

**RESOLUTION OF THE ATLANTIC  
COUNTY IMPROVEMENT AUTHORITY  
APPROVING THE EXPENDITURES CONTAINED IN THE  
FINANCIAL REPORT FOR SEPTEMBER 2024**

**WHEREAS**, the Atlantic County Improvement Authority, hereafter, the "Authority", is a political subdivision of the State of New Jersey and an instrumentality of Atlantic County, established pursuant to N.J.S.A. 40:37A-44 et seq.; and

**WHEREAS**, the Authority is subject to rules and regulations promulgated by the State of New Jersey, Department of Community Affairs, Division of Local Government Services, including N.J.A.C. 5:31-4.1(c) regarding the approval and payment of claims which requires the "governing body (of the Authority) shall approve or disapprove all claims in accordance with Regulations adopted by the Authority;" and

**WHEREAS**, such claims and the expenditures thereto for the month of September 2024, are contained in the Financial Report submitted hereto for approval by the Board of Commissioners.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Atlantic County Improvement Authority that the expenditures contained in the Financial Report for the month of September 2024, are approved pursuant to N.J.A.C. 5:31-4.1(c).



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Roy M. Foster, Chairperson



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Edwin G. Blake, Secretary

**ADOPTED: November 14, 2024**

**ATLANTIC COUNTY IMPROVEMENT AUTHORITY**

I, \_\_\_\_\_, Assistant Secretary of the Atlantic County Improvement Authority, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Board at a meeting duly held on the 14<sup>th</sup> day of November 2024.

\_\_\_\_\_  
Timothy D. Edmunds, Executive Director

**RESOLUTION OF THE ATLANTIC COUNTY IMPROVEMENT  
AUTHORITY ANNUAL AUDIT SERVICES FOR 2024, 2025 and 2026  
HOLMAN FRENIA ALLISON P.C.**

**WHEREAS**, the Atlantic County Improvement Authority, hereafter, the “Authority”, is a political subdivision of the State of New Jersey and an instrumentality of the County of Atlantic, established pursuant to N.J.S.A. 40:37A-44 et seq; and

**WHEREAS**, the Authority is required, under N.J.S.A. Local Authorities Fiscal Control Act 40A:5a-10, County Improvement Authority Law 40:37A-88 and N.J.S.A. Local Finance Board Rules 5:31 et seq., to submit an annual audit to the New Jersey Local Finance Board; and

**WHEREAS**, on August 15th, 2024, the Authority solicited proposals for auditing services, for up to three (3) years beginning with fiscal year 2024; and

**WHEREAS**, the requested scope of services called for an audit of the Authority’s financials as well as a separate audit for the Community Development Block Grant and Home Investment Partnership programs to comply with the requirements of the US Department of Housing and Urban Development (“HUD”); and

**WHEREAS**, on September 5th, 2024, the Authority received two (2) responses to that RFP; and

**WHEREAS**, two responses were received from Mercadien P.C, and Homan Frenia Allison, P.C (HFA).; and

**WHEREAS**, upon review of the proposals both firms were deemed qualified, capable and demonstrated the requisite experience to meet the required scope of services; and

**WHEREAS**, based on the proposed fee structure from each firm as summarized below:

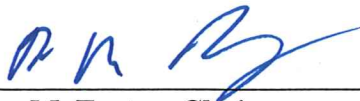
	<u>Mercadien</u>	<u>HFA</u>
2024	\$50,000	\$42,050
2025	\$52,000	\$44,100
2026	\$54,000	\$46,300

staff hereby recommends that the Board authorize the execution of a professional services agreement with the firm of HFA to perform the audit of the Authority’s 2024 financial records for \$42,050 and to further authorize the execution of two (2) additional one-year contractors for the 2025 and 2026 audits in accordance with the designated scope of services; and

**WHEREAS**, such services are classified as Professional Services pursuant to N.J.S.A. 40A:11-5(1)(a)(I) and as such are exempt from the public bidding requirements of the New Jersey Local Public Contracts Law.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Atlantic County Improvement Authority that the Executive Director is authorized to execute a professional services agreement with the firm of; HFA to perform the audit of the Authority’s 2024 financial

records for \$42,050 and to further authorize the execution of two (2) additional one-year contractors for the 2025 and 2026 audits in accordance with the designated scope of services.



