

ENGLEWOOD SPECIAL IMPROVEMENT DISTRICT CORPORATION
Board Meeting Minutes
October 6th 2020

Board Members in Attendance:

- Albert Krull-Chairperson
- Linda Dunham - Vice Chairperson
- David Simon - Secretary
- Wayne Hamer - City Council Representative
- Adam Brown

Board Members Excused:

- Dennis Williams - Treasurer
- Lori DiSimone

Other Attendee(s)

- Mayor, Michael Wilde
- Jacey Raimondo, SID ED
- Carol Rauscher, ECC ED

Meeting called to order by Chairperson Krull at 8:00am.

Chairman introduced motion to approve September 1st 2020 Board Meeting Minutes

Moved by Mr. Brown Seconded by Vice Chair Dunham

Board Vote: Unanimous

September Board Meeting minutes accepted into the record

Financial Matters:

Board approved the September Expenditures as outlined on the September check register.

The P/L prepared by Convery Tax and Accounting services were reviewed. Mr Brown explained that they needed to be revised based on the accrual method for end of year 2018. The annual income for 2018 calendar year is \$250,000. SID is on accrual fiscal year so the annual income for FY 2018 is \$125,000 with the additional \$125,000 being reflected June 20 2019.

Discussion regarding 2021 SID income is projected to be ½ of \$125,000 (approximately \$31,00 per ¼)

IRS not for profit determination 501c6 draft application is in process, ED working with Debrorah Golle at Lerch Vinci Higgins, the application will be filed by December 1st with the IRS.

Draft Audit for FY 2018 and 2019 expected to be presented to Board at November meeting for their review and comment.

Draft 990 for 2019 expected to be presented to Board at November meeting for their review and comment.

Parking Meter Implementation -

Discussion regarding as to whether the City of Englewood or the SID has the ultimate authority over the management of the data/collection of the new meter system.

Board Member Hamer indicated that ultimately the city has to be responsible for the data/management and collection of the meter receipts providing reporting to SID for purposes of the city's repayment of the SID loan financing the IPS meter purchase and installation.

No consensus as to who at the city would take over this task.

Mr Brown stated that there are a number of functions that need to be addressed if the meter conversion is to be successful:

1. Revenue collection confirmation and reconciliation
2. Management/Use of Data - analyzing who is parking where and when and making management decisions based upon the data
3. Direction regarding holiday/event special parking plans

Mr Brown asked if IPS has a consultant for some of the functions above and or a manual/training. ED agreed to follow up with IPS directly.

In order to move forward with the IPS install the city needs to confirm the Merchant Account Provider. Currently the city uses a merchant account provider for the Park Mobile application - who is that provider. Meeting to be scheduled with City Controller Michael Kaufman to discuss, ED charged with scheduling the meeting.

Mayor voiced that he would like attention paid to monthly parking being provided closer to the stores for the convenience of the retailers/employees.

William Street Parking Lot

Mr. Hamer confirmed that the City Administrator is aware that the City Counsel and City Engineer will be responsible for reaching out to all William Street adjoining parking users regarding the spaces they utilize for what business and dumpster usage located in the parking lot.

ED to forward Lapakta William parking lot survey to City Administrator/Engineer

Board discussed whether the improvement of the City's William Street parking lot needed to go before the planning board. Mr. Hamer agreed to investigate.

Chairman working with Lapakta on construction drawings.

City Wide Wifi

Mr. Hamer reported that the local internet provider is providing 2 months free service to any students without an internet connection. SID's aim to provide internet services to disadvantaged city areas will most likely be met by the Board of Education as a result of actions they are taking related to learning in place due to Covid. No action at this time required by SID for public wifi.

Awning Clean Up Project - completed

Dean Street Parking Lot

Mr. Brown agreed to distribute to the Chairman and ED the parking lot design plan that was prepared by Gerry Geroso. ED agreed to follow up with Mr. Brown to discuss current meter fee schedule and implementation plan as to changes.

Board agreed to increase the current cleaning of the Dean Street garage and Mr. Hamer agreed to speak to DPW about more frequent garbage can removal.

Conflict of Interest Policy

ED requested that all Board Members complete the Conflict of Interest Questionnaire and forward to Chairman for recordkeeping.

It was noted that the Conflict of Interest Questionnaire is to be renewed every January.

The Board Approved Conflict of Interest Policy has been forwarded to the City Manager.

Miscellaneous Business:

Murals:

Consider a joint project with the City of Englewood in connection with a mural creation behind Jet Cleaners facing the RR tracks.

City Alleys to municipal parking garages:

SID to audit the Palisade Avenue alley's for graffiti and propose a plan for removal. A specific complaint of graffiti located in an alley at 41N Palisades Avenue noted.

Chairman moved to close the meeting at 9:04am and continue in an Executive Session. .
Seconded by Mr. Hamer

Board Vote: Unanimous

Next Board Meeting: Tuesday, November 3, 2020 at 8am via ZOOM