



AGENDA

ATLANTIC COUNTY IMPROVEMENT AUTHORITY
5909 Main Street, 2nd Floor, Mays Landing, NJ 08330
Telephone (609) 645-5838 Fax (609) 645-5813
BOARD MEETING

WEDNESDAY – February 6, 2013 - 4:00 P.M.
Location: 5909 Main Street, 2nd Floor
Mays Landing, NJ 08330

I. OPENING STATEMENT & ROLL CALL

II. MINUTES

A. Minutes of the December 19, 2012 Board Meeting

Attachment #1

The Board will be asked to approve the minutes as presented or as corrected.

III. ELECTION OF OFFICERS

A. Election of Officers for the 2013 – 2014 Year

Attachment #2

The Board will be asked to elect the slate of Officers for the 2012– 2013 Year.

IV. FINANCIAL REPORT

A. Financial Report from December 2012

Attachment #3

The Board will be asked to approve, by resolution, the expenditures contained in the Financial Report from December 2012.

B. Approval of the 2012 Amended Budget

Attachment # 4

The Board will be asked to certify to the Local Finance Board that they have approved and adopted the 2012 Amended Budget.

C. Approval of Depositories

Attachment #5

The Board will be asked to approve a resolution authorizing specific Banking Institutions to be used as the Authority's depositories.

D. Approval of Eligible Investments

Attachment #6

The Board will be asked to approve a resolution authorizing Eligible Investments of its various bond funds.

V. EXECUTIVE DIRECTOR'S REPORT

A. AUTHORITY UPDATE

B. CONTRACTS AWARDED - Authorized by Executive Director

There was one contract authorized by the Executive Director for an amount under the public bidding threshold (\$17,500) as established pursuant to P.L. 1985 Chapter 469 for Payroll Services to Paychex. The Scope of Services to be provided will include Payroll Processing, Direct Deposit, W-2's, Quarterly Reports and New Hire Reports. The monthly fee will vary based on the number of employees and should range from \$94.00 based on current staffing to \$150.62 when we have a full complement of seasonal employees at the golf course. The estimated annual cost is \$1,865.00. We have the option to cancel the agreement at any time.

C. ADMINISTRATIVE

1. Check Signer Authorization

Attachment #7

The Board will be asked to approve a resolution naming the authorized check signers for the 2013-2014 year.

2. Annual Schedule of Board Meeting Dates

Attachment #8

The Board will be asked to approve a resolution adopting the annual schedule of regular meetings of the Atlantic County Improvement Authority pursuant to the Open Public Meetings Act.

D. COMMUNITY DEVELOPMENT

1. Consultant Contract for 2013

Attachment #9

The Board will be asked to authorize the Executive Director to renew the contact with Mullin & Lonergan Associates for consulting services for the Community Development Block Grant and HOME Programs for an amount not-to exceed \$35,300 consisting of \$21,800 for deliverables and \$13,500 for technical services for the period of March 1, 2013 to February 28, 2014.

2. Development Funds – Habitat for Humanity Sandy Relief

Attachment #10

The Board will be asked to authorize staff to request approval of the Local Finance Board to utilize Luxury Tax Development funds for a new Housing Rehabilitation program implemented by Habitat for Humanity to assist Atlantic City Homeowners impacted by Hurricane Sandy in the amount of \$560,000 consisting of the redirection of the \$410,492 remaining balance allocated to Habitat for an Atlantic City Homebuyer Program and an additional \$149,508 in new Development Funds.

VI. OTHER BUSINESS

VI. EXECUTIVE SESSION

VII. ADJOURNMENT