

MINUTES OF THE BOARD MEETING
Wednesday, July 15, 2015 - 4:00 P.M.

THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY
1333 Atlantic Avenue, Suite 700
Atlantic City, NJ 08401

In accordance with the provisions of the Open Public Meetings Act (N.J.S.A. 10:4-10) the Regular Board Meeting of the Atlantic County Improvement Authority Board of Commissioners was called to order by Chairperson Foster at 4:00 p.m. in the 7th Floor Conference Room at the Atlantic County Improvement Authority, 1333 Atlantic Avenue, Suite 700, Atlantic City, New Jersey 08401.

COMMISSIONERS IN ATTENDANCE

Roy M. Foster, Chairperson; Robert Tarby, Sr., Vice Chairperson; Neil McPeak, Treasurer; Edwin G. Blake, Secretary; Robert Gross, Commissioner; and Joseph Ingemi, Commissioner, attended. Mayor John Armstrong attended via conference call, but had to hang up at approximately 4:37 p.m., before the meeting was adjourned, and was therefore absent to vote on Resolutions thereafter.

Mayor Don Guardian, Commissioner, and Rev. Milton Hendricks, were absent from the meeting.

OTHERS IN ATTENDANCE

Bonnie Lindaw, Atlantic County Treasurer and Randy Lafferty, General ACIA Counsel.

STAFF IN ATTENDANCE

John C. Lamey, Jr., Executive Director; Max Slusher, Director of Economic Development; Lori Riggs, Program Manager; Joseph J. Giraldo, Program Administrator for Housing Rehabilitation; Timothy Edmunds, Project Manager; Robert McGuigan, CDBG Program Coordinator; and Lisa Duffner, Administrative Assistant.

I. OPENING STATEMENT AND ROLL CALL

Chairperson Foster read the Notice of Public Meeting and the roll was called.

II. MINUTES

A. Minutes of the April 22, 2015, Board Meeting

The Board was asked to approve the Minutes of the April 22, 2015, Board Meeting.

A motion was made by Mr. Ingemi, and seconded by Mr. Blake, to approve the Minutes of the April 22, 2015 Board Meeting. By a vote of 7-0-0, the Minutes were approved.

III. FINANCIAL REPORT

A. Financial Report from March 2015.

The Board was asked to approve, by Resolution, the expenditures contained in the Financial Report from March 2015.

A motion was made by Mr. Gross, and seconded by Mr. Ingemi, to approve the Resolution. By a vote of 7-0-0, the Resolution was approved.

B. Financial Report from April 2015.

The Board was asked to approve, by Resolution, the expenditures contained in the Financial Report from April 2015.

A motion was made by Mr. Blake, and seconded by Mr. Tarby, to approve the Resolution. By a vote of 7-0-0, the Resolution was approved.

C. Financial Report from May 2015.

The Board was asked to approve, by Resolution, the expenditures contained in the Financial Report from May 2015.

A motion was made by Mr. Tarby, and seconded by Mr. Gross, to approve the Resolution. By a vote of 7-0-0, the Resolution was approved.

VI. EXECUTIVE DIRECTOR'S REPORT

A. AUTHORITY UPDATE

Max Slusher, the Director of Economic Development, gave the ACIA's Economic Development update to the Board.

The first item Mr. Slusher discussed was regarding the Atlantic City Contact Center, LLC (a/k/a NetCast BP, LLC) which plans to hire 322 new full-time employees to staff a 200-seat space at the Claridge Hotel. The company is also looking to possibly add another additional site. The company will be looking for bilingual applicants in their first round of interviews. The median wage of the jobs is \$27,040, according to an article that was published in The Press of Atlantic City dated July 10, 2015, which was handed out at the Board meeting. The company would receive \$3.27 million per year in tax credits over a 10-year-period through the “Grow New Jersey Assistance Program.” This program is available to businesses creating/retaining jobs in New Jersey and who are making a qualified capital investment at a qualified facility in a qualified incentive area. Tax credits are only certified for use annually and proportionally based on actual job performance during that year. An applicant is subject to forfeiture and recapture in the event of default.

