Deferred Comp	\$	695.00
Pacific Life Ins	Deferred Comp/Roth IRA	\$	80.00
SelectAccount	HSA Contribution	\$	450.00

Gross Salaries	Payroll - 3/1/19	\$	25,709.83
EFTPS	Federal Withholding	\$	4,769.79
MN Dept of Revenue	State Withholding	\$	1,040.72
State Treas. PERA	PERA	\$	4,742.32
Nationwide	Deferred Comp	\$	695.00
Pacific Life Ins	Deferred Comp/Roth IRA	\$	80.00
SelectAccount	HSA Contribution	\$	475.00

To Be Paid - 3/5/19

Advanced Disposal	Utilities	\$	277.86
AllSpec Services	Building Inspection Services	\$	1,724.00
Axon Enterprise, Inc	PD Tasers	\$	792.00
Banyon Data Systems	Utility Billing Support	\$	1,385.00
Benton County Attorney	January 2019 Legal Fees	\$	682.00
Benton County Highway Department	PD Fuel	\$	613.51
Bruce Huber	2018 Christmas Lights Winner	\$	100.00
By The Yard, Inc	Planter Boxes	\$	3,601.00
Central McGowan	PD Medical Equipment	\$	65.61
Cintas	Mats & Uniforms	\$	426.96
City of Waite Park	Squad printer Paper	\$	56.75
Delta Dental	Employee Dental Insurance	\$	877.15
First National Bank of Omaha	Credit Card Purchases	\$	474.70
Foley Fuel & Lumber	Snow Plow Maintenance	\$	3.92
Further	2/19 Employer HSA Contribution & Admin Fee	\$	356.70
Hawkins, Inc	Water Chemicals	\$	612.25
Health Partners	3/19 Employee Health Insurance	\$	6,447.67
Henry Embroidery	PW Safety Apparel	\$	64.13
JM Truck & Tractor Repair	Sterling Repair	\$	1,039.20
Kreislers, LLC	FD Gloves	\$	344.08
League of MN Cities	Training	\$	110.00
M.E. Plumbing & Heating	City Hall Maint	\$	585.00
Marco	Copier Lease	\$	333.46
Midco	Phones & Internet	\$	215.74
MN Dept of Health	Qtr 2 Water Permit & Foss Certification Renewal	\$	1,463.00
Mn Dept of Labor & Industry	Street Repair	\$	10.00
MN Dept of Public Safety	Pool HAZMAT Fees	\$	100.00
MN Dept of Revenue	1/19 Sales & Use Tax Return	\$	512.00
MN Government Finance Officers Assoc.	Membership Dues	\$	50.00
MTI Distributing	2019 CIP Equipment - Parks	\$	17,514.97
Murphy Chevrolet	Pd Squad Repair	\$	1,395.58
RevTrak	Credit Card Processing Fee	\$	396.95
Rinke Noonan	Union, Zoning, ROW & General Legal	\$	1,916.50
SEH, Inc	Dewey, SmartConnect, WWTF, General Engin.	\$	11,129.24
Smith & Loveless, Inc	Sewer Maint & Repairs	\$	2,892.36
Stearns DHIA Central Lab	Water & Sewer Testing	\$	216.00
Summit Companues	Fire Extinguisher Maint	\$	328.30
Sun Life Assurance	Employee LTD Insurance	\$	347.48
USABLE Life	Employee Life Insurance	\$	173.00
Verizon Wireless	Cell Phone	\$	296.31
Xcel Energy	Utilities		5331.39

\$ 139,936.09

CITY OF FOLEY
COUNTY OF BENTON
STATE OF MINNESOTA

ORDINANCE NUMBER 442

AN ORDINANCE AMENDING SECTION 8 OF THE CITY OF FOLEY'S ZONING
ORDINANCE

WHEREAS, the City of Foley wishes to amend its Zoning Ordinance by making revisions to Section 8 of the Zoning Ordinance; and

WHEREAS, the City of Foley issued a public hearing notice regarding this ordinance amendment on February 19, 2019, and held said public hearing on March 5, 2019.

NOW, THEREFORE, the City of Foley ordains as follows:

Section 1. The following addition shall be made to Section 8 of the City of Foley's Zoning Ordinance:

Subdivision 5: DEFINITIONS

1. **BILLBOARD:** A type of off-premise sign which is larger than thirty-two (32) square feet.