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**Roy M. Foster, Chairperson**



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**Edwin Blake, Secretary**

**ADOPTED: November 14, 2024**

**ATLANTIC COUNTY IMPROVEMENT AUTHORITY**

I, \_\_\_\_\_, Assistant Secretary of the Atlantic County Improvement Authority, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Board at a meeting duly held on the 14th day of November 2024.

\_\_\_\_\_  
Timothy D. Edmunds, Executive Director

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A SHARED SERVICES PROJECT MANAGEMENT AGREEMENT WITH THE COUNTY OF ATLANTIC IN THE AMOUNT OF \$38,000.00 FOR THE COUNTY'S JUSTICE FACILITY CAMPUS REPAVING PROJECT**

**WHEREAS**, the Authority, is a political subdivision of the State of New Jersey and an instrumentality of Atlantic County, established pursuant to N.J.S.A. 40:37A-44 et seq.; and

**WHEREAS**, pursuant to N.J.S.A. 40:37A-54 a purpose of the Authority is to plan, initiate and carry out construction projects within the County for public facilities to be utilized for governmental purposes and use; and

**WHEREAS**, the County of Atlantic has requested a proposal from the Authority to provide Owner's Representative and Project Management services for the Justice Facility Campus Repaving Project (**the "Project"**); and

**WHEREAS**, the services and scope proposed by the Authority are based on discussions regarding the Project and our anticipation that the time spent will consist of on-site presence, off site availability and reporting and administrative functions, and will be split primarily between our Director of Projects, a Project Manager, and to a lesser extent some additional time will be required of our administrative staff; and

**WHEREAS**, the Authority submitted a proposal to oversee the contractor in accordance with the County's schedule, budget, and project priorities; and

**WHEREAS**, the Authority will further serve as the liaison, advise the County and act on their behalf to ensure the successful completion of the Project and that the County's interests are represented in every decision in each phase of development; and

**WHEREAS**, since the County has engaged professionals for the completion of the design development stage, the Authority proposed to provide full Project Management Services beginning with bidding the Project through Construction Closeout; and

**WHEREAS**, the Authority proposed to provide such services in an amount not to exceed \$38,000.00; and

**WHEREAS**, it is anticipated that the Board of Commissioners of Atlantic County will take formal action on the proposal on November 19th, 2024; and

**WHEREAS**, this contract is classified as services provided between governmental agencies pursuant to N.J.S.A. 40A:11-5(2) and as such is exempt from the public bidding requirements of the New Jersey Local Public Contracts Law.

**NOW, THEREFORE BE IT RESOLVED**, that upon approval by Atlantic County Board of Commissioners of the agreement, the Board of Commissioners of the Atlantic County Improvement Authority hereby authorize the Executive Director to execute a Shared Services

Agreement with the County of Atlantic to provide Owner's Representative and Project Management Services for the Justice Facility Campus Repaving Project in the amount of \$38,000.00.



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**Roy M. Foster, Chairperson**



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**Edwin G. Blake, Secretary**

**ADOPTED: November 14<sup>th</sup>, 2024**

**ATLANTIC COUNTY IMPROVEMENT AUTHORITY**

I, \_\_\_\_\_, Assistant Secretary of the Atlantic County Improvement Authority, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Board at a meeting duly held on the 14<sup>th</sup> day of November 2024.

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Timothy D. Edmunds, Executive Director

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO  
ENTER INTO A SHARED SERVICES PROJECT MANAGMENT  
AGREEMENT WITH THE COUNTY OF ATLANTIC IN THE AMOUNT  
OF \$65,830.00 FOR THE COUNTY'S GALLOWAY LIBRARY HVAC  
UPGRADES PROJECT**

**WHEREAS**, the Authority, is a political subdivision of the State of New Jersey and an instrumentality of Atlantic County, established pursuant to N.J.S.A. 40:37A-44 et seq.; and

**WHEREAS**, pursuant to N.J.S.A. 40:37A-54 a purpose of the Authority is to plan, initiate and carry out construction projects within the County for public facilities to be utilized for governmental purposes and use; and

**WHEREAS**, the County of Atlantic has requested a proposal from the Authority to provide Owner's Representative and Project Management services for the Galloway Library HVAC Upgrades Project (**the "Project"**); and

