



**CAMDEN SPECIAL SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
ZOOM MEETING
MINUTES
October 9th, 2024 @ 5:30 pm**

I. Call to Order

The meeting was called to order at 5:35PM. 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 October 7th, 2024 and in the Courier Post on October 7th, 2024. The notice specified the time of the meeting and instructions to find the zoom information and agenda posted on the CSSD website - www.mydowntowncamden.com.

II. Roll Call

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

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

Also attending the meeting were Ray Romo, CSSD Interim Executive Director; Michelle Williams, CSSD Community Outreach Manager; Stacy Yulsman from Your Part Time Controller; and Evan Crooks from Malamut and Associates.

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 the June 26th, 2024 Annual Meeting

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

Motion to approve the minutes made by Mr. Lamboy, seconded by Ms. Folks. Motion carried unanimously with seven (7) votes in favor.

No discussion.

V. Financial Report

Mr. Romo and Ms. Yulsman presented the financial statements through August 2024, emailed in advance to the board.

Ms. Yulsman provided a detailed overview of the financial statements. Ms. Yulsman noted payment from the City of Camden of the Q3 2024 Assessment funds and funds earned through the AMC Allocation Plus account.

No further discussion.

VI. Resolutions

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

- a. Resolution to enter Executive Session for matters involving contract negotiations and personnel.

Mr. Alberto asked for a motion. Motion made by Ms. Hosendorf, seconded by Ms. Folks. Executive session began at 5:46PM.

Mr. Alberto provided an overview of the Executive Director transition process inclusive of a status update with the Interim Executive Director, and the new Executive Director search process.

The following items were presented to the board for discussion in the Executive Session:

1. Compensation for Mr. Romo for his role of Interim Executive Director, to reflect the difference in hourly salary rate between Mr. Romo's current hourly salary rate and that of the former Executive Director, effective from July 19th to the start date of the new Executive Director, in which Mr. Romo's salary would return to his regular Director of Operations Rate.

2. Executive Director Search Process and Executive Committee's recommendation to be finalized at a future board meeting.

The board then discussed the nature of these items.

Motion to adjourn, Ms. Folks. Ms. Hosendorf seconded.

Motion carried unanimously with seven (7) votes in favor. The board entered Executive Session at 5:46pm. The board exited Executive Session at 6:14PM.

b. Resolution ratifying compensation for Interim Executive Director

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

Mr. Alberto provided an overview of Mr. Romo's appointment to the Interim Executive Director position, commending him for effectively managing the CSSD organization during this transitional period. He also reviewed the proposed resolution regarding Mr. Romo's compensation during his tenure as Interim Executive Director. Mr. Alberto explained that the compensation adjustment would reflect the difference between Mr. Romo's current hourly salary rate and that of the former Executive Director. This adjustment would be retroactively applied from July 19th and continue until the new Executive Director's start date, at which point Mr. Romo's salary will revert to his standard Director of Operations rate.

Mr. Romo provided further overview of the motion and thanked the board for their support during the transition process.

No further discussion.

Motion carried unanimously with seven (7) votes in favor.

c. Resolution to appoint Executive Director

Mr. Alberto asked for this resolution to be tabled for a future meeting.

No further discussion.

d. Resolution authorizing award of contract between the CSSD and Triple R Lighting LLC/dba Christmas Décor of New Jersey for Seasonal Lighting Displays.

Mr. Romo provided background information regarding the resolution and procurement process for these services. There was one bidder who was also the contractor from the previous two years. They explained the bid and the scope of work for the holiday lighting installations.

Ms. Folks asked about funds spent in previous years for holiday lighting.

Motion made by Ms. Dirks, seconded by Ms. Lehman
No further discussion.

Motion carried unanimously with seven (7) votes in favor.

e. Resolution authorizing amendments to the existing contract between the CSSD and Block By Block Inc. for clean and safe services in the City of Camden and authorizing Year Two of services.

Mr. Romo provided background information regarding the resolution and procurement process for Clean and Safe services. They gave a detailed description of the procurement process, bid specifications, related process items, and proposed amendments.

Mr. Alberto asked to provided additional information regarding the Ambassador pay rate.

Motion made by Ms. Dirks, seconded by Mr. Lamboy

No further discussion.

Motion carried unanimously with seven (7) votes in favor.

f. Resolution authorizing the execution of a lease at 231-R Market Street West IV LLC.

Mr. Romo gave an overview of the lease and presented a PowerPoint presentation highlighting the location and proposed use, inclusive of a Downtown location for La Ingrata following the recommendations of the Placemaking on Market & 3rd Downtown Camden Report.

Motion made by Mr. Lamboy, seconded by Ms. Dirks

No further discussion.

Motion carried unanimously with seven (7) votes in favor.

g. Resolution authorizing the execution of a memorandum of understanding (MOU) and sublease agreement with Vantor Group LLC DBA La Ingrata.

Mr. Romo gave an overview of the project, inclusive of a Downtown location for La Ingrata following the recommendations of the Placemaking on Market & 3rd Downtown Camden Report. Mr. Romo also reviewed highlights of both the MOU and sublease agreements.

Motion made by Mr. Lamboy, seconded by Ms. Dirks

Mr. Lamboy commented on the positive relationship that La Ingrata has with the community and their positive reputation as a restaurant in the City of Camden.

Ms. Szakal commented on her positive experience using La Ingrata as a catering company for an event hosted at the Subaru HQ.

Motion carried unanimously with seven (7) votes in favor.

VII. New Business

Mr. Romo provided an overview of the upcoming "Downtown Art Crawl," scheduled for Thursday, October 17th, from 4 PM to 8 PM. He noted that this is the second Art Crawl event of the year, designed to showcase the vibrancy and potential of Market Street by creating an engaging experience for attendees. The event will feature local artists, vendors, and businesses, enhancing both community involvement and street activation.

Ms. Williams further elaborated on the event details and extended an invitation to Board Members to attend.

Additionally, Mr. Romo shared information about the upcoming "DTC Young Professionals Happy Hour Aboard the Battleship," scheduled for Thursday, October 24th, from 5 PM to 8 PM. This event will conclude the DTC "Young Professionals Series," which aims to engage young professionals working in Downtown Camden, foster connections, and promote local businesses and organizations.

Mr. Alberto also shared positive feedback he received from his daughter, a young professional in Downtown Camden, who expressed enthusiasm about the programming for young professionals.

No further discussion.

VIII. Adjournment

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

Motion carried with seven (7) votes in favor.

Meeting was adjourned at 6:52PM.