

**AGENDA
BOROUGH COUNCIL
REGULAR MEETING
MARCH 19, 2019**

**Executive Session to begin at 7:00 P.M.
Regular Meeting to begin at 7:30 p.m.**

A. CALL TO ORDER

Pursuant to Section 5 of the Open Public Meetings Act, Adequate Notice of this Meeting has Been Provided by Posting on the Bulletin Board at Borough Hall and by Notification to The Asbury Park Press, The Newark Star Ledger, and The New Coaster at Least 48 Hours Prior to the Meeting

B. ROLL CALL (Regular Meeting)

**C. EXECUTIVE SESSION – 7:00 - Resolution Pursuant to N.J.S.A. 10:4-2
R-19-055 Resolution to Enter Executive Session**

D. SALUTE TO FLAG

E. APPROVAL OF MINUTES

**F. REPORT OF MAYOR/ COUNCIL/ADMINISTRATION
*2019 Budget Presentation***

G. ORDINANCES FOR INTRODUCTION

2019-1445 Ordinance to Exceed the Municipal Budget Appropriation Limits and To Establish a Cap Bank (N.J.S.A. 40A-45.14)

II. ORDINANCES FOR FINAL CONSIDERATION

2019-1440 Ordinance Amending Chapter 5-6 of the Borough Code, Entitled “Peddling, Canvassing and Soliciting” to Create a No-Knock Registry and to Make Various Other Changes

2019-1441 Ordinance Amending Chapter VIII of the Borough Code Entitled “Animal Control” to Prohibit the Feeding of Wildlife Including Feral Cats

2019-1442 Ordinance Amending Chapter VXL of the Borough Code, Entitled “Land Use Regulations” to Prohibit the Retail Sale of Dogs and Cats Except for Rescued or Donated Animals

2019-1443 Ordinance to Implement the Borough’s Third Round Housing Plan Element and Fair Share Plan

2019-1444 Ordinance Amending Chapter XXIII of the Borough Code Entitled “Development Fees”

I. PUBLIC DISCUSSION

J. MISCELLANEOUS BUSINESS FOR THE GOOD OF THE ORDER

K. RESOLUTIONS

R-19-056 Introduction of 2019 Municipal Budget

L. CONSENT AGENDA

R-19-057 Resolution Adopting Affordable Housing Spending Plan

R-19-058 Resolution Adopting the Fair Share Plan Rehabilitation Manual

R-19-059 Resolution Adopting an Affirmative Marketing Plan

**AGENDA
BOROUGH COUNCIL
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MARCH 19, 2019**

R-19-060 Resolution Certifying Compliance with EEOC Guidance

R-19-061 Resolution Authorizing Execution of MOU for the Trap Neuter Release Program and Appointing a Borough Representative for the TNR Program

R-19-062 Resolution Authorizing Award of a "Fair and Open" Contract Real Property Data Collection Services RFP #14-19

R-19-063 Resolution Authorizing Approval of Bills \$3,631,977.65

EXECUTIVE SESSION - Resolution Pursuant to N.J.S.A. 10:4-2(if applicable)

M. ADJOURNMENT

RESOLUTION TO ENTER EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act provides that the Borough Council may go into executive session to discuss matters that may be confidential or listed pursuant to N.J.S.A. 10:4-12; and

WHEREAS, it is recommended by Special Counsel to the Borough that the Borough Council go into executive session to discuss matters set forth hereinafter which are permissible for discussion in executive session.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Tinton Falls that the Council shall go into executive session to discuss the following items:

1) Potential Property Acquisitions or Sales – N.J.S.A. 10:4-12(b)(5)

Potential Property Sale/Auction (ATOD May 2019)

2) Personnel Matters – N.J.S.A. 10:4-12(b)(8)

None

3) Contract Negotiations – N.J.S.A. 10:4-12(b)(4) or (b)(7)

None

4) Litigation/Potential Litigation – N.J.S.A. 10:4-12(b)(7)

None

GARY A. BALDWIN, COUNCIL PRESIDENT

BOROUGH OF TINTON FALLS COUNCIL

Council Member	Moved	Second	Ayes	Nays	Absent	Abstain
Ms. Fama						
Mr. Manginelli						
Mr. Pak						
Mr. Siebert						
Mr. Baldwin						

CERTIFICATION

I, Melissa A. Hesler, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held March 19, 2019.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 19th day of March, 2019.

Melissa A. Hesler
Borough Clerk

ORDINANCE NO. 2019-1445

**BOROUGH OF TINTON FALLS
COUNTY OF MONMOUTH**

CALENDER YEAR 2019

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION
LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A:4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Borough Council of the Borough of Tinton Falls in the County of Monmouth finds it advisable and necessary to increase its CY 2019 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of its citizens; and,

WHEREAS, the Borough Council hereby determines that a 3.5% increase in the budget for said year, amounting to \$211,299.08 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of Tinton Falls, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2019 budget year, the final appropriations of the Borough of Tinton Falls shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5% amounting to \$739,549.78 and that the CY 2019 municipal budget for the Borough of Tinton Falls be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED that a certified copy of the ordinance upon adoption, with the recorded vote included thereon, be filed with said Director with 5 days after such adoption.

Introduced:

Adopted:

GARY A. BALDWIN
COUNCIL PRESIDENT

VITO P. PERILLO
MAYOR

ATTEST:

MELISSA A. HESLER
BOROUGH CLERK

APPROVED AS TO FORM:

KEVIN N. STARKEY, ESQ.
DIRECTOR OF LAW

ORDINANCE 2019-1440

**BOROUGH OF TINTON FALLS
COUNTY OF MONMOUTH**

**ORDINANCE AMENDING CHAPTER 5-6 OF THE BOROUGH CODE,
ENTITLED "PEDDLING, CANVASSING AND SOLICITING" TO CREATE A NO-KNOCK REGISTRY
AND TO MAKE VARIOUS OTHER CHANGES**

BE IT ORDAINED by the Mayor and Borough Council of the Borough of Tinton Falls in the County of Monmouth, State of New Jersey that:

SECTION 1. Chapter 5-6 of the Borough Code of Tinton Falls, entitled "Peddling, Canvassing and Soliciting," shall be amended to add a new Section 5-6.5, to be entitled, "No Knock Registry," with the following Sections to be re-numbered accordingly, and which shall read as follows:

5-6.5 No Knock Registry

- A. The Police Department shall maintain a list of addresses of those premises where the owner and/or occupant has notified the Police Department that peddling, canvassing or soliciting are not permitted on the premises (hereinafter referred to as the "no-knock registry"). A request by owners or occupants to be included on the no-knock registry shall be by completion and submission of a form made available by the Police Department. The list shall be updated on January 15 and July 15 of each year.
- B. Any owner and/or occupant who has requested enlistment on the no-knock registry, pursuant to Subsection A herein, shall be able to purchase, for a nominal fee, a sticker for display at his/her/its premises indicating enlistment on the no-knock registry.
- C. The Police Department shall distribute the current no-knock registry to a licensee at the time of issuance of a license to peddle, canvass or solicit pursuant to the provisions of this chapter. The licensee shall not peddle, canvass or solicit at any premises identified on the current no-knock registry.

SECTION 2. Chapter 5-6 of the Borough Code of Tinton Falls, entitled "Peddling, Canvassing and Soliciting," shall be amended in existing Section 5-6.3 to make the following changes (crossed-out language to be deleted, underlined language to be added):

5-6.3 Hours and Restrictions.

- a. No solicitor, canvasser, hawker or peddler shall conduct door to door business or canvassing outside of the hours of ~~9:00 a.m. and 8:30 p.m.~~ 10:00 a.m. and 6:00 p.m. or sundown (whichever is earlier).
- b. No solicitor, canvasser, hawker or peddler shall enter private property where a sign is posted stating: "no solicitation" "no trespassing" or a similar message clearly evidencing a resident's intent that their property not be entered for such purposes.
- c. Any person subject to the provisions of this chapter shall be responsible for any minors, aged 16 and under, participating in any peddling or soliciting under the terms of this chapter, and shall ensure that such minors shall be accompanied by an adult at all times.

d. All persons licensed under this Section shall use only the front door of any residence and shall be prohibited from using or knocking on any side door or back door and also shall be prohibited from entering the sideyard or backyard of any property.

SECTION 2. All ordinances or parts of ordinances which are inconsistent with the provisions of this Ordinance are, to the extent of such inconsistency, hereby repealed.

SECTION 3. Should any section, clause, sentence, phrase or provision of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.

SECTION 4. This Ordinance shall take effect upon final passage, adoption and publication in the manner prescribed by law.

Introduced: March 5, 2019

Adopted:

GARY A. BALDWIN
COUNCIL PRESIDENT

VITO PERILLO
MAYOR

ATTEST:

MELISSA A. HESLER
BOROUGH CLERK

APPROVED AS TO FORM:

KEVIN N. STARKEY, ESQ.
DIRECTOR OF LAW

ORDINANCE 2019-1441

**BOROUGH OF TINTON FALLS
COUNTY OF MONMOUTH**

**ORDINANCE AMENDING CHAPTER VIII OF THE BOROUGH CODE,
ENTITLED "ANIMAL CONTROL" TO PROHIBIT THE FEEDING OF
WILDLIFE INCLUDING FERAL CATS**

WHEREAS, the feeding of certain wildlife, including feral cats, within the Borough of Tinton Falls poses a significant nuisance and health risk to the public; and

WHEREAS, the Borough's existing ordinances do not adequately address the growing health and nuisance concerns associated with the uncontrolled feeding of wildlife; and

WHEREAS, the Borough desires to ban the feeding of wildlife including feral cats unless done within the confines of an approved Trap, Neuter, Release ("TNR") program managed by the Monmouth County Society for the Prevention of Cruelty to Animals ("MCSPCA") or similar non-profit organization as approved by duly adopted Resolution of the Governing Body;

NOW THEREFORE BE IT ORDAINED by the Mayor and Borough Council of the Borough of Tinton Falls in the County of Monmouth, State of New Jersey that:

SECTION 1. Chapter VIII of the Borough Code of Tinton Falls, entitled "Animal Control," shall be amended to add a new Section 8-5, to be entitled, "Feral Cats," and which shall read as follows:

8-5. Feral Cats and Related Restrictions.

8-5.1 Definitions.

Community Cat shall mean a cat that is un-owned or loosely owned; community cats are comprised of both strays and feral cats.

Feral Cat shall mean any homeless, wild or untamed cat that is unsocialized to humans and has a temperament of extreme fear of, and resistance to, contact with humans.

Feral Cat Colony shall mean an individual or group of community cats that congregate. Although not every cat in a colony may be feral, any non-feral cats that routinely congregate with a colony shall be deemed to be a part of it.

Nuisance shall mean disturbing the peace by:

- (A) Habitually or continually howling, crying or screaming; or
- (B) The habitual and significant destruction, desecration or soiling of property against the wishes of the owner of the property.

Stray Cat shall mean a lost or abandoned former pet which may be suitable for home environments.

8-5.2 Feeding of Feral Cats Prohibited.

It shall be unlawful for any person, other than caregivers approved by and operating under a TNR Program established by the MCSPCA, to feed any feral cats in any manner in the Borough, whether on private or public property. This section shall apply to the feeding of feral cats individually or in a feral cat colony, and also to the feeding of stray cats and community cats.

8-5.3 Nuisance Complaints.

Notwithstanding the other requirements of this Article, the reporting and investigation of nuisance complaints under this Chapter shall be handled by and through the MCSPCA.

8-5.4. General Restrictions.

The restrictions within this Section shall apply to all persons within the Borough, other than caregivers approved by and operating under a TNR Program established by the MCSPCA.

- A. The establishment of a feral cat colony in any area of the Borough is prohibited.
- B. No person may feed any community/feral/stray cat in any area of the Borough.
- C. No person may bring a feral or community cat from another municipality to create a feral cat colony within the Borough.
- D. No person shall purposely or knowingly leave or store any refuse, garbage, food product, pet food, fruit or grain in a manner that would constitute an attractant to any feral or community cat.
- E. A property owner shall be liable under this Section for any feeding of community/feral/stray cats on the owner’s property by any other person, including but not limited to any tenant(s) in the property.

8-5.5. Enforcement.

In the event of a violation occurring on private property, a complaint can only be filed by the owner of said property. In the event of such a violation occurring on public property, thoroughfares, walkways, or parks, a complaint can only be filed by any witness of such act. All such complaints shall be handled by and through the MCSPCA.

8-5.6. Violations and Penalties.

Any person, firm or corporation who violates or neglects to comply with any provision of this section or any rule, regulation or directive promulgated pursuant thereto shall be subject to the appropriate penalties established by and through the MCSPCA.

SECTION 2. All ordinances or parts of ordinances which are inconsistent with the provisions of this Ordinance are, to the extent of such inconsistency, hereby repealed.

SECTION 3. Should any section, clause, sentence, phrase or provision of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.

SECTION 4. This Ordinance shall take effect upon final passage, adoption and publication in the manner prescribed by law.

Introduced: March 5, 2019

Adopted:

GARY A. BALDWIN
COUNCIL PRESIDENT

VITO PERILLO
MAYOR

ATTEST:

MELISSA A. HESLER
BOROUGH CLERK

APPROVED AS TO FORM:

KEVIN N. STARKEY, ESQ.
DIRECTOR OF LAW

ORDINANCE 2019-1442

**BOROUGH OF TINTON FALLS
COUNTY OF MONMOUTH**

**ORDINANCE AMENDING CHAPTER XL OF THE BOROUGH CODE,
ENTITLED "LAND USE REGULATIONS" TO PROHIBIT THE RETAIL SALE OF DOGS AND CATS EXCEPT
FOR RESCUE OR DONATED ANIMALS**

WHEREAS, a significant number of dogs and cats sold at pet shops come from large-scale, commercial breeding facilities where the health and welfare of the animals are not adequately provided for (referred to as "puppy and kitten mills"). According, to The Humane Society of the United States, it is estimated that 10,000 puppy mills produce more than 2,400,000 puppies a year in the United States and that most pet shop dogs and cats come from puppy/kitten mills; and

WHEREAS, the documented abuses endemic to puppy/kitten mills include overbreeding; inbreeding; minimal to non-existent veterinary care; lack of adequate and nutritious food, water and shelter; lack of sanitation; lack of socialization; lack of adequate space; and lack of adequate exercise, lack of human contact; and

WHEREAS, the inhumane conditions in puppy/kitten mill facilities lead to a variety of serious health and behavioral issues in the animals bred in those facilities, which many consumers are unaware of when purchasing from pet shops due to both a lack of education on the issue and misleading and deceptive tactics of pet shops in most cases. These health and behavioral issues, which may not present themselves until sometime after the purchase of the animals, can impose exorbitant financial and emotional costs on consumers; and

WHEREAS, current Federal and State regulations do not adequately address the documented cruelty of puppy/kitten mills which is fueled through the sale of puppy/kitten mill produced dogs/cats in pet shops; and

WHEREAS, restricting the retail sale of dogs/cats to only those that are sourced and available for adoption from shelters or rescue organizations is likely to decrease the demand for dogs/cats bred in puppy/kitten mills, and is likely to increase demand for animals from animal shelters and rescue organizations; and

WHEREAS, across the country, thousands of independent pet shops as well as large chains operate profitably with a business model focused on the sale of pet services and supplies and not on the sale of dogs and cats. Many of these shops collaborate with local animal shelters and rescue organizations to offer space and support for showcasing adoptable homeless pets on their premises; and

WHEREAS, this Ordinance will not affect a consumer’s ability to obtain a dog of his or her choice directly from a rescue organization or a shelter, or from a legitimate licensed breeder where the consumer can see directly the conditions in which the dogs are bred, or can confer directly with the breeder concerning those conditions; and

WHEREAS, the Borough Council believes it is in the best interests of the Borough to adopt reasonable regulations to reduce costs to the Borough and its residents, protect the citizens who may purchase dogs from a pet shop, promote animal welfare awareness and foster a more humane environment in the Borough.

NOW THEREFORE BE IT ORDAINED by the Mayor and Borough Council of the Borough of Tinton Falls in the County of Monmouth, State of New Jersey that:

SECTION 1. Chapter XL of the Borough Code of Tinton Falls, entitled “Land Use Regulations,” shall be amended in Appendix A (“District Use Regulations – Non-Residential Uses”), as follows (underlined terms to be added):

NC Neighborhood Commercial

Permitted Principal Uses

1. Retail sales (excluding drive-thru service) such as, consumables, apparel, hardware, lawn & patio equipment, appliances, household goods, and confections, except for the sale of cats and dogs as further described in Chapter 8-5.

* * *

HCC Highway/Community Commercial

Permitted Principal Uses

1. Retail sales such as, consumables, apparel, hardware, lawn and patio equipment, appliances, household goods, and confections, except for the sale of cats and dogs as further described in Chapter 8-5.

* * *

SECTION 2. Chapter VIII of the Borough Code of Tinton Falls, entitled “Animal Control,” shall be amended to add a new Section 8-5, to be entitled, “Retail Sale of Dogs and Cats,” and which shall read as follows:

8-5. Retail Sale of Dogs and Cats.

8-5.1 Definitions.

Animal care facility means an animal control center or an animal shelter, maintained by or under contract with any state, county, or municipality, whose mission and practice is, in whole or significant part, the rescue and placement of animals in permanent homes or rescue organizations.

Animal rescue organization means any not-for-profit organization which has tax-exempt status under Section 501(c)(3) of the United States Internal Revenue Code, whose mission and practice is, in whole or in significant part, the rescue and placement of animals in permanent homes.

Cat means a member of the species of domestic cat, *Felis catus*.

Dog means a member of the species of domestic dog, *Canis familiaris*.

Pet shop means a retail establishment where dogs and cats are sold, exchanged, bartered or offered for sale as pet animals to the general public at retail. Such definition shall not include an animal care facility or animal rescue organization, as defined.

Pet shop operator means a person who owns and/or operates a pet store.

8-5.2 Restrictions on the Sale of Animals

As set forth in Chapter XL, “Land Use Regulations,” Appendix A (“District Use Regulations – Non-Residential Uses”), no pet shop shall sell, offer for sale, barter, auction, breed or otherwise improperly dispose of cats or dogs, or both, in the Borough. Nothing contained herein shall prohibit an animal care facility, animal rescue organization, shelter, pound or other establishment from keeping, displaying, selling or otherwise transferring any cat or dog, or both, that has been seized, rescued or donated.

8-5.3. Violations and Penalties.

Any person, firm or corporation who violates or neglects to comply with any provision of this section shall be subject to a fine of not more than \$2,000 for each separate offense, or incarceration for a period of not more than 90 days, or community service for a period of not more than 90 days, or any combination of fine, imprisonment and/or community service, as determined at the discretion of the Municipal Court Judge. The continuation of such violation for each successive day shall constitute a separate offense, and the person or persons allowing or permitting the continuation of the violation may be subject to penalties as provided herein for each separate offense. The violation of any one or more provisions of this article shall be subject to abatement summarily by a restraining order or by an injunction issued by a court of competent jurisdiction.

SECTION 3. All ordinances or parts of ordinances which are inconsistent with the provisions of this Ordinance are, to the extent of such inconsistency, hereby repealed.

SECTION 4. Should any section, clause, sentence, phrase or provision of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.

SECTION 5. This Ordinance shall take effect upon final passage, adoption and publication in the manner prescribed by law.

Introduced: March 6, 2019

Adopted:

GARY A. BALDWIN
COUNCIL PRESIDENT

VITO PERILLO
MAYOR

ATTEST:

MELISSA A. HESLER
BOROUGH CLERK

APPROVED AS TO FORM:

KEVIN N. STARKEY, ESQ.
DIRECTOR OF LAW

**BOROUGH OF TINTON FALLS
COUNTY OF MONMOUTH
STATE OF NEW JERSEY**

ORDINANCE 2019-1443

AN ORDINANCE OF THE BOROUGH OF TINTON FALLS TO IMPLEMENT THE BOROUGH'S THIRD ROUND HOUSING PLAN ELEMENT AND FAIR SHARE PLAN CONSISTENT WITH THE TERMS OF A SETTLEMENT AGREEMENT REACHED BETWEEN THE BOROUGH OF TINTON FALLS AND THE FAIR SHARE HOUSING CENTER REGARDING COMPLIANCE WITH THE BOROUGH'S THIRD ROUND AFFORDABLE HOUSING OBLIGATIONS IN ACCORDANCE WITH IN RE: N.J.A.C. 5:96 AND 5:97, 221 N.J. 1 (2015), THE NEW JERSEY FAIR HOUSING ACT, AND RELEVANT REGULATIONS AND POLICIES ADOPTED BY THE NEW JERSEY COUNCIL ON AFFORDABLE HOUSING.

