

ENGLEWOOD SPECIAL IMPROVEMENT DISTRICT CORPORATION
Board Meeting Minutes
April 6, 2021

Board Members in Attendance:

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

Board Members Excused: None

Other Attendee(s)

- Carol Rauscher, ECC ED

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

Mr. Simon reported his resignation from the SID Board to take on the North Jersey Chamber CEO responsibilities. Board members thanked Mr. Simon for his service.

Chairman introduced motion to approve March 2, 2021 Board Meeting Minutes

Moved by: Mr. Lori DiSimone Ramil; Seconded by: Wayne Hamer

Board Vote: Unanimous

March Board Meeting minutes accepted into the record

Financial Matters:

Ms DiSimone Ramil reported that the P/Ls for calendar year 2020 and January 2021 thru February 2021 were completed and forwarded to the Board prior to the meeting.

Mr. Brown noted a correction that needs to be made regarding the incorrect coding of a payment to IPS for the meter purchase as an insurance expenditure.

Mr Brown requested that a P/L and Balance sheet be made available to the Board monthly. P/L and Balance Sheet as of March 2021 were prepared and presented.

Ms. DiSimone Ramil will work with accountant and reclass the IPS parking meter expense as a loan receivable.

Lori confirmed ConnectOne account balances.

Board approved the April Expenditures as outlined on the April check register. Board had no questions.

Ms DiSimone reported that the ECC expenditures to date under Advertising and Marketing from January 2020 thru Feb 2021 total \$10,334. Ms Rauscher reported that marketing expenses were lower than projected due to Covid

Ms DiSimone Ramil confirmed the IPS and Complete Mobility expenses are to be booked as a loan and, the accountant will be advised.

Chairman asked Mr. Simon what other municipalities the chamber covers and what municipalities contribute to the chamber. Member municipalities include Weehawken and others running north up to Closter. Mr Simon is currently meeting with various municipal officials requesting sponsorships to move the new chamber forward.

Mr. Simon emailed SID Board description of only Englewood events and Englewood marketing expenses. Ms Rauscher reported that other towns budgets and events are completely separate from Englewood chamber line item for budget/expenses.

Chairman questioned the existing web domain and what towns it services. Ms. Rauscher reported SID is only being requested to pay the portion for Englewood domain services.

Vice Chair Dunham questioned whether a regional approach is being considered. Ms Rauscher confirmed the future plan is for a regional approach.

Vice Chair Dunham asked what is the time frame for merging separate towns into a regional chamber. Ms Rauscher and Mr Simon reported that they are currently approaching individual towns with no specific time frame for a regional launch of chamber.

Vice Chair Dunham asked if ECC will have a representative on the SID Board, Ms Rauscher confirmed she will attend all SID Board meetings and represent the Englewood portion of the Chamber.

Chairman reported that SID is drafting a letter advising that first quarter of Fiscal 2022 SID tax/dues will be forgiven. ED to provide draft to AI and will be distributed to Mr. Kaufman, Comptroller City of Englewood.

Kiosk Investigation and Implementation

ED met with Complete Mobility and looked at North and South Dean Street with regard to replacing parking meters with kiosks. North Dean to go to pay stations and South Dean to stay metered.

Complete Mobility's recommendation of 8 pay stations may be aggressive but Mr. Brown did understand why, meaning it is not worth the walk to the kiosk. Chairman asked ED to contact Complete Mobility for additional details on why they recommend 8 kiosks and whether the kiosks can be reduced.

Mr. Hamer reported that the decommissioned kiosks are owned by the City and the City is in charge of disposing and or returning them to its individual vendors.

Kiosks in the garage have been installed and are currently set up via license plates reporting/recognition. All the garage spaces are numbered and tie into the city permitting. Mr. Brown recommended the permitting be switched to license plates format so that all parking by pay stations be the same to make enforcement easier. No decision on how to proceed with this recommendation to the City.

Mr. Hamer suggested putting the remaining kiosk (already purchased and being stored at DPW garage) across from the lot of City Hall (behind Dean Street). ED to contact Complete Mobility to ask for a proposal for installing a kiosk in the 3 hour lot across from City Hall and to determine where the kiosk should be installed.

City Parking Signage: Repeated from February Board Meeting Minutes - no change
SID needs to follow up with the City Manager, Mr Hamer reported that the City Manager is currently engaged with City budgeting and other city matters re: policy chief replacement..

William Street Parking Lot: Mr. Hamer reported no update and stated that the matter is currently a low priority due to the City Managers current agenda, Mr Hamer reported that the William Street parking lot will be tabled for the next month.

Bergen Lot Dumpster Lot E/Debris Issues:

Chairman confirmed SID has proposals from three carriers to go back to the compactors. Little Patrol will be asked to go back to perform weekly cleaning.

Mr. Hamer inquired into SID scope of responsibilities regarding this issue. He confirmed that SID is simply recommending the compacting process and will hand over its pricing findings to the City.

Mr Krull confirmed that Lot E is a city lot and carting vendor will contract directly with the tenants.

Mr Krull will discuss with the City Manager the DPW weekly sweep of Lot E.
Mr. Krull will continue to keep City Manager informed

Municipal Parking Garage:

Capital Improvement Issues brought to SID's attention by Complete Mobility walk thru with Chairman.

1. Power Washing Quotes: AI to distribute to the Board.
2. Many of the garage signage can be removed as they are no longer relevant
3. Ms Dunham noted the expense of the expansion joint fix and Wayne confirmed the city has options to handle the expense of this expansion joint fix item.

Chairman confirmed SID would not take on the expansion joint fix, SID will just inform the City Manager. Chairman agreed to advise City Manager in writing

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.

Mr. Hamer confirmed there is fiber optic running under the walkway but this is more of a clean up issue

Graffiti/City Alleyways: Mr. Krull reported no action on this item this month

Magnolia Landscaping proposal - the cost is the same as last year, and the desire is to have colorful plantings throughout the year. Mr Hamer recommended looking at West Palisades Avenue median filled with daffodils and adding daffodil plantings in the fall for next spring (Brenda the Garden Nanny installed last fall). ED to reach out to her.

SID 2021 Newsletter:

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

Miscellaneous Business:

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 for consideration to the Chairman prior to the May meeting.

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.

New Mural Ordinance: Mr. Hamer reported that the ordinance while it has been approved by the City it is not user friendly and some interpretation issues are currently being investigated by the City Council.

Mr Hamer asked about the commencement of the steam cleaning work. Capco is the vendor and their proposal covers Grand Ave; Engle Street; South Dean and North Dean SID areas total sq footage 68,000 for \$53,000.

Mr. Hamer reminded the SID we are to do the work in separate areas and questioned what areas should we do next. North Dean Street is being looked at for the next phase. Chairman requested Capco to break out an estimate for specific cost for North Dean Street.

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. Carol will introduce Janet Sharma to Chairman regarding input as it relates to City of Englewood senior users.

SID Budget Report to City Council to be calendared for May City Council meeting. Mr Hamer to advise the Chairman of the actual date and time of May City Council meeting.

Chairman moved to close the meeting at 8:am Seconded by Mr. Hamer

Board Vote: Unanimous

Next Board Meeting: Tuesday, May 4, 2021 at 8am via ZOOM