



Atlantic County Improvement Authority  
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John C. Lamey, Jr.  
Executive Director

## MINUTES OF THE BOARD MEETING

May 11, 2016

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 4:10 p.m. in the 7<sup>th</sup> 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; Neil McPeak, Treasurer; Edwin G. Blake, Secretary; Rev. Milton Hendricks, Asst. Secretary; and Joseph Ingemi, Commissioner.

Robert J. Tarby, Sr., Vice Chairperson; Mayor John Armstrong, Commissioner; Mayor Don Guardian, Commissioner; and Robert P. Gross, Commissioner, were absent from the meeting.

### STAFF IN ATTENDANCE

John C. Lamey, Jr., Executive Director; Lori Riggs, Program Manager; Mily Torres, Senior Accountant; Bob McGuigan, Community Development Program Coordinator; and Lisa Duffner, Administrative Assistant.

### OTHERS IN ATTENDANCE

Randolph Lafferty, Esquire, Cooper Levenson; and Bonnie Lindaw, Atlantic County Treasurer.

#### 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 14, 2016, Board Meeting Attachment #1

The Board was asked to approve the Minutes of the April 14, 2016, Board Meeting.

A motion was made by Mr. Blake, and seconded by Rev. Hendricks, to approve the Minutes of the April 14, 2016, Board Meeting. By a roll-call vote of 4-0-1, with Mr. Ingemi abstaining from the vote, the Minutes were approved.

## III. FINANCIAL REPORT

### A. Financial Report from March 2016 Attachment #2

The Board was asked to approve, by resolution, the expenditures contained in the March 2016 Financial Report.

A motion was made by Mr. Ingemi, and seconded by Mr. Blake, to approve the resolution. By a roll-call vote of 5-0-0, the resolution was approved.

## IV. EXECUTIVE DIRECTOR'S REPORT

### A. AUTHORITY UPDATE

Mr. Lamey stated there were a few items that he wished to discuss with the Board.

The ACIA has been getting busier and becoming more active with various projects. Further, Mr. Lamey said that he is relying on Mr. Lafferty a little bit more than he has in the past regarding resolutions, etc. Currently, the ACIA office staff is doing a great job, and they have been absorbing more job responsibilities. However, Mr. Lamey does not want things to eventually fall through the cracks. Therefore, he stated that he may be coming back to the Board in a month or two to discuss getting more administrative help.

Next, Mr. Lamey asked Max Slusher to address the Board and discuss the 108 Loan Program. He also thanked Mr. McPeak and Mr. Blake for serving on the Loan Review Committee.

Mr. Slusher said there are two different business loan programs: one is with Atlantic County, and the other is with Atlantic City. There are currently three Atlantic County loans that have been approved by the Loan Review Committee: two micro-loans at \$35,000 each and one regular loan at \$400,000. There is an application for a \$400,000 loan being processed for Atlantic City loans yet.

The 108 Loan Program requires extensive paperwork requirements, which the ACIA must stay on top of. This program will provide substantial job creations at the sole-proprietorship/small-business level. The ACIA is hoping to grow the program and, within

the next four years, are hoping to commit all of the money that has been set aside for this program. (Approximately \$3.3 million for Atlantic County and \$2 million for Atlantic City.)

Mr. Ingemi suggested that the 108 Loan Program be publicized, via the media, so that the public knows that Atlantic County is moving forward with economic development. Mr. Slusher agreed, stating that it is imperative to show the public that there are small businesses here in Atlantic County that are growing. Mr. Slusher said the ACIA is waiting until the businesses, mentioned above, receive their funding and then Linda Gilmore, Public Information Manager, will help to publicize these businesses when that time comes (ie - ribbon cuttings, asking public officials to attend grand openings, etc.).

Mr. Lamey reiterated that the paperwork that needs to be completed for businesses to apply for the 108 Loan Program is quite voluminous, and it takes time to complete. The process is lengthy, but once the businesses receive their funding, there will be publicity involved for each of them.

Mr. McPeak asked about Barlinvis. Mr. Lamey responded and said the apartment complex is doing very well, and they are at a surplus of \$91,000 through May 2016. Occupancy is at 100%, and there is also a waiting list. A discussion ensued between the Board Members, and Mr. McPeak commented that the ACIA made a good decision in acquiring Barlinvis.

