

Northwest Tax Increment Finance Authority (TIFA)

Minutes

May 21, 2019

Call to Order

Present : Members Patrick Mann, Tom McDonald, Audi Kokoshi, James O'Dell, Randy Cousineau and Member/Director Dale Krajniak.

Excused: Jimmy Depuys

Minutes approval

Moved by Tom McDonald supported by Randy to accept minutes as presented.

Ayes All Nays None

Mack Ave Landscape Improvement Project

Members discussed the final phase of the Mack Ave project. Noted costs are expected to be in the range of \$ 175,000 plus the lampposts. Krajniak noted the public works dept is undertaking the acquisition of the lamps and installation of the same. The contractor, Cipparrone is holding the same unit prices as the past phase. This phase will complete all the work, including curbs, sidewalks, pedestrian lighting and trees from Nottingham to the Cracked Egg restaurant. Members agreed the Mack Ave improvement plan was a very nice upgrade for the Mack District. Krajniak noted the alley area from Wayburn will be reviewed for resurfacing. Members discussed the Huntington Bank project and removal of the vacant house located within the footprint. Denman price for removal, including remediation estimated at \$ 15,000.00.

Moved by Mann and supported by Randy to approve the final completion of the landscape improvement project by Cipparrone Contractors in an amount not to exceed \$ 175,000 plus

lampposts and installation, along with approval of the Denman housing removal in a cost not to exceed \$ 15,000.

Ayes All Nays None

Charlevoix Updates

Members discussed the addition of the Charlevoix restaurant. All concurred additional parking is the top priority for the Charlevoix District and directed Krajniak to actively pursue the same and review the vacant grass lot along Lakepointe. Krajniak noted three street events are planned to assist in marketing the district this summer beginning the third Saturday of June. Krajniak also noted to promote the district and accompanying special events a \$ 7,200 allowance will be included in the budget for marketing and related promotional materials.

Kercheval Ave

Members reviewed the status of parking improvements and priority to create additional where possible. Members discussed the foot of Kercheval and Wayburn, along with the upcoming parking improvements slated for 1211 and 1215 Wayburn. Krajniak noted removal of the vacant houses would be undertaken this fiscal year. Noted estimated price for each house removal would be between \$ 12,000 to \$ 15,000 by Denman Construction. Work will include any remedial environmental work that may be required. Members discussed other parking opportunities and additional measures to assist. Members discussed the option of creating valet parking services during summer and fall weekends to assist with parking needs. Discussed the location of a valet booth to facilitate the same and placed near the veterinary clinic. Noted booth would be of the same style to match that of the trolleys. Members agreed the service would improve convenience for restaurant patrons and maximize the utilization of parking behind the hardware store and further to make use of the Pierce and Defer lots which in total would assist in freeing up spaces along the center of the District. Members reviewed trolley operations. Krajniak noted current trolleys, while old, have been sufficing for the weekend services and have greatly assisted in bringing in patrons to the District while lessening the parking burden. He noted the average ridership was running approximately 300 plus on Fridays and 500 plus on Saturdays. Krajniak noted that while independent private rentals of the trolleys provided resources to assist in covering drivers' costs of trolley operations, they were being discontinued due to additional liability created, breakdowns during the winter months, and lastly limited driver availability. Following discussion members

agreed to provide an annual allowance of \$ 15,000 to help assist in covering drivers' fees. Krajniak discussed trolley routes and noted expanding service for special events on Charlevoix would be undertaken.

Moved by McDonald supported by Kokoshi to approve building removal costs, an allowance for driver fees \$ 15,000.00 and acquisition of valet booth as discussed.

Ayes All Nays None

Fiscal Year 201-2020 Budget Review and acceptance

Budget presented for review. Noted funds would be allocated primarily for parking expansion, district capital improvements, and alternative parking programs. General NWTIFA District capital improvements will also provide for continued landscape and streetlighting improvements, and property acquisition for parking, if available. Possible locations for expanded parking and overall activities in place were discussed. Regarding administrative activities and project oversight fees of the NWTIFA a monthly management fee of \$ 4,500 is provided for director duties along with funds allocated for accounting and legal services.

Revenues:

Captured Taxes	\$ 860,000
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Expenditures:

Project management - Accounting- legal	85,000
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Program Improvements and contractual services	715,000
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Total	\$ 860,000
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Moved by McDonald and supported by Cousineau to accept budget as presented with accounting, legal and project management fees not to exceed \$ 85,000 in total and capital program improvement programs coupled with contractual services not to exceed \$ 800,000.

Membership

Members discussed expanding board membership. Noted with the recent expansion of the Park Market, Sony, the proprietor should be considered and recommended as a member of the board and also, with the establishment of the 313 Wine bar on Kercheval, members also recommended Joe Tompkins for board membership.

With no further business meeting adjourned.