

ENGLEWOOD SPECIAL IMPROVEMENT DISTRICT CORPORATION
Board Meeting Minutes
May 4, 2021

Board Members in Attendance:

- Albert Krull-Chairperson
- Linda Dunham - Vice Chairperson
- Adam Brown
- Wayne Hamer - City Councilman

Board Members Excused: Lori DiSimone Ramil

Other Attendee(s)

- Carol Rauscher
- Mayor Wildes

Meeting called to order by Chairperson Krull at 8:05am.

Chairman introduced motion to approve April 6, 2021 Board Meeting Minutes

Moved by: Ms Linda Dunham: Seconded by: Mr Brown

Board Vote: Unanimous

April Board Meeting minutes accepted into the record

Financial Matters:

Bookkeeper has not delivered the current monthly financial updates yet, ED confirmed when they are received they will be forwarded immediately to the Board.

Balance of Operating and MM account will be forwarded by Ms DiSimone Ramil later this week.

Board approved the May expenditures as outlined on the May check register. Board had no questions, payments will be signed and mailed.

The credit card charge "owner" for the GO DADDY domain has not yet been identified. ED to go to Go Daddy and retrieve last four digits of the credit card being used and report to Board members so that person being changed may be identified.

Chairman noted the SID Fiscal 2022, one quarter forgiveness letter was presented in the Board package and asked for comments. Ms Dunham acknowledged her approval of the letter and the added invitation for folks to attend SID meetings. ED to drop off copies of the letter for City of Englewood Finance/Tax Collector to include in next tax invoicing. Chairman recommended ED confirm with City Manager when the letters are dropped off.

Kiosk Investigation and Implementation:

Board confirmed phase two to include third kiosk installation in the municipal lot across from the municipal building and meter head swap on North and South Dean Street. ED to present estimate for purchase cost of equipment and installation from IPS and pole cutting from Complete Mobility which work will be scheduled to take place simultaneously.

Mr. Brown asked for IPS financial reporting from January 2021 through May 2021 as it related to SID being reimbursed for the financing of the IPS purchases. ED confirmed all financial reporting is directed to the City of Englewood and a request for the reports would be made.

City Parking Signage: no change

Reported that the City Manager is currently engaged with City budgeting and other city matters and signage would be taken up by the City when time allows.

William Street Parking Lot: Chairman would like to move forward with going out to bid with final construction drawings. City Engineer has received the drawings and has not commented. Chairman asked ED to reach out to City Engineer and request a list of potential bidders. Mr. Brown noted we need QPA on the William Street public contract because it is public property the work of which will be in excess of \$18,000. Discuss with City Engineer and City Manager, perhaps it can be appended to a larger city capital improvement project that is currently pending. The William Street project was included in last year's City fiscal budget.

Bergen Lot Dumpster Lot E/Debris Issues: Litter Patrol is still cleaning the lot Ms Rauscher stated that each of the restaurants now have contracts with individual vendors removing trash. Ms Rauscher reported that DPW will be posting signs within the week that announce "no parking" after a certain hour so that DPW can come in and sweep in the evenings. Mr. Brown noted the issue of neighboring residential tenants using the lot to park their vehicles overnight. The Mayor noted if the posted signs state "no evening residential parking" DPW can move forward with fining etc. Ms Rauscher noted the issue is being managed by the City Manager. Chairman asked ED to reach out to the City Manager requesting an update on trash management in Lot E.

Municipal Parking Garage and related matters:

Capital Improvement Issues brought to SID's attention by Complete Mobility walk thru with Chairman and ED. The SID chairman confirmed the garage is approx 18 years old.

1. Power Washing Quotes: the work is being coordinated with Complete Mobility and the City to provide access to water and no parking signage over the weekend that the work is ultimately scheduled for. Mr. Brown recommended coordinating this with John Valentine.
2. Need confirmation from the City that permit parkers in garage are being tracked by vehicle license plates rather than parking space numbers. City needs to be reminded

and notices need to be forwarded to permit parkers before implementing the identifier change.

3. Complete Mobility will remove inconsistent and outdated signage from the garage during its power washing work.

Mr. Brown confirmed Charles Street is privately owned and no longer the concern of SID.

The Mayor asked SID to lead the way in signage revitalization graphics in the central business district. Mr. Brown reported the SID is working with the City, referring to the already existing signage plan.

Any complaints on James Street overgrowth to be directed to DPW and City Manager to be copied.

Chairman will initiate a landscaping plan request to improve the walkway from Palisades Avenue to the garage entrance. Chairman is working with a landscape AIA pro bono who will present a sketch and plant specifications to SID for consideration.

Graffiti/City Alleyways: Chairman reported that there was no action on this item. ED and Ms. Dunham volunteered to walk the alleys and report on existing conditions. Mr. Brown recommended engaging a lighting designer with outdoor lighting city experience. Mr. Brown to send existing lighting plan where the alleys may have been addressed to Chairman.

Mayor suggested joining with other towns when addressing the PSEG stance re: light voltage on street lamps.

SID 2021 Newsletter:

ED reported the initial draft of the newsletter would be forwarded to Ms. Dunham for review and comment. No Change

Miscellaneous/ New Business:

Chairman reported the spring plantings were completed. ED to reach out to Magnolia Landscaping for an estimate to clean up debris in the area adjacent to the railway and walkway to the garage.

Future Board Members: SID Bylaws require the appointment of two Board Members as a result of Mr. Simon's resignation from the SID Board. Board members charged with forwarding their recommendations to Chairman.

There are Workers Compensation policy issues as a result of ED being a contract vendor not an employee. SID recommends a minimal workers compensation policy should be put in place.

Chairman Krull and Ms DiSimone Ramil to discuss with ED. ED to continue to follow up with Ms DiSimone Ramil regarding her recommendations.

Site furnishings recommended along Palisade Avenue include benches, tables, chairs and planters. A review of current furnishings to be looked at and supplemented or replaced with more colorful user friendly items as necessary.

SID Fiscal 2022 Budget Report to be forwarded to Chairman and he will call a SID special meeting to have the budget 2022 approved by SID and then he will work with Mr. Hamer re: presentation to City Council.

SID is investigating the daily sweeping of the SID area sidewalks.

Hours - Part time position 3- 4 hours a day, salary range \$12.00 to \$15.00 an hour.

Mr. Brown recommended approaching Litter Patrol or County Glass Cleaning for an estimate for such services.

DPW provides morning cleaning at mid day so that it looks sharp throughout the day. Mr. Hamer suggested talking to DPW to ask if he knows of anyone interested in a part time job to clean up sidewalks of SID district.

It was noted that West Palisade Avenue needs attention as well as the parks (outside SID area) in the summer because trash cans are not emptied on the weekends.

Mr. Brown reported that rental inquiries in the downtown area are on the upkick.

Chairman moved to close the open portion of the meeting at 9:am Seconded by Ms Dunham
Board Vote: Unanimous

Executive Session commenced at 9:05am closed at 9:15am.

Next Board Meeting: Tuesday, June 1, 2021 at 8am via ZOOM