WHEREAS, the Borough of Tinton Falls ("Borough") filed a Mt. Laurel declaratory judgment action in the Superior Court of New Jersey, Law-Division bearing the caption In the Matter of the Borough of Application of the Borough of Tinton Falls, Docket No. MON-L-2475-15 following the New Jersey Supreme Court's decision in Mt. Laurel IV; and

WHEREAS, the Borough entered into a Settlement Agreement with Fair Share Housing Center on or about April 20, 2018 establishing the Borough's Third Round affordable housing obligation for the period 1999-2025 and the compliance mechanisms by which the Borough will meet its constitutional obligation to provide for its fair share of affordable housing; and

WHEREAS, the Court entered an order on November 7, 2018 approving the Settlement Agreement by and between the Borough and Fair Share Housing Center finding on a preliminary basis that the Settlement Agreement is fair to low and moderate-income households; and

WHEREAS, the Court Order approving the Settlement Agreement requires the Borough to adopt an affordable housing ordinance incorporating the requirements of the Fair Housing Act and its implementing regulations including the Uniform Housing Affordability Controls into the Borough code;

WHEREAS, the Borough Council find it is in the best interest of the Borough to implement the terms and conditions of the Settlement Agreement and the requirements of the Court's order approving the Settlement Agreement.

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Tinton Falls, County of Monmouth, and State of New Jersey that Chapter XLIII entitled "Affordable Housing" of the General Ordinances of the Borough of Tinton Falls is hereby deleted and replaced in its entirety with the following:

43-1. Title

This Chapter shall Be known and may be cited as the "Affordable Housing Ordinance of the Borough of Tinton Falls".

43-2. Affordable Housing Obligation

- (a) This Ordinance is intended to assure that low- and moderate-income units ("affordable units") are created with controls on affordability and that low- and moderate-income households shall occupy these units. This Ordinance shall apply except where inconsistent with applicable law.
- (b) The Borough of Tinton Falls Planning Board has adopted a Housing Element and Fair Share Plan pursuant to the Municipal Land Use Law at N.J.S.A. 40:55D-1, et seq. The Fair Share Plan has been adopted by the Planning Board and endorsed by the Governing Body. The Fair Share Plan describes how Tinton Falls Borough shall address its fair share for low- and moderate-income housing as documented in the Housing Element and outlined in the terms of the settlement agreement between the Borough and Fair Share Housing Center (FSHC).

- (c) This Ordinance implements the Borough's Fair Share Plan, addresses the requirements of the Court and the terms of the settlement agreement.
- (d) The Borough of Tinton Falls shall track the status of the implementation of the Housing Element and Fair Share Plan. Any plan evaluation report of the Housing Element and Fair Share Plan shall be available to the public at Borough Hall located on 556 Tinton Avenue, Tinton Falls, NJ 07724.

43-3. Definitions

The following terms when used in this Ordinance shall have the meanings given in this Section:

“Accessory apartment” means a self-contained residential dwelling unit with a kitchen, sanitary facilities, sleeping quarters and a private entrance, which is created within an existing home, or through the conversion of an existing accessory structure on the same site, or by an addition to an existing home or accessory building, or by the construction of a new accessory structure on the same site.

“Act” means the Fair Housing Act of 1985, P.L. 1985, c. 222 (N.J.S.A. 52:27D-301 et seq.)

“Adaptable” means constructed in compliance with the technical design standards of the Barrier Free Subcode, N.J.A.C. 5:23-7.

“Administrative agent” means the entity responsible for the administration of affordable units in accordance with this ordinance, N.J.A.C. 5:96, N.J.A.C. 5:97 and N.J.A.C. 5:80-26.1 et seq.

“Affirmative marketing” means a regional marketing strategy designed to attract buyers and/or renters of affordable units pursuant to N.J.A.C. 5:80-26.15.

“Affordability average” means the average percentage of median income at which restricted units in an affordable housing development are affordable to low- and moderate-income households.

“Affordable” means, a sales price or rent within the means of a low- or moderate-income household as defined in N.J.A.C. 5:97-9; in the case of an ownership unit, that the sales price for the unit conforms to the standards set forth in N.J.A.C. 5:80-26.6, as may be amended and supplemented, and, in the case of a rental unit, that the rent for the unit conforms to the standards set forth in N.J.A.C. 5:80-26.12, as may be amended and supplemented.

“Affordable development” means a housing development all or a portion of which consists of restricted units.

“Affordable housing development” means a development included in the Housing Element and Fair Share Plan, and includes, but is not limited to, an inclusionary development, a municipal construction project or a 100 percent affordable development.

“Affordable housing program(s)” means any mechanism in a municipal Fair Share Plan prepared or implemented to address a municipality's fair share obligation.

“Affordable unit” means a housing unit proposed or created pursuant to the Act, credited pursuant to N.J.A.C. 5:97-4, and/or funded through an affordable housing trust fund.

“Agency” means the New Jersey Housing and Mortgage Finance Agency established by P.L. 1983, c. 530 (N.J.S.A. 55:14K-1, et seq.).

“Age-restricted unit” means a housing unit designed to meet the needs of, and exclusively for, the residents of an age-restricted segment of the population such that: 1) all the residents of the development where the unit is situated are 62 years or older; or 2) at least 80 percent of the units are occupied by one person that is 55 years or older; or 3) the development has been designated by the Secretary of the U.S. Department of Housing and Urban Development as “housing for older persons” as defined in Section 807(b)(2) of the Fair Housing Act, 42 U.S.C. § 3607.

“Assisted living residence” means a facility licensed by the New Jersey Department of Health and Senior Services to provide apartment-style housing and congregate dining and to assure that assisted living services are available when needed for four or more adult persons unrelated to the proprietor and that offers units containing, at a minimum, one unfurnished room, a private bathroom, a kitchenette and a lockable door on the unit entrance.

“Certified household” means a household that has been certified by an Administrative Agent as a low-income household or moderate-income household.

“The Department” means the Department of Community Affairs of the State of New Jersey, that was established under the New Jersey Fair Housing Act (N.J.S.A. 52:27D-301 et seq.).

“DCA” means the State of New Jersey Department of Community Affairs.

“Deficient housing unit” means a housing unit with health and safety code violations that require the repair or replacement of a major system. A major system includes weatherization, roofing, plumbing (including wells), heating, electricity, sanitary plumbing (including septic systems), lead paint abatement and/or load bearing structural systems.

“Developer” means any person, partnership, association, company or corporation that is the legal or beneficial owner or owners of a lot or any land proposed to be included in a proposed development including the holder of an option to contract or purchase, or other person having an enforceable proprietary interest in such land.

“Development” means the division of a parcel of land into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any use or change in the use of any building or other structure, or of any mining, excavation or landfill, and any use or change in the use of any building or other structure, or land or extension of use of land, for which permission may be required pursuant to N.J.S.A. 40:55D-1 et seq.

“Inclusionary development” means a development containing both affordable units and market rate units. Inclusionary developments must have a twenty percent set aside of affordable units if the development has five or more units. This term includes, but is not necessarily limited to: new construction, the conversion of a non-residential structure to residential and the creation of new affordable units through the reconstruction of a vacant residential structure.

“Low-income household” means a household with a total gross annual household income equal to 50 percent or less of the median household income.

“Low-income unit” means a restricted unit that is affordable to a low-income household.

“Major system” means the primary structural, mechanical, plumbing, electrical, fire protection, or occupant service components of a building which include but are not limited to, weatherization, roofing, plumbing (including wells), heating, electricity, sanitary plumbing (including septic systems), lead paint abatement or load bearing structural systems.

“Market-rate units” means housing not restricted to low- and moderate-income households that may sell or rent at any price.

“Median income” means the median income by household size for the applicable county, as adopted annually by the Department.

“Moderate-income household” means a household with a total gross annual household income in excess of 50 percent but less than 80 percent of the median household income.

“Moderate-income unit” means a restricted unit that is affordable to a moderate-income household.

“Non-exempt sale” means any sale or transfer of ownership other than the transfer of ownership between husband and wife; the transfer of ownership between former spouses ordered as a result of a judicial decree of divorce or judicial separation, but not including sales to third parties; the transfer of ownership between family members as a result of inheritance; the transfer of ownership through an executor’s deed to a class A beneficiary and the transfer of ownership by court order.

“Random selection process” means a process by which currently income-eligible households are selected for placement in affordable housing units such that no preference is given to one applicant over another except for purposes of matching household income and size with an appropriately priced and sized affordable unit (e.g., by lottery).

“Regional asset limit” means the maximum housing value in each housing region affordable to a four-person household with an income at 80 percent of the regional median as defined by the Department’s adopted Regional Income Limits published annually by the Department.

“Rehabilitation” means the repair, renovation, alteration or reconstruction of any building or structure, pursuant to the Rehabilitation Subcode, N.J.A.C. 5:23-6.

“Rent” means the gross monthly cost of a rental unit to the tenant, including the rent paid to the landlord, as well as an allowance for tenant-paid utilities computed in accordance with allowances published by DCA for its Section 8 program. In assisted living residences, rent does not include charges for food and services.

“Restricted unit” means a dwelling unit, whether a rental unit or ownership unit, that is subject to the affordability controls of N.J.A.C. 5:80-26.1, as may be amended and supplemented, but does not include a market-rate unit financed under UHORP or MONI.

“UHAC” means the Uniform Housing Affordability Controls set forth in N.J.A.C. 5:80-26.1 et seq.

“Very low-income household” means a household with a total gross annual household income equal to 30 percent or less of the median household income.

“Very low-income unit” means a restricted unit that is affordable to a very low-income household.

“Weatherization” means building insulation (for attic, exterior walls and crawl space), siding to improve energy efficiency, replacement storm windows, replacement storm doors, replacement windows and replacement doors, and is considered a major system for rehabilitation.

Chapter 43-4. Affordable Housing Programs

The Borough of Tinton Falls will use the following mechanisms to satisfy its affordable housing obligations:

- (a) A Rehabilitation program.
 1. The Borough of Tinton Falls and Fair Share Housing Center have agreed upon a rehabilitation program of eighty-nine (89) units. The Borough will continue to participate in the Monmouth County rehabilitation program to update and renovate deficient housing units occupied by low- and moderate-income households such that, after rehabilitation, these units will comply with the New Jersey State Housing Code pursuant to N.J.A.C. 5:28. The Borough will rehabilitate housing units to improve the housing stock and continue to provide affordable units through rehabilitation.
 2. All rehabilitated rental and owner-occupied units shall remain affordable to low- and moderate-income households for a period of 10 years (the control period). For owner-occupied units, the control period will be enforced with a lien and for renter occupied units the control period will be enforced with a deed restriction.
 3. The Borough of Tinton Falls shall dedicate an average of \$10,000 for each unit to be rehabilitated through this program, reflecting the minimum hard cost of rehabilitation for each unit.
 4. The Borough of Tinton Falls shall designate, subject to the approval of the Court, one Administrative Agent to administer the rehabilitation program in accordance with N.J.A.C. 5:91 and N.J.A.C. 5:93. The Administrative Agent shall provide a rehabilitation manual for the owner occupancy rehabilitation program and a rehabilitation manual for the rental occupancy rehabilitation program to be adopted by resolution of the governing body and subject to approval of the Court. Both rehabilitation manuals shall be available for public inspection in the Office of the Municipal Clerk and in the office of the Administrative Agent.
 5. Units in a rehabilitation program shall be exempt from N.J.A.C. 5:93-9 and Uniform Housing Affordability Controls (UHAC), but shall be administered in accordance with the following:
 - i. If a unit is vacant, upon initial rental subsequent to rehabilitation, or if a renter-occupied unit is re-rented prior to the end of controls on affordability, the deed restriction shall require the unit to be rented to a low- or moderate-income household at an affordable rent and affirmatively marketed pursuant to N.J.A.C. 5:93-9 and UHAC.
 - ii. If a unit is renter-occupied, upon completion of the rehabilitation, the maximum rate of rent shall be the lesser of the current rent or the maximum permitted rent pursuant to N.J.A.C. 5:93-9 and UHAC.
 - iii. Rents in rehabilitated units may increase annually based on the standards in N.J.A.C. 5:93-9.

- iv. Applicant and/or tenant households shall be certified as income-eligible in accordance with N.J.A.C. 5:93-9 and UHAC, except that households in owner occupied units shall be exempt from the regional asset limit.
- (b) In accordance with the requirements of N.J.S.A. 52:27D-329.9, any residential development located within the boundaries of Fort Monmouth in Tinton Falls shall have a twenty percent to be reserved for occupancy by low and moderate income households. Tinton Falls endorses and encourages FMERA's s planning efforts to provide affordable housing on Fort Monmouth in conformance with the Fort Monmouth Reuse and Redevelopment Plan and applicable law.
- (c) In accordance to the Settlement Agreement - The following two sites identified in the Housing Element and Fair Share Plan for the Borough of Tinton Falls, known as
 Carney Site: Block 91 lot 1
 Hovtown: Block 150.03 lot 1- 108
 When developed are required to be provide the following minimum number of low and moderate income units:
 Carney Site a total of 32 affordable units
 Hovtown a total of 18 affordable units
- (d) Phasing. Inclusionary developments shall be subject to the following schedule, except where an alternate phasing schedule has been incorporated into a development or redevelopment agreement:

Minimum Percentage of Low- and Moderate- Income Units Completed	Maximum Percentage of Market-Rate Units Completed
0	25
10	25 + 1 Unit
75	75
100	90
- (e) Fractional Units. If 20 percent of the total number of units in a development results in a fraction or decimal, the developer shall be required to provide an additional affordable unit on site.
Example: an 8-unit development requiring an affordable housing set-aside of 1.6 units is proposed. The developer is required to provide two on-site affordable units.
- (f) Design. In inclusionary developments, to the extent possible, low- and moderate-income units shall be integrated with the market units.
- (g) Payments-in-lieu and off-site construction. The standards for the collection of Payments-in-Lieu of constructing affordable units or standards for constructing affordable units off-site, shall be in accordance with N.J.A.C. 5:93-8 and the Borough's Affordable Housing Development Fee ordinance.
- (h) Utilities. Affordable units shall utilize the same type of heating source as market units within the affordable development.

43-5. New Construction

The following general guidelines apply to all newly constructed developments that contain low-and moderate-income housing units, including any currently unanticipated future developments that will provide low- and moderate-income housing units.

- a. Low/Moderate Split and Bedroom Distribution of Affordable Housing Units:
 - 1. The fair share obligation shall be divided equally between low- and moderate-income units, except that where there is an odd number of affordable housing units, the extra unit shall be a low income unit.

2. In each affordable development, at least 50 percent of the restricted units within each bedroom distribution shall be low-income units. If there is only one affordable unit it must be a low income unit.
 3. Thirteen percent (13%) of all affordable units in the Borough shall be designated as very-low income households at 30% of the median income, with at least fifty percent (50%) of all very-low income units being available to families. If an inclusionary development proposes less than 10 total units, a payment in lieu of a very low income unit shall be deposited into the Borough's Affordable Housing Trust Fund based on the difference in cost between providing a very low income unit and the region's affordability average. Inclusionary developments of 10 or more total units shall be required to provide a minimum of one very low income unit (10%). Very-low income units shall be considered low-income units for the purposes of evaluating compliance with the required low/moderate income unit splits, bedroom distribution, and phasing requirements of this ordinance.
 4. Affordable developments that are not age-restricted shall be structured in conjunction with realistic market demands such that:
 - i. The combined number of efficiency and one-bedroom units shall be no greater than 20 percent of the total low- and moderate-income units;
 - ii. At least 30 percent of all low- and moderate-income units shall be two bedroom units;
 - iii. At least 20 percent of all low- and moderate-income units shall be three bedroom units; and
 - iv. The remaining units may be allocated among two and three bedroom units at the discretion of the developer.
 1. Affordable developments that are age-restricted shall be structured such that the number of bedrooms shall equal the number of age-restricted low- and moderate-income units within the inclusionary development. The standard may be met by having all one-bedroom units or by having a two-bedroom unit for each efficiency unit.
- b. Accessibility Requirements:
1. The first floor of all restricted townhouse dwelling units and all restricted units in all other multistory buildings shall be subject to the technical design standards of the Barrier Free Subcode, N.J.A.C. 5:23-7.
 2. All restricted townhouse dwelling units and all restricted units in other multistory buildings in which a restricted dwelling unit is attached to at least one other dwelling unit shall have the following features:
 - i. An adaptable toilet and bathing facility on the first floor;
 - ii. An adaptable kitchen on the first floor;
 - iii. An interior accessible route of travel on the first floor;
 - iv. An interior accessible route of travel shall not be required between stories within an individual unit;
 - v. An adaptable room that can be used as a bedroom, with a door or the casing for the installation of a door, on the first floor; and
 - vi. An accessible entranceway as set forth at P.L. 2005, c. 350 (N.J.S.A. 52:27D-311a et seq.) and the Barrier Free Subcode, N.J.A.C. 5:23-7, or evidence that the Borough of Tinton Falls has collected funds from the developer sufficient to make ten percent (10%) of the adaptable entrances in the development accessible:

- a. Where a unit has been constructed with an adaptable entrance, upon the request of a disabled person who is purchasing or will reside in the dwelling unit, an accessible entrance shall be installed.
- b. To this end, the builder of restricted units shall deposit funds within the Borough's Affordable Housing Trust Fund sufficient to install accessible entrances in ten percent (10%) of the affordable units that have been constructed with adaptable entrances.
- c. The funds deposited under paragraph B. above shall be used by the Borough of Tinton Falls for the sole purpose of making the adaptable entrance of any affordable unit accessible when requested to do so by a person with a disability who occupies or intends to occupy the unit and requires an accessible entrance.
- d. The developer of the restricted units shall submit a design plan and cost estimate for the conversion from adaptable to accessible entrances to the Construction Official of the Borough.
- e. Once the Construction Official has determined that the design plan to convert the unit entrances from adaptable to accessible meet the requirements of the Barrier Free Subcode, N.J.A.C. 5:23-7, and that the cost estimate of such conversion is reasonable, payment shall be made to the Borough's affordable housing trust fund where the funds shall be deposited into the affordable housing trust fund and appropriately earmarked.
- f. Full compliance with the foregoing provisions shall not be required where an entity can demonstrate that it is site impracticable to meet the requirements. Determinations of site impracticability shall be in compliance with the Barrier Free Subcode, N.J.A.C. 5:23-7.

c. Maximum Rents and Sales Prices

- 1. In establishing rents and sales prices of affordable housing units, the administrative agent shall follow the procedures set forth in UHAC utilizing the regional income limits established by the New Jersey Department of Community Affairs (DCA) or other agency as required by the Court.
- 2. The maximum rent for restricted rental units within each affordable development shall be affordable to households earning no more than 60 percent of median income, and the average rent for restricted low- and moderate-income units shall be affordable to households earning no more than 52 percent of median income.
- 3. The developers and/or municipal sponsors of restricted rental units shall establish at least one rent for each bedroom type for both low-income and moderate-income units.
 - a. At least thirteen percent (13%) of all low- and moderate-income dwelling units shall be affordable to households earning no more than 30 percent of median income.
- 4. The maximum sales price of restricted ownership units within each affordable development shall be affordable to households earning no more than 70 percent of median income, and each affordable development must achieve an affordability average of 55 percent for restricted ownership units; in achieving this affordability average, moderate-income ownership units must be available for at least three different prices for each bedroom type, and low-income ownership units must be available for at least two different prices for each bedroom type.
- 5. In determining the initial sales prices and rents for compliance with the affordability average requirements for restricted units other than assisted living facilities, the following standards shall be used:
 - a. A studio shall be affordable to a one-person household;

- b. A one-bedroom unit shall be affordable to a one and one-half person household;
 - c. A two-bedroom unit shall be affordable to a three-person household;
 - d. A three-bedroom unit shall be affordable to a four and one-half person household; and
 - e. A four-bedroom unit shall be affordable to a six-person household.
 - f. In determining the initial rents for compliance with the affordability average requirements for restricted units in assisted living facilities, the following standards shall be used:
6. In determining the initial rents for compliance with the affordability average requirements for restricted units in assisted living facilities, the following standards shall be used:
 - a. A studio shall be affordable to a one-person household;
 - b. A one-bedroom unit shall be affordable to a one and one-half person household; and
 - c. A two-bedroom unit shall be affordable to a two-person household or to two one-person households.
 7. The initial purchase price for all restricted ownership units shall be calculated so that the monthly carrying cost of the unit, including principal and interest (based on a mortgage loan equal to 95 percent of the purchase price and the Federal Reserve H.15 rate of interest), taxes, homeowner and private mortgage insurance and condominium or homeowner association fees do not exceed 28 percent of the eligible monthly income of the appropriate size household as determined under N.J.A.C. 5:80-26.4, as may be amended and supplemented; provided, however, that the price shall be subject to the affordability average requirement of N.J.A.C. 5:80-26.3, as may be amended and supplemented.
 8. The initial rent for a restricted rental unit shall be calculated so as not to exceed 30 percent of the eligible monthly income of the appropriate household size as determined under N.J.A.C. 5:80-26.4, as may be amended and supplemented; provided, however, that the rent shall be subject to the affordability average requirement of N.J.A.C. 5:80-26.3, as may be amended and supplemented.
 9. The price of owner-occupied low- and moderate-income units may increase annually based on the percentage increase in the regional median income limit for each housing region. In no event shall the maximum resale price established by the administrative agent be lower than the last recorded purchase price.
 10. The rent of low- and moderate-income units may be increased annually based on the percentage increase in the Housing Consumer Price Index for the United States. This increase shall not exceed nine percent in any one year. Rents for units constructed pursuant to low- income housing tax credit regulations shall be indexed pursuant to the regulations governing low- income housing tax credits.
 11. Utilities. Tenant-paid utilities that are included in the utility allowance shall be so stated in the lease and shall be consistent with the utility allowance approved by DCA for its Section 8 program.

