



**Atlantic County Improvement Authority**

600 Aviation Boulevard · Egg Harbor Township, NJ 08234

Phone: 609-343-2390 Fax: 609-343-2188

Timothy D. Edmunds, P.E.

Executive Director

## **MINUTES OF THE BOARD MEETING**

**Thursday, February 09, 2023**

**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 Roy Foster, at 4:01 p.m. In conformity and compliance with recommendations and advice of County, State, National and International Public Health agencies regarding public gatherings during the COVID-19 pandemic, including directives of the NJ Division of Local Government Services (DLGS), the Board of Commissioners held their public meetings as designated below both in-person and via Zoom conference on February 09, 2023 at the "Thunder Room" located on the first floor of Building 3, National Aerospace Research & Technology Park, 600 Aviation Research Boulevard, Egg Harbor Township, New Jersey.

***Zoom Meeting Time: February 09, 2023, 04:00 PM Eastern Time (US and Canada)***

***Join Zoom Meeting at the following link:***

***<https://zoom.us/j/96240991084?pwd=N1JlTWdZZUJlZlpCNnA2MzFPeWNzZz09>***

***Meeting ID: 962 4099 1084***

***Passcode: 971033***

***Or Dial by your location +1 929 205 6099 US (New York)***

### **COMMISSIONERS PARTICIPATING IN THE MEETING**

Roy Foster, Chairperson; Robert J. Tarby, Sr. – Vice Chairperson; Rev. Milton Hendricks, Assistant Secretary; Robert Gross, Commissioner; and Joseph J. Giraldo, Commissioner. Don Guardian, Commissioner, joined the meeting at 4:05 p.m.

Edwin G. Blake, Secretary; Ann Davis, Treasurer; and India Still, Commissioner were unable to attend.

### **STAFF PARTICIPATING IN THE MEETING**

Timothy D. Edmunds, Executive Director; Jessica Wheeley, Comptroller; Edward Perkins, Director of Projects; and Jessica Parada, Financial Specialist.

### **OTHERS IN ATTENDANCE**

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

### **I. OPENING STATEMENT AND ROLL CALL**

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

### **II. MINUTES**

#### **A. Minutes of the January 12, 2023, Regular Board Meeting**

**Attachment #1**

The Board was asked to approve the Minutes of the January 12, 2023, Regular Board Meeting as presented or as corrected.

A motion was made by Mr. Giraldo and seconded by Rev. Hendricks to approve the Minutes of the January 12, 2023, Regular Board Meeting. By a roll-call vote of 5-0-0, the Minutes were approved.

### **III. ELECTION OF OFFICERS**

#### **A. The Board was asked to elect a slate of Officers for the 2023- 2024 Year. Attachment #2**

A motion was made by Mr. Tarby and seconded by Mr. Giraldo. By a roll-call vote of 5-0-0, the Board agreed to approve the resolution.

### **IV. FINANCIAL REPORT**

#### **A. Financial Report from December 2022**

**Attachment #3**

The Board was presented a preliminary Financial Report of December and was requested to approve by resolution, the expenditures contained therein.

A motion was made by Mr. Tarby and seconded by Mr. Giraldo, to approve the expenditures contained therein. By a roll-call vote of 5-0-0, the Board agreed to approve the resolution.

#### **B. Approval of Depositories**

**Attachment #4**

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

A motion was made by Mr. Giraldo and seconded by Mr. Gross. By a roll-call vote of 6-0-0, the Board agreed to approve the resolution.

#### **C. Approval of Eligible Investments**

**Attachment #5**

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

A motion was made by Mr. Giraldo and seconded by Rev. Hendricks. By a roll-call vote of 6-

0-0, the Board agreed to approve the resolution.

**V. EXECUTIVE DIRECTOR'S REPORT**

**A. 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.

**VI. ADMINISTRATIVE**

**A. Check Signer Authorization**

**Attachment #6**

The Board was asked to approve a resolution naming the authorized check signers for the 2023-2024 year.

A motion was made by Mr. Giraldo and seconded by Mr. Tarby. By a roll-call vote of 6-0-0, the Board agreed to approve the resolution.

**B. Annual Schedule of Board Meeting Dates**

**Attachment #7**

The Board was 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. The Board decided to go back to in person meetings in the future, but also allow Board Members to join virtually as necessary. The public can only attend in person.

A motion was made by Rev. Hendricks and seconded by Mr. Giraldo. By a roll-call vote of 6-0-0, the Board agreed to approve the resolution.