**WHEREAS**, the services and scope proposed by the Authority are based on discussions regarding the Project and our anticipation that the time spent will consist of on-site presence, off site availability and reporting and administrative functions, and will be split primarily between our Director of Projects, a Project Manager, and to a lesser extent some additional time will be required of our administrative staff; and

**WHEREAS**, the Authority submitted a proposal to oversee the professionals and contractor in accordance with the County's schedule, budget, and project priorities; and

**WHEREAS**, the Authority will further serve as the liaison, advise the County and act on their behalf to ensure the successful completion of the Project and that the County's interests are represented in every decision in each phase of development; and

**WHEREAS**, since the County has engaged professionals for the completion of the design development stage, has bid the Project and will hold the construction contract, the Authority proposed to provide full Project Management Services beginning with the Construction Administration Phase through Construction Closeout: and

**WHEREAS**, the Authority proposed to provide such services in an amount not to exceed \$65,830.00; and

**WHEREAS**, it is anticipated that the Board of Commissioners of Atlantic County will take formal action on the proposal on November 19th, 2024; and

**WHEREAS**, this contract is classified as services provided between governmental agencies pursuant to N.J.S.A. 40A:11-5(2) and as such is exempt from the public bidding requirements of the New Jersey Local Public Contracts Law.

**NOW, THEREFORE BE IT RESOLVED**, that upon approval by Atlantic County Board of Commissioners of the agreement, the Board of Commissioners of the Atlantic County Improvement Authority hereby authorize the Executive Director to execute a Shared Services

Agreement with the County of Atlantic to provide Owner's Representative and Project Management Services for the Galloway Library HVAC Upgrades Project in the amount of \$65,830.00.



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**Roy M. Foster, Chairperson**



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**Edwin G. Blake, Secretary**

**ADOPTED: November 14<sup>th</sup>, 2024**

**ATLANTIC COUNTY IMPROVEMENT AUTHORITY**

I, \_\_\_\_\_, Assistant Secretary of the Atlantic County Improvement Authority, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Board at a meeting duly held on the 14<sup>th</sup> day of November 2024.

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Timothy D. Edmunds, Executive Director

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO  
ENTER INTO A SHARED SERVICES PROJECT MANAGEMENT  
AGREEMENT WITH THE COUNTY OF ATLANTIC IN THE AMOUNT  
OF \$30,546.500 FOR THE COUNTY'S GALLOWAY LIBRARY STORM  
DRAINAGE IMPROVEMENTS PROJECT**

**WHEREAS**, the Authority, is a political subdivision of the State of New Jersey and an instrumentality of Atlantic County, established pursuant to N.J.S.A. 40:37A-44 et seq.; and

**WHEREAS**, pursuant to N.J.S.A. 40:37A-54 a purpose of the Authority is to plan, initiate and carry out construction projects within the County for public facilities to be utilized for governmental purposes and use; and

**WHEREAS**, the County of Atlantic has requested a proposal from the Authority to provide Owner's Representative and Project Management services for the Galloway Library Storm Drainage Improvements Project (**the "Project"**); and

**WHEREAS**, the services and scope proposed by the Authority are based on discussions regarding the Project and our anticipation that the time spent will consist of on-site presence, off site availability and reporting and administrative functions, and will be split primarily between our Director of Projects, a Project Manager, and to a lesser extent some additional time will be required of our administrative staff; and

**WHEREAS**, the Authority submitted a proposal to oversee the professionals and contractor in accordance with the County's schedule, budget, and project priorities; and

**WHEREAS**, the Authority will further serve as the liaison, advise the County and act on their behalf to ensure the successful completion of the Project and that the County's interests are represented in every decision in each phase of development; and

**WHEREAS**, since the County has engaged professionals for the completion of the design development stage, has bid the Project and will hold the construction contract, the Authority proposed to provide full Project Management Services beginning with the Construction Administration Phase through Construction Closeout; and

**WHEREAS**, the Authority proposed to provide such services in an amount not to exceed \$30,546.50.00; and

**WHEREAS**, it is anticipated that the Board of Commissioners of Atlantic County will take formal action on the proposal on December 3rd, 2024; and

**WHEREAS**, this contract is classified as services provided between governmental agencies pursuant to N.J.S.A. 40A:11-5(2) and as such is exempt from the public bidding requirements of the New Jersey Local Public Contracts Law.

