



PAYBACK REIMBURSEMENT COMMISSION – MEETING MINUTES

July 21, 2010, 12:00 Noon

Present: Brad Wills, Gerald Martens, Samatha Evans, Scott Standley, Dave VanEngelen, Rod Mathis via conference phone, Dave Johnson, Council Representative, Troy Vitek, City of Twin Falls.

Not Present: Doug Vollmer

Appointment of Chairperson, unanimous vote for Brad Wills to serve as chairperson.

Appointment of Vice Chairperson, unanimous vote for Doug Vollmer to serve as vice chair.

Troy Vitek will check the ordinance referencing the term of service for Chair and Vice Chair.

First order of business is the Hometowne #1 Application. Brad Wills is the presenter so gave chair to Scott Standley.

Brad Wills, 222 Shoshone St. W, TF presented improvement reimbursement information for Hometowne #1. The packet provided to all members shows all necessary references for this application. He explained the items (HT#1 – HT#7) to the Commission. Brad pointed out error in units on application form but no adjustment of numbers needed excepting HT#6. Brad clarified HT#6 amt of payback should read \$14,944.25 and not the \$15,663.00 listed.

Gerald Martens made motion to approve this application as presented with the condition that the quantities and calculations have not been verified. Dave VanEngelen seconded the motion.

Gerald Martens amended his motion and would like the approval have conditions that the final quantities and calculations should be verified by end user. Motion was seconded by Dave VanEngelen. Gerald also would also like a disclaimer at the bottom of approval that the quantities and calculations have not been checked at time of approval and should be checked by end user.

Gerald Martens asked if there will be a limit to the amount of time to submit an application for reimbursement payback and also, is a developer required to submit an application when they don't want a payback.

Troy Vitek answered that there is a limit of 90 days to submit from the time the City accepts the improvement. Also that there possibly should be some sort of agreement even IF there isn't a payback due between parties.

Brad Wills asked the commission about notification to adjacent property owners regarding payback meetings and application approval. Discussion followed. Possibly put on title like a deferral but then would have to notify each owner. Troy will talk to Fritz Wonderlich and Samatha Evans will research this with title companies. We will try to get Fritz to the next meeting.

Scott Standley asked for a vote on the motion before them. Motion was approved by unanimous decision 6-0.

Brad Wills stated that we need to come up with a fee schedule. Gerald Martens asked Rod Mathis approximately how much time was spent on the current application and Rod answered 1 hour. The commission will try to come up with the fee schedule – maybe a set application filing fee and then a percentage added on for the review time. Gerald Martens made a motion to set the fees at \$300 plus 1% of the cost over \$100,000. This would cover the third party review but not any money for paper work at City of Twin Falls. Motion was withdrawn. Scott Standley made a motion to recommend a fee to cover cost of work done by City and that third party will be paid by developer. Dave VanEngelen seconded the motion. Troy Vitek will find a good chargeable fee and let commission know at next meeting.

Meeting adjourned at 1:20 pm.