Section 2. The following amendments be made by repealing the existing Section 8, Subdivision 19 of the City of Foley's Zoning Ordinance and replacing it in its entirety to read as follows:

Subdivision 19: SIGN STANDARDS FOR OFF-PREMISES SIGNS

1. In addition to signs allowed pursuant to Subdivision 7(4), off premises signs are conditional use in B-1, B-2, I-1 and I-2 Zoning Districts, and must also obtain a sign permit. They are subject to the following limitations:
 - a. Must be wholly located within one hundred (100) feet of State Highway 23 or State Highway 25 right-of-way.
 - b. No part of the sign may be constructed:
 - i. upon or over any public right-of-way, or
 - ii. Lower than eight (8) feet high.
 - c. Maximum sign area shall be thirty-two (32) square feet.

- d. Maximum height is fifty (50) feet.
 - e. Must be located at least one hundred (100) feet from the right-of-way of a street intersection.
 - f. Must be located at least two hundred (200) feet from any R-1 or R-2 Zoning District.
 - g. Must be located at least five hundred (500) feet from another off-premises sign.
 - h. May include no more than two sign faces.
 - i. May not be an accessory use to another permitted, conditional, or interim use, and may not be constructed on a lot or parcel that is otherwise developed.
2. Billboards or off-premises signs larger than thirty-two (32) square feet or prohibited in all zoning districts.

Section 3. Summary Publication.

At least four-fifths of the City Council's members direct the Administrator to publish only the title and a summary of this Ordinance as follows:

“ORDINANCE AMENDING SECTION 8 OF THE CITY OF FOLEY’S ZONING ORDINANCE.

The ordinance amendment incorporates a definition and regulations of billboard signs.

Approved this 5th day of March, 2019.

ATTEST:

Gerard L. Bettendorf, Mayor

Sarah A. Brunn, Administrator

Sarah Brunn

From: Adam Ripple <ARipple@rinkenoonan.com>
Sent: Wednesday, February 20, 2019 11:43 AM
To: Sarah Brunn
Subject: RE: Billboards

Sarah-

I don't have any changes to the ordinance, but as we discussed, there are a couple things to keep in mind:

1. Existing billboards are legal nonconformities and are allowed to continue. The only options to make existing billboards go away are (1) condemn them or (2) if they are discontinued for 1 year or are destroyed and not rebuilt within 180 days.
2. There may be quirky situations with properties that may unintentionally trigger the prohibition, but rather than try and draft language for such contingencies it is probably best to just deal with them as they come up.

Adam A. Ripple
Attorney

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For prompt assistance, please contact my paralegal,
Mary Jo Rowan at (320) 656-3553 or mjrowan@rinkenoonan.com

From: Sarah Brunn [mailto:sbrunn@ci.foley.mn.us]
Sent: Friday, February 08, 2019 8:03 AM
To: Adam Ripple <ARipple@rinkenoonan.com>
Subject: Billboards

Adam –

Would you review the attached? I'm having some trouble with the language I should use and also what I can and cannot remove from Subdivision 19.

Recommendation by the planning commission is to define a billboard as an off-premise sign larger than 32 square feet and prohibit any off-premise sign larger than that throughout the zoning – basically no new billboards. I'm not sure if we need all those requirements in Subdivision 19 with that smaller size but I hate to remove something that can be problematic in the future.

TO: FOLEY CITY COUNCIL
FROM: SARAH BRUNN, FOLEY ADMINISTRATOR, MONICA SHAW – SRTS
PLANNING CO-CHAIR, CORRI GROSS – SRTS PLANNING CO-CHAIR
SUBJECT: SAFE ROUTES TO SCHOOL PLANNING GRANT UPDATE
DATE: MARCH 1, 2019

Included with this memo are materials updating the board on the work that has been completed regarding the Safe Routes to School (SRTS) program. The City of Foley applied for and was awarded a grant to develop a Safe Routes to School plan in 2018. So far, the following work has been completed:

- August 2018 – Initial kick-off/planning meeting held. Determined co-chairs of Monica Shaw and Corri Gross. Sarah Brunn will also assist and coordinate on behalf of the City of Foley.
- September 2018 – Youth Expo is attended by SRTS representatives of MnDOT. Feedback is collected from youth and adults in attendance and information on how to get involved is provided.
- Fall 2018 – Teachers conduct student tally's or counts of how kids are getting to and from school. This information is entered into MnDOT provided system.
- Fall 2018 – Promotion of SRTS begins on city website and through Facebook channels. This promotion includes maps where feedback can be collected.
- Fall 2018 – Parent surveys are launched and emailed out in a district wide email. This information is compiled into MnDOT system.
- Fall 2018 – Homecoming tailgate party was attended with giveaways, games and the opportunity to obtain input from students and adults.
- Fall 2018 – School Environment and Policy Assessment Surveys are completed by school principals and compiled in MnDOT system.
- October 2018 – "Walk to School Day" event held in partnership with the City of Foley, Foley Schools and Benton County Public Health. Despite terrible weather the event is well attended for a second year in a row!
- November 2018 – School Zone Hazard Observation completed. This was a survey and observation done by volunteers on how people travel in and out of the school campus and surrounding area before school begins. Volunteers were used from the city, school and community to complete this observation.
- November 2018 – Rapid Planning Session Meeting. This was an all-day meeting (summary minutes provided) that reviewed the work of the group thus far and included a walking tour of the school campus and surrounding area. A map of priorities was developed based on the work at this meeting and is included in your packet.

