

PASSAIC COUNTY IMPROVEMENT AUTHORITY
LIST OF AGENDA ITEMS

Meeting to be held on Wednesday, July 26, 2023 at 6 pm. The meeting will be held in person, at 401 Grand Street, Room 220, Paterson, New Jersey 07505.

1. Call to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Open Public Meetings Notice
5. Approval of the Minutes of the June 21, 2023 Board Meeting
6. Public Comment. *(The Chairman will ask if any member of the public wishes to make a comment and to so signify through the Webex or on the conference call. He will then set the order of those wishing to make a public comment).*
7. Executive Session
8. Official Action
 - a. R23-024 Resolution Of The Passaic County Improvement Authority Authorizing The Use Of Competitive Contracting In The Procurement Of An Administrator/Consultant Of A County-Wide Opt-In Property Registration Program
 - b. R 23-025 Resolution Of The Passaic County Improvement Authority Authorizing Payment Of Bills And Reimbursements
9. Old Business/New Business
10. Adjournment.

PASSAIC COUNTY IMPROVEMENT AUTHORITY

MINUTES OF THE BOARD MEETING OF JUNE 21, 2023

The meeting was called to order at 401 Grand Street, Room 220, Paterson, New Jersey. Pledge of Allegiance was said. Roll was taken. Commissioner Glovin was present. Commissioners Ramaglia and Bradley were present at the meeting virtually, via Webex. Also present were Heather Litzebauer, Financial Advisor (via Webex), Richard Cahill, CFO, Peter Tucci, Esq., General Counsel, and Gary Schaer, Executive Director. Mr. Tucci read the notice, pursuant to the Open Public Meetings Act.

Commissioner Ramaglia moved to accept the minutes of the May 24, 2023 meeting. Seconded by Commissioner Bradley. Motion carried unanimously.

Commissioner Glovin opened the public portion of the meeting. Seeing no member of the public wishing to speak, he closed the public portion of the meeting.

No executive session was held.

Official Action

The Commissioners then considered the following items:

- a. R23-022 Resolution Of The Passaic County Improvement Authority Making Application To The Local Finance Board Pursuant To N.J.S.A. 40A:5A-6, N.J.S.A. 40:37A-54(L), N.J.S.A. 40:37A-79 And N.J.S.A. 40:37A-80

Ms. Litzebauer provided an update on the Project. She indicated that the Project is for affordable housing, with a preference for veterans, seniors, and disabled. The cost of the Project will be approximately \$17.2 Million. The County will provide \$2.1 million upfront and \$30,000, annually. The debt service coverage ratio is 1.2 times, which is strong for a project such as this.

Commissioner Glovin asked if this is the site of the previous County garage and if the debt will be guaranteed by the County, to which Ms. Litzebauer stated that is correct. She further stated that the County is providing the land, as well as additional funds to reduce the debt service.

Responding to a question from Commissioner Bradley, Ms. Litzebauer stated that no environmental issues have arisen but there would be further investigation. Commissioner Glovin stated that it appears there will be a Phase I, as well as a Phase II, if appropriate.

| Commissioners | M/S | Y | N | No Vote |
|----------------------|------------|----------|----------|----------------|
| Alston | | | | |
| Bradley | M | X | | |
| Glovin | | X | | |
| Ramaglia | S | X | | |
| Marco | | | | |

b. R 23-023 Resolution Of The Passaic County Improvement Authority Authorizing Payment Of Bills And Reimbursements

| Commissioners | M/S | Y | N | No Vote |
|----------------------|------------|----------|----------|----------------|
| Alston | | | | |
| Bradley | S | X | | |
| Glovin | | X | | |
| Ramaglia | M | X | | |
| Marco | | | | |

New Business / Old Business

Commissioner Glovin stated that Executive Director Schaer has provided a monthly activity report, which he will distribute, as well. The Executive Director provided a brief synopsis of that report. He stated that he attends between two to five events per day. At these events, in addition to other roles, is identifying himself as the Executive Director of the Authority. As a follow up to last month's meeting, instead of organizing a conference on interest rates, a more attractive topic would be the cost of health insurance. He spoke with Mr. Sanders, the President of the Association of Health Plans and with the bankers' association, both of whom agreed that this would be a well received topic.

He went on to state that he will be meeting with the NJEDA to provide more clarity as to overlapping projects. He also has been in touch with the County College with regard to its ESIP Program. The size of the project will be between \$7-\$10 million. He will continue to follow up on this project as well.

Ms. Litzebauer stated that the Wayne Board of Education reached out to her, as it intends to utilize the Banc Program, as it has in previous years. The Executive Director stated that another board of education intended to undertake a sizeable financing. Mr. Cahill stated that read an article stating that the Wayne Board of Education was coming to the end of certain debt service and that it was also looking to undertake additional improvements. Ms. Litzebauer stated she would speak with the Wayne Board of Education representatives as a follow up.

Commissioner Bradley moved to adjourn the meeting. Seconded by Commissioner Ramaglia. Motion carried unanimously.

