



## MINUTES

### DEVELOPMENT COMMITTEE

Village Green Municipal  
Building Council Chambers  
47 Hall Street

February 6, 2018

6:30 p.m.

The meeting began at 6:30 p.m. Those present included:

**Committee Members and Council:** Frank Bertone, Chairman; Councilmembers Brendan Newcomb; Daniel Swartwout; Brian Lorenz; Melissa Riggins; Steve Lutz, City Manager and Dave Betz, Development Director. Chris Shear, Citizen Representative, was absent.

**Staff/Others:** Chris Huber, City Engineer; Karen J. Mitchell, City Clerk; and other interested parties.

**Approval of Minutes** – The minutes of December 5, 2017 were approved.

### **Today's Business**

- **Verona Inspection Fees:** Mr. Huber explained that two sections have been completed to date. Section 1 was the Parade of Homes. Both sections have been conditionally accepted for the 2-year maintenance period. In an effort to minimize the balance of the inspection fees they have onsite, the developer has requested a lump sum refund of the monies still held for both sections and maintaining a \$40,000 balance for the combined sections. The current balance for Section 1, \$199,000, is considerably more than is customary for comparable developments. Section 2 has a balance of \$26,000. Mr. Huber told the developer that the City was unable to combine the sections due to the City's acceptance procedures policies; however, because of the anomaly of the excessively large balance in Section 1, Mr. Huber recommends that the City issue a refund on Section 1 of \$120,000, no refund on Section 2, and seeks the Committee's approval to do so. He felt the balance left in Section 1 after a refund would reflect the balances carried by similar developments in the area. After discussion, the Committee agreed to issue the refund as recommended by the City Engineer.

**ACTION ITEM: The City Engineer is directed to issue a refund to Verona for the inspection fees of Section 1 in the approximate amount of \$120,000.**

- **Staff Projects Related to Development Committee**
  - **Traffic Signal Grace Dr./N. Liberty St.:** Mr. Huber states there is an agreement with respect to the right-of-way. Engineering is meeting with the utility companies about relocating their respective lines/equipment. Once that is in place, bids for the project can be done. Councilman Lorenz requested that since the City will have an open trench, it should put in a conduit for fiber. Mr. Huber said that it could be done.
  - **CSX/South Liberty St. Pedestrian Crossing:** Mr. Betz explained that this project is preliminarily approved by CSX. There is an ordinance on tonight's Council agenda that covers engineering review already done and opens an account for engineering review CSX might have in the future. This project has a \$600-\$700,000 price tag to complete and this is the next step to move the project forward. Now it is up to the City to find the funding.
  - **Seldom Seen Park:** Mr. Lutz reported that three weeks ago, Council authorized entering into contracts with Trucco and Thomas & Marker for construction of the park. Those contracts have been prepared and forwarded to the contractors. The contractors are scheduled to come back tomorrow afternoon with any comments or concerns they may have. Once the

contracts are executed, the City will begin the construction process.

- o Rail Tunnel Improvements at Adventure Park: Mr. Lutz states that in finding a permanent solution to re-sleeve and stabilize the tunnel at Adventure Park, John Morehead [Assistant City Engineer] has identified a contractor who has the approval (insurance requirements) of the railroad to do the work. Mr. Morehead is finalizing a scope of work to bring it before the contractor to get a cost estimate.
- Committee Goals 2018/2019: Councilman Bertone related that the goal setting session is scheduled for next Tuesday, reminded everyone to get their lists put together in preparation thereof, and discussed what he would like to see added from a Development Committee perspective.

### **New Business**

- Radon Detection: Councilman Newcomb requested that radon detection systems as a Building Code requirement be considered as an agenda topic for discussion.

**ACTION PLAN: Operations Committee will add this item to its agenda for discussion and ask the Chief Building Official to attend and participate.**

### **Old Business**

- Development Committee 2016 Goals – Update to 2017 Goals: The goals from the 2016-2017 Goal Setting Session will be adjusted/changed/updated in accordance with the newly identified goals for 2018-2019.

**Adjournment** - Having no further business to come before the Committee, the meeting was adjourned at 7:05 p.m.