Now that we've reached this point in the planning process we will begin working on the development of the draft plan. The final plan will include both infrastructure recommendations as well as program recommendations. The success of the final plan is contingent upon support of all the entities involved. The committee has already presented and received the support of the school board and will now be requesting the city council approval before proceeding to the next step.

MnDOT Safe Routes to School 2018

Foley Community Schools
Community Engagement Summary



Highlights

Community Engagement Activities

Youth Expo, [list any other events attended by the team] - display boards and interactive activities to provide information and understand opportunities and barriers to walking and biking to school.

Opportunities

Kids and parents alike enjoy walking and biking in Foley and there is an opportunity to leverage that excitement into encouraging more kids to walk and bike to school. Many families who live close enough to walk, but currently ride the bus, were interested in learning more.

Barriers

Walking and biking to the Foley Community Schools can be dangerous for young students, especially when crossing problematic roads and intersections, particularly the major intersections along Highway 23. In addition, the rural nature of the community means many families simply live too far away to walk or bike to school.

Infrastructure Findings

The intersections of Highway 23 with 8th, 4th, and Broadway Avenues can be difficult to safely cross, with driver compliance at crosswalks being a concern. In addition, limited pedestrian lighting along Highway 23 makes for an uncomfortable walking and biking experience outside of daylight hours.

Program Findings

Increasing driver enforcement at the marked crosswalks on Highway 23 was a common suggestion. People were also open to exploring other driver behavior-focused programs such as education campaigns (e.g., stop for me).



Students play Safe Routes to School Trivia!



A student places stickers on her favorite places to bike.

Introduction

The Foley Community Schools campus, located at 840 Norman Ave, Foley, MN, includes schools covering the range of K - 12.

As a part of the 2018 Safe Routes to School (SRTS) program, the Minnesota Department of Transportation (MnDOT) provided Foley Schools with technical assistance which included engagement with the Foley community (e.g., parents, students, staff, etc.). The purpose of this engagement was to:

- *Provide information*
- *Identify walking and biking routes and barriers*
- *Understand community desires*
- *Build excitement and support for walking and biking.*

SRTS staff attended the school's Fall Youth Expo and dinner on September 13, 2018, and hosted a "pop-up" table with activities and information for attendees. Presentation materials and activities included a walk/bike trivia game to grab attention, a giant table top "placemat" graphic with a post-it note activity about identifying issues and opportunities, and an interactive barriers mapping activity. We also provided an SRTS "zine" activity book as a handout with resources for additional information. Staff interacted with around 30 - 40 families throughout the evening.

Existing Conditions

Opportunities

Based on the comments received, the Foley community generally likes walking and biking, particularly in the Downtown Foley area. Multiple kids described walking from school to the library in Downtown Foley and one kid even added "the butcher across the street from the library" as a favorite destination because they "give you free samples."

With many families who currently send students to school on the bus expressing interested in exploring walking and biking, there is an opportunity to leverage this excitement toward walking and biking to school. Students and parents shared that walking and biking is fun and allows families and friends to play outdoors.

Favorite Walking and Biking Destinations

Foley Municipal Pool

Great River Regional Library

Home and friend's houses

Barriers

The most commonly cited barrier to walking and biking to school was concern over safety. Many parents won't let students walk or bike because they feel that it's too dangerous and they're worried about students **crossing unsafe streets or intersections**.

Students said that crossing busy roads can be scary both on foot and by bike. Table 1 shows problematic roads and intersections identified most often as barriers for walking and biking to school.

Problematic Roads	Problematic Intersections
TH 23	8th Ave, 4th Ave, Broadway Ave, Lord Ave
Penn Street	School entrances
Dewey Street	5th Ave

Table 1: Barriers to walking and biking to Foley Community Schools

Crossing Highway 23 was by far the most commonly cited barrier to walking and biking to school. Vehicles are moving at high speeds and often times drivers do not stop for people in the crosswalks,

The message was clear: the **number one barrier to walking and biking to school is crossing Highway 23.**

or the driver on the outside (closest to the sidewalk) stops and the driver on the inside lane does not, creating an unsafe situation where neither the pedestrian nor driver have good visibility.

