

MINUTES OF THE BOARD MEETING
Thursday, October 8, 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 4:04 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; Edwin G. Blake, Secretary; Joseph Ingemi, Commissioner; Mayor John Armstrong, Commissioner; and Mayor Don Guardian, Commissioner were in attendance.

Robert Tarby, Sr., Vice Chairperson; Neil McPeak, Treasurer; Rev. Milton Hendricks, Commissioner; and Robert Gross, Commissioner were absent from the meeting.

OTHERS IN ATTENDANCE

Michael Jacobson, Esquire, was in attendance on behalf of Randy Lafferty, General ACIA Counsel.

STAFF IN ATTENDANCE

John C. Lamey, Jr., Executive Director; Max Slusher, Director of Economic Development; Joseph J. Giraldo, Program Administrator for Housing Rehabilitation; Dianilda Torres, Senior Accountant; 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 September 10th, 2015 Board Meeting

Attachment #1

The Board was asked to approve the Minutes of the September 10th, 2015, Board Meeting.

A motion was made by Mr. Blake, and seconded by Mayor Armstrong, to approve the Minutes of the September 10th, 2015, Board Meeting. By a vote of 5-0-0, the Minutes were approved.

III. FINANCIAL REPORT

Attachment #2

A. Financial Report from August 2015.

Ms. Torres presented a summary of the Financial Report from August 2015.

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

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

*At this point Executive Director Lamey informed the Board that because Mr. Blake has a previous commitment he must leave by 5:00. Mr. Lamey requested that the order of the agenda items be changed to make sure that all of the items requiring action by the Board were addressed first.

IV. EXECUTIVE SESSION

Mr. Lamey suggested that the Board go into Executive Session to discuss personnel matters related to the 2016 Budget.

A motion was made by Mr. Ingemi, and seconded by Mr. Blake, to enter into Executive Session. All were in favor.

V. BOARD ACTIONS

A. ADMINISTRATIVE

1. Presentation and Approval of 2016 Budget

Attachment #3

The Board was asked to review and approve the proposed 2016 Budget for submission to the Local Finance Board.

Mr. Ingemi explained that Mr. Lamey and Ms. Torres presented the proposed

budget to the Budget Committee of Mr. McPeak, Mr. Tarby and he on Tuesday and upon their review they are recommending approval of the Budget to the full Board.

Executive Director Lamey explained the process undertaken in development the budget, how the components of the anticipated revenues of \$2,198,667 and expenses of \$2,174,617 were derived.

A motion was made by Mr. Blake, and seconded by Mayor Armstrong to approve the Resolution. By a vote of 5-0-0, the Resolution was approved.

2. Cooperative Pricing Agreement with Atlantic County Attachment #4

Mr. Lamey discussed the Cooperative Pricing Agreement, which would allow the ACIA to join the Atlantic County Cooperative Pricing System with other contracting units within Atlantic County for 2016. This will allow the ACIA to be in a position to benefit from the economies of scale in the purchase of work, materials and supplies. The agreement is not binding, and the ACIA is free to pick and choose what services and items it wants to participate in. Of particular interest is the County's Employee Assistance Program (EAP). The cost of the current contract with Deer Oaks' EAP Services is approximately \$1.12 per month, per employee. However, in order to participate, the ACIA would need to join the Cooperative Pricing System. (The County is rebidding this year.)

The Board was asked to adopt a resolution authorizing the Executive Director to enter into a Cooperative Purchasing Agreement with Atlantic County for the purposes of the purchase of certain work, materials, supplies and services as needed.

A motion was made by Mr. Ingemi and seconded by Mayor Armstrong to approve the Resolution. By a vote of 5-0-0, the Resolution was approved.

B. COMMUNITY DEVELOPMENT PROGRAM

1. CDBG and HOME Programs / County Contract Attachment #5

The next item Mr. Lamey discussed with the Board was the Shared Services Agreement with the County to administer the FY 2015 HOME Consortium Program and the FY 2015 CDBG Program. The grants were awarded to the County based on the FY 2015 Annual Action Plan approved by Resolution #335, adopted on 6/30/15, and submitted to HUD in July of 2015.

The Board was asked to approve a resolution authorizing the Executive Director to enter into a contract with Atlantic County to administer its FY 2015 Community Development Block Grant Entitlement Program and the Atlantic County HOME Investment Partnership Program.

A motion was made by Mr. Ingemi and seconded by Mayor Armstrong to approve the Resolution. By a vote of 5-0-0, the Resolution was approved.

**2. Atlantic County CDBG Entitlement Grant Program
/ Municipalities Agreements**

Attachment #6

The Board was asked to approve a resolution authorizing the Executive Director to enter into shared service agreements with various participating municipalities to implement the FY 2015 CDBG Entitlement Grant Program.

A motion was made by Mr. Ingemi and seconded by Mayor Armstrong to approve the Resolution. By a vote of 5-0-0, the Resolution was approved.

VI. EXECUTIVE DIRECTOR'S REPORT

A. AUTHORITY UPDATE

Mr. Lamey discussed some of the current activities the authority is involved in, which included the Economic Development Action Plan. He said that the ACIA is still defining what their role will be with regard to the plan, but the ACIA will definitely be involved.

Executive Director Lamey asked Max Slusher, Economic Development Director, to briefly provide an update on the Economic Development Strategy and Action Plan.

Mr. Slusher discussed some of the businesses he is working with looking to expand or locate in the County. He further advised the Board that there are two (2) free upcoming small-business seminars sponsored by ACCC, UCEDC, Atlantic County Government and the ACIA. The first will be held on Thursday, October 29, 2015, entitled "Intro to Entrepreneurship." The second will be held on Thursday, November 5, 2015, entitled "Financing Your Business." Both of these seminars will be held at ACCC – Mays Landing Campus.

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.

VII. PUBLIC COMMENTS

No one from the public was in attendance.

IX. ADJOURNMENT

A motion was made by Mr. Ingemi, and seconded by Mayor Armstrong, to adjourn the meeting at 4:56 p.m. All were in favor.

Respectfully,

John C. Lamey, Jr.
Executive Director