43-6. Affirmative Marketing Requirements

- (a) The Borough of Tinton Falls shall adopt by resolution an Affirmative Marketing Plan, subject to approval of the Court, compliant with N.J.A.C. 5:80-26.15, as may be amended and supplemented.
- (b) The affirmative marketing plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age or number of children to housing units which are being marketed by a developer, sponsor or owner of affordable housing. The affirmative marketing plan is also intended to target those potentially eligible persons who are least likely to apply for affordable units

in that region. It is a continuing program that directs all marketing activities toward Housing Region 4 and covers the period of deed restriction.

- (c) The affirmative marketing plan shall provide a regional preference for all households that live and/or work in Housing Region 4.
- (d) The Administrative Agent designated by the Borough of Tinton Falls shall assure the affirmative marketing of all affordable units consistent with the Affirmative Marketing Plan for the municipality.
- (e) In implementing the affirmative marketing plan, the Administrative Agent shall provide a list of counseling services to low- and moderate-income applicants on subjects such as budgeting, credit issues, mortgage qualification, rental lease requirements, and landlord/tenant law.
- (f) The affirmative marketing process for available affordable units shall begin at least four months prior to the expected date of occupancy.
- (g) The costs of advertising and affirmative marketing of the affordable units shall be the responsibility of the developer, sponsor or owner, unless otherwise determined or agreed to by the Borough.

43-7. Occupancy Standards

- (a) In referring certified households to specific restricted units, to the extent feasible, and without causing an undue delay in occupying the unit, the Administrative Agent shall strive to:
 - 1. Provide an occupant for each bedroom;
 - 2. Provide children of different sex with separate bedrooms; and
 - 3. Prevent more than two persons from occupying a single bedroom.
- (b) Additional provisions related to occupancy standards (if any) shall be provided in the municipal Operating Manual.

43-8. Control Periods for Restricted Ownership Units and Enforcement Mechanisms

- (a) Control periods for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.5, as may be amended and supplemented, and each restricted ownership unit shall remain subject to the requirements of this Ordinance until the Borough of Tinton Falls elects to release the unit from such requirements however, and prior to such an election, a restricted ownership unit must remain subject to the requirements of N.J.A.C. 5:80-26.1, as may be amended and supplemented, for at least 30 years.
- (b) The affordability control period for a restricted ownership unit shall commence on the date the initial certified household takes title to the unit.
- (c) Prior to the issuance of the initial certificate of occupancy for a restricted ownership unit and upon each successive sale during the period of restricted ownership, the administrative agent shall determine the restricted price for the unit and shall also determine the non-restricted, fair market value of the unit based on either an appraisal or the unit's equalized assessed value.
- (d) At the time of the first sale of the unit, the purchaser shall execute and deliver to the Administrative Agent a recapture note obligating the purchaser (as well as the purchaser's heirs, successors and assigns) to repay, upon the first non-exempt sale after the unit's release from the requirements of this Ordinance, an amount equal to the difference between the unit's non-restricted fair market value and its restricted price, and the recapture note shall be secured by a recapture lien evidenced by a duly recorded mortgage on the unit.
- (e) The affordability controls set forth in this Ordinance shall remain in effect despite the entry and enforcement of any judgment of foreclosure with respect to restricted ownership units.
- (f) A restricted ownership unit shall be required to obtain a Continuing Certificate of Occupancy or a certified statement from the Construction Official stating that the unit meets all code standards upon the first transfer of title that follows the expiration of the applicable minimum control period provided under N.J.A.C. 5:80-26.5(a), as may be amended and supplemented.

43-9. Price Restrictions for Restricted Ownership Units, Homeowner Association Fees and Resale Prices

Price restrictions for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.1, as may be amended and supplemented, including:

- (a) The initial purchase price for a restricted ownership unit shall be approved by the Administrative Agent.
- (b) The Administrative Agent shall approve all resale prices, in writing and in advance of the resale, to assure compliance with the foregoing standards.
- (c) The method used to determine the condominium association fee amounts and special assessments shall be indistinguishable between the low- and moderate-income unit owners and the market unit owners.
- (d) The owners of restricted ownership units may apply to the Administrative Agent to increase the maximum sales price for the unit on the basis of capital improvements. Eligible capital improvements shall be those that render the unit suitable for a larger household or the addition of a bathroom.

43-10. Buyer Income Eligibility

- (a) Buyer income eligibility for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.1, as may be amended and supplemented, such that low-income ownership units shall be reserved for households with a gross household income less than or equal to 50 percent of median income and moderate-income ownership units shall be reserved for households with a gross household income less than 80 percent of median income.
- (b) The Administrative Agent shall certify a household as eligible for a restricted ownership unit when the household is a low-income household or a moderate-income household, as applicable to the unit, and the estimated monthly housing cost for the particular unit (including principal, interest, taxes, homeowner and private mortgage insurance and condominium or homeowner association fees, as applicable) does not exceed 33 percent of the household's certified monthly income.

43-11. Limitations on indebtedness secured by ownership unit; subordination

- (a) Prior to incurring any indebtedness to be secured by a restricted ownership unit, the administrative agent shall determine in writing that the proposed indebtedness complies with the provisions of this section.
- (b) With the exception of original purchase money mortgages, during a control period neither an owner nor a lender shall at any time cause or permit the total indebtedness secured by a restricted ownership unit to exceed 95 percent of the maximum allowable resale price of that unit, as such price is determined by the administrative agent in accordance with N.J.A.C.5:80-26.6(b).

43-12. Control Periods for Restricted Rental Units

- (a) Control periods for restricted rental units shall be in accordance with N.J.A.C. 5:80-26.11, as may be amended and supplemented, and each restricted rental unit shall remain subject to the requirements of this Ordinance until the Borough of Tinton Falls elects to release the unit from such requirements pursuant to action taken in compliance with N.J.A.C. 5:80-26.1, as may be amended and supplemented, and prior to such an election, a restricted rental unit must remain subject to the requirements of N.J.A.C. 5:80-26.1, as may be amended and supplemented, for at least 30 years.
- (b) Deeds of all real property that include restricted rental units shall contain deed restriction language. The deed restriction shall have priority over all mortgages on the property, and the deed restriction shall be filed by the developer or seller with the records office of the County of Monmouth. A copy of the filed document shall be provided to the Administrative Agent within 30 days of the receipt of a Certificate of Occupancy.
- (c) A restricted rental unit shall remain subject to the affordability controls of this Ordinance, despite the occurrence of any of the following events:
 - 1. Sublease or assignment of the lease of the unit;
 - 2. Sale or other voluntary transfer of the ownership of the unit; or
 - 3. The entry and enforcement of any judgment of foreclosure.

43-13. Price Restrictions for Rental Units; Leases

- (a) A written lease shall be required for all restricted rental units, except for units in an assisted living residence, and tenants shall be responsible for security deposits and the full amount of the rent as stated on the lease. A copy of the current lease for each restricted rental unit shall be provided to the Administrative Agent.
- (b) No additional fees or charges shall be added to the approved rent (except, in the case of units in an assisted living residence, to cover the customary charges for food and services) without the express written approval of the Administrative Agent.
- (c) Application fees (including the charge for any credit check) shall not exceed five percent of the monthly rent of the applicable restricted unit and shall be payable to the Administrative Agent to be applied to the costs of administering the controls applicable to the unit as set forth in this Ordinance.

43-14. Tenant Income Eligibility

- (a) Tenant income eligibility shall be in accordance with N.J.A.C. 5:80-26.13, as may be amended and supplemented, and shall be determined as follows:
 - 1. Very low-income rental units shall be reserved for households with a gross household income less than or equal to 30 percent of median income.
 - 2. Low-income rental units shall be reserved for households with a gross household income less than or equal to 50 percent of median income.
 - 3. Moderate-income rental units shall be reserved for households with a gross household income less than 80 percent of median income.
- (b) The Administrative Agent shall certify a household as eligible for a restricted rental unit when the household is a very low-income, low-income household or a moderate-income household, as applicable to the unit, and the rent proposed for the unit does not exceed 35 percent (40 percent for age-restricted units) of the household's eligible monthly income as determined pursuant to N.J.A.C. 5:80-26.16, as may be amended and supplemented; provided, however, that this limit may be exceeded if one or more of the following circumstances exists:
 - 1. The household currently pays more than 35 percent (40 percent for households eligible for age-restricted units) of its gross household income for rent, and the proposed rent will reduce its housing costs;
 - 2. The household has consistently paid more than 35 percent (40 percent for households eligible for age-restricted units) of eligible monthly income for rent in the past and has proven its ability to pay;
 - 3. The household is currently in substandard or overcrowded living conditions;
 - 4. The household documents the existence of assets with which the household proposes to supplement the rent payments; or
 - 5. The household documents proposed third-party assistance from an outside source such as a family member in a form acceptable to the Administrative Agent and the owner of the unit.
- (c) The applicant shall file documentation sufficient to establish the existence of the circumstances in (b) 1 through 5 above with the Administrative Agent, who shall counsel the household on budgeting.

43-15. Administration

- (a) The position of Municipal Housing Liaison (MHL) for the Borough of Tinton Falls is established by this ordinance. The Borough shall make the actual appointment of the MHL by means of a resolution.
 - 1. The MHL must be either a full-time or part-time employee of Tinton Falls.
 - 2. The person appointed as the MHL must be reported to the Court and thereafter posted on the Borough's website.
 - 3. The MHL must meet all the requirements for qualifications, including initial and periodic training.

4. The Municipal Housing Liaison shall be responsible for oversight and administration of the affordable housing program for the Borough of Tinton Falls, including the following responsibilities which may not be contracted out to the Administrative Agent:
 - i. Serving as the municipality's primary point of contact for all inquiries from the State, affordable housing providers, Administrative Agents and interested households;
 - ii. The implementation of the Affirmative Marketing Plan and affordability controls.
 - iii. When applicable, supervising any contracting Administrative Agent.
 - iv. Monitoring the status of all restricted units in the Borough's Fair Share Plan;
 - v. Compiling, verifying and submitting annual reports as required;
 - vi. Coordinating meetings with affordable housing providers and Administrative Agents, as applicable; and
 - vii. Attending continuing education opportunities on affordability controls, compliance monitoring and affirmative marketing as offered or approved by the Affordable Housing Professionals of New Jersey (AHPNJ).
- (b) The Borough of Tinton Falls shall designate by resolution of the Borough Council, subject to the approval of the Court, one or more Administrative Agents to administer newly constructed affordable units in accordance with N.J.A.C. 5:91, N.J.A.C. 5:93 and UHAC.
- (c) An Operating Manual shall be provided by the Administrative Agent(s) to be adopted by resolution of the governing body. The Operating Manuals shall be available for public inspection in the Office of the Municipal Clerk and in the office(s) of the Administrative Agent(s).
- (d) The Administrative Agent shall perform the duties and responsibilities of an administrative agent as are set forth in UHAC, including those set forth in N.J.A.C. 5:80-26.14, 16 and 18 thereof, which includes:
 1. Attending continuing education opportunities on affordability controls, compliance monitoring, and affirmative marketing as offered or approved by the Affordable Housing Professionals of New Jersey (AHPNJ).;
 2. Affirmative Marketing;
 2. Household Certification;
 3. Affordability Controls;
 4. Records retention;
 5. Resale and re-rental;
 6. Processing requests from unit owners; and
 7. Enforcement, though the ultimate responsibility for retaining controls on the units rests with the municipality.
 8. The Administrative Agent shall have authority to take all actions necessary and appropriate to carry out its responsibilities, hereunder.
- (e) The Administrative Agent shall restrict existing affordable units to very low income occupants as they turn over until such time that the 23 very low income unit obligation is satisfied.

43-16. Enforcement of Affordable Housing Regulations

- (a) Upon the occurrence of a breach of any of the regulations governing the affordable unit by an Owner, Developer or Tenant the municipality shall have all remedies provided at law or equity, including but not limited to foreclosure, tenant eviction, municipal fines, a requirement for household recertification, acceleration of all sums due under a mortgage, recoupment of any funds from a sale in the violation of the regulations, injunctive relief to prevent further violation of the regulations, entry on the premises, and specific performance.

- (b) After providing written notice of a violation to an Owner, Developer or Tenant of a low- or moderate-income unit and advising the Owner, Developer or Tenant of the penalties for such violations, the municipality may take the following action against the Owner, Developer or Tenant for any violation that remains uncured for a period of 60 days after service of the written notice:
1. The municipality may file a court action pursuant to N.J.S.A. 2A:58-11 alleging a violation, or violations, of the regulations governing the affordable housing unit. If the Owner, Developer or Tenant is found by the court to have violated any provision of the regulations governing affordable housing units the Owner, Developer or Tenant shall be subject to one or more of the following penalties, at the discretion of the court:
 - i. A fine of not more than \$10,000.00 or imprisonment for a period not to exceed 90 days, or both. Each and every day that the violation continues or exists shall be considered a separate and specific violation of these provisions and not as a continuing offense;
 - ii. In the case of an Owner who has rented his or her low- or moderate-income unit in violation of the regulations governing affordable housing units, payment into the Borough of Tinton Falls Affordable Housing Trust Fund of the gross amount of rent illegally collected;
 - iii. In the case of an Owner who has rented his or her low- or moderate-income unit in violation of the regulations governing affordable housing units, payment of an innocent tenant's reasonable relocation costs, as determined by the court.
 2. The municipality may file a court action in the Superior Court seeking a judgment, which would result in the termination of the Owner's equity or other interest in the unit, in the nature of a mortgage foreclosure. Any judgment shall be enforceable as if the same were a judgment of default of the First Purchase Money Mortgage and shall constitute a lien against the low- and moderate-income unit.
- (c) Such judgment shall be enforceable, at the option of the municipality, by means of an execution sale by the Sheriff, at which time the low- and moderate-income unit of the violating Owner shall be sold at a sale price which is not less than the amount necessary to fully satisfy and pay off any First Purchase Money Mortgage and prior liens and the costs of the enforcement proceedings incurred by the municipality, including attorney's fees. The violating Owner shall have the right to possession terminated as well as the title conveyed pursuant to the Sheriff's sale.
- (d) The proceeds of the Sheriff's sale shall first be applied to satisfy the First Purchase Money Mortgage lien and any prior liens upon the low- and moderate-income unit. The excess, if any, shall be applied to reimburse the municipality for any and all costs and expenses incurred in connection with either the court action resulting in the judgment of violation or the Sheriff's sale. In the event that the proceeds from the Sheriff's sale are insufficient to reimburse the municipality in full as aforesaid, the violating Owner shall be personally responsible for and to the extent of such deficiency, in addition to any and all costs incurred by the municipality in connection with collecting such deficiency. In the event that a surplus remains after satisfying all of the above, such surplus, if any, shall be placed in escrow by the municipality for the Owner and shall be held in such escrow for a maximum period of two years or until such earlier time as the Owner shall make a claim with the municipality for such. Failure of the Owner to claim such balance within the two-year period shall automatically result in a forfeiture of such balance to the municipality. Any interest accrued or earned on such balance while being held in escrow shall belong to and shall be paid to the municipality, whether such balance shall be paid to the Owner or forfeited to the municipality.
- (e) Foreclosure by the municipality due to violation of the regulations governing affordable housing units shall not extinguish the restrictions of the regulations governing affordable housing units as the same apply to the low- and moderate-income unit. Title shall be conveyed to the purchaser at the Sheriff's sale, subject to the restrictions and provisions of the regulations governing the affordable housing unit. The Owner determined to be in violation of the provisions of this plan and from whom title and possession were taken by means of the Sheriff's sale shall not be entitled to any right of redemption.
- (f) If there are no bidders at the Sheriff's sale, or if insufficient amounts are bid to satisfy the First Purchase Money Mortgage and any prior liens, the municipality may acquire title to the low- and moderate-income unit by satisfying the First Purchase Money Mortgage and any prior liens and crediting the

violating owner with an amount equal to the difference between the First Purchase Money Mortgage and any prior liens and costs of the enforcement proceedings, including legal fees and the maximum resale price for which the low- and moderate-income unit could have been sold under the terms of the regulations governing affordable housing units. This excess shall be treated in the same manner as the excess which would have been realized from an actual sale as previously described.

- (g) Failure of the low- and moderate-income unit to be either sold at the Sheriff's sale or acquired by the municipality shall obligate the Owner to accept an offer to purchase from any qualified purchaser which may be referred to the Owner by the municipality, with such offer to purchase being equal to the maximum resale price of the low- and moderate-income unit as permitted by the regulations governing affordable housing units.
- (h) The Owner shall remain fully obligated, responsible and liable for complying with the terms and restrictions of governing affordable housing units until such time as title is conveyed from the Owner.

43-17. Appeals

Appeals from all decisions of an Administrative Agent designated pursuant to this Ordinance shall be filed with the Superior Court of New Jersey, Monmouth County.

BE IT FURTHER ORDAINED that the remainder of all other sections and subsections of the Borough Code not specifically amended by this Ordinance shall remain in full force and effect and that all other Ordinances or parts thereof inconsistent with the provisions of this Ordinance are hereby repealed as to such inconsistency. If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of this Ordinance shall be deemed valid and effective.

This Ordinance shall take effect upon its passage and publication according to law.

Introduced:

Adopted:

GARY A. BALDWIN
COUNCIL PRESIDENT

VITO PERILLO
MAYOR

ATTEST:

MELISSA A. HESLER
BOROUGH CLERK

APPROVED AS TO FORM:

KEVIN N. STARKEY, ESQ.
DIRECTOR OF LAW

ORDINANCE NO. 2019-1444

**BOROUGH OF TINTON FALLS
COUNTY OF MONMOUTH**

AN ORDINANCE AMENDING CHAPTER XXIII (DEVELOPMENT FEES) AND DELETING CHAPTER 39 OF THE GENERAL ORDINANCES OF THE BOROUGH OF TINTON FALLS AMENDING THE MANDATORY DEVELOPMENT FEES AND OTHERWISE UPDATING THE BOROUGH CODE TO ENSURE CONSISTENCY WITH THE BOROUGH'S SETTLEMENT IN ITS MT. LAUREL LITIGATION, THE FAIR HOUSING ACT AND COAH'S REGULATIONS

WHEREAS, the Borough of Tinton Falls ("Borough") filed a Mt. Laurel declaratory judgment action in the Superior Court of New Jersey, Law-Division bearing the caption In the Matter of the Borough of Application of the Borough of Tinton Falls, Docket No. MON-L-2475-15 following the New Jersey Supreme Court's decision in Mt. Laurel IV; and

WHEREAS, the Borough entered into a Settlement Agreement with Fair Share Housing Center on or about April 20, 2018 establishing the Borough's Third Round affordable housing obligation for the period 1999-2025 and the compliance mechanisms by which the Borough will meet its constitutional obligation to provide for its fair share of affordable housing; and

WHEREAS, the Court entered an order on November 7, 2018 approving the Settlement Agreement by and between the Borough and Fair Share Housing Center finding on a preliminary basis that the Settlement Agreement is fair to low and moderate-income households; and

WHEREAS, the Court Order approving the Settlement Agreement requires the Borough to adopt an affordable housing ordinance incorporating the requirements of the Fair Housing Act and its implementing regulations including the Uniform Housing Affordability Controls into the Borough code;

WHEREAS, the Borough Council find it is in the best interest of the Borough to implement the terms and conditions of the Settlement Agreement and the requirements of the Court's order approving the Settlement Agreement which includes updating the Borough's Development Fee ordinance and otherwise updating the Borough Code to ensure consistency with the Fair Housing Act and COAH's regulations.