Mr. Slusher discussed some other projects which he is currently working on and/or the ACIA is involved with. Mr. Ingemi suggested that an effort needs to be made to work with our local school boards’ curriculum committees to be sure that they are preparing students for the types of jobs that we anticipate for the future.

B. CONTRACTS AWARDED – Authorized by Executive Director

There were no contracts authorized by the Executive Director for an amount under the public bidding threshold (\$17,500) as established pursuant to P.L. 1985 Chapter 469.

C. ADMINISTRATIVE

1. Shared Service Agreement – ACUA

Mr. Lamey provided the following information: For the last year, the Atlantic County Utilities Authority (ACUA) has been providing administrative support in the area of Human Resources, which includes Payroll, Health Benefits and Pension Administration, administration of Vacation, Sick and Personal Leave, and the administration of unemployment benefits. This has proven to be beneficial to ACIA. Because of our small number of employees, the necessity to perform these activities is intermittent and non-routine.

The ACUA administers all of the Human Resources functions for their 250 employees. They have full-time staff dedicated to perform these tasks. In addition, ACUA employees participate in the same pension and health benefits program as our employees.

The Board was asked to authorize a shared service agreement with the Atlantic County Utilities Authority for them to provide certain administrative services to the Authority for an amount not to exceed \$6,500.00.

A motion was made by Mr. Blake, and seconded by Mr. Gross, to approve the Resolution. Mayor Armstrong had to hang-up from the conference call at 4:37 p.m. and therefore was absent for this vote and all subsequent votes. By a vote of 6-0-0, the Resolution was approved.

2. Consulting Services

The Board was asked to authorize an extension the agreement with Rutala Associates, LLC for Planning, Energy, and Economic Development consulting services for a period of one (1) year to July 1, 2016.

Mr. Lamey stated that as the Authority expands its activities in accordance with the May 7, 2014 “Action Plan – Economic Development/Redevelopment Initiative,” our effort will be enhanced by enlisting the services of a Planner with Grant Writing capacity to assist in identifying funding resources and to assist in devising implementation strategies for specific projects.

Rutala Associates has a strong track record in the local area and as we move forward we anticipate that we may need their services.

No additional money, original contract \$17,000, utilized to date \$4,853.25, balance remaining is \$12,146.75.

A motion was made by Mr. Gross, and seconded by Mr. Tarby, to approve the Resolution. Mr. Blake abstained from the vote. By a vote of 5-0-1, the Resolution was approved.

3. Redevelopment and Bond Counsel Services

The Board was asked to authorize an amendment to Resolution #7, adopted on July 2, 2014, extending the term of the agreement with McManimon, Scotland, Bauman for Redevelopment and Bond Counsel Services related to the Implementation of the Authority’s “Action Plan-Economic Development/Redevelopment Initiative” for a period of 1 year to July 1 2016 and to provide an additional \$58,000.00 (Total amended contract \$75,000).

Mr. Lamey said the firm has provided invaluable input and guidance into the implementation of the Redevelopment Program and initiation of the Economic Development Strategy. It is anticipated they will continue to play an integral role as we move forward in advancing the proposed activities. The hourly charge is \$230 for attorneys and \$150 for assistants.

A motion was made by Mr. Ingemi, and seconded by Mr. Gross, to approve the Resolution. By a vote of 6-0-0, the Resolution was approved.

4. Financial Advisor Services

The Board was asked to authorize an amendment to Resolution #8 adopted on July 2, 2014 extending the term of the agreement with NW Financial for Financial Advisory Services and provide an additional \$17,000.00 related to the Implementation of the Authority’s “Action Plan-Economic Development/Redevelopment Initiative” for a period of one (1) year to July 1, 2016.

Mr. Lamey stated that NW has demonstrated over the years their ability to analyze the feasibility of project proposals, structure financing packages and provide advice regarding debt issues and potential debt issues of the Authority.

