

MINUTES OF TAX INCREMENT FINANCE AUTHORITY MEETING MAY 12, 2009

The meeting was called to order by Chairman Jungquist at 7:38 a.m. in the Council Chambers of the East Tawas City Hall.

Members Present: Brewer, Elliott (left at 8:45 a.m.), Fountain, Jungquist, Mooney, O'Connor, and Council Representative McMurray.

Members Absent: Ruster.

Staff Present: City Manager Leslie and Director Pasakarnis.

Elliott moved, Brewer seconded, CARRIED, to approve the minutes of the April 14, 2009 regular meeting as presented.

Elliott moved, O'Connor seconded, CARRIED, to approve the TIFA financial report and revenue and expense report and the Downtown Development Construction Fund financial report as presented.

Director Pasakarnis informed the board that scheduled East Bay Street improvements including the corner in front of Edward Jones at Newman Street may not be completed by Memorial Day as previously planned. This is due to the inability of Pyramid Paving and Contracting to provide the asphalt undercoating until May 18th due to weather conditions. This product is needed to install the brick pavers. This will not afford Esch Landscaping enough time to place the brick pavers before Memorial Day. Knowing the importance of this date to the TIFA board and the adjacent business owners, Director Pasakarnis has been searching for alternatives to assure that the project is finished by Memorial Day. After discussing this with Bruce Buchinger, it is Director Pasakarnis's feeling that using a sand base over the already poured concrete and a sand lock system would work very well. Bruce Buchinger has made several calls to cities that have used a similar process to lay the brick pavers with very good results and they are very satisfied. City Manager Leslie was asked how he felt about this process and he explained that he also had discussed this process with Bruce Buchinger and is satisfied that it will work very well. Matt Esch from Esch Landscaping has confidence in the process and told Bruce that he would credit the City \$4,825.00 to use sand as the leveling course in lieu of asphalt. He cites the following benefits using this application: future repair is easier and the bricks are reusable; there is a greater rotational lock; there is a minimal vertical difference in brick; there is less brick cracking due to a sand cushion; and there is not as much seasonal impact for installation. By using this sand process the crews could start immediately and the project could be completed before Memorial Day. Tim O'Connor questioned the elevations of the cement work and Director Pasakarnis stated that she will check with Bruce Buchinger before the work is started. He also felt that we should not rush if the board felt that the asphalt base was important. Diane Brewer indicated she felt the same way as Tim O'Connor. Financial concerns for the adjacent businesses were also raised. Elliott moved, Mooney seconded, CARRIED, to install the brick pavers using the sand lock system in lieu of the asphalt underlay. Yes: Brewer, Elliott, Fountain, Jungquist, Mooney, and O'Connor.

Director Pasakarnis reported on the ADA sidewalk ramps and the cost to replace them. R.C. Hendrick and Son, working with the current contractors, has put together costs that total \$71,263.78 to make these ramps compliant with MDOT ADA requirements. Included in the total cost are design changes of \$10,799.78 and the reconstruction of the ramps at nine corners at \$60,464.00. Councilman McMurray questioned other costs associated with the ADA issue including attorney fees. Director Pasakarnis reported that she is having trouble getting a compact disc with the Computer Aided Design (CAD) drawings for the project. She will discuss our problems and pass the numbers onto Attorney Bill Reising who will be writing a letter to M.C. Smith Associates regarding the situation. Other discussion

took place about the timing of the replacement of the ramps. Bob Elliott was concerned about our liability while waiting to correct the problem. Board members felt we should replace the ADA ramps as soon as possible. At the April 14, 2009 meeting board members approved the reconstruction of seven corners to make them MDOT ADA compliant. Elliott moved, O'Connor seconded, CARRIED, to include two additional ADA ramps for reconstruction bringing the total to nine corners to be reconstructed to MDOT ADA standards.

Elliott left the meeting.

Director Pasakarnis asked the board about the sealing of cement sidewalks and brick pavers throughout the project. After much discussion including when the sealants would be applied, closure time of 24 hours needed for curing, slippery conditions, the need to apply to protect against winter conditions and other pros and cons of sealants, it was decided to proceed with sealing as specified in the contract. The board expressed a preference that the major application of sealants takes place after Labor Day. Director Pasakarnis will discuss this with Bruce Buchinger.

Due to the length of the meeting, Director Pasakarnis suggested that the discussion on paving of Newman Street and the side streets be postponed until the next meeting.

Director Pasakarnis brought up the issue of the unfinished State Street and Sawyer Street parking lots. All board members felt that these two parking lots need to be finished due to the problem with traffic flow that will lead to confusion and customer frustration if not corrected. Having enough money to complete both parking lots is the issue and R.C. Hendrick and Sons is still working on a budget to finish the parking lots using the money saved from removal of the work in the intersections. Board members expressed frustration that without hard numbers no decision can be made although they felt that there will not be enough money saved from the intersections to fully complete the parking areas. Members discussed other possibilities including using a portion of the money set aside for the library and possibly approaching UDAG for the shortfall. City Manger Leslie stated he would work with Director Pasakarnis and Bruce Buchinger to put together a plan for the parking lot improvements. This plan is to include the revenue numbers we know, the proposed costs to finish, and the cost for a temporary fix for this upcoming season. A special meeting will be held at 7:30 a.m. on Tuesday, May 26th to further discuss the parking lots.

Director Pasakarnis explained that Valley City Signs will be back in town next week to finish installing the City's Wayfinding signage. City Manager Leslie brought up a problem with some of the Wayfinding signs not meeting installation specifications. Tim Sullivan from Norman Corporation recently raised a concern about the height of the directional sign at Bay Street and Newman Street being too low. This sign was found not to meet specifications. Director Pasakarnis will follow up with Valley City Signs.

A special meeting will be held at 7:30 a.m. on Tuesday, May 26, 2009 and the next regular meeting will be held on Tuesday, June 9, 2009.

Meeting adjourned at 9:30 a.m.

Ronald J. Leslie
City Manager