

**City of Englewood**  
**Englewood Economic Development Corporation**  
**Minutes of June 6, 2012 Meeting**

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**Roll Call:**      **Members Present:**    Adam Brown  
   Stephanie Greco  
   Tom Gramegna  
   Jay Agresta  
   Lynne Algrant  
   Orthon Mourkakos  
   Frank Huttle, Mayor

**Non-Members:**    Timothy J. Dacey  
   Philip Meisner  
   Deborah Gallagher

1. Meeting called to order, 6:15PM.
2. Open Public Meeting Notice read.
3. Motion to approve December 15, 2011 & February 16, 2012 minutes –Jay Agresta/T Gramegna; all in favor.
4. Mayor Huttle informed the Committee that Chuck Silberman will not be seeking Chairmanship again. The Mayor would like to acknowledge Chuck’s years of dedication and service to the EEDC and looks forward to working with him with the Chamber of Commerce.

5. New Business:

Reviewed Auditor Engagement letter – same as last year. Motion to approve auditor L Algrant/A Brown; all in favor.

The bookkeeper works on an hourly basis; up-to-date with all books.

6. Election of New Officers:  
Positions required: Chairman, Secretary, Treasurer. Mayor Huttle would like to see Vice Chairman position as well.

Nominations are as follows:

Treasurer – Tim Dacey

Chairperson – Jay Agresta nominates Adam Brown

Vice Chairman – Mayor Huttle nominates Jay Agresta

Secretary – Lynne Algrant

Motion – S Greco, Second, T Gramegna, all in favor.

7. By-Law Issues:

Adam Brown suggested quorum 1/3 of committee, properly noticed with agenda.

Amendment – Move to amend 1/3 quorum with agenda be noticed. J Agresta/L Algrant; all in favor.

8. Future Meetings:

Create standing meetings for the balance of the year with special meetings scheduled as needed. Schedule the set meetings before Council Workshops for convenience.

Dates: 7/10, 8/14, 9/4, 10/3, 11/20, 12/11 – City Hall conference room at 6:00PM.

A Brown/J Agresta; all in favor.

9. Open Session – Brown/Greco, all in favor.

Adam Brown would like to form a small subcommittee to do a 360 review of SID. Subcommittee would be from businesses, City Manager. What are we doing right, doing wrong, what people think. Study other SIDS. Co-chairs Stephanie Greco & Tom Gramegna.

Mayor Huttle/A Brown; all in favor.

Mayor Huttle commented to check legal component of subcommittee.

Tom Gramegna suggested Nils Bertelson, a realtor from the City to be on the subcommittee. Get someone from Palisade Avenue as well, a stakeholder on the Master Plan.

Adam Brown questioned who owns the Bergen Street lot, we rent from Verizon, managed by SID; SID gives out permits.

It was requested that Tim Dacey & City Attorney Bill Bailey get all the assets & leases for all properties in the SID for review.

#### 10. Financial Report:

The proposal at the last meeting was rejected; Tim negotiated with the bookkeeper for lower rates (\$15 - \$60 per hour, depending on who does the work). \$2,300 spent to date. Motion to ratify to continue using bookkeeper, Mayor Huttle/T Gramegna, all in favor.

Mayor Huttle suggested to still look for someone cheaper.

There is an account with \$12,084 with no action recently, Tim suggested to move that money to the account that shows a balance of \$76K.

Adam Brown wanted to know where the trolley money comes from. The trolley is supposed to get more funding from the Route 4 development. Adam requested a report on when the trolley is paid to , who paid into it.

Tim Dacey, Jay Agresta, Adam Brown & Ronald Amorino (CFO) should get together to discuss new budget. Tim said the budget looks ok, would like to get it down ASAP.

Last year the EEDC gave BergenPAC \$75k, we can give another \$25K. Jay Agresta indicated his wife is a Board Member and will abstain from voting. Motion O Mourkakos, L Algrant; all in favor, J Agresta abstained.

The Lawsuit at Bennett Studios – the complaint was filed including rent & damages. Mayor Huttle will call Dae to possibly settle. If he can, he will ask for electronic boards to be put back into the building. A Brown authorized Mayor Huttle to call.

The proposed sublease with bergenPAC; this is in the works with Michael Kates.

Adam Brown notes in the preamble that we solicited proposals, do we need to advertise to lease. Mayor said Michael Kates & Bill Bailey should discuss 3<sup>rd</sup> whereas about performing

arts center. Mayor Huttie said to get documentation to Phil Meisner about officers.

Mayor noted that a 5013C exception – the City can give public land to educational entity.

Tim said if there are any questions regarding the sublease to let him know.

#### 11. Master Plan:

Adam Brown and Mayor Huttie discussed the need for a new Master Plan for the City. EEDC members are urged to participate. Jay Agresta & Orthon Mourkakos volunteered. Motion, Mayor Huttie/Adam Brown; all in favor.

Lynne Algrant suggested the EEDC should reach out to owners outside SID for input.

Put hospital on Master Plan.

\$2,500 from budget will be put towards promotion of Master Plan. Motion A Brown/Lynne Agresta; all in favor.

#### 12. Downtown Parking:

Tim Dacey reviewed the use of pay-by-phone, pay stations to help parking issues. Pay-by-Phone no cost to City. Can be paid with credit cards, use quarters less. Pay station would be 4k-10K. Bergen Street lot would use pay station, parking deck pay station & pay-by-phone. Motion Mayor Huttie/J Agresta; all in favor.

#### 13. Route 4 Special Assessment:

Mayor Huttie indicated that Fair Housing has appealed COAH, as well as Hekemian.

#### 14. Stay tuned on by-laws.

#### 15. Adjourn – 7:30 PM, Huttie/Algrant – All in favor.