Other barriers to walking or biking are **time and distance** to get to and from Foley, with many families living too far away to walk or bike. Some parents said that driving their students is more convenient due to time constraints in the morning, and many parents mentioned that **inclement weather** makes it difficult to walk or bike. Other barriers included lack of sidewalks and bike lanes and **poorly lit** streets and crosswalks, particularly on the edges of town.

Another issue mentioned by multiple participants was **fast moving vehicle traffic** on Norman Ave, north of the school, near the ball fields is a concern. People park along Norman Ave for ball games and there is no sidewalk. Cars traveling along Norman Ave from the north are going very fast and don't always see the kids in this area who are crossing the road or just "milling" around. A few parents cited traffic circulation at the school during drop off and pick-up as a concern.

Findings

Infrastructure

Parents and students requested more protection from cars when walking and biking to and from school, with most people wanting improved crossing along Highway 23 and some people called for more bike lanes.



A family identifies barriers to walking to school

Programs

Enforcement – Many participants felt that increased police enforcement of driver behavior at crosswalks along Highway 23 would improve safety. Some felt that related driver education, such as a "stop for me" campaign might help.

Education – Parents indicated that part of their safety concerns with letting students walk to school could be alleviated with bicycle and walking education since their students are still learning about how to walk and bike safely to school. Several parents said that their children want to bike more, but parents feel that they are too young and that it is too dangerous for them to bicycle with traffic. Education programs such as Walk! Bike Fun! could help ease parent concerns about safety, and teach students how to safely share the roadways while walking and biking to school.

Crossing Guards – Another program to address walking and biking barriers mentioned was adding crossing guards at the busy intersections along Highway 23.

Tabletop Activity

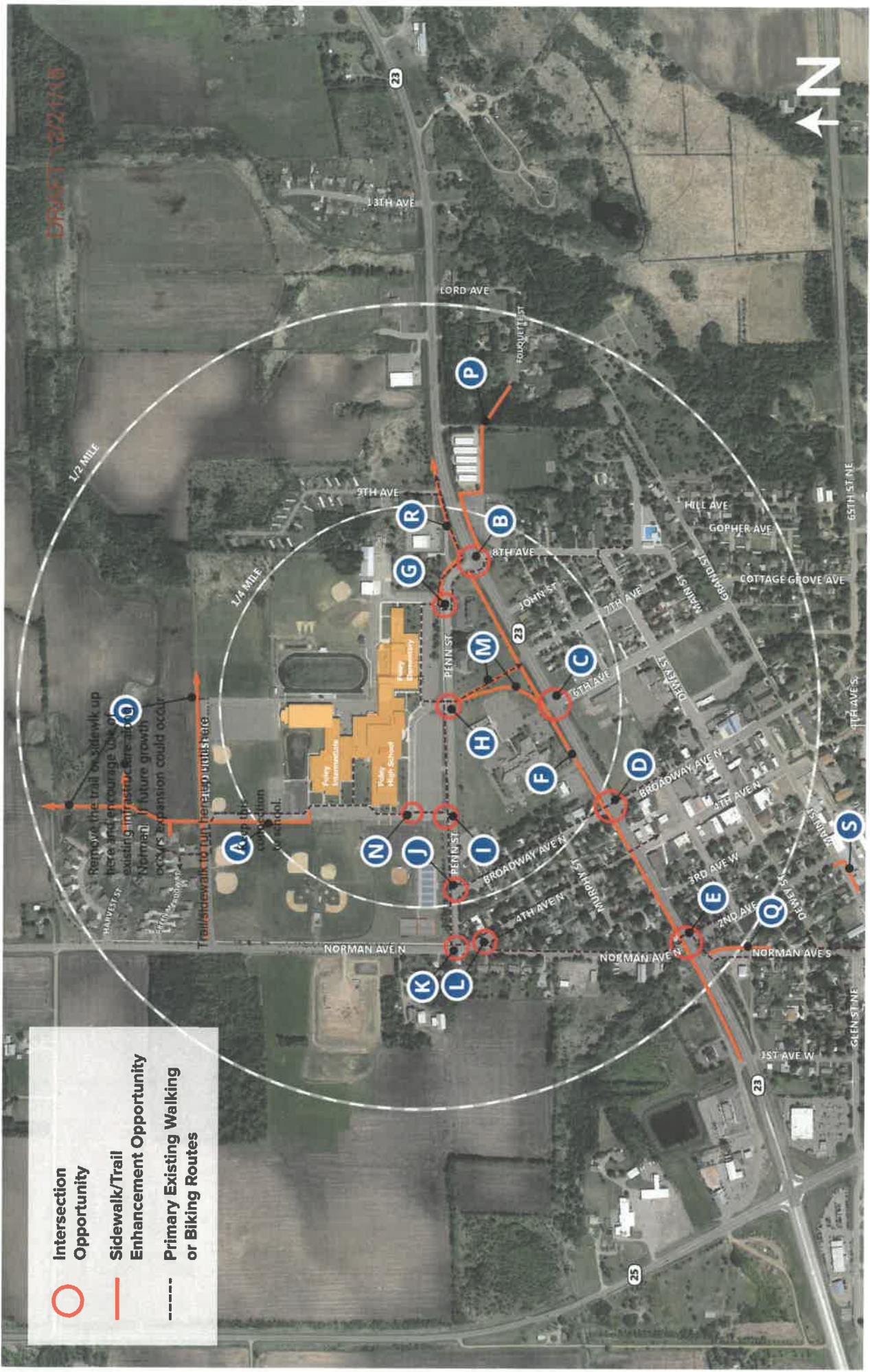
What are some issues you face on the way to and from School?