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Tinton Falls, County of Monmouth, and State of New Jersey that Chapter XXIII entitled "Development Fees" of the General Ordinances of the Borough of Tinton Falls is hereby amended as follows: with the following:

Chapter XXIII (Development Fees) of the General Ordinances of the Borough of Tinton Falls is hereby amended or supplemented as follows (new text is double underlined, text to be deleted is ~~struck through~~ and notations to the reader and changes in subparagraph designations either with or without changes to content are italicized):

CHAPTER XXIII DEVELOPMENT FEES

Chapter XXIII (Development Fees) 5 is amended as follows:

§23-1**Definitions** is amended to include the following "Green building strategies" means those strategies that minimize the impact of development on the environment, and enhance the health, safety and well-being of residents by producing durable, low-maintenance, resource-efficient housing while making optimum use of existing infrastructure and community services.

~~§23-2 The purpose of this chapter is to establish standards for the collection, maintenance and expenditure of development fees pursuant to COAH's rules. Fees collected pursuant to this chapter shall be used for the sole purpose of assisting in meeting the Borough's Fair Share Housing obligation for low and moderate income households. This chapter shall be interpreted within the framework of COAH's rules governing development fees.~~

Purpose

- a) In Holmdel Builder's Association V. Holmdel Township, 121 N.J. 550 (1990), the New Jersey Supreme Court determined that mandatory development fees are authorized by the Fair Housing Act of 1985 (the Act), N.J.S.A. 52:27d-301 et seq., and the State Constitution, subject to the Council on Affordable Housing's (COAH's) adoption of rules.
- b) Pursuant to P.L.2008, c.46 section 8 (C. 52:27D-329.2) and the Statewide Non-Residential Development Fee Act (C. 40:55D-8.1 through 8.7), COAH is authorized to adopt and promulgate regulations necessary for the establishment, implementation, review, monitoring and enforcement of municipal affordable housing trust funds and corresponding spending plans. Municipalities that are under the jurisdiction of the Council or court of competent jurisdiction and have a COAH-approved spending plan may retain fees collected from non-residential development.
- c) This ordinance establishes standards for the collection, maintenance, and expenditure of development fees pursuant to the Department's regulations and in accordance P.L.2008, c.46, Sections 8 and 32-38. Fees collected pursuant to this ordinance shall be used for the sole purpose of providing low- and moderate-income housing. This ordinance shall be interpreted within the framework of the Department's rules on development fees, codified at N.J.A.C. 5:97-8.

§23-4. RESIDENTIAL DEVELOPMENT FEES.

23-4.1. Requirements.

- a. ~~Except as set forth in subsections 39-4.2 and 23-4.2,~~ Developers of new housing in all residential districts shall pay a development fee of ~~one percent (1%)~~ one and half percent 1.5% of the equalized/assessed value of each new residential dwelling unit. Where a structure is converted so as to provide one (1) or more additional dwelling units, the fee to be paid shall be based on ~~one percent (1%)~~ one and half percent 1.5% of the increase in the equalized assessed value. As used herein, "developer" includes an individual or entity constructing one (1) dwelling unit as well as an individual or entity constructing more than one (1) dwelling unit.
- b. Where an increase in density is granted pursuant to a "d" variance, residential developers shall pay a development fee of ~~one percent (1%)~~ one and half percent (1.5%) for the number of units permitted by right and shall pay an additional development fee of six percent (6%) of the equalized assessed value for each additional dwelling unit permitted as a result of the "d" variance. Pursuant to COAH regulations, municipalities must consider the zoning of property during the two (2) years prior to filing a "d" variance application for purposes of determining that an increase in density has been provided. Thus, if the zoning on the property has changed during the two (2) year period, the base density, for the purposes of calculating the

additional development fee, shall be the highest density permitted by right during the two (2) years preceding the filing of the "d" variance application.

- e. ~~Residential developers in which a required percentage of the dwelling units are to be set aside for low and moderate income households may make a payment in lieu of constructing low and moderate income housing if the Borough has the ability, pursuant to COAH's rules to enter into a Regional Contribution Agreement; and such payment is granted by the approving authority. The per unit payment shall equal thirty five thousand (\$35,000.00) dollars or COAH's standard for the minimum cost of a Regional Contribution Agreement (whichever is greater). No developer that pays a fee in lieu of constructing low and moderate income housing shall replace low and moderate income units with market units unless the replacement is approved by the approving authority and the developer pays a fee of six percent (6%) of equalized assessed value on each market unit that replaces a low and moderate income unit. Example: A site may be developed for eighty (80) market units and twenty (20) low and moderate income units. The developer receives approval to make a payment of thirty five thousand (\$35,000.00) dollars per unit in lieu of building twenty (20) low and moderate income units. The developer also proposed to construct twenty (20) additional market units to replace the twenty (20) low and moderate income units. If the developer requests the ability to replace low and moderate income units with market units, and the approving authority grants the developer's request, the developer shall be required to pay a six percent (6%) fee on the additional twenty (20) market units.~~

§23-4.2 Residential Exemptions is amended to create a new subsection (d):

(d) Owner-occupied residential structures demolished and replaced as a result of a fire, flood, or natural disaster shall be exempt from paying a development fee.

§23-5. NONRESIDENTIAL DEVELOPMENT FEES.

23-5.1. Requirements.

- a. ~~Except as set forth in subsections 39-5.2 and 23-5.2, all nonresidential developers who include in their development the construction of a new building or the expansion of the gross floor area of an existing building, except public uses and quasi public uses such as churches and hospitals, shall pay a fee of two percent (2%) of equalized/assessed value of the nonresidential development with the fee calculated on the value of all new building(s) and site improvements.~~

a) Imposed fees

- i. Within all zoning districts, non-residential developers, except for developers of the types of development specifically exempted, shall pay a fee equal to two and one-half (2.5) percent of the equalized assessed value of the land and improvements, for all new non-residential construction on an unimproved lot or lots.
- ii. Non-residential developers, except for developers of the types of development specifically exempted, shall also pay a fee equal to two and one-half (2.5) percent of the increase in equalized assessed value resulting from any additions to existing structures to be used for non-residential purposes.

- iii. Development fees shall be imposed and collected when an existing structure is demolished and replaced. The development fee of two and a half percent (2.5%) shall be calculated on the difference between the equalized assessed value of the pre-existing land and improvement and the equalized assessed value of the newly improved structure, i.e. land and improvement, at the time final certificate of occupancy is issued. If the calculation required under this section results in a negative number, the non-residential development fee shall be zero.
- b. ~~In addition to the fees set forth in subsections 39-5.1a and 23-5.1a, nonresidential developers that receive an increase in floor area, pursuant to a "d" variance, shall pay a development fee of two percent (2%) two and half percent (2.5%) of equalized/assessed value for the floor area permitted pursuant to the Ordinance and a fee of six percent (6%) for the equalized assessed value of the additional floor area permitted by the "d" variance. Pursuant to COAH regulations, municipalities shall consider the zoning of property during the two (2) years prior to filing the "d" variance application for purposes of determining that an increase in floor area has been provided. Thus, if the zoning on the property has changed during the two (2) year period, the base floor area for the purposes of calculating the increase in floor area shall be the highest floor area permitted by right during the two (2) years preceding the filing of the "d" variance application.~~

§23-5.2 Nonresidential Exemptions

- a. ~~Developers who have preliminary and/or final approvals of a subdivision or site plan still in effect prior to the effective date of this chapter, which approval shall have been granted without the requirement to pay the fees set forth in subsection 23-5.1a and b, shall be exempt from paying a development fee unless the developer seeks a substantial change in the prior approval.~~
- b. ~~Where an existing site is proposed to be improved by new site work alone, such as landscaping, stormwater improvements, new parking lot, or similar work, and none of those improvements involve any new building, or an expanded building, or a structurally modified building, there shall be no fee for those site improvements. Where any site involves a new building, expanded building, structural modifications, or a major rehabilitation effort involving fundamental components of an existing building such as, but not limited to, the electrical service and/or interior service network, communication systems, water service and distribution systems, sewage collection and discharge systems, air conditioning equipment and ductwork, heating equipment and distribution systems, improved insulation, window replacements, roofing, foundation repair, and siding repair or replacement, the fee shall be as required in subsection 23-5.~~

Eligible exactions, ineligible exactions and exemptions from non-residential development fees

- i. The non-residential portion of a mixed-use inclusionary or market rate development shall be subject to the two and a half (2.5) percent development fee, unless otherwise exempted below.
- ii. The 2.5 percent fee shall not apply to an increase in equalized assessed value resulting from alterations, change in use within existing footprint, reconstruction, renovations and repairs.
- iii. Non-residential developments shall be exempt from the payment of non-residential development fees in accordance with the exemptions required pursuant to P.L.2008, c.46, as specified in the Form N-RDF "State of New Jersey Non-Residential Development Certification/Exemption" Form. Any exemption claimed by a developer shall be substantiated by that developer.

- iv. A developer of a non-residential development exempted from the non-residential development fee pursuant to P.L.2008, c.46 shall be subject to it at such time the basis for the exemption no longer applies, and shall make the payment of the non-residential development fee, in that event, within three years after that event or after the issuance of the final certificate of occupancy of the non-residential development, whichever is later.
- v. If a property which was exempted from the collection of a non-residential development fee thereafter ceases to be exempt from property taxation, the owner of the property shall remit the fees required pursuant to this section within 45 days of the termination of the property tax exemption. Unpaid non-residential development fees under these circumstances may be enforceable by Tinton Falls as a lien against the real property of the owner.

§23-7 Affordable Housing Trust Fund

All development fees collected pursuant to this Chapter and all interest generated by the deposits shall be required to be spent in accordance with the Spending Plan approved by the Court or COAH. If the Court or COAH determines that Tinton Falls Borough is not in conformance with COAH's rules on development fees, the Court or COAH is authorized to direct the manner in which all development fees collected pursuant to ordinance shall be expended. Such authorization is pursuant to this Chapter; COAH's rules on development fees; and the written authorization from the Borough Council ~~governing body~~ to the bank in which the Housing Trust Fund is located.

§23-8 Use of Funds

- a. Money deposited in the Affordable Housing Trust Fund may be used for any activity approved by COAH or the Court for addressing the Borough's low and moderate income housing obligation such as, but not limited to, housing rehabilitation and Regional Contribution Agreements.
- d. ~~Development fee revenues shall not be expended to reimburse the Borough for housing activities that preceded substantive certification.~~

§23-9 Expiration of Chapter

~~This chapter shall expire as a result of any of the following:~~

- a. ~~COAH's dismissal or denial of a petition for substantive certification.~~
- b. ~~COAH's revocation of either substantive certification or its certification of this chapter.~~
- e. ~~The expiration of the time defined by certification or the Final Judgment of Compliance and Repose unless the Borough has filed an adopted housing element with COAH; petitioned for substantive certification; and received COAH's approval of this Development Fee Chapter.~~

23-12 Penalties

~~In the event any of the conditions set forth in Section 23-12b occur, COAH shall be authorized, on behalf of the Borough, and after a hearing pursuant to the Administrative Procedures Act, N.J.S.A. 52:14B-1 et seq., to direct the manner in which all development fees collected pursuant to this chapter shall be expended. Should any such condition occur, such revenues shall immediately become available for expenditure at the direction of COAH upon the Borough Clerk's receipt of written notification from COAH that such a condition has occurred. In furtherance of the foregoing, the bank account established pursuant to this chapter shall provide~~

~~whatever express written authorization which may be required by the bank to permit COAH to direct disbursement of such revenues from the account following the delivery to the bank of the aforementioned written notification from COAH to the Borough Clerk.~~

~~b. Occurrence of the following may result in COAH taking action pursuant to Section 23-12a.~~

- ~~1. Failure to submit a Spending Plan within the time limits imposed by COAH.~~
- ~~2. Failure to meet deadlines for information required by COAH in COAH's review of this chapter, the Borough's Housing Element, or the Spending Plan.~~
- ~~3. Failure to address COAH's conditions for approval of the Spending Plan within the deadlines imposed by COAH.~~
- ~~4. Failure to submit accurate monitoring reports within the time limits imposed by COAH.~~
- ~~5. Failure to implement the Spending Plan within the time limits imposed by COAH, or within reasonable extensions granted by COAH.~~
- ~~6. Expenditure of development fees on activities not permitted by COAH.~~
- ~~7. Other good cause demonstrating that the revenues are not being used for the intended purpose(s).~~

BE IT FURTHER ORDAINED that Chapter XXXIX entitled "Development Fees" from the Borough Code is eliminated in its entirety because it is duplicative of Chapter 23.

BE IT FURTHER ORDAINED if any section, subsection, clause, or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the remaining portions of this ordinance. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Introduced: March 5, 2019

Adopted:

GARY A. BALDWIN
COUNCIL PRESIDENT

VITO PERILLO
MAYOR

ATTEST:

MELISSA A. HESLER
BOROUGH CLERK

APPROVED AS TO FORM:

KEVIN N. STARKEY, ESQ.
DIRECTOR OF LAW

Resolution R-19-056

MUNICIPAL BUDGET NOTICE

Section 1.

Municipal Budget of the Tinton Falls Borough of Tinton Falls, County of Monmouth for the Fiscal Year 2019 Be It Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the Year 2019; Be It Further Resolved, that said Budget be published in the Coaster in the issue of March 28, 2019

The Governing Body of the Tinton Falls Borough does hereby approve the following as the Budget for the Year 2019:

Offered:
Seconded:
RECORDED YOTE
(insert last name)

Abstained {

Ayes {

Nays {

Absent {

Notice is hereby given that the Budget and Tax Resolution was approved by the Governing Body of the Tinton Falls Borough of Tinton Falls, County of Monmouth, on March 19, 2019. A Hearing on the Budget and Tax Resolution will be held at Borough Hall, on April 16, 2019 at 7:30 o'clock p.m. at which time and place objections to said Budget and Tax Resolution for the Year 2019 may be presented by taxpayers or other interested persons.

I Melissa A. Hesler, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Governing Body of the Borough of Tinton Falls on March 19, 2019.

Melissa A. Hesler, Borough Clerk

**RESOLUTION OF THE BOROUGH OF TINTON FALLS, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY ADOPTING AN AFFORDABLE HOUSING SPENDING PLAN
AND REQUESTING JUDICIAL REVIEW AND APPROVAL OF SAME**

WHEREAS, the Borough of Tinton Falls ("Borough") filed a Mt. Laurel declaratory judgment action in the Superior Court of New Jersey, Law-Division bearing the caption In the Matter of the Borough of Application of the Borough of Tinton Falls, Docket No. MON-L-2475-15 following the New Jersey Supreme Court's decision in ML Laurel IV; and

WHEREAS, the Borough entered into a Settlement Agreement with Fair Share Housing Center on or about April 20, 2018 establishing the Borough's Third Round affordable housing obligation for the period 1999-2025 and the compliance mechanisms by which the Borough will meet its constitutional obligation to provide for its fair share of affordable housing; and

WHEREAS, the Court entered an order on November 7, 2018 approving the Settlement Agreement by and between the Borough and Fair Share Housing Center finding on a preliminary basis that the Settlement Agreement is fair to low and moderate-income households; and

WHEREAS, the court order approving the Settlement Agreement and regulations adopted by the New Jersey Council on Affordable Housing ("COAH") require a municipality with an Affordable Housing Trust Fund to receive approval of a Spending Plan by the Council on Affordable Housing prior to spending any of the funds in its Trust fund; and

WHEREAS, these regulations required a Spending Plan to include the following:

1. A projection of revenues anticipated from imposing fees on development, based on pending, approved and anticipated developments and historic development activity;
2. A projection of revenues anticipated from other sources, including payments in lieu of constructing affordable units, funds from the sale of units with extinguished controls, proceeds from the sale of affordable units, rental income, repayments from affordable housing program loans, and interest earned;
3. A description of the administrative mechanism that the municipality will use to collect and distribute revenues;
4. A description of the anticipated use of all affordable housing trust funds;
5. A schedule for the expenditure of all affordable housing trust funds;
6. A pro-forma statement of the anticipated costs and revenues associated with the development if the municipality envisions supporting or sponsoring public sector or non-profit construction of housing; and
7. A plan to spend the trust fund balance in accordance with the implementation schedule within the Spending Plan and approved by a settlement agreement;
8. The manner through which the municipality will address any expected or unexpected shortfall if the anticipated revenues are not sufficient to implement the Plan; and
9. A description of the anticipated use of excess affordable housing trust funds, in the event more funds than anticipated are collected, or projected funds exceed the amount necessary for satisfying the municipal affordable housing obligation.

WHEREAS, Borough of Tinton Falls has prepared an Spending Plan consistent with the Borough's Settlement Agreement; and

WHEREAS, the Borough of Tinton Falls is seeking review and approval of its Spending Plan as part of its obligations under the court approved Settlement Agreement between the Borough of Tinton Falls and Fair Share Housing Center.

NOW THEREFORE BE IT RESOLVED that the Borough Council of the Borough of Tinton Falls, County of Monmouth, hereby adopts the amended Spending Plan attached hereto;

BE IT FURTHER RESOLVED THAT the Borough of Tinton Falls hereby requests that the Court review and approve its amended Spending Plan.

GARY A. BALDWIN, COUNCIL PRESIDENT

BOROUGH OF TINTON FALLS COUNCIL

Council Member	Moved	Second	Ayes	Nays	Absent	Abstain
Ms. Pama						
Mr. Manginelli						
Mr. Pak						
Mr. Siebert						
Mr. Baldwin						

CERTIFICATION

I, Melissa A. Hesler, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held March 19, 2019.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 19th day of March, 2019.

Melissa A. Hesler
Borough Clerk

Tinton Falls Borough: Affordable Housing Trust Fund Spending Plan
February 14, 2019

INTRODUCTION

The Borough of Tinton Falls, Monmouth County has prepared a Housing Element and Fair Share Plan that addresses its regional fair share of the affordable housing need in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Fair Housing Act (N.J.S.A. 52:27D-301), the stipulations within the Borough's Settlement Agreement with Fair Share Housing Center, and in accordance N.J.A.C. 5:93-1 et seq. and N.J.A.C. 5:91-1 et seq. A development fee ordinance creating a dedicated revenue source for affordable housing is in place and will continue to be applied after the adoption and endorsement of the Housing Plan Element and Fair Share Plan by the Borough Planning Board and Board of Commissioners.

1. REVENUES FOR CERTIFICATION PERIOD

Since August 1, 2008, when the Borough of Tinton Falls trust fund had a balance of \$1,220,417.59, the Borough collected \$2,998,613.66 and expended \$3,109,880.37, resulting in a balance of \$1,109,150.88 as of December 31, 2018. All development fees, payments in lieu of constructing affordable units on site, funds from the sale of units with extinguished controls, and interest generated by the fees are deposited in a separate interest-bearing affordable housing trust fund in for the purposes of affordable housing. These funds shall be spent in accordance with applicable affordable housing regulations as described in the sections that follow.

To calculate a projection of revenue anticipated during the period of third round substantive certification, the Borough of Tinton Falls considered the following:

(a) Development fees:

1. Residential and nonresidential projects which have had development fees imposed upon them at the time of preliminary or final development approvals;
2. All projects currently before the planning board for development approvals that may apply for building permits and certificates of occupancy; and
3. Future development that is likely to occur based on historical rates of development since 2008, balancing the increase in mandatory development fees with the built-out nature of the Borough.

(b) Other funding sources:

Funds from other sources, including, but not limited to, the sale of units with extinguished controls, repayment of affordable housing loans, rental income, and proceeds from the sale of affordable units. All monies in the Affordable Housing Trust Fund are anticipated to come from development fees and interest.

(c) Projected interest:

Interest projected revenue in the municipal affordable housing trust fund at the current average interest rate. The current interest rate is variable but as of December 2018 the rate is 1.5%.

Table 1. Projected Revenues 2019 -2025									
Starting Balance (12/31/2018)	2019	2020	2021	2022	2023	2024	2025	Total	
SOURCE OF FUNDS									
(a) Development Fees:	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$1,225,000.00	
1. Approved Development	-	-	-	-	-	-	-	-	-
2. Development Pending Approval	-	-	-	-	-	-	-	-	-
3. Projected Development	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$1,225,000.00	
(b) Payments in Lieu of Construction	-	-	-	-	-	-	-	-	-
(c) Other Funds	-	-	-	-	-	-	-	-	-
(d) Interest on Total Account Balance	\$2,625.00	\$2,625.00	\$2,625.00	\$2,625.00	\$2,625.00	\$2,625.00	\$2,625.00	\$18,375.00	
Total	\$177,625.00	\$177,625.00	\$177,625.00	\$177,625.00	\$177,625.00	\$177,625.00	\$177,625.00	\$1,243,375.00	

The Borough of Tinton Falls projects a total of **\$1,243,375.00** in revenue and interest to be collected between January 1, 2019 and December 31, 2025. This projected amount, when added to the Borough's current trust fund balance of **\$1,109,150.88**, results in anticipated total revenue of **\$2,352,525.88** available to fund and administer its affordable housing plan. All interest earned on the account shall accrue to the account and be used only for the purposes of affordable housing.