**NOW, THEREFORE BE IT RESOLVED**, that upon approval by Atlantic County Board of Commissioners of the agreement, the Board of Commissioners of the Atlantic County Improvement Authority hereby authorize the Executive Director to execute a Shared Services



Agreement with the County of Atlantic to provide Owner's Representative and Project Management Services for the Galloway Library Storm Drainage Improvements Project in the amount of \$30,546.50.



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**Roy M. Foster, Chairperson**



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**Edwin G. Blake, Secretary**

**ADOPTED: November 14<sup>th</sup>, 2024**

**ATLANTIC COUNTY IMPROVEMENT AUTHORITY**

I, \_\_\_\_\_, Assistant Secretary of the Atlantic County Improvement Authority, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Board at a meeting duly held on the 14<sup>th</sup> day of November 2024.

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Timothy D. Edmunds, Executive Director

**RESOLUTION OF THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY  
AUTHORIZING AGREEMENTS WITH LEW ENVIRONMENTAL SERVICES AND LEAD  
PROFESSIONALS, INC. TO PROVIDE LEAD-BASED PAINT INSPECTION SERVICES AS  
NEEDED FOR THE AUTHORITY'S HOME REHABILITATION PROGRAM**

**WHEREAS**, the Atlantic County Improvement Authority, hereafter, the "Authority", is a political subdivision of the State of New Jersey and an instrumentality of the County of Atlantic established pursuant to N.J.S.A. 40:37A-44, et seq.; and

**WHEREAS**, pursuant to N.J.S.A. 40:37A-54, the Authority is empowered to undertake the necessary measures in the planning, initiating and carrying out redevelopment projects for the elimination, and for the prevention of the development or spread of blighted, deteriorated or deteriorating areas; and to provide assistance and take such other measures so as to provide decent, safe and sanitary dwelling units for persons of low and moderate income residents; to improve, further, and promote the tourist industries and recreational attractiveness of the County through the planning, acquisition, construction, improvement, management and operation of facilities for the recreation and entertainment of the public; and to promote the overall economic development and redevelopment of the area which it serves; and

**WHEREAS**, the Authority administers the HOME Rehabilitation Program, providing a 0% interest deferred loan to qualified homeowners to rehab major systems of a home plus weatherization; and

**WHEREAS**, for those homes constructed prior to 1978, prior to disruption of painted surfaces a Lead-Based Paint Risk Assessment and Evaluation following the US Department of Housing and Urban Development's Lead Safe Housing Regulation; and

**WHEREAS**, on October 4<sup>th</sup>, 2024, the Authority advertised for Lead-Based Paint Inspection Services and on October 25<sup>th</sup>, received two (2) responses from LEW Environmental Services and Lead Professionals Inc.; and

**WHEREAS**, Authority staff has determined that both respondents are qualified and their proposals met the requested scope of services.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Atlantic County Improvement Authority that an Agreement be executed between the LEW Environmental Services, and Lead Professionals, Inc. and the ACIA; and

**BE IT FURTHER RESOLVED**, by the Board of Commissioners of the Atlantic County Improvement Authority that the Executive Director is authorized to execute an Agreement with the LEW Environmental Services and Lead Professionals, Inc. and the ACIA



Roy M. Foster, Chairman



Edwin G. Blake, Secretary

**ADOPTED:** November 14<sup>th</sup>, 2024

**ATLANTIC COUNTY IMPROVEMENT AUTHORITY**

I, \_\_\_\_\_, Assistant Secretary of the Atlantic County Improvement Authority, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Board at a meeting duly held on the 14th day of November 2024.

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Timothy D. Edmunds, Executive Director

**RESOLUTION OF THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY  
AUTHORIZING AN AGREEMENT TO IMPLEMENT THE 2025 HOME REHAB AND  
FAÇADE PROGRAM WITH THE MIDTOWN COMMUNITY DEVELOPMENT  
CORPORATION**

**WHEREAS**, the Atlantic County Improvement Authority, hereafter, the "Authority", is a political subdivision of the State of New Jersey and an instrumentality of the County of Atlantic established pursuant to N.J.S.A. 40:37A-44, et seq.; and