"No sidewalks along Highway 23, east of town"

"Street lights don't illuminate crosswalks"


"Drivers don't stop for people using the marked crosswalks along Highway 23"

DRAFT 12/2/14






Intersection Opportunity



Sidewalk/Trail Enhancement Opportunity



Primary Existing Walking or Biking Routes

Infrastructure Recommendations

DRAFT 12/21/18

LOCATION	PROBLEM/ISSUE/OPPORTUNITY	POTENTIAL SOLUTION/RECOMMENDATION	ANTICIPATED OUTCOME	LEAD	PRIORITY
A School driveway from Foley Intermediate to Field House Rd	No dedicated space for walking from the school campus to the residential area to the north.	Revised to include only necessary route			1
B Hwy 23 & 8th Ave	Long crossings; low driver yielding for people waiting to walk across the highway; vehicles travel and turn at high speeds				1
C Hwy 23 & 6th Ave	Long crossings; uncomfortable location for crossing the highway; no marked crosswalks; no landings or sidewalk/path to connect to on the north side of the highway				2
D Hwy 23 & Broadway Ave	Long crossings; low driver yielding for people waiting to walk across the crosswalk				1
E Hwy 23 & Norman Ave / 2nd Ave	Long crossings; low driver yielding rate for people waiting to walk across the highway; vehicles travel and turn at high speeds				1
F Hwy 23 from 8th Ave to 1st Ave	No dedicated space for walking or bicycling				3
G Penn St & east Elementary driveway	Long crossings (across Penn and driveway apron); drivers not expecting to see students crossing; vehicles turn at high speeds; low-visibility marked crosswalk on Penn	school speed zone on Penn?			3
H Penn St & west Elementary driveway	Long crossings (across Penn and driveway apron); drivers not expecting to see students crossing; vehicles turn at high speeds	school speed zone on Penn?			3
I Penn St & High School driveway	Long crossings (across Penn and driveway apron); drivers not expecting to see students crossing; vehicles turn at high speeds	school speed zone on Penn?			3
J Penn St & Broadway	Long crossing across Penn; drivers not expecting to see students crossing; low-visibility marked crosswalk	push button or flasher			2
K Penn St & Norman Ave	Long crossing across Penn; drivers not expecting to see students crossing; low-visibility marked crosswalk				2
L Norman Ave & 4th Ave	Low-visibility marked crosswalk; drivers not expecting to see students crossing; long crossing distance	Drop speed to 30 mph (Kampa Meadows until 4th/Penn)			2
M Grassy area between Penn St and Hwy 23, just south of school campus	No dedicated space for walking or bicycling; direct continuation from city center to school campus across Hwy 23				3
N On campus driveway intersection near High School	Oversize Intersection creates long crossing distance and increased exposure time for students walking; drivers not expecting to see students crossing				3
O Future development north of Field House Rd	No dedicated infrastructure for walking and biking to support future development	revised to only include necessary route	expand if growth supports		3
P South of Hwy 23 between Fouquette St & 8th Ave	No dedicated infrastructure for walking and biking from the residential area south of Hwy 23 along Fouquette St and Lord Ave				3
Q Norman Ave between Hwy 23 and Dewey St	Sidewalk gap along the east side of Norman Ave; east side of Norman Ave is the primary connection to many residences south of Main St				2
R From Foley Elementary to 8th Ave & Hwy 23, to east of 8th Ave along Hwy 23	No dedicated space for walking or bicycling (this connection is already planned)	In progress (2022 project with MnDOT)			1
S High density housing on Main St just east of Norman Ave	No dedicated space for walking or bicycling to/from this high density residential area				3
T Norman Ave N - lower speed					1

Draft Program Recommendations

Foley Elementary, Foley Intermediate, Foley High School

The following programs were recommended by reviewing feedback received from the Rapid Planning Workshop, the City of Foley SRTS grant application, parent survey responses, and community engagement held in Foley.

