



**CAMDEN SPECIAL SERVICES DISTRICT
BOARD OF DIRECTORS – ANNUAL MEETING
ZOOM MEETING
MINUTES
APRIL 5TH, 2023 @ 5:30 pm**

I. Call to Order

The meeting was called to order at 5:33PM. In accordance with the requirements of the Open Public Meetings Act, adequate notice of this CSSD Board of Directors meeting was provided by legal notice in the Philadelphia Inquirer on April 3rd, 2023 and in the Courier Post on April 3rd, 2023. The notice specified the time of the meeting and instructions to find the zoom information and agenda posted on the CSSD website at www.camdenssd.com.

II. Roll Call

Roll call was taken to confirm a quorum of seven (7) or more members. Present were ten (10) of thirteen (13) board members who together constituted a quorum.

Angelo Alberto	X
Joe Balzano	
Councilwoman Boucher	X
Nick Cangelosi	
Lisa Folks	X
Ray Lamboy	X
Bernadette Szakal	X
Victoria Hosendorf	X
Lauren Slepian	
Sonia Rivera Perez	X
Dr. Susan Stukes	X
Jennifer Lehman	X
Courtney Dirks	X

Also attending the meeting were Nate Echeverria, CSSD Executive Director; Ray Romo, CSSD Director of Operations; and Evan Crook from Malamut and Associates, General Counsel.

III. Public Comment

An opportunity for public comment was opened for anyone on the Zoom meeting. There were no members from the public at the meeting.

IV. Approval of Minutes from February 8th, 2023 Board Meeting

Minutes from this meeting were emailed in advance to all board members.

Motion to approve the regular and executive session minutes made by Ms. Folks, seconded by Dr. Stukes. Motion carried unanimously with eight (8) votes in favor.

No discussion.

V. Financial Report

Ms. Echeverria presented the 2-month financial statements through February 2023 emailed in advance to the board.

Mr. Echeverria explained that Ms. Yulsman was not available due to the holiday. Mr. Echeverria reviewed the basic structure of the financial reports and explained that next steps included preparing the 990 and the 2022 Audit with Bowman and Company LLC. The audit is expected to be completed by May 2023.

Mr. Echeverria also discussed the CBID budget approval process currently happening with City Council. The budget is expected to be approved at the May 9th City Council meeting. Notices of bid assessments are scheduled to be sent out to assessed property owners the week of April 24th, per discussions with City of Camden legal staff.

No discussion.

VI. Resolutions

Mr. Alberto then moved to resolutions. Starting with the first resolution.

a. Resolution to elect four (4) members to the CSSD Board of Directors.

Mr. Alberto asked for a motion. Motion made by Ms. Folks, seconded by Ms. Szakal.

Mr. Alberto welcomed Mr. Echeverria to provide some background on the topic prior to asking for a vote.

Mr. Echeverria provided an overview of the Board Nominating process as described in the CSSD bylaws and related ordinances. He discussed the process of board nomination and the ways in which the Board Nominating Committee functions. He then explained

that the committee reviewed the credentials of the following nominees listed, and a recommendation was made.

- Victoria Hosendorf – Executive Vice President, The Enterprise Center (nominated by Joe Myers)
- Ray Lamboy – President and CEO, LAEDA (nominated by Angelo Alberto)
- Jennifer Lehman – Government Affairs Manager, Campbell Soup Company (nominated by Nick Cangelosi)
- Courtney Dirks – Director, Public Relations, Coriell Institute for Medical Research (nominated by Bernadette Szakal)

Board terms were also discussed and the following terms are outlined for reference.

1. __ Ms. Lehman _____ to replace Ms. Dana Redd in the Group C seat (expiring April 2024) and
2. __ Ms. Dirks _____ to begin a three-year term in the Group B seat (expiring April 2026) and
3. __ Mr. Lamboy _____ to begin a three-year term in the Group B seat (expiring April 2026) and
4. __ Ms. Hosendorf _____ to begin a three-year term in the Group B seat (expiring April 2026).

Mr. Alberto said kind words about the candidates and the caliber of new board members.

Ms. Lehman and Ms. Dirks thanked the board and welcomed the opportunity to serve.

No further discussion.

Motion carried unanimously with eight (8) votes in favor.

Mr. Crooks then led a swearing in ceremony for the four new members for the board.

b. Resolution to elect Board Officers.

Mr. Alberto asked for a motion. Motion made by Ms. Perez, seconded by Ms. Folks.

Mr. Echeverria explained that that board elects officers every year and the slate proposed is below.

Nick Cangelosi	Chairman
Angelo Alberto	Vice Chairman
Angelo Alberto	Secretary
Bernadette Szakal	Treasurer

No discussion.

Motion carried unanimously with eight (8) votes in favor.

c. Resolution to appoint members to Board Committees

Mr. Alberto asked for a motion. Motion was made by Mr. Lamboy, seconded by Ms. Szakal.

Mr. Echeverria discussed the various committees at the CSSD and outlined the committee structure in detail. He also provided a list of the various CSSD board members and their respective committees.

