

10/22/2025 - Minutes

1. Call to Order

Robert calls the meeting to order at 2:04 PM.

2. Roll Call

In attendance in person were Robert Ames (Chairperson), Russell Poirier, Ryan Cardella, John Paula, and Councilor Tony Felch. In attendance remotely, by videocall, was Jonathan Thurston.

3. Recording Secretary

Greyson Draper

4. Staff in Attendance

Tyler Carmichael, Assistant Planner
Greyson Draper, Conservation Technician

5. Approval of Minutes of 5/21/25 Meeting

Russ motions to approve the May 21, 2025 minutes as presented. Ryan seconds the motion to accept the minutes as presented. The minutes are unanimously approved.

6. Review of Weirs TIF Financials

Robert circulates printed copies then presents the financial report he received from Glenn Smith, City Treasurer. The year-to-date balance for the Weirs TIF is \$286,492.12, with bond a payment of \$54,311.54 already made. This leaves a healthy balance available for new projects. The beach refurbishment fund holds \$303,818.88, including FY25's kiosk revenue totaling \$50,831.74.. Amy Lovisek, Director of Parks and Recreation, is working on an RFP for engineering work to install baffles to prevent sand migration. Tony asks Tyler to follow up with Amy regarding the baffles installation project. Additionally, Robert shares that there is a matured city-approved bond for beach improvements which expires in 2028. This bond would bring total potential beach funding to an approximate total of \$650,000. Robert emphasizes the urgency of this given the 2028 deadline. Tyler says that he will follow up with Amy regarding the bond, as well. Robert briefly reviewed ongoing and upcoming construction projects in the district, including Phase 2 at Tower Hill, potential developments at White Oaks Road, and the old surf coaster site. These developments may increase future TIF revenue.

7. Discussion: Boardwalk Bandstand

The board discusses a proposal from DuBois & King to conduct engineering for a bandstand structure on the boardwalk. The proposed structure would be 14x24 feet and sit between the train station and the pier. The engineering study would cost \$15,000 and include site visits, code reviews, and structural design based on historical plans at DPW. DuBois & King require final plans for the bandstand designed before can complete their engineering study for the project. East Coast Shed, the pavilion designer, requires \$3,500 to complete their final design plans for the bandstand. Weirs Action Committee (WAC) has approved funding this portion, totaling a \$3,500 contribution to the project. Robert proposes that the Weirs TIF pay to the remaining \$15,000 for the study by DuBois & King. Tony and Tyler remind the board of the need for a formal bidding process for all components of the project that will cost \$5,000 or more. Plans from East Coast Shed could be reused in the bid process if the board prefers their designs. The board agrees to request \$100,000

from the City Council to cover all contingencies, including unknown costs for footings and inflation. The \$100,000 expenditure proposal to Council comes after Robert received a project materials & construction quote for \$60,000 in May 2025, totaling an estimated sum expenditure of \$75,000 following the DuBois & King study. The proposal will be presented at the November 10th council meeting, with a public hearing scheduled for November 24th. If approved, design work could begin in early December. Tony raises concerns about potential changes in council composition and opposition to TIF funding. He advocates for the current council and the importance of preserving TIF. Jonathan also raises whether to hire a general contractor but the board concludes that separate bids for engineering and construction would be more appropriate due to the boardwalk's complexity.

8. Discussion: Boardwalk Embankment

The embankment project is estimated to cost significantly more than the Boardwalk Bandstand project. Due to this and the potential for new City Councilors following the upcoming election, the Boardwalk Embankment will be deferred until after the bandstand project. Tree clearing and invasive species treatment (Japanese knotweed) have already been completed. The board noted that DPW is responsible for maintenance of the area, as it is not part of Endicott Rock Park. WAC may fund additional cutting if needed. The project will be placed on hold until after elections and the Boardwalk Bandstand project is completed.

9. New Business

No-Wake Buoys

Ryan shares that many boaters do not abide by the 150 foot no-wake buffer at the Weirs docks and the mouth of the Weirs Channel. He proposes to install three additional no-wake buoys, spanning from the Weirs docks to the Weirs Channel to reduce boaters' speeds in the area. Ryan explains that reducing boater speeds will consequently reduce beach erosion and improve safety. Tony shares that to bring this proposal to the city, just one City Councilor needs to raise it at a council meeting. The board agrees this initiative aligns with TIF goals and could reduce the need for baffles. The buoys would be placed approximately 150 feet from the docks and would not impede boat traffic.

String Light Donation

Tony explains that Downtown TIF is no longer using the are string white lights from Canal Street, purchased with TIF funds. He proposes possibility gifting the string lights to WAC. The board discusses potential uses for the lights around the Weirs. Ideas include lighting trees, bridges, and the footbridge. Installation logistics and power sources were discussed. Tyler reminds the board that TIF-funded items must remain within their district unless gifted appropriately.

City Event Coordinator

Tony discusses hiring a city-wide event coordinator to support events in downtown, Lakeport, and the Weirs. He shares that this is a role he is working on creating within the city. Amy Lovisek supports the idea, and the coordinator could work under Parks and Recreation.

10. Public Comment

No public present.

11. Next Meeting - TBD

The next meeting is scheduled for mid-May 2026. The board agrees that meeting in mid-May and mid-October works well for seasonal planning. A mid-summer meeting may be added to coordinate with other TIF districts.

12. Adjournment

Robert adjourns the meeting at 2:52 PM.

DRAFT