The recommended programs are not listed in any order of priority; all should be considered equally. However, a recommended timeline for implementation is included based on community support and existing resources.

The City of Foley and Foley schools are already doing some exciting things related to programs to support walking and biking to school. These should continue and be expanded upon:

- Walk to School Day: consider registering for the Winter Walk to School Day (February 6, 2019) and National Bike to School Day (May 8, 2019)
- Remote Bus Drop Off: consider trying these events once a month and/or partnering with a Park and Walk event (see below)
- Annual Foley Bike Safety Rodeo as part of Foley Fun Days, plus helmet fitting
- Walking field trips: consider adding more destinations and more trips
- Bus safety information/communication with families: consider adding information to promote walking and biking as options (see below)
- Crash Reduction Project Area along Hwy 23: consider expanding scope to include pedestrian and bicyclist safety in the corridor (see below)

Recommended Programs

Walk! Bike! Fun! Curriculum training/safety education training

Brief Description: Walk! Bike! Fun! helps children ages five to thirteen learn traffic rules and regulations, the potential hazards to traveling, and handling skills needed to bike and walk effectively, appropriately and safely through their community. Any community member or staff member at school can sign up to be trained in the Walk! Bike! Fun! curriculum and it is structured to meet Minnesota education standards.

Program Lead: ISD 51, BikeMN

Timeline: Short term (1-2 years) depending on availability of trainings offered by BikeMN

Which schools it would be good for: Foley Elementary, Foley Intermediate

Why we recommend it: Participants at the Rapid Planning Workshop thought training select staff in the Walk! Bike! Fun! curriculum would be an excellent way to increase the opportunity for physical activity while also teaching students safe walking and biking skills. Walk! Bike! Fun! training is a strong step towards receiving the mobile MnDOT Bike Fleet, which can be requested for student use in physical education classes and other school programming.

Park and Walk

Brief Description: During a park and walk, parents and those driving park and drop off a certain distance from school and walk the rest of the way.

Program Lead: ISD 51, schools for promotion to families

Timeline: Immediately

Which schools it would be good for: All schools

Why we recommend it: Foley Schools hold a bus drop and walk once per year. This opportunity can be promoted and expanded to parents and students driving to school. Bus drop/park and walks are a great way for students who live outside walking distance to get physical activity. Many students who travel to the building take the bus or are dropped off at school by car. Organizing, promoting, and holding an event like this as part of Walk/Bike to School Day is a great first step. If parents and school staff think the events are successful, consider increasing them to once a semester or once a month.

Potential locations for a bus drop/park and walk might include the Fleet site or along Norman Avenue on the west side of campus.

Targeted Enforcement Campaign along Highway 23

An enforcement campaign is an effective way to build awareness around students walking and biking to school and to encourage safe driving behavior among parents and passersby. This could be done through increased police/sheriff presence during arrival and dismissal, or event/s similar to Stop for Me. Any campaign should include education of the laws and road responsibilities of both drivers and people walking and biking.

Program Lead: Benton County Sheriff's Office, Foley Police Department

Timeline: Short (1-2 years)

Which schools it would be good for: All schools

Why we recommend it: Through engagement, parent surveys and during the Rapid Planning Workshop, it was clear that Highway 23 is the single biggest barrier to safe walking and biking to school. High speeds and lack of yielding to pedestrians were cited. A coordinated enforcement presence, along with education to drivers that a school is nearby would help bring awareness to students and families trying to cross.

Safety Campaign along Highway 23

A safety campaign is an effective way to promote SRTS and build community support for safe driving behavior among parents and visitors. Ongoing and coordinated messaging from the City, County, and schools would help remind drivers to slow down and be aware of people crossing Highway 23. This campaign would be most effective if partnered with targeted enforcement (see above). A school traffic safety campaign can use social or print media at or near schools such as posters, business window stickers, yard signs, and/or street banners to remind drivers to slow down and use caution in school zones. Any campaign should include education of the laws and road responsibilities of both drivers and people walking and biking.