Original agreement \$17,000. Balance remaining: \$13,200. New amended amount totals: \$34,000.

<u>Position:</u>	<u>Hourly Rate (\$/hour):</u>
Principal	\$195
President	\$190
Managing Director	\$185
Senior Vice-President	\$180
Vice-President	\$170
Assistant Vice-President	\$165
Associate	\$150
Analyst	\$140

A motion was made by Mr. Tarby, and seconded by Mr. Ingemi, to approve the Resolution. By a vote of 6-0-0, the Resolution was approved.

V. ECONOMIC DEVELOPMENT/REDEVELOPMENT

A. REDEVELOPMENT PROGRAM

1. Project Approvals - Allocation of Funds

The Board will be asked to approve the allocation of funds to assist in the implementation of the projects recommended by staff in the City of Absecon, Egg Harbor City, Hamilton Township, the City of Northfield, the City of Pleasantville and the City of Port Republic and authorize the procurement of certain professionals necessary to advance the effort.

A motion was made by Mr. Ingemi, and seconded by Mr. Tarby, to approve the Resolution. By a vote of 6-0-0, the Resolution was approved.

VI. PROJECT MANAGEMENT

A. ATLANTIC CITY BOARDWALK PROJECT

1. Contract Amendment –Dixon & Associates

The Board was asked to authorize an amendment to Resolution #7 adopted on January 14, 2015 which authorized an agreement with Dixon Associates Engineering LLC to develop the requisite detailed and complete specifications for the additional elements of the Boardwalk Improvement Project for an additional \$53,000.00 for a total not-to-exceed amount of \$70,000 through December 31, 2015.

Mr. Lamey provided the following information. The project was broken down into 6 distinct components as follows: 1) Boardwalk LED Lighting Improvements, 2) Video Surveillance System, 3) System Operation and Data Storage, 4) Removal, Retrofit and Reinstallation of Existing Victorian Lamps, 5) Conversion of HPS Cobra Head Lights to LED and Reinstallation; Removal of Boardwalk Features and Repair of the Boardwalk, Installation of two 3-D Imaging Systems to LED and Reinstallation and three alternates.

He further relayed that contributing factors to the increased scope of work was due to the scope being much more complex than anticipated and subject to a number of revisions due to the continued input and changes from various entities including CRDA and the City. The final bid document numbered several hundred pages included three addendums and a time extension.

A motion was made by Mr. Gross, and seconded by Mr. Ingemi, to approve the Resolution. By a vote of 5-0-1, with Mr. Tarby abstaining from the vote, the Resolution was approved.

2. Rejection of Bid

The Board was asked to adopt a resolution authorizing the Executive Director to reject the sole bid submitted on July 7th, 2015 in response to the Request for Bids issued by the Authority on April 20, 2015 entitled “Capital Improvement Projects, Atlantic City Boardwalk Corridor Lighting and Video Surveillance Improvements.

Mr. Lamey informed the Board that the sole response was submitted by Impactivate Networks, Inc., of Dresher PA and staff recommended rejecting the bid because the amount of the bid (\$13,832,381) exceeds the amount of available funds by approximately \$1 million.

A motion was made by Mr. Ingemi, and seconded by Mr. McPeak, to approve the Resolution. By a vote of 6-0-0, the Resolution was approved.

VII. EXECUTIVE SESSION

A motion was made by Mr. Ingemi, and seconded by Mr. Tarby, for the Board to enter into an Executive Session at 5:10 p.m. All were in favor.

A motion was made by Mr. Ingemi, and seconded by Mr. Blake, for the Board to exit the Executive Session at 5:56 p.m. All were in favor.

VIII. OLD BUSINESS

No old business was discussed.

IX. NEW BUSINESS

No new business was discussed.

X. OPEN SESSION

There was no Open Session.

XI. ADJOURNMENT

A motion was made by Mr. Ingemi, and seconded by Mr. Blake, to adjourn the meeting at 5:59 p.m. All were in favor.

Respectfully,

Edward G. Blake
Secretary