

MINUTES
INFRASTRUCTURE REVIEW ADVISORY BOARD
Oak View Library
April 7, 2010 8:30 a.m.

Members and Alternates Present

Chad Huwe, Steve VanBuskirk, Myron Adam, Preston Mettler, Matt Carlson, Tim Galbraith, Mark Vellinga, Jeff Schmitt, Pat Beckman

Members and Alternates Absent

Bill Kemmis, Mark Cotter, Mike Cooper, Steve Brockmueller

Others Present

Todd Anawski, Cynthia Monnin, Rick Laughlin, Ben Ronning, Kris Ronning, Eric Willadsen, Jon Brown, Jeff DesLauriers, Chuck Point, Debra Owen, Phil Gundvaldson, Clayton Jamison, Shannon VerHey, Thad Roberts, Albert Schmidt, Kim Buell, Jason Gusso, Curt Struck, Chuck Serbus, Mike Kuno

Approval of Minutes of Last Meeting

A motion was made by Mark Vellinga to approve the March 3, 2010 meeting minutes; the motion was seconded by Myron Adam. Roll call: Yeses- Huwe, Schmitt, VanBuskirk, Carlson, Adam, Galbraith, Vellinga - 7. Noes, none.

Business

Chad Huwe, City Engineer, announced to the group that Orrin Oliver has resigned his position on the IRAB effective immediately. His alternate, Matt Carlson, has agreed to accept the member position. The alternate position representing the Contractors Association is now vacant. If you're interested in the vacancy please contact Julie Wilson.

a. Assurance Agreement Update

Shannon VerHey, Assistant City Engineer, presented a PowerPoint presentation that provided an overview of the status of the subdivisions in the area. Shannon recently met with most of the responsible parties of the subdivisions and displayed a summary of his findings. Currently, 66% of subdivision phases are out of compliance with their construction permit and 41% are out of compliance with the platting requirements. These findings are based on two different time frames; the two year construction permit timeframe and the three year platting requirement. Shannon read the City Ordinance to the group which gives the City the authority to have the Assurance Agreement. Shannon provided several examples of specific circumstances in which top lift or other improvements have not been finished. The group consensus was the Assurance Agreement needs verbiage added to address the completion of subdivisions. A few of the suggestions included: requiring developers to install top lift on residential streets before future developments are approved, special bonding regulations, letter of credit, sharing costs with current owners, having Assurance agreement filed at the time of getting first permit, etc.

Shannon will work with the City attorney on new verbiage and requirements for the Assurance agreement and will bring issue back to IRAB in the future.

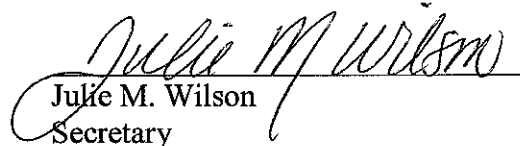
In closing, Chad mentioned that the development driven petitions will be discussed at the next IRAB meeting. He encouraged everyone to review the spreadsheet that was distributed at the March 3 meeting. A copy of the spreadsheet is available on the IRAB website.


Board Action:

Action Items

Adjournment

The next IRAB meeting is set for April 21, 2010, at 8:30 a.m., at the Oak View Library. A motion was made by Chad Huwe for adjournment at 9:50 a.m.; the motion was seconded by Jeff Schmitt. Roll call: Yeses- Huwe, Schmitt, VanBuskirk, Carlson, Adam, Galbraith, Vellinga - 7. Noes, none.


Julie M. Wilson
Secretary


Chad J. Huwe
City Engineer