Program Lead: Benton County Public Health, City of Foley, Foley Area Chamber of Commerce, school students and staff for promotional materials/art

Timeline: Short (1-2 years)

Which schools it would be good for: All schools

Why we recommend it: Dozens of parents line up in their cars before and after school. This is a great audience to target for messaging about safe driving behavior. Posters or banners could be held by students at the pick up queue in the afternoon. Often, drivers in the area might not be aware the school is nearby. Lawn signs or street banners could be posted near school that say "PLEASE SLOW DOWN", "STUDENTS WALK HERE", or other messages that advertise upcoming Walk to School Day events.

Walking School Bus

Brief Description: A Walking School Bus is a group of children walking to school with one or more adults or older students. Parents can take turns leading the bus, which follows the same route every time and picks up children from their homes or designated bus stops at designated times. Ideally, buses run every day or on a regular schedule so families can count on it, but they often begin as a one-time pilot event.

Program Lead: Foley parents (or PTO), ISD 51

Timeline: Short (1-2 years)

Which schools it would be good for: All schools; older students could be involved as the “drivers” of school buses with younger students

Why we recommend it: A walking school bus that travels from higher density housing or developments is a good way for parents to share the responsibility of walking with students throughout the week. Participants at the Rapid Planning Workshop thought a walking school bus from Kampa Meadows on Walk to School Day would be a good pilot. If shown to be sustainable and successful, consider increasing their frequency. These events also connect families and help young students safely cross some of the streets acting as major barriers in Foley. High school students may also be interested in being the walking school bus “driver”. Consider incorporating a campaign or messaging that encourages neighbors to keep sidewalks clear of snow.

Communication with Families

Brief Description: Communication could come as a paper or electronic newsletter or school social media blast describing safe transportation practices in and around school, making sure to elevate walking and biking as an option. Inform parents of safe crossings and how to dress appropriately for weather. Information could describe where parking for bikes is located at each school as well as other resources on site. The communication could also highlight SRTS news and efforts to date and advertise any upcoming events related to walking and biking.

Program Lead: ISD 51, City of Foley

Timeline: Immediate

Which schools this would be good for: All schools

Why we recommend it: Foley Schools send home communication about safe behavior on buses. Consider regularly sending home communication about safe habits and encouraging families and students to give walking and biking a try! More detailed information about safe driving near schools can be sent home via school newsletters or Facebook at the beginning of the year and after winter breaks.

Bike Mechanics Class / Earn-a-Bike

Brief Description: Bike mechanics classes provide students with hands-on skills to identify and fix bicycles. Classes can be offered as an after-school extracurricular class or as an elective similar to shop classes. Earn-a-Bike programs are bike mechanic classes where students get to keep the bike they fix when the class is complete.

Program Lead: ISD 51, partnership with law enforcement or a St. Cloud bike shop.

Timeline: Short (1-2 years)

Which schools this would be good for: Foley Intermediate, Foley High School

Why we recommend it: During the Rapid Planning Workshop, participants noted that bike mechanics classes could be offered by Foley Community Education. Bike mechanics classes could additionally be paired with an Earn-a-Bike program where students get to keep the bicycle they work on during class, removing potential barriers to bicycle ownership. Schools could partner with local law enforcement to fix up abandoned bicycles. Bikes that are too small for middle and high school students could be fixed and donated to bike drives for elementary schools.

Notes | Rapid Planning Session

City of Foley Safe Routes to School

November 13, 2018, Foley, MN

Attendance (see sign in sheet)

Kelly Corbin, MnDOT SRTS
Gerard Bettendorf, Mayor of Foley
Mike Kasner, Foley City Council
Katie McMillin, Foley Police Chief
Monica Shaw, City of Foley, SRTS Committee
John Uphoff, Benton Economic Partnership
Troy Heck, Benton County Sheriff
Jenny Lezer, Benton County Public Health
Jeff Gondeck, Foley City Council
Gary Swanson, Foley City Council
Chris Byrd, Benton County Highway Engineer
Mark Pappenfus, Foley Public Works Director
Ron Miller, Foley School Board
Corri Gross, Foley Elementary
Alyssa Stewart, Foley Community Ed
Sarah Brunn, Foley City Administrator
Darlene Ostrowski, Quality of Life
Kevin Seifermann, Transportation Director Foley Schools

Intro to SRTS

Kelly Corbin: Since 2006, planning grant to cover 440 schools, 425 infrastructure grants, 3 out of 4 infrastructure grants go to greater MN.

Some interest in formal adoption of this SRTS plan? By school board, city council, or others?

Engagement summary:

- There are a lot of year round and summer events. Some parents won't even sign their kids up bc no other options for transportation.