R23-024

**RESOLUTION OF THE PASSAIC COUNTY IMPROVEMENT AUTHORITY
AUTHORIZING THE USE OF COMPETITIVE CONTRACTING IN THE
PROCUREMENT OF AN ADMINISTRATOR/CONSULTANT OF A COUNTY-WIDE
OPT-IN PROPERTY REGISTRATION PROGRAM**

WHEREAS, a regular meeting of the Passaic County Improvement Authority (the “Authority”) was held on July 26, 2023;

WHEREAS, the Authority, a public body corporate and a body politic of the County of Passaic created by the Board of Chosen Freeholders of the County of Passaic pursuant to N.J.S.A. 40:37A-44 et seq. with all the power and responsibilities set forth in the statute;

WHEREAS, one of the statutory purposes of the Authority is to provide services to the County and its constituent municipalities;

WHEREAS, the present mortgage foreclosure problem has serious negative implications for all communities trying to manage the consequences of property vacancies and abandoned real properties;

WHEREAS, the Authority and Municipalities have a vested interest in protecting neighborhoods against decay caused by vacant, abandoned, and foreclosed properties and conclude that it is in the best interests of the health, safety, and welfare of its citizens and residents to impose registration and certification requirements on vacant, abandoned, and foreclosed properties located within the Municipality;

WHEREAS, the Authority previously established a County wide registration program for abandoned properties subject to mortgages that are in default (the “Program”) which was beneficial to the participating Municipalities, the County, the Authority, and the residents of the County;

WHEREAS, unexpectedly and without warning, the entity that served as the administrator/consultant for the Program filed for dissolution in June 2023 and immediately ceased all operations;

WHEREAS, the Authority desires to reestablish the Program, with the use of a third party administrator/consultant to be procured through competitive contracting;

WHEREAS, N.J.S.A. 40A:11-4.3(a) requires that in order to initiate competitive contracting, the governing body shall pass a resolution authorizing the use of competitive contracting each time specialized goods or services enumerated in N.J.S.A. 40A:11-1 et seq. are desired to be contracted for;

WHEREAS, the procurement of services to be provided as an administrator/consultant of the Program is governed by N.J.S.A. 40A:11-4.1 et seq.;

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MEMBERS OF THE
PASSAIC COUNTY IMPROVEMENT AUTHORITY AS FOLLOWS:**

1. The Authority hereby authorizes the use of competitive contracting for the procurement of administrator/consulting services, in connection with the Program.

2. The Authority's Executive Director and General Counsel are authorized and directed to administer the aforementioned competitive contracting process.

I hereby certify the foregoing to be a true copy of a resolution adopted by the Passaic County Improvement Authority at a meeting held on July 26, 2023.

Michael Bradley, Secretary

| <u>Recorded Vote:</u> | <u>Aye</u> | <u>No</u> | <u>Abstain</u> | <u>Absent</u> |
|-----------------------|------------|-----------|----------------|---------------|
| Michael Ramaglia | | | | |
| Michael Bradley | | | | |
| Wayne Alston | | | | |
| Michael Glovin | | | | |
| Dennis Marco | | | | |

**RESOLUTION OF THE
PASSAIC COUNTY IMPROVEMENT AUTHORITY AUTHORIZING PAYMENT OF
BILLS AND REIMBURSEMENTS**

WHEREAS, a regular meeting of the Passaic County Improvement Authority (the “Authority”) was held on July 26, 2023;

WHEREAS, the Authority has previously approved agreements for the provision of goods and services;

WHEREAS, the Authority has also authorized reimbursements for certain items, either through prior resolution or agreement; and

WHEREAS, the Authority desires to authorize payment for the aforementioned items.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MEMBERS OF THE PASSAIC COUNTY IMPROVEMENT AUTHORITY AS FOLLOWS:

1. The Authority hereby authorizes the payment of the items as listed in the attached schedule.
2. The Authority professionals and Chairman are authorized and directed to take all appropriate action to effectuate payment of the items listed in the attached schedule.

I hereby certify the foregoing to be a true copy of a resolution adopted by the Passaic County Improvement Authority at a meeting held on July 26, 2023.

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|---|-----------------|--|--|
| Bills to be approved for payment at the 7-26-23 PCIA Meeting: | | | |
| NW Financial Group, LLC | 5,035.00 | Invoice # 30443 General Financial Advisory Services -May | |
| Law Offices Of Peter Tucci | <u>4,374.00</u> | Invoice #s 122 & 123 General Counsel Service April & May | |
| | <u>9,409.00</u> | | |

Michael R. F. Bradley, Secretary

| Recorded Vote: | <u>Aye</u> | <u>No</u> | <u>Abstain</u> | <u>Absent</u> |
|-------------------------------|------------|-----------|----------------|---------------|
| Michael Ramaglia | | | | |
| Wayne Alston | | | | |
| Michael Bradley | | | | |
| Michael Glovin, Vice Chairman | | | | |
| Dennis Marco, Chairman | | | | |