**WHEREAS**, pursuant to N.J.S.A. 40:37A-54, the Authority is empowered to undertake the necessary measures in the planning, initiating and carrying out redevelopment projects for the elimination, and for the prevention of the development or spread of blighted, deteriorated or deteriorating areas; and to provide assistance and take such other measures so as to provide decent, safe and sanitary dwelling units for persons of low and moderate income residents; to improve, further, and promote the tourist industries and recreational attractiveness of the County through the planning, acquisition, construction, improvement, management and operation of facilities for the recreation and entertainment of the public; and to promote the overall economic development and redevelopment of the area which it serves; and

**WHEREAS**, the Midtown Community Development Corporation (CDC) is one of four neighborhood Community Development Corporations (CDC's) established in the City of Atlantic City. Each CDC has a NJDCA approved plan, an established board and organizational sponsor with the capacity to support the CDC. The Midtown CDC has successfully secured NJDCA Neighborhood Revitalization Tax Credits to fund the homeowner façade program that is subject of this Agreement; and

**WHEREAS**, the Midtown CDC wishes to enter into an agreement to have ACIA manage the Midtown Home Rehab and Facade Program. The Midtown CDC will provide a grant up to \$25,000.00 each for homeowner rehab and façade improvements to four (4) residential properties in addition to the Authority's financing of up to \$25,000 for home rehabilitation; and

**WHEREAS**, The ACIA will provide project management services for Midtown Homeowner and Business Facade Program in the same manner that is oversees with our home rehabilitation program. The same agreements will be used including the ACIA/Homeowner Agreement and Homeowner/Contractor Agreement. The Midtown CDC shall pay the ACIA \$5,000.00 for each façade improvement and rehabilitation. The Midtown CDC shall be responsible for promoting this program and providing grant funds to ACIA upon completion of each façade project.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Atlantic County Improvement Authority that an Agreement be executed between the Midtown CDC and the ACIA; and

**BE IT FURTHER RESOLVED**, by the Board of Commissioners of the Atlantic County Improvement Authority that the Executive Director is authorized to execute an Agreement with the Midtown CDC and the ACIA



Roy M. Foster, Chairman



Edwin G. Blake, Secretary

**ADOPTED: November 14<sup>th</sup>, 2024**  
**ATLANTIC COUNTY IMPROVEMENT AUTHORITY**

I, \_\_\_\_\_, Assistant Secretary of the Atlantic County Improvement Authority, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Board at a meeting duly held on the 14th day of November 2024.

\_\_\_\_\_  
Timothy D. Edmunds, Executive Director

**RESOLUTION OF THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY  
TO ADJOURN TO EXECUTIVE SESSION  
FOR THE PURPOSES SET FORTH HEREIN**

**WHEREAS**, the Atlantic County Improvement Authority (hereinafter referred to as the "Authority", is a political subdivision of the State of New Jersey and an instrumentality of the County of Atlantic, established pursuant to N.J.S.A. 40:37A-44 et seq.; and

**WHEREAS**, the Authority is subject to the requirements of the Open Public Meetings Act (hereinafter referred to as the "Act"), N.J.S.A. 10:4-6 et. seq.; and

**WHEREAS**, pursuant to N.J.S.A. 10:4-12 there are certain exceptions to the Act and which provide for closed executive sessions to discuss such matters so exempt.

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the Authority that this meeting be adjourned to an executive session to discuss the following matter(s) which is/are exempt from public discussion pursuant to the New Jersey Open Public Meetings Law:

**(Choose from the list below, according to the matters to be discussed)**

1. A matter which, by express provision of Federal Law or State statute or rule of court shall be rendered **CONFIDENTIAL**.
2. A matter that, the disclosure of constitutes an unwarranted invasion of **INDIVIDUAL PRIVACY**.
3. The **PURCHASE, LEASE OR ACQUISITION OF REAL PROPERTY**
4. Pending or anticipated **LITIGATION AND ATTORNEY – CLIENT PRIVILEGE**
5. **PERSONNEL MATTERS**

**BE IT FURTHER RESOLVED** that the governing body will reconvene in public session and confirm the results of the executive session if there is a majority consensus for action to be taken at this time.

  
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**Roy M. Foster, Chairperson**

  
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**Edwin G. Blake, Secretary**

**ADOPTED: November 14, 2024**

**ATLANTIC COUNTY IMPROVEMENT AUTHORITY**

I, \_\_\_\_\_, Assistant Secretary of the Atlantic County Improvement Authority, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Board at a meeting duly held on the 14<sup>th</sup> day of November 2024

\_\_\_\_\_  
Timothy D. Edmunds, Executive Director