2. ADMINISTRATIVE MECHANISM TO COLLECT AND DISTRIBUTE FUNDS

The following procedural sequence for the collection and distribution of development fee revenues shall be followed by the Borough of Tinton Falls:

(a) Collection of development fee revenues:

Collection of development fee revenues shall be consistent with the Borough of Tinton Falls’ development fee ordinance for both residential and non-residential developments in accordance with Department of Community of Affairs rules and P.L.2008, c.46, sections 8 (C. 52:27D-329.2) and 32-38 (C. 40:55D-8.1 through 8.7).

(b) Distribution of development fee revenues:

Any requisition for affordability assistance, administrative costs (routine expenditures), or affordable housing development (significant expenditures) to the Finance Department recommending the expenditure of development fee revenues in this Spending Plan must be approved by the governing body. The Finance Department shall review the request for consistency with the Spending Plan. Once a request is approved for consistency by the Finance Department, the request is presented to the Board of Commissioners for approval. After receiving Council approval, the funds may be disbursed.

3. DESCRIPTION OF ANTICIPATED USE OF AFFORDABLE HOUSING FUNDS

(a) Rehabilitation Program (N.J.A.C. 5:97-8.7)

Tinton Falls Borough will dedicate an average of \$20,000.00 per unit to rehabilitation projects. The Borough has an obligation to rehabilitate 89 units. As 13 units have been rehabilitated by the County since 2010, and 12 additional units are anticipated to be rehabilitated by the County through 2025, the Borough expects to rehabilitate 64 units through 2025. An outline of these expenditures can be found in Table 4.

(b) Affordability Assistance (N.J.A.C. 5:97-8.8)

Projected minimum affordability assistance requirement:

Table 2. Minimum Affordability Assistance		
Actual development fees & interest through 12/31/2018		\$2,444,875.38
Development fees projected 2019-2025	+	\$1,225,000.00
Interest projected 2019-2025	+	\$18,375.00
Less housing activity expenditures through 12/31/2018	-	\$2,187,599.94
Total	=	\$1,500,650.44
30 percent requirement	x 0.30	\$450,195.13
	=	

Less affordability assistance expenditures through 12/31/2018	-	\$295,672.90
Projected Minimum Affordability Assistance Requirement 1/1/2019 through 12/31/2025	=	\$154,522.23
Projected Minimum Very Low-Income Affordability Assistance Requirement 1/1/2019 through 12/31/2025	x 0.34 =	\$52,537.56

*Actual affordability assistance minimums are calculated on an ongoing basis, and are predicated upon actual revenues collected through 2025.

Tinton Falls Borough will dedicate **\$154,522.23** from the Affordable Housing Trust Fund to render units more affordable, including **\$52,537.56** to render units more affordable to households earning 30 percent or less of median income by region, as follows:

(c) **Administrative Expenses (N.J.A.C. 5:97-8.9)**

Actual development fees and interest through 12/31/2018		\$2,444,875.38
Development fees projected 2019-2025	+	\$1,243,375.00
Payments-in-lieu of construction and other deposits through 12/31/2018	+	\$553,738.28
Less RCA expenditures through 12/31/2018	-	\$0.00
Total	=	\$4,241,988.66
Calculate 20 percent	x .20 =	\$848,397.73
Less administrative expenditures through 12/31/2018	-	\$626,607.53
Projected maximum available for administrative expenses 1/1/2019 through 12/31/2025	=	\$221,790.20

The Borough has expended \$626,607.53 on administrative fees through December 31, 2018, leaving a remaining balance of **\$221,790.20** through 2025. Projected administrative expenditures, subject to the 20 percent cap, are as follows: Rehabilitation Administration fees, Planner fees and other Administrative Agent fees, as well as Attorney fees in connection with the implementation of the affordable housing programs set forth in this Spending Plan.

4. EXPENDITURE SCHEDULE

The Borough of Tinton Falls intends to use affordable housing trust fund revenues as set forth in the Housing Element and Fair Share Plan and is summarized as follows:

TABLE 4. Projected Expenditure Schedule 2019-2025

Programs	2019	2020	2021	2022	2023	2024	2025	Total
Rehabilitation Program	\$182,857.14	\$182,857.14	\$182,857.14	\$182,857.14	\$182,857.14	\$182,857.14	\$182,857.14	\$1,280,000.00
Affordability Assistance	\$22,074.60	\$22,074.60	\$22,074.60	\$22,074.60	\$22,074.60	\$22,074.60	\$22,074.60	\$154,522.23
Administration	\$31,684.31	\$31,684.31	\$31,684.31	\$31,684.31	\$31,684.31	\$31,684.31	\$31,684.31	\$221,790.20
Total	\$236,616.06	\$236,616.06	\$236,616.06	\$236,616.06	\$236,616.06	\$236,616.06	\$236,616.06	\$1,501,790.20

5. EXCESS OF FUNDS

In the event that more funds than anticipated are collected, these excess funds will be used to fund additional rehabilitation and/or affordability assistance programs.

6. BARRIER FREE ESCROW

Collection and distribution of barrier free funds shall be consistent with the Borough's Affordable Housing Ordinance in accordance with N.J.A.C. 5:97-8.5. A process describing the collection and distribution procedures for barrier free escrow funds pursuant to N.J.A.C. 5:97-8.5 is detailed within the Affordable Housing Ordinance.

SUMMARY

Tinton Falls Borough intends to spend Affordable Housing Trust Fund revenues pursuant to N.J.A.C. 5:93-8 and consistent with the housing programs outlined in the Housing Element and Fair Share Plan. The Borough has a balance of **\$1,109,150.88** as of December 31, 2018 and anticipates an additional **\$1,243,375.00** in revenues, including interest, before the expiration of substantive certification in 2025 for a total of **\$2,352,525.88**. The municipality will dedicate **\$1,280,000.00** toward rehabilitation, **\$154,522.23** for affordability assistance and **\$221,790.20** for administrative costs. Total expenditures are anticipated to be **\$1,656,312.43**. This will leave a balance of **\$696,213.45**, which the Borough will reserve in the event that an additional affordable housing project becomes necessary. At the midpoint review for the Third Round in 2020, the Borough will assess the status of remaining funds, and reallocate funding to rehabilitation, affordability assistance, and/or another project as applicable.

Table 5. Spending Plan Summary	
Balance as of December 31, 2018	\$1,109,150.88
Projected Revenue 2019-2025	\$1,243,375.00
Development Fees	\$1,225,000.00
Other Funds	\$0.00
Interest	\$18,375.00
TOTAL REVENUE	\$2,352,525.88
Expenditures	
Rehabilitation Program	\$1,280,000.00
Affordability Assistance	\$154,522.23
Administration	\$221,790.20
TOTAL PROJECTED EXPENDITURES	\$1,656,312.43
REMAINING BALANCE	\$696,213.45

RESOLUTION OF THE BOROUGH OF TINTON FALLS ADOPTING A REHABILITATION PROGRAM MANUAL TO MANAGE THE BOROUGH'S REHABILITATION PROGRAM OF QUALIFIED AFFORDABLE HOUSING UNITS

WHEREAS, the Borough of Tinton Falls ("Borough") filed a Mt. Laurel declaratory judgment action in the Superior Court of New Jersey, Law-Division bearing the caption In the Matter of the Borough of Application of the Borough of Tinton Falls, Docket No. MON-L-2475-15 following the New Jersey Supreme Court's decision in Mt. Laurel IV; and

WHEREAS, the Borough entered into a Settlement Agreement with Fair Share Housing Center on or about April 20, 2018 establishing the Borough's Third Round affordable housing obligation for the period 1999-2025 and the compliance mechanisms by which the Borough will meet its constitutional obligation to provide for its fair share of affordable housing; and

WHEREAS, the Court entered an order on November 7, 2018 approving the Settlement Agreement by and between the Borough and Fair Share Housing Center finding on a preliminary basis that the Settlement Agreement is fair to low and moderate-income households; and

WHEREAS, the Borough Council of the Borough of Tinton Falls desires to implement the Borough's Third Round Housing Plan Element and Fair Share Plan consistent with the terms of a Settlement Agreement reached between the Borough and Fair Share Housing Center; and

WHEREAS, in accordance with the terms of the Settlement Agreement with Fair Share Housing Center and applicable COAH regulations, the Borough of Tinton Falls is required to adopt a rehabilitation program manual to meet its rehabilitation obligation in connection with its affordable housing obligation for the 1999-2025 time period.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Tinton Falls, in the County of Monmouth, New Jersey, hereby adopts the Rehabilitation Program Manual, dated December 2018.

GARY A. BALDWIN, COUNCIL PRESIDENT

BOROUGH OF TINTON FALLS COUNCIL

Council Member	Moved	Second	Ayes	Nays	Absent	Abstain
Ms. Fama						
Mr. Manginelli						
Mr. Pak						
Mr. Siebert						
Mr. Baldwin						

CERTIFICATION

I, Melissa A. Hesler, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held March 19, 2019.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 19th day of March, 2019

Melissa A. Hesler
Borough Clerk

Tinton Falls, New Jersey

Operating Manual for the Administration of Rental & For Sale Units of a Rehabilitation Program

In Accordance with the Uniform Housing Affordability Controls, N.J.A.C. 5:93
and N.J.A.C. 5:97

Prepared: December 2018

Prepared by



Adopted ____ by: _____

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INTRODUCTION

This Rehabilitation Program Operating Manual has been prepared to assist in the administration of the Borough of Tinton Falls Rehabilitation Program. It will serve as a guide to the program's staff and applicants.

This manual describes the basic content and operation of the program, examines program purposes, and provides the guidelines for implementing the program. It has been prepared with a flexible format allowing for periodic updates of its sections, when required, due to revisions in regulations and/or procedures.

This manual explains the steps in the rehabilitation process. It describes the eligibility requirements for participation in the program, program criteria, funding terms and conditions, cost estimating, contract payments, record keeping and overall program administration. The following represents the procedures developed to offer an applicant the opportunity to apply to the program.

A. Fair Housing and Equal Housing Opportunities



It is unlawful to discriminate against any person making application to participate in the rehabilitation program or rent a unit with regard to race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, familial status, disability, nationality, sex, gender identity or expression or source of lawful income used for mortgage or rental payments.

For more information on discrimination or if anyone feels they are a victim of discrimination, please contact the New Jersey Division on Civil Rights at 1-866-405-3050 or <http://www.state.nj.us/lps/dcr/index.html>.

Fair Housing and Equal Housing Opportunities apply to both owner and tenant applications.

SECTION I. ELIGIBLE PARTICIPANTS

A. Categories of Participants

Both owner-occupied and renter-occupied housing units are eligible to receive funding for rehabilitation provided that the occupants of the units are determined to be low- or moderate-income households and that the units are determined to be substandard. Owners of rental properties do not have to be low- or moderate-income households. If a structure contains two or more units and an owner, who is not income eligible, occupies one unit funding may be provided for the rehabilitation of the rest of the units if income-eligible households occupy those units. Rents must be affordable to low- or moderate-income households.

NOTE: Pursuant to N.J.A.C. 5:97-6.2(b)6 rental units may not be excluded from a municipal rehabilitation program. If a county administers the municipal rehabilitation program and the county program does not include rehabilitation of rental units, the municipality will need to supplement the county program with its own rehabilitation program for rental units.

B. Income Limits for Participation

Household income is defined as the combined annual income of all family members over 18 years of age including wages, Social Security, disability insurance, unemployment insurance, pensions, dividend/interest income, alimony, etc. Each unit's total household income must fall within the State's low and moderate income limits based on family size as follows.

Table 1: 2018 Regional Income Limits (updated annually)

Household Size	Low Income Limit	Moderate Income Limit
1	\$34,723	\$55,557
2	\$39,684	\$63,494
3	\$44,644	\$71,431
4	\$49,605	\$79,368
5	\$53,573	\$85,717
6	\$57,541	\$92,066
7	\$61,510	\$98,416
8	\$65,478	\$104,765

The table above is based on median income figures determined by the Affordable Housing Professionals of New Jersey's (AHPNJ) Regional Income Limits for (Ocean and Monmouth Counties). The Program Administrator will ensure this chart is updated when adjustments to these income figures become available.

C. Program Area

This is a municipal-wide program. The rehabilitation property must be located in the Borough of Tinton Falls.

D. Certification of Substandard

The purpose of the program is to bring substandard housing up to code. Substandard units are those units requiring repair or replacement of at least one major system. A major system is any one of the following:

1. Roof
2. Plumbing (including wells)
3. Heating
4. Electrical
5. Sanitary plumbing (including septic systems)
6. Load bearing structural systems
7. Lead paint abatement
8. Weatherization (building insulation for attic, exterior walls and crawl space, siding to improve energy efficiency, replacement storm windows and storm doors and replacement windows and doors)

Code violations will be determined by an inspection conducted by a licensed inspector.

Section II. Available Benefits

A. Program Financing

The average per unit rehabilitation costs shall be \$10,000. If a particular unit requires more than \$10,000, the Borough will review and approve on a case by case basis.

B. Owner-occupied Units

Eligible property owners may be eligible for an interest free loan which will be due if the property is sold and/or title/occupancy changes between years 1 through 10 except for allowable conditions under loan repayment terms section below.

If the owner decides to sell the property, transfer title, or if the owner should die before the terms of the lien expire, the owner, heirs, executors or legal representatives must repay the loan according to the schedule above upon a title change. If the transfer of title occurs before the ten year period, 100% of the original loan will be due. Rental of house is allowable under certain conditions subject to approval by the Administrative Agent.

Exceptions to Loan Repayment Terms above during the lien period:

1. If the loan transfers due to inheritance of low or moderate income family member beneficiary who will take occupancy upon death of program mortgagee and assume the balance of the lien, or
2. If the house is sold at an affordable price pursuant to N.J.A.C. 5:97-9.3 to someone who can be qualified as income eligible, takes occupancy and agrees to assume the program lien for the remaining duration of the lien period, or
3. If the house is sold at an affordable price pursuant to N.J.A.C. 5:97-9.3 to an investor who assumes the lien and also signs a deed restriction for the remaining duration of the lien period to rent the dwelling at the affordability controls restricted rental rate and according to the affirmative marketing requirements for re-rentals. When this occurs, the Borough's Administrative Agent will be responsible for monitoring compliance over that unit.

C. Renter-occupied Units

Eligible landlords of one-four unit buildings may be eligible for an interest free loan which will be due when title to the property is transferred. The landlords are required to provide at least 50% of the total construction costs needed for each unit to meet the New Jersey State Housing Code, N.J.A.C. 5:28 and each unit must meet the major system repair or replacement requirement. At the time the application is submitted, owners must submit proof of their share through bank statements, credit lines, etc. Title searches and property appraisals will be required to determine if there is sufficient equity in the property to cover to cost of the loan. The landlords will be expected to pay for the costs of the title searches and provide up to date property appraisals. In addition to the interest free, deferred payment loan, a ten-year deed restriction, attached to the mortgage and note, will be used to control the contract rent and ongoing tenant eligibility on rental units that receive

assistance. The loan will be due upon transfer of title to the property; however, the deed restrictions shall remain in effect for ten years from the date the units are certified as standard. There are no monthly payments. The deed restriction will be recorded in the county deed book.

In situations where the non-income eligible owner(s) of eligible rental units occupies a unit in the structure to be rehabilitated, repairs to shared systems (i.e.: roof, heating, foundations, etc.) will be prorated with the owner(s) receiving no financial assistance for the owner's share.

If a unit is vacant upon initial rental subsequent to rehabilitation, or if a renter-occupied unit is re-rented prior to the end of controls of affordability, the deed restriction shall require the unit to be rented to a low- or moderate- income household at an affordable price and affirmatively marketed pursuant to the N.J.A.C. 5:97-9. Rents in rehabilitated units may increase annually based on the standards in N.J.A.C. 5:97-9.

D. Subordination

The Borough of Tinton Falls may agree to subordination of a loan if the mortgage company supplies an appraisal showing that the new loan plus the balance on the old loan does not exceed 95% of the appraised value of the unit. In addition, the household must be recertified as low- or moderate income.

SECTION III. ELIGIBLE PROPERTY IMPROVEMENTS

A. Eligible Improvements

Housing rehabilitation funds may be used only for repairs or system replacements necessary to bring a substandard unit into compliance with municipal health, safety and building codes, applicable code violations, as well as any other cosmetic work that is reasonable and deemed necessary or is related to the necessary repairs.

At least one major system must be replaced or included in the repairs, which include one of the following:

- Roof
- Plumbing (including wells)
- Heating
- Electrical
- Sanitary plumbing (including septic systems)
- Load bearing structural systems
- Lead paint abatement
- Weatherization (building insulation for attic, exterior walls and crawl space, siding to improve energy efficiency, replacement storm windows and storm doors and replacement windows and doors)

The related work may include, but not be limited to the following:

- Interior trim work,

- Interior and/or exterior doors
- Interior and/or exterior hardware
- Window treatment
- Interior stair repair
- Exterior step repair or replacement
- Porch repair
- Wall surface repair
- Painting
- Exterior rain carrying system repair

B. Ineligible Improvements

Work not eligible for program funding includes but is not limited to luxury improvements (improvements which are strictly cosmetic), additions, conversions (basement, garage, porch, attic, etc.), repairs to structures separate from the living units (detached garage, shed, barn, etc.), furnishings, pools, and landscaping. If determined unsafe, stoves may be replaced. The replacement or repair of other appliances is prohibited. Rehabilitation work performed by property owners shall not be funded under this program.

C. Rehabilitation Standards

Upon rehabilitation, housing deficiencies shall be corrected and the unit shall comply with the New Jersey State Housing Code, N.J.A.C. 5:28. For construction projects that require the issuance of a construction permit pursuant to the Uniform Construction Code, the unit must also comply with the requirements of the Rehabilitation Subcode (N.J.A.C. 5:23-6). In these instances, the more restrictive requirements of the New Jersey State Housing Code or the Rehabilitation Subcode shall apply. For projects that require construction permits, the rehabilitated unit shall be considered complete at the date of final approval pursuant to the Uniform Construction Code.

D. Certification of Standard

All code deficiencies noted in the inspection report must be corrected and rehabilitated units must be in compliance with the standards proscribed in sub-section C above upon issuance of a certificate of completion or occupancy. The licensed inspector must certify any structure repaired in whole or in part with rehabilitation funds to be free of any code violations.

E. Emergency Repairs

A situation relating to a safety and/or health hazard for the occupants would constitute an emergency. A municipal inspector will confirm the need for such work. In emergency cases, the formal solicitation process will not be followed. A minimum of three (3) estimates will be obtained when possible for the "emergency" work. However, eligibility, as stated in Section I, subsection B, must be determined prior to soliciting estimates. Application for additional non-emergency work may be made in accordance with the procedures outlined in this Operating Manual. The funding for the emergency work and any additional rehabilitation may not exceed the program financing provisions in Section II, sub-section A.

SECTION IV. OVERVIEW OF ADMINISTRATIVE PROCEDURES

A. Application/Interview

Property owners interested in participating in the housing rehabilitation program may submit preliminary applications to the program staff. Preliminary applications are available at the following locations:

Borough of Tinton Falls Municipal Building
556 Tinton Avenue, Tinton Falls, NJ 07724
Phone: (732) 542-3400
Office Hours: Monday – Friday 8:30AM – 4:30PM

Upon request, the program staff will mail a preliminary application to an interested property owner. If after the program staff reviews a preliminary application an owner-occupant appears to be income eligible, an interview will be arranged with the applicant for a formal application to the program. At the time of the interview, the applicant must present required documentation. Applicants for rental rehabilitation funding must provide a list of tenants and the rents paid by each. The program staff will contact the tenants to provide evidence of income eligibility of the occupants of the units.

Applications will be processed in the order of receipt. Only emergency situations shall be handled out of the order of receipt.

B. Income Eligibility and Program Certification

For the households seeking a determination of income eligibility, both owner-occupants and renter-occupants, all wage earners 18 years of age or older in the household must submit appropriate documentation to document the household income, as further described below.

Property owners of both owner-occupied and renter-occupied units must submit the following documentation:

- Copy of the deed to the property.
- Proof that property taxes and water and sewer bills are current.
- Proof of property insurance, including liability, fire and flood insurance where necessary.