Mr. Ingemi stated that the Philadelphia Israeli Chamber of Commerce is having their annual conference in Philadelphia on Wednesday, May 18, 2016. He highly recommended that Max Slusher attend this conference on the ACIA's behalf. Since we have the Stockton Aviation Research & Technology Park (SARTP), hospitals, and casinos located here, Mr. Ingemi said that many companies who will be attending this conference may fit nicely with our infrastructure here in Atlantic County, including those dealing in Homeland Security and computer technology. Mr. Slusher agreed, stating that the FAA facility in Atlantic County is not only a training facility for Homeland Security, it also has labs that test for explosives and electronics that may be used for detonators. The Board Members were all in favor of Mr. Slusher attending the Philadelphia Israeli Chamber of Commerce Conference on May 18, 2016. Mr. Slusher said he will attend and register on line.

**B. CONTRACTS AWARDED – Authorized by the 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.

V. RESOLUTIONS

A. PROJECT MANAGEMENT

1. Brigantine Shared Services Agreement Amendment

Attachment #3

Mr. Lamey stated that in May of 2015, the ACIA entered into a Shared Services Agreement (SSA) with the City of Brigantine for the ACIA to provide engineering and other project management services to the City for an hourly rate of \$72.12. The amount of the contract is a not-to-exceed amount of \$56,250. Through March, the ACIA has billed a total of \$15,125.78, leaving a balance of \$41,124.22. The agreement expired on May 6, 2016. Brigantine is still utilizing the ACIA for various tasks. The ACIA is requesting to extend the current agreement for another year, charging an amount not to exceed \$72.12 per hour, depending on the staff person performing the work.

The Board was asked to authorize the Executive Director to execute an amendment to extend the term of the SSA with the City of Brigantine for the ACIA to provide engineering and other professional services to the City for an additional year to May 6, 2017.

A motion was made by Mr. Ingemi, and seconded by Rev. Hendricks. By a roll-call vote of 5-0-0, the resolution was approved.

B. ECONOMIC DEVELOPMENT

1. Consultant - Section 108 & Other Business Loan Programs

Attachment #4

Mr. Lamey stated that Bill Loewenstein, of Community Initiatives Development Corporation (CIDC), has been instrumental in providing the technical assistance necessary to the ACIA in structuring financing packages to Atlantic County businesses. As mentioned above, the ACIA has approvals for three Atlantic County loans and there are other loans in the pipeline. Mr. Loewenstein is evaluating the applications and supporting documentation, recommending approval or denial to staff, and preparing the underwriting packages for submission to the Loan Review Committee. Part of all of CIDC's fees will be offset by the income that is generated from the ACIA's application and processing fees. Mr. Loewenstein is also providing advice and information in our business assistance efforts in terms of identifying other potential financing sources.

The Board was asked to authorize the Executive Director to execute an agreement with CIDC for technical advice and assistance in the implementation of the Section 108 Loan Fund for Businesses and packaging financing packages for Atlantic County businesses for one year for an amount not to exceed \$60,000.00.

A motion was made by Mr. Ingemi, and seconded by Mr. Blake, to approve the resolution. By a roll-call vote of 5-0-0, the resolution was approved.

**C. GOLF COURSE OPERATIONS**

**1. GPS Distancing and Communication Systems for Golf Carts Attachment #5**

Attachment #5 was pulled from the Board packet due to the fact that there were no bids.

On April 28, 2016, the ACIA issued a Request for Proposal (RFP) for a firm to provide and install Golf Cart GPS Systems on the golf carts at either or both Green Tree Golf Course and/or the Links at Brigantine. The systems are utilized at many golf courses and enhance the golfer experience. In addition to providing the golfer information, such as layout of the hole they are on, and the exact distance from cart to center of green, the units provide golf course staff the ability to track carts from the clubhouse. Responses were due back on May 10, 2016. There was one organization who was interested, but there was an internal problem where the RFP did not get to the right person in that organization. Therefore, Mr. Lamey advised the Board that the RFP will be put out for re-bid in the near future. Also, he advised the Board that the ACIA will make sure that the RFP goes to the correct individual in the company that has expressed interest.

**VI. EXECUTIVE SESSION**

There was no Executive Session.

**VII. OLD BUSINESS**

None.

**VIII. NEW BUSINESS**

None.

**IX. OPEN SESSION**

None.

**X. ADJOURNMENT**

A motion was made by Mr. Ingemi, and seconded by Rev. Hendricks, to adjourn the meeting at 4:42 p.m. By a roll-call vote of 5-0-0, the meeting was adjourned.

Respectfully,



Edwin G. Blake  
Secretary