

MINUTES OF TAX INCREMENT FINANCE AUTHORITY MEETING JULY 14, 2009

The meeting was called to order by Chairman Jungquist at 7:30 a.m. in the Council Chambers of the East Tawas City Hall.

Members Present: Brewer (arrived at 7:35 a.m.), Elliott (left at 8:37 a.m.), Fountain, Jungquist, Mooney, O'Connor, and Ruster.
Members Absent: Council Representative McMurray.
Staff Present: City Manager Leslie, Director Pasakarnis, and Clerk/Treasurer Baker.
Others Present: Bruce Buchinger from R.C. Hendrick and Son and Janice Porath and Scott Fulco from Porath Construction.

Elliott moved, Fountain seconded, CARRIED, to approve the minutes of the June 9, 2009 meeting as presented.

Fountain moved, Elliott seconded, CARRIED, to approve payment of an invoice from Attorney Edward G. Lennon, PLLC in the amount of \$777.00. Yes: Elliott, Fountain, Jungquist, Mooney, O'Connor and Ruster.

Brewer arrived.

Elliott moved, Mooney seconded, CARRIED, to approve the financial report, the revenue and expenditure report and the budget amendments as presented by Treasurer Baker.

Fountain moved, Ruster seconded, CARRIED, to approve the Downtown Construction Fund financial report as presented.

Director Pasakarnis reported that the contractors are currently working on the punch list that was previously compiled by M.C. Smith Associates and undated by R. C. Hendrick and Son. Bruce Buchinger reported that more than 100,000 brick pavers were installed during the construction project and pavers that do not meet the tolerance level are being identified for correction by the contractor. The correction process is expected to begin on Monday, July 20th. Mr. Buchinger also reported that although 95% of the irrigation system is working properly, corrections to the system are still needed and he has been trying to get the contractor back on site to fix the problems. Once the contractor is on site, a detailed demonstration of each component of the system will be done to assure that each and every portion of the irrigation system is working properly.

Elliott questioned why there were electrical problems with the super outlet at the street dance on Saturday night. Bruce Buchinger noted that the people involved with the street dance did not know that there was a GFI breaker that needed to be reset due to the amount of electricity that was being used. He noted upgrades that can be made to the super outlets to accommodate additional electrical needs. Discussion was held concerning the need for a Special Events Policy to cover all the issues that organizers of the special events expect City personnel to handle.

Bruce Buchinger noted that the dead or dying trees will be replaced after September 15th since now is not the best time to plant trees.

Discussion was held concerning the Sawyer Street and State Street parking lots. Russo Engineering has prepared a conceptual drawing of the parking lots that include a sidewalk behind the businesses. Director Pasakarnis has spoken with almost all of the business and property owners and most are receptive to the sidewalk concept. She indicated that it will be much easier to make the sidewalk a reality in the Sawyer Street

lot than it will be in the State Street lot. Waivers from property owners will be needed wherever the sidewalk would be on private property. The parking lots have been striped very close to the original plan. Director Pasakarnis reported that the directional letters from the Compass Rose are too big for the pocket park in the Sawyer Street parking lot and may go to Harbor Park. Bruce Buchinger mentioned that the plans for the Sawyer Street parking lot may have to be tweaked due to the location of the power poles. A representative from Consumers Energy has estimated the cost of moving the poles at \$10,000. Several members suggested that moving the poles would be very beneficial and Consumers Energy will be asked for a written quote. Roof drain connectors will be included in the bid documents. Discussion was held concerning the green areas within the parking lots and the type of vegetation that would be planted because flower gardens will not be practical in those locations due to the work involved in maintaining the gardens.

Director Pasakarnis reported that she received a suggestion to put a sidewalk in the State Street parking lot through the middle of the lot using City property rather than trying to put a sidewalk behind the businesses. Several members questioned the benefit of this sidewalk.

Bruce Buchinger stated that he has everything he needs from the Authority and will work with Russo Engineering to finalize the plans for the parking lots and get the project out for bid. The bid specifications will be line items so that individual portions could be eliminated without affecting the entire plan.

Elliott left the meeting.

Director Pasakarnis reported on the banner brackets that are needed to install the banners on the new, single light poles. Banners would not be installed on the double poles. She indicated that there are ten more single light poles than we have banners for the poles. The cost of the brackets is \$2,400 and it would cost approximately \$4,000 more for the additional banners if banners were installed on each single pole. The East Tawas Business Association has pledged \$3,000 toward the brackets and banners. It was the consensus of the members that the parking lots are a greater priority than brackets and banners at this time so they will not proceed with purchasing the brackets or additional banners right now.

O'Connor moved, Brewer seconded, CARRIED to enter closed session to discuss correspondence from our attorney which is exempt from disclosure under the Freedom of Information Act. Yes: Brewer, Fountain, Jungquist, Mooney, O'Connor and Ruster.

Entered closed session at 8:50 a.m.

Returned to open session at 9:04 a.m.

Director Pasakarnis questioned if the TIFA Board had any preference which attorney she used for preparing the waivers for the sidewalk on private property. Members suggested that she begin with Chip Hendrick to see if he had any samples of waivers that could be used. Some of the issues members thought should be addressed in the waiver include a time frame for which the waiver is valid, if the waiver would automatically be applicable to future owners of the property, if the property owner bore any liability for the sidewalk, and the owners responsibility for maintenance including snow removal.

The next meeting will be August 11, 2009.

Meeting adjourned at 9:12 a.m.

Blinda A. Baker
Clerk/Treasurer