**C. Agreement – 2023-2024 Legal Services Cooper-Levenson**

**Attachment #8**

The Board was asked to authorize the Executive Director to enter into a contract with Cooper Levenson to provide legal services for the period of March 1, 2023, to February 29, 2024, for an amount not to exceed \$85,000.00

A motion was made by Mr. Giraldo and seconded by Mr. Tarby. By a roll-call vote of 6-0-0, the Board agreed to approve the resolution.

**D. Loan Specialist Position**

**Attachment #9**

The Board was asked to authorize the creation of the new position of Loan Specialist at a salary of \$55,000 per year effective March 1, 2023, and to further authorize filling that position with a qualified individual as determined by the Executive Director and Housing Program Manager.

A motion was made by Mr. Tarby and seconded by Mr. Gross. By a roll-call vote of 6-0-0, the Board agreed to approve the resolution.

**E. Jim Whelan Boardwalk Hall**

**Attachment #10**

The Board was asked to authorize the Executive Director to execute an Owners Assurance to the CRDA for a grant application for restoration of historic storefronts at Jim Whelan Boardwalk Hall

A motion was made by Mr. Tarby and seconded by Mr. Gross. By a roll-call vote of 6-0-0, the Board agreed to approve the resolution.

**VII. PROJECT MANAGEMENT**

**A. Property Management Services – NARTP**

**Attachment #11**

The Board was asked to Authorize the renewal of the Professional Services Agreement with New Vistas Corporation to provide Property Management Services for 600 Aviation Research Boulevard at the National Aerospace Research and Technology Park.

A motion was made by Mr. Gross and seconded by Mr. Giraldo. By a roll-call vote of 6-0-0, the Board agreed to approve the resolution.

**B. Property Management Services – Cape May Tech Village**

**Attachment #12**

The Board was asked to Authorize the execution of a Professional Services Agreement with New Vistas Corporation to provide Property Management Services for Building 1 at the Hangars at Tech Village.

A motion was made by Mr. Giraldo and seconded by Ms. Still. By a roll-call vote of 6-0-0, the Board agreed to approve the resolution.

**VIII. EXECUTIVE SESSION - none**

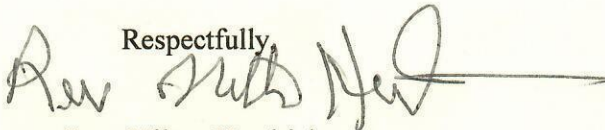
**IX. PUBLIC COMMENT – none**

**X. OLD BUSINESS – none**

**XI. NEW BUSINESS – none**

**XII. ADJOURNMENT – By a unanimous vote, the meeting adjourned at 4:52 p.m.**

Respectfully,



Rev. Milton Hendricks  
Assistant Secretary

MEMORANDUM

**Date:** February 14, 2023

**To:** Timothy D. Edmunds, Executive Director  
Atlantic County Improvement Authority

**From:** Honorable Dennis Levinson  
Atlantic County Executive

**Re:** Minutes of the Regular Board Meeting of the February 09, 2023.

**I.** The Minutes of the above-referenced meeting were submitted pursuant to N.J.S.A. 40:41A-37 et seq., on February 14, 2023.


- (a) X by the end of the fifth business day following the meeting.
- (b) \_\_\_\_\_ as soon as practicable following the meeting where emergency action has been taken.
- (c) \_\_\_\_\_ beyond the statutory period for submission.

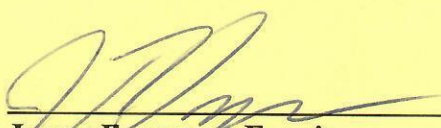
**II.** I hereby return the Minutes of the above referenced meeting to the Authority and to the Board of Freeholders, on the date set forth above, which is:

- (a) X within ten days of delivery.
- (b) \_\_\_\_\_ within twenty-four (24) hours of delivery where the action taken at the meeting was deemed by the Authority to be in response to an emergency situation.

**III.** The following action is taken on the Minutes:

- (a) X Approved in all respects.
- (b) \_\_\_\_\_ Vetoed in all respects. A written explanation of the reasons for the veto is attached.
- (c) \_\_\_\_\_ Approved in part and vetoed in part. The specific items which are vetoed and a written explanation of the reasons for the veto or vetoes is attached.

  
\_\_\_\_\_  
Dennis Levinson  
Atlantic County Executive

  
\_\_\_\_\_  
James Ferguson, Esquire  
Approved as to Form & Entry

**cc:** Jim Ferguson, Atlantic County Counsel

**ATTACHMENTS:** \_\_\_\_\_ Minutes  
                                  \_\_\_\_\_ Veto Message