Executive

Governance: membership, board materials, program and staff

Nick Cangelosi - Board Chair/Chair Executive Committee/Chair External Affairs Committee

Bernadette Szakal - Board Treasurer/Chair Finance Committee

Angelo Alberto - Board Vice President/Board Secretary/Chair Capital Committee

Angel Fuentes, President City Council/Shaneka Boucher, Councilwoman

Nate Echeverria – non-voting

Finance/Audit Committee

Internal and operational issues related to finance, audit, and investments

Bernadette Szakal – Chair (Acting)

Lisa Folks

Angelo Alberto

Councilperson - Angel Fuentes/ Shaneka Boucher

Capital

Capital acquisitions, leases, and facilities

Angelo Alberto – Chair

Victoria Hosendorf

Joe Balzano

Courtney Dirks (proposed and pending Board approval)

External Affairs

Fundraising, placemaking, marketing, social media

Nick Cangelosi – Chair

Dr. Susan Stukes or designee

Ray Lamboy

Lauren Slepian

Board Nominating Committee

Assists with nominations to Board of Directors

Nick Cangelosi – Chair

Angelo Alberto

Jennifer Lehman (proposed and pending Board approval)

Victoria Hosendorf

Downtown Design Advisory Committee

Assists with reviewing grant applications for the Downtown Improvement Grant program

Nick Cangelosi – Chair

Lisa Folks

Lauren Slepian

Shaneka Boucher

Ms. Lehman asked a clarifying question about the Capital Committee and the Board Nominating Committee.

No further discussion.

Motion carried unanimously with eight (8) votes in favor.

- d. Resolution to authorize staff to proceed with a Memo of Understanding with Camden Community Partnership for the Summer Placemaking Event Series (Connect the Lots) with associated costs in an amount not to exceed \$35,750.**

Mr. Alberto asked for a motion. Motion was made by Ms. Hosendorf, seconded by Mr. Lamboy.

Mr. Echeverria gave an overview of the MoU and the schedule of events for the 2023 summer series. He discussed the nature of the partnership and structure.

No discussion.

Motion carried unanimously with eight (8) votes in favor.

- e. Resolution to authorize staff to proceed with a Memo of Understanding with The IDEA Arts Center for the Summer Placemaking Event Series and future mural projects with associated costs in an amount not to exceed \$29,200.**

Mr. Alberto asked for a motion. Motion was made by Ms. Folks, seconded by Ms. Hosendorf.

Mr. Echeverria gave an overview of the MoU and the schedule of events for the 2023 summer series. He discussed the nature of the partnership and structure.

Ms. Perez stated that she is glad potential programming is taking place after hours. She believes it is important for the CBID to promote the use of the downtown district after hours, to include employees to use the amenities that are available.

No further discussion.

Motion carried unanimously with eight (8) votes in favor.

f. Resolution to authorize staff to proceed with a Memo of Understanding with Signatures 315 LLC for summer vending and activations at Roosevelt Plaza Park

Mr. Alberto asked for a motion. Motion was made by Councilwoman Boucher, seconded by Ms. Szakal.

Mr. Echeverria gave an overview of the MoU and the structure of the agreement.

No discussion.

Motion carried unanimously with nine (9) votes in favor.

g. Resolution to authorize the execution of a lease at 201 Market Street with Market West II LLC and authorizing associated tenant improvements

Mr. Alberto asked for a motion. Motion was made by Ms. Hosendorf, seconded by Ms. Perez.

Mr. Echeverria gave an overview of the lease and presented a powerpoint highlighting the tenant improvements planned for the space, inclusive of a mural, new flooring, additional planters and a parklet.

Mr. Alberto stated that he thought it was a great project and the type of urban placemaking projects the CSSD should be focusing on in the future.

Motion carried unanimously with nine (9) votes in favor.

h. Resolution to authorize the execution of a parking agreement at 121 Market Street with CI Properties LLC.

Mr. Alberto stated that he would be recusing himself from the vote due to a lease interest in the 121 Market Street property.

Ms. Szakal was granted authority to administered the meeting. Ms. Szakal asked for a motion. Motion was made by Ms. Folks, seconded by Ms. Perez.

Mr. Echeverria gave an overview of the lease and the reason for the agreement. It includes renting 15 parking spaces and room for a shipping container on the lot adjacent to the 201 Market Street lot.

No further discussion.

Motion carried unanimously with eight (8) votes in favor.

VII. Board Orientation

Mr. Echeverria gave an abbreviated board orientation and welcomed the new board members. He announced that he would be reaching out to new board members to schedule specific follow-up meetings to review the packets and move forward accordingly. He also discussed the CSSD By-Laws, Director and Officer Insurance Binder and the related attachments for the Conflict of Interest and Whistleblower Policy.

The topics were covered as such:

- a. Board Orientation Packet
- b. Conflict of Interest Policy Acknowledgement and Conflict of Interest Disclosure Form
- c. Whistleblower Policy

No further discussion.

VIII. New Business

Mr. Echeverria updated the board that the CSSD will be awarded an NJ EDA Asset Activation Grant in the amount of \$50,000.

Mr. Echeverria also stated that the is CSSD applying for a lease reimbursement grant from NJEDA, a multi-year grant from the Truist and is readying up to expand to include River Road and Waterfront South in fee-for-service activities.

Mr. Lamboy stated that in years past the CSSD was able to get a contract from the state to manage the on-ramps and off-ramps. Ray encourages CSSD to explore options to get those areas managed.

Mr. Alberto gave additional background and context for parking lot and personal context (Architect). Excited to see bigger projects taking place but also the projects by the CSSD. Also notes that the Ambassador's presence in the morning creates a safe and welcoming environment.

No further discussion.

VIII. CSSD Updates

No discussion

X. Adjournment

Motion to adjourn made by Mr. Lamboy and seconded by Ms. Perez.

Motion carried with eight (8) votes in favor.

Meeting was adjourned at 6:39pm.