If after review of the income documentation submitted by the applicant's tenants, the tenant is determined to be ineligible, the applicant will receive a letter delineating the reasons for the determination of ineligibility. An applicant may be determined ineligible if the each tenants' income exceeds COAH income limits.

The program staff will arrange for a title search of all properties entering the program. After the initial interview and the program staff has substantiated that the occupant is income-eligible, and the title search is favorable, the Eligible Certification Form will be completed and signed.

Upon confirmation of income eligibility of the applicant or the applicant's tenants, the program staff will send a letter, including the Eligible Certification Form, to the applicant certifying the

applicant's and or tenant's eligibility. Eligibility will remain valid for six months. If the applicant has not signed a contract for rehabilitation within six months of the date of the letter of certifying eligibility, the applicant will be required to reapply for certification.

C. Housing Inspection/Substandard Certification

Once determined eligible, the program staff will arrange for a qualified, licensed, housing/building code inspector to inspect the entire residential property. The licensed inspector will inspect the house, take photographs, and certify that at least one major system is substandard. All required repairs would be identified.

D. Ineligible Properties

If after review of the property documentation submitted and the inspection report and/or work write-up an applicant's property is determined to be ineligible, the program staff will send a letter delineating the reasons for the determination of ineligibility. An applicant's property may be determined ineligible for any one of the following reasons:

- Title search is unfavorable.
- Property does not need sufficient repairs to meet eligibility requirements.
- Real estate taxes are in arrears.
- Proof of property insurance not submitted.
- Property is listed for sale.
- Property is in foreclosure.
- Total debt on the property will exceed the value of the property.

The Borough of Tinton Falls may disqualify properties requiring excessive repairs to meet municipal housing standards. The estimated or bid cost of repairs must exceed 50 percent of the estimated after-rehabilitation value of the property for the municipality to exclude the property.

If after review of the property documentation submitted and the inspection report and/or work write-up an applicant's property is determined to be eligible, the inspector will then certify that the dwelling is substandard by completing and signing the Certificate of Substandard Form and submitting this to the program staff.

E. Cost Estimate

The program staff will prepare or cause to be prepared a Work Write-up and Cost Estimate. This estimate will include a breakdown of each major work item by category as well as by location in the house. It will contain information as to the scope and specifics on the materials to be used. A Cost Estimate will be computed and included within the program documentation. The program staff will review the Preliminary Work Write-up with the property owner.

Only required repairs to units occupied by income eligible households will be funded through the housing rehabilitation program. If the property owner desires work not fundable through the program, including work on an owner-occupied unit of a rental rehabilitation project, work on a

non-eligible rental unit in a multi-unit building or improvements not covered by the program, such work may be added to the work write-up if the property owner provides funds to be deposited in the municipality's Housing Trust Fund prior to the commencement of the rehabilitation of the property equivalent to *(110 percent or a higher percentage)* of the estimated cost of the elective work. Such deposited funds not expended at the time of the issuance of a certificate of completion/occupancy will be returned to the property owner with accrued interest.

F. Contractor Bidding Negotiations

After the unit and the unit occupant have been certified as eligible, the program staff will provide a list of approved, pre-qualified trade contractors for bidding. The property owner reviews this list and selects a minimum of three and a maximum of five contractors from whom to obtain bids. The program staff and property owner will then review these bids. The lowest responsible trade contractor shall then be selected. If the property owner wishes to use a contractor other than the lowest responsible bidder, the property owner shall pay the difference between the lowest bid price and the bid price of the selected contractor.

Property owners may seek proposals from non-program participating contractors. However, the Borough's must pre-approve the contractor prior to submitting a bid.

G. Contract Signing/Pre-Construction Conference

Program staff will meet with the property owner to review all bids by the various trades. This review will include a Final Work Write-up and Cost Estimate. The Contractor Agreement will be prepared by the program staff, as well as the Property Rehabilitation Agreement covering all the required terms and conditions.

The program staff will then call a Pre-Construction Conference. Documents to be executed at the Pre-construction Conference include: Contractors Agreement(s), Right of Entry Document, a Restricted Covenant, Mortgage and Mortgage Note. The property owner, program staff representative, contractor and bank representative will execute the appropriate documents and copies will be provided as appropriate. A staff member will outline project procedures to which property owner must adhere. A Proceed to Work Order, guaranteeing that the work will commence within fifteen (15) calendar days of the date of the conference and be totally completed within ninety (90) days from the start of work, will be issued to each contractor at this Conference.

H. Progress Inspections

The program staff will make periodic inspections to monitor the progress of property improvements. This is necessary to ensure that the ongoing improvements are in accordance with the scope of work outlined in the work write-up. It is the contractor's responsibility to notify the Building Inspector before closing up walls on plumbing and electrical improvements.

I. Change Orders

If it becomes apparent during the course of construction that additional repairs are necessary or the described repair needs to be amended, the program staff will have the qualified professional(s) inspect the areas in need of repair and prepare a change order describing the work to be done. The

applicant and the contractor will review the change order with the program staff and agree on a price. Once all parties approve of the change order and agree on the price, they will sign documents amending the contract agreement to include the change order. Additionally, if the applicant is not funding the additional cost, new financing documents will be executed reflecting the increase.

J. Payment Schedule

The contract will permit three progress payments if the project costs less than \$20,000 or four progress payments if the project costs more than \$20,000. For example: \$24,000 project has four payments, with the first payment of \$10,000 and the remaining payments are divided equally. First payment is made when the project is one-quarter completed. Second payment is made when the project is one-half completed. Third at three quarters completed. Fourth and final payment upon completion.

The contractor will submit a payment request. The applicant will sign a payment approval if both the applicant and housing / building inspector are satisfied with the work performed. The municipality will then release the payment.

Final payment will be released once all final inspections are made, a Certificate of Occupancy is issued (if applicable) and the program staff receives a Property Owner Sign-off letter. The contractor's performance bond will be released within a *minimum of three* months after the final payment is made to the contractor.

K. Appeal Process

If an applicant does not approve a payment that the housing/building inspector has approved, the disputed payment will be appealed to the Borough Council for a hearing. The Borough Council will decide if the payment shall be released to the contractor or the contractor must complete additional work or correct work completed before the release of the payment. The municipality's Council's decision will be binding on both the applicant and the contractor.

L. Final Inspection

Upon notification by the contractor that all work is complete and where required a Certificate of Occupancy has been issued, a final inspection shall be conducted and photographs taken. The program staff (or a representative), the property owner, and the necessary contractors shall be present at the final inspection to respond to any final punch list items.

M. Record Restricted Covenant and Mortgage Documentation

Program staff will file the executed Restricted Covenant and Mortgage with the County Clerk.

N. File Closing

After the final payment is made, the applicant's file will be closed by the program staff.

SECTION V. PROCEDURE FOR INCOME-ELIGIBILITY CERTIFICATION

A. Complete a Household Eligibility Determination Form

The program staff shall require each member of an applicant household who is 18 years of age or older to provide documentation to verify their income, pursuant to the Uniform Housing Affordability Controls at N.J.A.C. 5:80-16.1 et seq. (except for the asset test).¹ Income verification documentation should include, but is not limited to the following for each and every member of a household who is 18 years of age or older:

- Four current consecutive pay stubs [including both the check and the stub], including bonuses, overtime or tips, or a letter from the employer stating the present annual income figure or if self-employed, a current Certified Profit & Loss Statement and Balance Sheet.
- Copies of Federal and State income tax returns for each of the preceding three tax years - A Form 1040 Tax Summary for the past three tax years can be requested from the local Internal Revenue Service Center or by calling 1-800-829-1040.
- A letter or appropriate reporting form verifying monthly benefits such as:
 - Social Security or SSI – Current award letter or computer print-out letter
 - Unemployment – verification of Unemployment Benefits
 - Welfare -TANF² current award letter
 - Disability - Worker's compensation letter or
 - Pension income (monthly or annually) – a pension letter
- A letter or appropriate reporting form verifying any other sources of income claimed by the applicant, such as alimony or child support – copy of court order or recent original letters from the court or education scholarship/stipends – current award letter.
- Current reports of savings and checking accounts (bank statements and passbooks) and income reports from banks or other financial institutions holding or managing trust funds, money market accounts, certificates of deposit, stocks or bonds (In brokerage accounts – most recent statements and/or in certificate form – photocopy of certificates).
- Evidence or reports of income from directly held assets, such as real estate or businesses.

¹ Asset Test – N.J.A.C. 5:80-26.16(b)3 which provides that if an applicant household owns a primary residence with no mortgage on the property valued at or above the regional asset limit as published annually by COAH, a certificate of eligibility shall be denied by the administrative agent, unless the applicant's existing monthly housing costs ...exceed 38 percent of the household's eligible monthly income.

² TANF – Temporary Assistance for Needy Families

- Interest in a corporation or partnership – Federal tax returns for each of the preceding three tax years.
- Current reports of assets – Market Value Appraisal or Realtor Comparative Market Analysis and Bank/Mortgage Co. Statement indicating Current Mortgage Balance. For rental property attach copies of all leases.

The following is a list of various types of wages, payments, rebates and credits. Those that are considered as part of the household's income are listed under Income. Those that are not considered as part of the household's income are listed under Not Income.

Income

1. Wages, salaries, tips, commissions
2. Alimony
3. Regularly scheduled overtime
4. Pensions
5. Social security
6. Unemployment compensation (verify the remaining number of weeks they are eligible to receive)
7. TANF
8. Verified regular child support
9. Disability
10. Net income from business or real estate
11. Interest income from assets such as savings, certificates of deposit, money market accounts, mutual funds, stocks, bonds
12. Imputed interest (using a current average annual rate of two percent) from non-income producing assets, such as equity in real estate. Rent from real estate is considered income, after deduction of any mortgage payments, real estate taxes, property owner's insurance.
13. Rent from real estate is considered income
14. Any other forms of regular income reported to the Internal Revenue Service

Not Income

1. Rebates or credits received under low-income energy assistance programs

2. Food stamps
3. Payments received for foster care
4. Relocation assistance benefits
5. Income of live-in attendants
6. Scholarships
7. Student loans
8. Personal property such as automobiles
9. Lump-sum additions to assets such as inheritances, lottery winnings, gifts, insurance settlements
10. Part-time income of dependents enrolled as full-time students
11. Court ordered payments for alimony or child support paid to another household shall be deducted from gross annual income

To calculate income, the current gross income of the applicant is used to project that income over the next 12 months.

Student Income

Only full-time income of full-time students is included in the income calculation. A full-time student is a member of the household reported to the IRS as a dependent who is enrolled in a degree seeking program for 12 or more credit hours per semester; and part-time income is income earned on less than a 35-hour workweek.

Income from Real Estate

If real estate owned by an applicant for affordable housing is a rental property, the rent is considered income. After deduction of any mortgage payments, real estate taxes, property owner insurance and reasonable property management expenses as reported to the Internal Revenue Service, the remaining amount shall be counted as income.

If an applicant owns real estate with mortgage debt, which is not to be used as rental housing, the Administrative Agent should determine the imputed interest from the value of the property. The Administrative Agent should deduct outstanding mortgage debt from the documented market value established by a market value appraisal. Based on current money market rates, interest will be imputed on the determined value of the real estate.

B. Records Documenting Household Composition and Circumstances

The following are various records for documenting household information:

- Social Security records or cards. Either individual Social Security card or letter from Social Security Administration
- Adoption papers, or legal documents showing adoption in process
- Income tax return
- Birth Certificate or Passport
- Alien Registration Card

Certify the income eligibility of low- and moderate-income households by completing the application form. Provide the household with the original and keep a copy in the project files.

C. Appeals

Appeals from all decisions of an Administrative Agent shall be made in writing to the Executive Director of the Department of Community Affairs (DCA), 101 South Broad Street, P.O. Box 813, Trenton, New Jersey 08615. The Executive Director's written decision, which shall be made within 15 days of receipt of an appeal, shall be a final administrative action of DCA.

SECTION VI. CONTRACTOR RELATED PROCEDURES

A. Contractor Selection

Contractors must apply to the program staff to be placed on the pre-approved contractors list. Contractors seeking inclusion on the list must submit references from at least three recent general contracting jobs. Contractors also must submit documentation proving financial stability and the ability to obtain performance bonds, as performance bonds will be required on every rehabilitation project. If it is ever necessary for the Borough or CME Associates to access the performance bond in order to complete a project, the contractor will be removed from the pre-approved contractors list. Contractors must carry workmen's compensation coverage and liability insurance of at least \$100,000/\$300,000 for bodily injury or death and \$50,000 for property damage. Only licensed tradesmen will be permitted to perform specialty work such as plumbing, heating and electrical.

B. Number of Proposals Required

The property owner will select a minimum of three general contractors from a list of pre-approved contractors. Property owners may not select contractors who do not appear on the list.³ The approved work write-up will be submitted to the selected contractors by the program staff. Contractors must visit the property and submit bids within 14 days. The contract will be awarded

³ The program may permit a property owner to seek proposals from non-program participating contractors. However, the municipality must pre-approve the contractor prior to submitting a bid.

to the lowest bidder⁴, provided that the housing/building inspector or the professional who drafted the work write-up certify that the work can be completed at the price bid and that the bid is reasonably close to the cost estimate. Bids must fall within 10 percent of the cost estimate.

C. Contractor Requirements

Upon notification of selection, the contractor shall submit all required insurance certification to the program staff. A contract signing conference will be called by the program staff to be attended by the property owner and contractor. At the time of Agreement execution, the contractor shall sign a Certification of Work Schedule prepared by the program staff.

SECTION VII. MAINTENANCE OF RECORDS

A. Files To Be Maintained on Every Applicant

The program staff will maintain files on every applicant. All files will contain a preliminary application. If an applicant's preliminary application is approved, and the applicant files a formal application, the file will contain at a minimum:

- Application Form
- Tenant Information Form (Rental Units Only)
- Income Verification
- Letter of Certification of Eligibility or Letter of Determination of Ineligibility

B. Files of applicants approved for the program will also contain the following additional documentation:

- Housing Inspection Report
- Photographs - Before
- Certification of Property Eligibility or Determination of Ineligibility
- Proof of Homeowners Insurance
- Copy of Deed to Property

C. For properties determined eligible for the program where the applicants choose to continue in the program, the files shall contain the following:

- Work Write-Up/Cost Estimate
- Copies of Bids
- Applicant/Contractor Contract Agreement
- Recorded Mortgage/Lien Documents
- Copies of All Required Permits
- Contractor Requests for Progress Payments

⁴ If the property owner wishes to use a contractor other than the lowest responsible bidder, the property owner shall pay the difference between the lowest bid price and the bid price of the selected contractor.

- Progress Payment Inspection Reports
- Progress Payment Vouchers
- Change Orders (If needed)
- Final Inspection Report
- Photographs - After
- Certification of Completion
- Certification of Release of Contractor's Bond

Individual files will be maintained throughout the process.

D. Rehabilitation Log

A rehabilitation log will be maintained by the program staff that depicts the status of all applications in progress.

E. Monitoring

For each unit the following information must be retained to be reported annually:

- Street Address
- Block/Lot/Unit Number
- Owner/Renter
- Income: Very Low/Low/Mod
- Final Inspection Date
- Funds expended on Hard Costs
- Development Fees expended
- Funds Recaptured
- Major Systems Repaired
- Unit Below Code & Raised to Code
- Effective date of affordability controls
- Length of Affordability Controls (years)
- Date Affordability Controls removed
- Reason for removal of Affordability Controls

SECTION VIII. PROGRAM MARKETING

The municipality will conduct a public meeting announcing the implementation of the housing rehabilitation program. For the term of the program, the municipality will include flyers once a year with the tax bills, water bills or other regular municipal mailing to all property owners. Program information will be available at the municipal building, library, and senior center and on the municipal website. Posters regarding the program will be placed in retail businesses throughout the municipality.

Prior to commencement of the program and periodically thereafter, the municipality will hold informational meetings on the program to all interested contractors. Each contractor will have the opportunity to apply for inclusion of the municipal contractor list.

SECTION IX. RENTAL PROCEDURES

Rental units are subject to the Uniform Housing Affordability Controls (UHAC) at N.J.A.C. 5-80:26.1 et. seq. once the rental units are rehabilitated.

A. Fair Housing and Equal Housing Opportunities



It is unlawful to discriminate against any person making application to participate in the rehabilitation program or rent a unit with regard to race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, familial status, disability, nationality, sex, gender identity or expression or source of lawful income used for mortgage or rental payments.

For more information on discrimination or if anyone feels they are a victim of discrimination, please contact the New Jersey Division on Civil Rights at 1-866-405-3050 or <http://www.state.nj.us/lps/dcr/index.html>.

B. Overview of the Affordable Housing Administration Process for Rental Units

- The Municipal Housing Liaison serves as an initial point of contact for unsolicited calls to the municipality about affordable housing and to appropriately direct applicants to CMF Associates, the Administrative Agent.
- The Administrative Agent implements the Borough's Affirmative Marketing Plan.
- The Administrative Agent serves as the initial point of contact for all inquiries generated by the affirmative marketing efforts and sends out pre-applications to interested callers.
- The Administrative Agent will accept these returned pre-applications for a specific period of time, for example, 30 to 90 days. At the end of this time period these applications will be randomly selected, through a lottery, to create a pool of applicants.
- The Administrative Agent pre-qualifies applicants in the applicant pool for income eligibility and sends either a rejection letter to those over income or a preliminary approval letter to those who appear income-eligible.
- When a unit becomes available, the Administrative Agent will interview the applicant households and proceed with the income qualification process.
- The Administrative Agent must notify applicant households in writing of certification or denial within 20 days of the determination.
- Once certified, households are further screened to match household size to bedroom size.
- Certified households that are approved for a rental affordable housing unit will sign all applicable documents, which shall be held in the applicant file. Applicants then make an appointment with the leasing agent. Applicant households seeking rental units proceed with a credit check, which is generally conducted by the developer, affordable housing

sponsor or landlord. If approved, the applicant will sign the lease, pay the first month's rent and the security deposit and receive the keys.

- The certified household moves in to the affordable rental unit.

C. Roles and Responsibilities

Responsibilities of the Municipal Housing Liaison

The Municipal Housing Liaison is responsible for coordinating all the activities of the municipal government as it relates to the creation and administration of affordable housing units, in conjunction with the Municipal Attorney, where appropriate (see the section **Responsibilities of the Municipal Attorney**). The primary purpose of the Municipal Housing Liaison is to ensure that all affordable housing projects are established and administered according to the Regulations as outlined in an Operating Manual. The duties of the Municipal Housing Liaison include the following duties, and may include the responsibilities for providing administrative services as described in the next Section under, Responsibilities of an Administrative Agent.

Monitor the status of all restricted units in the municipality's Fair Share Plan. Regardless of any arrangements the municipality may have with one or more Administrative Agents, it is the Municipal Housing Liaison's responsibility to know the status of all restricted units in their community.

Serve as the municipality's primary point of contact for all inquiries from the State, Administrative Agents, developers, affordable housing sponsors, owners, property managers, and interested households. The Municipal Housing Liaison serves as the municipality's primary point of contact on affordable housing issues. Interested applicants should be provided with information on the types of affordable units within the municipality and, where applicable, the name of the Administrative Agent that manages the units and the contact information for the Administrative Agent.

Compile, verify and submit annual reporting. Administrative Agents are responsible for collecting much of the data that is ultimately included in an annual DCA monitoring report. However, it is the Municipal Housing Liaison's responsibility to collect and verify this data and consolidate it into the annual report to DCA. Any requests from DCA for additional information or corrections will be directed to the Municipal Housing Liaison.

Provide Administrative Services, unless those services are contracted out. The responsibilities for providing administrative services are described in the next Section under, **Responsibilities of an Administrative Agent**.

Responsibilities of an Administrative Agent

The primary responsibility of an Administrative Agent is to establish and enforce affordability controls and ensure that units in their portfolio are rented to eligible households. Administrative Agents must:

Secure written acknowledgement from all owners that no restricted unit can be offered or in any other way committed to any person other than a household duly certified by the Administrative Agent.

Create and adhere to an Operating Manual. Administrative Agents are required to follow the policies and procedures of an Operating Manual, as applicable to the scope of services they have been contracted to perform.

Implement the municipality's Affirmative Marketing Plan. The Administrative Agent, CME Associates, is responsible for implementing the Affirmative Marketing Plan adopted by the Borough. At the first meeting with the Municipal Housing Liaison, Administrative Agent, and the developer, affordable housing sponsor or owner this responsibility should be discussed. Advertising costs may also be delegated to the developer, but this must be established by ordinance and a condition of approval of the Planning Board or Zoning Board.