General discussion

- Discussions about cutting buses (Sieffermann). Kampa Meadows thought about cutting buses, but parents were not excited because there weren't any other transportation options/safe spaces to walk and bike
- Use of crossing guards? Nothing now, talks with MnDOT wasn't keen on it bc of safety risks. School patrol on 4th and Broadway.
- Speed on 8th is high now, but flashing feedback signs are going in this week

- Economic development and growth comes from a gold standard school district. Right now the city can't grow because of wastewater treatment plant. Moratorium on growth until wastewater treatment plant is fixed.
- "We don't build bridges bc cars were driving into the water, we build them to connect to places they want to go"

Discussion about Policies

- Miller: when we were kids the kids who walked were let out ten minutes early
- Corri: we don't discourage walking and biking, but we don't encourage. The school must get permission to walk and bike (confirm)

Infrastructure discussion

- TAP improvements
- Proposed roundabout at 8th and 23
- 23 and Broadway
- Radar feedback signs Highway 23 on east and west end of town where speed changes/drops coming into town. Purchased, installed in the next few weeks
- Two trail extensions. One to the east to 13th Ave to Penn. Another on south end. It was a missing link
- Push button ped crossing at Broadway and 23. Check on MnDOT CIP.
- Foley Ped Plan?
- Thinking about a temporary ped plan during the roundabout construction
- Lighting along Hwy 23 along trail to the east

Programs discussion

- Definitely interested in walking and biking as groups of students. Some older students were interested in being captains etc.
- Education campaign or school patrol once signage or crossing improvements are made.

TO: FOLEY CITY COUNCIL
FROM: SARAH BRUNN, CITY ADMINISTRATOR
SUBJECT: 03-05-19 COUNCIL MEETING
DATE: MARCH 1, 2019

Consent Agenda

The Foley Vet Clinic is again asking for permission to close down 3rd Avenue to hold their horse clinic on April 20, 2019. We have allowed for this to happen for the past few years with no concerns. Staff is recommending the typical hold harmless agreement be approved by the council and signed by the clinic prior to the event being held.

A resolution is also included in the consent agenda to approve the 2018 transfers to prepare for the audit. These transfers the same as presented with the adoption of the original 2018 budget and ensure the capital improvement plan and debt service receive necessary funds.

Public Hearing - Ordinance #442 – Sign Ordinance

An ordinance amending Section 8 – Signs is included in your packet. These recommendations are being brought forward by the planning commission and would limit off-premises billboards or signs in the city limits to a much smaller size. There were a couple comments from the city attorney that I have included in your packet but staff has no other comments to bring forward. Following the public hearing the council can move adoption of the ordinance and summary publication.

Safe Routes to School Update

I have included a memo and materials on the work that has been done so far with safe routes to school. Many of the councilmembers participated in these activities and before we move forward with the next step of starting the draft plan, I would like to obtain support from the council on the recommendations. We attended the school board meeting on February 25th and already received the support of the school board to continue forward. I can provide more details and answer any questions you have on Tuesday.

Wastewater Expansion

Staff has been busy working on meeting with a number of individuals regarding the wastewater expansion. We have one more meeting on the Friday before the council meeting and will provide you an update on these items on Tuesday.

Discussion on Purchase of PID 020054100

Staff was approached about a piece of property being put for sale that abuts other property the city owns on Broadway Ave S – near the gray storage sheds. I've included a map and details on the property in the council packet. If the council has interest in purchasing, we can go into closed session about putting in an offer. Staff will discuss potential uses for the property at the meeting.

Solar Gardens

Staff has been getting quite a few requests on either subscribing or building solar gardens within the city limits. I know the council has had some discussions in the past and it might be time we consider how we wish to regulate these gardens in the future. I plan on putting this item on the next planning commission agenda for discussion and will report back. If you have further questions let me know.

Snow Removal/Plowing

Staff has brought a few concerns with plowing and removal of snow to the council's attention at prior meetings. Plowing has continued to be difficult with the amount of snow and lack of places to put it. Public works has been working very hard trying to keep up and we are very thankful for their dedication and hard work. A couple things to keep in mind: Individual residents and business owners are responsible for digging out mailboxes which become covered with snow, that is NOT the responsibility of the city. The priority with snow removal is to clear the public streets or right-of-way with priority given to the main thoroughfares in town. Priority is also given to public safety items, such as clearing out fire hydrants. Councilmembers are also welcome to refer complaints to City Hall and we will do our best to address concerns.

Wastewater Award

Congratulations to Foley Public Works on receiving a WWTF Operator's Award!

Upcoming Reminders:

- **March 11th** – Planning Commission Meeting – 6:30pm
- **April 2nd** – Regular City Council Meeting – 5:30pm
- **April 16-17** – Audit Fieldwork – Council is not required to attend but is always welcome to stop in if they would like.
- **May 30th** – Snow finally melts and we head into spring???!!!!??