Accept applications from interested households. In response to marketing initiatives or by referral from the Municipal Housing Liaison, interested households will contact the Administrative Agent. The Administrative Agent will supply applicants with applications, provide additional information on available units and accept completed applications.

Conduct random selection of applicants for rental of restricted units. The Administrative Agent is responsible for conducting the random selection in accordance with the Affirmative Marketing Plan and any related local ordinances, and as described in the Operating Manual.

Create and maintain a pool of applicant households. This includes reaching out to households in the applicant pool to determine continued interest and/or changes in household size and income.

Determine eligibility of households. The task of collecting application materials and documentation from applicant households and analyzing it for eligibility is the responsibility of an Administrative Agent. A written determination on a household's eligibility must be provided within twenty (20) days of the Agent's determination of eligibility or non-eligibility. Whether or not the household is determined to be eligible for a unit, it is an Administrative Agent's responsibility to secure all information provided by the household in individual files and to maintain strict confidentiality of all information regarding that household. An Administrative Agent is required to ensure that all certified applicants execute a certificate acknowledging the rights and requirements of renting an affordable unit, in the form of Appendix K of UHAC.

Establish and maintain effective communication with property managers and landlords. Property managers and landlords of restricted units should be instructed and regularly reminded that the Administrative Agent is their primary point of contact. The Administrative Agent must immediately inform all property managers and landlords of any changes to the Administrative Agent's contact information or business hours.

Property managers and landlords shall immediately contact the Administrative Agent:

- Upon learning that an affordable rental unit will be vacated.
- For review and approval of annual rental increases.

Provide annual notification of maximum rents. Each year when DCA releases its low- and moderate-income limits, rental households must be notified of the new maximum rent that may be charged for their unit. The Administrative Agent's contact information must be included on such notification in case the tenant is being overcharged.

Serve as the custodian of all legal documents. An Administrative Agent is responsible for maintaining original of all legal instruments for the units in their portfolio. Throughout the duration of a control period, an Administrative Agent must maintain a file containing its affordability control documents. This includes, but is not limited to, the recorded Declarations of Covenants, Conditions and Restrictions, Deed Restrictions, Deeds, Repayment Mortgages, Repayment Mortgage Notes, Leases and Rental Certifications.

Serve as point of contact on all matters relating to affordability controls. It is recommended that the Administrative Agent develop a system to be notified by lenders when a unit is at risk of foreclosure. In the event of a foreclosure, the Administrative Agent should work with the foreclosing institution to ensure that the affordability controls are maintained. The Administrative Agent should seek the counsel of the municipality's attorney on legal matters that threaten the durability of the affordability controls.

Provide annual activity reports to Municipal Housing Liaison for use in the annual DCA monitoring report. An Administrative Agent is responsible for collecting the reporting data on each unit in their portfolio.

Maintain and distribute information on HUD-approved Housing Counseling Programs.

Responsibilities of the Municipal Attorney

The Municipal Attorney assists the municipality with developing, administering, and enforcing affordability controls, including but not limited to providing all reasonable and necessary assistance in support of the Administrative Agent's efforts to ensure compliance with the housing affordability controls.

Responsibilities of Owners of Rental Units

Open and direct communication between the Owners of rental units, the Municipal Housing Liaison, and the Administrative Agent is essential to ongoing administration of affordability controls. Although the Administrative Agent is required to serve as the primary point of contact with households, the Owner must provide the Municipal Housing Liaison and Administrative Agent with information on vacancies. Owners of rental units are also responsible for working with the Administrative Agent to ensure that the Municipal Housing Liaison has all necessary information to complete the annual DCA reporting.

Responsibilities of Landlords and Property Managers

Landlords and property managers must place a notice in all rental properties annually informing residents of the rent increase for the year and the contact information for the Administrative Agent.

Affirmative Marketing

Overview of the Requirements of an Affirmative Marketing Plan

All affordable units are required to be affirmatively marketed using Borough of Tinton Falls' Affirmative Marketing Plan. Borough of Tinton Falls' Affirmative Marketing Plan can be found under separate cover on file at the Borough Municipal Building or with the Administrative Agent, CME Associates.

Implementation of the Affirmative Marketing Plan

The affirmative marketing process for affordable units shall begin at least four months prior to expected occupancy. In implementing the marketing program, the Administrative Agent, CME Associates, shall undertake all of the strategies outlined in the Borough of Tinton Falls' Affirmative Marketing Plan. Advertising and outreach shall take place during the first week of the marketing program and each month thereafter until all the units have been sold or rented. Applications for affordable housing shall be available in several locations in accordance with the Affirmative Marketing Plan. The time period when applications will be accepted will be posted with the applications. Applications shall be mailed to prospective applicants upon request. An applicant pool will be maintained by the Administrative Agent for re-rentals. When a re-rental affordable unit becomes available, applicants will be selected from the applicant pool and, if necessary, the unit will be affirmatively marketed as described above.

Initial Randomization

Applicants are selected at random before income-eligibility is determined, regardless of household size or desired number of bedrooms. The process is as follows:

After advertising is implemented, applications are accepted for up to 30 days. Applicants will be asked where they learned of the housing opportunity. The Administrative Agent will pre-qualify applicants as soon as applications are received, and only place preliminary income-eligible applications in the lottery, provided that applicants are notified in writing of eligibility and non-eligibility in advance of the lottery.

At the end of the period, sealed applications are selected one-by-one through a lottery (unless fewer applications are received than the number of available units, then all eligible households will be placed in a unit).

Households are informed of the date, time and location of the lottery and invited to attend.

An applicant pool is created by listing applicants in the order selected.

Applications are reviewed for income-eligibility. Ineligible households are informed that they are being removed from the applicant pool or given the opportunity to correct and/or update income and household information.

Eligible households are matched to available units based upon the number of bedrooms needed (and any other special requirements, such as the need for an accessible unit).

For future re-rentals the Administrative Agent will keep the applicant pool open after the initial lottery and add names to the existing list based on time and date of submission. This procedure may only be followed if the Administrative Agent engages in ongoing monthly affirmative marketing efforts according to the approved Affirmative Marketing Plan to ensure outreach to the housing region.

Randomization after Certification

Random selection is conducted when a unit is available, and only certified households seeking the type and bedroom size of the available unit are placed in the lottery. The process is as follows:

After advertising is implemented, applications are accepted for 60 days.

All applications are reviewed and households are either certified or informed of non-eligibility. (The certification is valid for 180 days, and may be renewed by updating income-verification information.)

Eligible households are placed in applicant pools based upon the number of bedrooms needed (and any other special requirements, such as the need for an accessible unit)

When a unit is available, only the certified households in need of that type of unit are selected for a lottery.

Households are informed of the date, time, and location of the lottery and invited to attend.

After the lottery is conducted, the first household selected is given 20 days to express interest or disinterest in the unit. (If the first household is not interested in the unit, this process continues until a certified household selects the unit.)

Applications are accepted on an ongoing basis, certified households are added to the pool for the appropriate household income and size categories, and advertising and outreach is ongoing, according to the Affirmative Marketing Plan.

Matching Households To Available Units

In referring certified households to specific restricted units, to the extent feasible, and without causing an undue delay in occupying the unit, the Administrative Agent shall strive to implement the following policies:

- Provide an occupant for each unit bedroom;
- Provide children of different sex with separate bedrooms;
- Prevent more than two persons from occupying a single bedroom;
- Require that all the bedrooms be used as bedrooms; and
- Require that a couple requesting a two-bedroom unit provide a doctor's note justifying such request.

The Administrative Agent cannot require an applicant household to take an affordable unit with a greater number of bedrooms, as long as overcrowding is not a factor. A household can be eligible for more than one unit category, and should be placed in the applicant pool for all categories for which it is eligible.

Maximum Monthly Payments

The percentage of funds that a household can contribute toward housing expenses is limited. However, an applicant may qualify for an exception based on the household's current housing cost (see below). The Administrative Agent will strive to place an applicant in a unit with a monthly housing cost equal to or less than the applicant's current housing cost.

UHAC states that a certified household is not permitted to lease a restricted rental unit that would require more than 35 percent of the verified household income (40 percent for age-restricted units) to pay rent and utilities. However, at the discretion of the Administrative Agent, this limit may be exceeded if:

- The household currently pays more than 35 percent (40 percent for households eligible for age-restricted units) of its gross household income for rent and the proposed rent will reduce the household's housing costs;
- The household has consistently paid more than 35 percent (40 percent for households eligible for age-restricted units) of eligible monthly income for rent in the past and has proven its ability to pay;
- The household is currently in substandard or overcrowded living conditions;
- The household documents the existence of assets, with which the household proposes to supplement the rent payments; or
- The household documents proposed third party assistance from an outside source such as a family member in a form acceptable to the Administrative Agent and the Owner of the unit; and
- The household receives budget counseling.

Housing Counseling

The Administrative Agent is responsible for providing referrals for counseling, as a part of the Affirmative Marketing Plan and during the application process. Although housing counseling is recommended, a household is only required to attend counseling if their monthly housing expense exceeds UHAC standards. A HUD-approved housing counseling agency, or a counseling agency approved by the NJ Department of Banking and Insurance, meets UHAC's requirements for an experienced Housing Counseling Agency. The Agent will make referrals to one of the HUD-approved housing counseling agencies in New Jersey. This counseling to low- and moderate-income housing applicants will focus on subjects such as budgeting, credit issues, and mortgage qualification, and is free of charge. A list of non-profit counselors approved by HUD and/or the New Jersey Department of Banking and Insurance is included on DCA's website and is available from the Administrative Agent.

The Applicant Interview

Ideally, the prospective applicant will be available to meet with the Administrative Agent to review the certification and random selection processes in detail and ask any questions they may have about the project or the process. However, scheduling time off from work may prove burdensome to the applicant. Applicants may also have mobility issues or special needs that also pose an obstacle to an interview. Therefore, the Administrative Agent is prepared to complete the certification process via telephone and mail. If an interview is to be conducted, the Administrative Agent will attempt to achieve the following objectives:

- Confirm and update all information provided on the application.
- Explain program requirements, procedures used to verify information, and penalties for providing false information. Ask the head of household, co-head, spouse and household members over age 18 to sign the Authorization for Release of Information forms and other verification requests.
- Review the applicant's identification and financial information and documentation, ask any questions to clarify information on the application, and obtain any additional information needed to verify the household's income.
- Make sure the applicant has reported all sources for earned and benefit income and assets (including assets disposed of for less than fair market value in the past two years). Require the applicant to give a written certification as to whether any household member did or did not dispose of any assets for less than fair market value during the past two years.

Determining Affordable Rents

To determine the initial rents the Administrative Agent uses the COAH calculators located at <http://www.hudscr.org/portal/datasets/il.html>.

Pricing by Household Size. Initial rents are based on targeted “model” household sizes for each size home as determined by the number of bedrooms. Initial rents must adhere to the following rules. These maximum sales prices and rents are based on DCA’s Annual Regional Income Limits Chart at the time of occupancy:

- A studio shall be affordable to a one-person household;
- A one-bedroom unit shall be affordable to a one- and one-half person household;
- A two-bedroom unit shall be affordable to a three-person household;
- A three-bedroom unit shall be affordable to a four- and one-half person household; and
- A four-bedroom unit shall be affordable to a six-person household.

Size of Unit	Household Size Used to Determine Max Rent
Studio/Efficiency	1
1 Bedroom	1.5
2 Bedrooms	3
3 Bedrooms	4.5
4 Bedrooms	6

The above rules are only to be used for setting initial rents. They are not guidelines for matching household sizes with unit sizes. The pricing of age-restricted units may not exceed affordability based on a two-person household.

Split Between Low- and Moderate-income Rental Units. At least 50 percent (of the affordable units within each bedroom distribution (unit size) must be low-income units and at least 10 percent of the affordable units within each bedroom distribution must be affordable to households earning no more than 35 percent of the regional median income. The remainder of the affordable units must be affordable to moderate-income households.

Affordability Average. The average rent for all affordable units cannot exceed 52 percent of the regional median income. At least one rent for each bedroom type must be offered for both low-income and moderate-income units. Calculation of the affordability average is available on DCA’s website.

Maximum Rent. The maximum rent of restricted rental units within each affordable development shall be affordable to households earning no more than 60 percent of the regional median income.

Determining Rent Increases

Annual rent increases are permitted in affordable units. Rent increases are permitted at the anniversary of tenancy according to DCA’s Annual Regional Income Limits Chart, available online. These increases must be filed & approved by the Administrative Agent. Property managers or landlords who have charged less than the permissible increase may use the maximum allowable rent with the next tenant with permission of the Administrative Agent. The maximum allowable rent would be calculated by starting with the rent schedule approved as part of initial lease-up of the development, and calculating the annual DCA-approved increase from the initial lease-up year to the present. Rents may not be increased more than once a year, may not be increased by more than one DCA-approved increment at a time, and may not be increased at the time of new occupancy if this occurs less than one year from the last rental. No additional fees may be added to the approved rent without the express written approval of the Administrative Agent.

Rehabilitation Program Audit Checklist

	UP-TO-DATE OPERATING MANUAL	Comments
<input type="checkbox"/>	Income Limits	
<input type="checkbox"/>	List of Pre-Qualified Contractors	
<input type="checkbox"/>	Sample Forms and Letters	
	MAINTENANCE OF RECORDS	
	Files To Be Maintained on Every Applicant	
<input type="checkbox"/>	Preliminary Application	
<input type="checkbox"/>	Application Form	
<input type="checkbox"/>	Income Verification	
<input type="checkbox"/>	Letter of Certification of Eligibility or	
<input type="checkbox"/>	Letter of Determination of Ineligibility.	
	Files to be Maintained on Every Property	
<input type="checkbox"/>	Housing Inspection Report.	
<input type="checkbox"/>	Photographs – Before Certification of Property	
<input type="checkbox"/>	Homeowner's Insurance	
<input type="checkbox"/>	Property Deed	
<input type="checkbox"/>	Eligibility or Determination of Ineligibility	
<input type="checkbox"/>	Work Write-Up/Cost Estimate.	
<input type="checkbox"/>	Applicant/Contractor Contract Agreement.	
<input type="checkbox"/>	Mortgage/Lien Documents.	
<input type="checkbox"/>	Copies of All Required Permits.	
<input type="checkbox"/>	Contractor Requests for Progress Payments.	
<input type="checkbox"/>	Progress Payment Inspection Reports.	
<input type="checkbox"/>	Progress Payment Vouchers.	
<input type="checkbox"/>	Change Orders (If Needed).	
<input type="checkbox"/>	Final Inspection Report.	
<input type="checkbox"/>	Photographs - After	
<input type="checkbox"/>	Certification of Completion.	
<input type="checkbox"/>	Certification of Release of Contractor's Bond.	
<input type="checkbox"/>	Rehabilitation Log	
	MONITORING INFORMATION	
<input type="checkbox"/>	Complete Monitoring Reporting Forms	
	PROGRAM MARKETING	
<input type="checkbox"/>	Annual Public Hearing Notice on Program	
<input type="checkbox"/>	Program Flyer	
<input type="checkbox"/>	Program Brochure	
<input type="checkbox"/>	Flyer mailed Annually to All Property Owners	
<input type="checkbox"/>	Program information available in municipal building, library and senior center.	
<input type="checkbox"/>	Program information posted on municipal website.	
<input type="checkbox"/>	Program posters placed in retail businesses throughout the municipality.	

Rehabilitation Program Audit Checklist For Rental Units

	UP-TO-DATE OPERATING MANUAL	Comments
<input type="checkbox"/>	Income Limits	
<input type="checkbox"/>	Sample Forms and Letters	
	AFFIRMATIVE MARKETING	
<input type="checkbox"/>	Copies of Ads	
<input type="checkbox"/>	Copies of PSA Requests	
<input type="checkbox"/>	Copies of Marketing Requests	
	RANDOM SELECTION	
<input type="checkbox"/>	Log of Applications Received	
<input type="checkbox"/>	Log of Random Selection Results	
<input type="checkbox"/>	Database of Referrals	
	MAINTENANCE OF RECORDS	
	Files To Be Maintained on Every Applicant	
<input type="checkbox"/>	Preliminary Application.	
<input type="checkbox"/>	Application Form.	
<input type="checkbox"/>	Tenant Information Form	
<input type="checkbox"/>	Income Verification	
<input type="checkbox"/>	Letter of Certification of Eligibility or	
<input type="checkbox"/>	Letter of Determination of Ineligibility	
	Files To Be Maintained on Every Rental Unit	
<input type="checkbox"/>	Base rent	
<input type="checkbox"/>	Identification as low- or moderate-income	
<input type="checkbox"/>	Description of number of bedrooms and physical layout	
<input type="checkbox"/>	Floor plan	
<input type="checkbox"/>	Application materials, verifications and certifications of	
<input type="checkbox"/>	all present tenants, pertinent correspondence	
<input type="checkbox"/>	Copy of lease	
<input type="checkbox"/>	Appendix K	
	Files To Be Maintained on Every Property	
	Dccd	

**RESOLUTION OF THE BOROUGH OF TINTON FALLS ADOPTING AN AFFIRMATIVE
MARKETING PLAN FOR AFFORDABLE HOUSING UNITS WITHIN THE BOROUGH**

WHEREAS, the Borough of Tinton Falls ("Borough") filed a Mt. Laurel declaratory judgment action in the Superior Court of New Jersey, Law-Division bearing the caption In the Matter of the Borough of Application of the Borough of Tinton Falls, Docket No. MON-L-2475-15 following the New Jersey Supreme Court's decision in Mt. Laurel IV; and

WHEREAS, the Borough entered into a Settlement Agreement with Fair Share Housing Center on or about April 20, 2018 establishing the Borough's Third Round affordable housing obligation for the period 1999-2025 and the compliance mechanisms by which the Borough will meet its constitutional obligation to provide for its fair share of affordable housing; and

WHEREAS, the Court entered an order on November 7, 2018 approving the Settlement Agreement by and between the Borough and Fair Share Housing Center finding on a preliminary basis that the Settlement Agreement is fair to low and moderate-income households; and

WHEREAS, in accordance with COAH'S regulations at N.J.A.C. 5:93-1, et seq., the New Jersey Uniform Housing Affordability Controls pursuant to N.J.A.C. 5:80-26., et seq., and the terms of the Settlement Agreement with Fair Share Housing Center, the Borough of Tinton Falls is required to adopt by resolution an Affirmative Marketing Plan to ensure that all affordable housing units created, including those created by rehabilitation, are affirmatively marketed to low and moderate income households, particularly those living and/or working within Housing Region 4, which encompasses Mercer, Monmouth and Ocean counties; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Tinton Falls, County of Monmouth, State of New Jersey, does hereby adopt the following Affirmative Marketing Plan:

Affirmative Marketing Plan

- A. All affordable housing units in the Borough of Tinton Falls shall be marketed in accordance with the provisions herein unless otherwise provided in N.J.A.C. 5:93-1, et seq.
- B. The Borough of Tinton Falls has a Third Round obligation. This Affirmative Marketing Plan shall apply to all developments that require an Affirmative Marketing Plan or will contain low and moderate income units, including those that are part of the Borough's current Housing Element and Fair Share Plan and those that may be constructed in future developments not contemplated in the Borough's Housing Element and Fair Share Plan. This Affirmative Marketing Plan shall also apply to any rehabilitated rental units that are vacated and re-rented during the applicable period of controls for identified rehabilitated rental units.
- C. The Affirmative Marketing Plan shall be implemented by the Administrative Agent under contract to the Borough of Tinton Falls. All of the costs of advertising and affirmatively marketing affordable housing units shall be borne by the developer/seller/owner of the affordable unit(s).
- D. In implementing the Affirmative Marketing Plan, the Administrative Agent, acting on behalf of the Borough, shall undertake all of the following strategies:
 - I. Publication of one advertisement in a newspaper of general circulation within the housing region.

2. Broadcast of one advertisement by a radio or television station broadcasting throughout the housing region.
 3. At least one additional regional marketing strategy using one of the other sources listed below.
- E. The Affirmative Marketing Plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age or number of children to housing units which are being marketed by a developer or sponsor of affordable housing. The Affirmative Marketing Plan is also intended to target those potentially eligible persons who are least likely to apply for affordable units in that region. It is a continuing program that directs all marketing activities toward Housing Region 4 in which the Borough is located and covers the entire period of deed restriction for each restricted housing unit.
- F. The Affirmative Marketing Plan is a continuing program intended to be followed throughout the entire period of restrictions and shall meet the following requirements:
1. All newspaper articles, announcements and requests for application for low and moderate income units shall appear in the Trentonian, Asbury Park Press, and The Beacon.
 2. The primary marketing shall take the form of at least one press release and a paid display advertisement in the above newspapers once a week for four consecutive weeks. Additional advertising and publicity shall be on an "as needed" basis. The developer/owner shall disseminate all public service announcements and pay for display advertisements. The developer/owner shall provide proof of publication to the Administrative Agent. All press releases and advertisements shall be approved in advance by the Borough's Administrative Agent.
 3. The advertisement shall include a description of the:
 - i. Location of the units;
 - ii. Direction of the units;
 - iii. Range of prices for the units;
 - iv. Size, as measured in bedrooms, of units;
 - v. Maximum income permitted to qualify for the units;
 - vi. Location of applications;
 - vii. Business hours when interested households may obtain an application; and
 - viii. Application fees.
 4. Newspaper articles, announcements and information on where to request applications for low and moderate income housing shall appear at least once a week for four consecutive weeks in at least three locally oriented weekly newspapers within the region, one of which shall be circulated primarily in Monmouth County and the other two of which shall be circulated primarily outside of Monmouth County but within the housing region.

5. The following regional radio station shall be used during the first month of advertising. The developer must provide satisfactory proof of public dissemination:
 - i. 1450 WCTC (Beasley Broadcast Group)
6. Applications, brochure(s), sign(s), and/or poster(s) used as part of the affirmative marketing program shall be available/posted in the following locations:
 - i. Borough Hall
 - ii. Borough Public Library
 - iii. Borough Website
 - iv. Developer's Sales/Rental Office
 - v. Mercer County Library Headquarters
 - vi. Monmouth County Headquarters Library
 - vii. Ocean County Library

Applications shall be mailed by the Administrative Agent to the prospective applications upon request. Also, applications shall be made available at the developer's sales/rental office and shall be mailed to prospective applicants upon request.

7. The Administrative Agent shall develop, maintain and update a list of community contact person(s) and/or organization(s) in Mercer, Monmouth, and Ocean Counties that will aid in the affirmative marketing program with particular emphasis on contacts that will reach out to groups that are least likely to apply for housing within the region, including major regional employers.
 - i. Quarterly informational flyers and applications shall be sent to each of the following agencies for publication in their journals and for circulation among their members:
 - Mercer County Board of Realtors
 - Monmouth County Board of Realtors
 - Ocean County Board of Realtors
 - ii. Quarterly informational circulars and applications shall be sent to the administrators of each of the following agencies in the counties of Mercer, Monmouth, and Ocean:
 - Welfare or Social Service Board
 - Rental Assistance Office (local office of DCA)
 - Office on Aging
 - Housing Authority

Community Action Agencies

Community Development Departments

- iii. Quarterly informational circulars and applications shall be sent to the chief personnel administrators of all the major employers within the region as listed on Attachment A in accordance with the Region 4 Affirmative Marketing Plan.
- iv. Quarterly informational circulars, applications, and copies of press releases and advertisements of the availability of low and moderate income housing shall be sent to the following additional community and regional organizations:

Fair Share Housing Center

New Jersey State Conference of NAACP

Asbury Park/Neptune

Greater Freehold NAACP

Greater Red Bank NAACP

Long Branch NAACP

Senior Citizens United Community Services (SCUCS)

STEPS Conference

Supportive Housing Association

The Latino Action Network

8. A random selection method to select occupants of low and moderate income housing will be used by the Administrative Agent in conformance with N.J.A.C. 5:80-26.16(I). The Affirmative Marketing Plan shall provide a regional preference for all households that live and/or work in Housing Region 4 comprised of Mercer, Monmouth, and Ocean Counties.
9. The Administrative Agent shall administer the Affirmative Marketing Plan. The Administrative Agent has the responsibility to income qualify low and moderate income households; to place income eligible households in low and moderate income units upon initial occupancy; to provide for the initial occupancy of low and moderate income units with income qualified households; to continue to qualify households for re-occupancy of units as they become vacant during the period of affordability controls; to assist with outreach to low and moderate income households; and to enforce the terms of the deed restriction and mortgage loan as per N.J.A.C. 5:80-26.1, et seq.
10. The Administrative Agent shall provide or direct qualified low and moderate income applicants to counseling services on subjects such as budgeting, credit issues, mortgage qualifications, rental lease requirements and landlord/tenant law and shall develop, maintain and update a list of entities and lenders willing and able to perform such services.

11. All developers/owners of low and moderate income housing units shall be required to undertake and pay the costs of the marketing of the affordable units in their respective developments, subject to the direction and supervision of the Administrative Agent.
12. The implementation of the Affirmative Marketing Plan for a development that includes affordable housing shall commence at least 120 days before the issuance of either a temporary or permanent certificate of occupancy. The implementation of the Affirmative Marketing Plan shall continue until all low income housing units are initially occupied and for as long as affordable units exist that remain deed restricted and for which the occupancy or re-occupancy of units continues to be necessary.
13. The Administrative Agent shall provide the Affordable Housing Liaison with the information required to comply with monitoring and reporting requirements pursuant to N.J.A.C.5:80-26-1, et seq. and the Order granting the Borough a Final Judgment of Compliance and Repose.

GARY A. BALDWIN, COUNCIL PRESIDENT

BOROUGH OF TINTON FALLS COUNCIL.

Council Member	Moved	Second	Ayes	Nays	Absent	Abstain
Ms. Fama						
Mr. Manginelli						
Mr. Pak						
Mr. Siebert						
Mr. Baldwin						

CERTIFICATION

I, Melissa A. Hesler, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held March 19, 2019.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 19th day of March, 2019

Melissa A. Hesler
Borough Clerk

**RESOLUTION CERTIFYING COMPLIANCE WITH UNITED STATES EQUAL
EMPLOYMENT OPPORTUNITY COMMISSION'S GUIDANCE ON THE
CONSIDERATION OF ARREST AND CONVICTION RECORDS**

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Tinton Falls in the County of Monmouth, State of New Jersey that it hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Borough Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

GARY A. BALDWIN, COUNCIL PRESIDENT

BOROUGH OF TINTON FALLS COUNCIL

Council Member	Moved	Second	Ayes	Nays	Absent	Abstain
Ms. Fama						
Mr. Manginelli						
Mr. Pak						
Mr. Siebert						
Mr. Baldwin						

CERTIFICATION

I, Melissa A. Hesler, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held March 19, 2019.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 19th day of March, 2019.

Melissa A. Hesler
Borough Clerk

RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE BOROUGH OF TINTON FALLS AND THE MONMOUTH COUNTY S.P.C.A. FOR A TRAP, NEUTER AND RELEASE PROGRAM

WHEREAS, the Borough of Tinton Falls desires to implement a Trap, Neuter and Release ("TNR") Program in the Borough for the purpose of humanely trapping, neutering, vaccinating and spaying and neutering of feral cats; and

WHEREAS, the Monmouth County S.P.C.A. is a duly licensed animal shelter under the authority of New Jersey State Title 4 and is willing to act as the approved sponsor of said TNR Program; and

WHEREAS, there will be a \$75.00 fee per feral cat under the TNR Program, of which the Borough will be responsible for 50% (\$37.50) of said fee, not to exceed a total annual cost of \$3,750.00; and

WHEREAS, the necessary funds have been certified by the Director of Finance and are available in the Animal Control Trust Fund; and

WHEREAS, a Memorandum of Understanding ("MOU") has been prepared by the S.P.C.A. and has been reviewed by the Borough and requires execution by the Mayor in order to implement the TNR Program; and

WHEREAS, the MOU requires the Borough to appoint a designee to represent the Borough on matters related to the TNR Program, and the Borough desires to appoint Kerry Morgenthaler as the Borough designee;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Tinton Falls that the Mayor is hereby authorized to execute the Memorandum of Understanding between the Borough of Tinton Falls and the Monmouth County S.P.C.A for the implementation of the Trap, Neuter and Release Program in the Borough; and

BE IT FURTHER RESOLVED that Kerry Morgenthaler is hereby appointed as the Borough's designee for matters related to the TNR Program; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Monmouth County S.P.C.A. and to the Director of Finance.

CERTIFICATION OF FUNDS:

Thomas P. Fallon, Chief Financial Officer

Gary A. Baldwin, Council President

BOROUGH OF TINTON FALLS COUNCIL

Council Member	Moved	Second	Ayes	Nays	Absent	Abstain
Ms. Pama						
Mr. Manginelli						
Mr. Pak						
Mr. Siebert						
Mr. Baldwin						

CERTIFICATION

I, Melissa A. Hesler, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held March 19, 2019.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 19th day of March, 2019.

Melissa A. Hesler
Borough Clerk

**RESOLUTION AUTHORIZING THE AWARD OF A "FAIR AND OPEN" CONTRACT FOR
RFP #14-19 REAL PROPERTY DATA COLLECTION AND VERIFICATION SERVICES IN
ACCORDANCE WITH THE ASSESSMENT DEMONSTRATION PROGRAM**

WHEREAS, the Borough of Tinton Falls has a need for a Real Property Data Collection and Verification Services in Accordance with the Assessment Demonstration Program; and

WHEREAS, the Borough of Tinton Falls has, through the fair and open process, advertised on its website and in the Asbury Park Press on Monday, December 17, 2018, the solicitation for receipt of proposals for Real Property Data Collection and Verification Services in Accordance with the Assessment Demonstration Program, and one (1) proposal was received and documented on Tuesday, January 8, 2019; and

WHEREAS, the Borough has reviewed the proposal received, and it was determined the firm of Realty Data Systems, 55 White Road, Suite C, Shrewsbury, NJ 07702 satisfies the requisites contained in the Request for Proposals; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$208,764.00 over five (5) years.

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Tinton Falls as follows:

1. The firm of Realty Data Systems, 55 White Road, Suite C, Shrewsbury, NJ 07702 is hereby retained as described above for an amount not to exceed \$208,764.00 over the five (5) year term of the Agreement.

2. This contract is awarded through the fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5(1)(a) because it is for services performed by persons authorized by law to practice a recognized profession.

3. A copy of this Resolution as well as the contract shall be placed on file with the Clerk of the Borough of Tinton Falls.

4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

I hereby certify funds availability contingent upon the necessary funds being appropriated by the governing body in the 2019 Municipal Budget: Assessor: Other - \$41,752.80

Thomas P. Fallon, Chief Financial Officer

Gary A. Baldwin, Council President

BOROUGH OF TINTON FALLS COUNCIL

Council Member	Moved	Second	Ayes	Nays	Absent	Abstain
Ms. Fama						
Mr. Manginelli						
Mr. Pak						
Mr. Siebert						
Mr. Baldwin						

CERTIFICATION

I, Melissa A. Hesler, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held March 19, 2019.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 19TH day of March, 2019.

Melissa A. Hesler
Borough Clerk

RESOLUTION – APPROVAL OF BILLS – March 19, 2019

WHEREAS, the Borough of Tinton Falls received certain claims against it by way of vouchers received during the period ending March 19, 2019; and

WHEREAS, the Borough Council has reviewed said claims.

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Tinton Falls, County of Monmouth, that the following claims be certified by the Chief Financial Officer for approval and payment.

SUMMARY

GENERAL	2,201,392.51
SEWER UTILITY	102,184.49
TRUST FUNDS	19,308.29
GRANT FUND	76,347.00
GENERAL CAPITAL	9,492.52
DOG TRUST	2,559.00
ESCROW	13,785.92
ADDITIONS	1,206,907.92
TOTAL	3,631,977.65

CERTIFICATION OF FUNDS:

Thomas P. Fallon, Chief Financial Officer

Gary A. Baldwin, Council President

BOROUGH OF TINTON FALLS COUNCIL

Council Member	Moved	Second	Ayes	Nays	Absent	Abstain
Ms. Fama						
Mr. Manginelli						
Mr. Pak						
Mr. Siebert						
Mr. Baldwin						

CERTIFICATION

I, Melissa A. Hesler, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held March 19, 2019.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 19th day of March, 2019.

Melissa A. Hesler
Borough Clerk

ADDITIONS TO THE 3/19/19 BILL LIST

<u>Date</u>	<u>Check</u>	<u>Description</u>	<u>Amt Paid</u>
3/8/2019	85405	FEBRUARY PAYROLL	975,957.09
3/8/2019	85406	PAYROLL AGENCY HEALTH INSURANCE	230,950.83
			<hr/> 1,206,907.92

Batch Id: KRS Batch Type: C Batch Date: 03/19/19 Checking Account: 001 CLEARING G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
19-00426	02/20/19	03/19/19 ALLIE001 ALLIED OIL, LLC 1 UNLEADED FEBRUARY 8, 2019	6,493.82	25 OLD CAMPLAIN RD 9-01-31-460-000-192 Gasoline: Fuel	Budget	Aprv	318	1
19-00426	02/20/19	2 LUST TAX	3.98	9-01-31-460-000-192 Gasoline: Fuel	Budget	Aprv	319	1
19-00428	02/20/19	1 DIESEL FEBRUARY 7, 2018	8,864.57	9-01-31-460-000-192 Gasoline: Fuel	Budget	Aprv	320	1
19-00428	02/20/19	2 LUST TAX	4.39	9-01-31-460-000-192 Gasoline: Fuel	Budget	Aprv	321	1
			<u>15,366.76</u>					
19-00165	01/22/19	03/19/19 AMAZO001 AMAZON.COM 1 UNITY U-7682 100W 6"	358.24	P.O. BOX 530958 9-01-25-240-000-113 Police: Lights & Batteries	Budget	Aprv	97	1
19-00286	02/05/19	1 M452DW INK 4 PACK	67.26	9-01-22-200-000-101 Code: Office Supplies	Budget	Aprv	120	1
			<u>425.50</u>					
19-00396	02/12/19	03/19/19 ARCHE011 ARCHER & GREINER P.C. 3 PAYMENT #2 - INV. #4147883	7,512.13	10 HIGHWAY 35 9-01-20-155-000-142 Law: Consultants - Legal	Budget	Aprv	296	1
			<u>7,512.13</u>					
19-00127	01/18/19	03/19/19 ARCOM001 ANGEL RODRIGUEZ 1 KENWOOD LI-ION BATTERY	65.00	DBA A&R COMMUNICATIONS 9-01-26-305-000-173 Sanitation: Radio Repair	Budget	Aprv	49	1
19-00306	02/06/19	1 PAYMENT #3 - MARCH, 2019	9.00	9-01-26-300-000-154 Ctrl Maint: Equipment Maintenance	Budget	Aprv	121	1
19-00306	02/06/19	2	65.21	9-01-26-290-000-154 Streets: Equipment Maintenance	Budget	Aprv	122	1
19-00306	02/06/19	3	56.74	9-01-26-305-000-154 Sanitation: Equipment Maintenance	Budget	Aprv	123	1
19-00306	02/06/19	4	29.78	9-01-26-310-000-154 Bldg/Grds: Equipment Maintenance	Budget	Aprv	124	1
19-00306	02/06/19	5	11.10	9-01-28-375-000-154 Parks: Equipment Maintenance	Budget	Aprv	125	1
19-00306	02/06/19	6	445.81	9-01-25-240-000-154 Police: Equipment Maintenance	Budget	Aprv	126	1
19-00306	02/06/19	7	5.81	9-01-22-200-000-154 Code: Equipment Maintenance	Budget	Aprv	127	1
19-00306	02/06/19	8	15.52	9-01-25-265-000-154 Fire: Equipment Maintenance	Budget	Aprv	128	1
19-00306	02/06/19	9	9.01	9-05-55-502-000-154 Sewer: Equipment Maintenance	Budget	Aprv	129	1
			<u>712.98</u>					
19-00089	01/17/19	03/19/19 ASBUR001 ASBURY PARK PRESS 7 PYMT. #2 - INV. #3402321	77.76	ATTN: LEGALS 9-01-20-120-000-120 Clerk: Advertising	Budget	Aprv	22	1

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
			77.76					
19-00570	03/12/19	03/19/19 ASBUR002 ASBURY PARK PRESS 1 SUBSCRIPTION RENEWAL	648.06	ATTN: SUBSCRIPTION DELIVERY 9-01-20-120-000-120 Clerk: Advertising	Budget	Aprv	451	1
19-00570	03/12/19	2 PREMIUM EDITIONS	26.00	9-01-20-120-000-120 Clerk: Advertising	Budget	Aprv	452	1
19-00570	03/12/19	3 CREDIT FOR MISSED PAPERS	34.39	9-01-20-120-000-120 Clerk: Advertising	Budget	Aprv	453	1
			639.67					
19-00307	02/06/19	03/19/19 ASSOC001 ASSOCIATED HUMANE SOCIETY, INC 3 PAYMENT #2 - FEBRUARY, 2019	2,559.00	124 EVERGREEN AVENUE T-12-99-999-000-003 Animal Control Trust: Animal Control	Budget	Aprv	130	1
			2,559.00					
19-00431	02/20/19	03/19/19 ATLAS002 Atlas Elevator Inc. 1 ELEVATOR INSPECTION FEB 2019	350.00	529 RT 9 NORTH 9-01-26-310-000-154 Bldg/Grds: Equipment Maintenance	Budget	Aprv	322	1
			350.00					
19-00189	01/25/19	03/19/19 AVAKI001 LEON S. AVAKIAN, INC. 3 PAYMENT #1 - INV. #06196	775.00	788 WAYSIDE ROAD T-03-56-860-000-003 Afford Housing: RCA Contrib Unrestricted	Budget	Aprv	105	1
			775.00					
19-00513	03/05/19	03/19/19 BOROU003 BOROUGH OF TINTON FALLS 1 REDEMPTION TO BE CREDITED	55.00	T-03-56-851-000-001 TTL Trust: TTL Redemptions	Budget	Aprv	337	1
			55.00					
19-00560	03/08/19	03/19/19 BOROU007 BOROUGH OF TINTON FALLS 1 PERS ANNUAL EMPLOYER PAYMENT	710,423.00	PAYROLL AGENCY 9-01-36-471-000-000 Current: PERS	Budget	Aprv	441	1
19-00560	03/08/19	2 PERS ANNUAL EMPLOYER PAYMENT	78,000.00	9-05-55-502-100-200 Sewer: PERS	Budget	Aprv	442	1
19-00561	03/08/19	1 PERS ANNUAL EMPLOYER PAYMENT	1,351,367.00	9-01-36-475-000-000 Current: PERS	Budget	Aprv	443	1
			2,139,790.00					
19-00334	02/06/19	03/19/19 CAMBR001 Cambria Companies 1 STEP-FUEL TANK ALUM 350MM	274.70	116 Talmadge Road 9-01-26-300-000-202 Ctr'l Maint: Motor Vehicle-Sanitation	Budget	Aprv	266	1
			274.70					
19-00238	01/30/19	03/19/19 CAMPB001 CAMPBELL FREIGHTLINER, LLC 1 BATTERY SWITCH 2P	399.81	PO BOX 7600 9-01-26-300-000-201 Ctr'l Maint: Motor vehicle - Streets	Budget	Aprv	107	1
			399.81					
19-00392	02/11/19	03/19/19 CERTI001 CERTIFIED SPEEDOMETER SERVICE 1 2017 UNPAID INVOICE	555.00	9 JAY STREET 9-01-25-240-000-154	Budget	Aprv	284	1

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
			555.00	Police: Equipment Maintenance				
03/19/19 CHEMI001 CHEMICAL EQUIPMENT LABS				3920 PROVIDENCE RD				
19-00394	02/12/19	1 TREATED SALT	2,060.13	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	285	1
19-00394	02/22/19	2 TREATED SALT	2,086.57	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	286	1
19-00394	02/22/19	3 TREATED SALT	2,117.68	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	287	1
19-00394	02/22/19	4 TREATED SALT	2,137.90	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	288	1
19-00394	02/22/19	5 TREATED SALT	2,110.68	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	289	1
19-00394	02/22/19	6 TREATED SALT	2,070.24	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	290	1
19-00394	02/22/19	7 TREATED SALT	1,948.14	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	291	1
19-00394	02/22/19	8 TREATED SALT	2,237.44	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	292	1
19-00394	02/22/19	9 TREATED SALT	2,100.57	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	293	1
19-00394	02/22/19	10 TREATED SALT	2,060.13	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	294	1
			20,929.48					
03/19/19 COMCA002 COMCAST				P.O. BOX 70219				
19-00521	03/06/19	1 PAYMENT #3 - MARCH, 2019	330.11	9-01-31-440-000-213 Telephone: Telephone	Budget	Aprv	380	1
19-00557	03/08/19	1 PAYMENT #3 - MARCH, 2019	395.72	9-01-31-450-000-214 Telecommunications: Telephone - Police	Budget	Aprv	439	1
19-00558	03/08/19	1 PAYMENT #3 - MARCH, 2019	43.86	9-01-31-450-000-213 Telecommunications: Telephone	Budget	Aprv	440	1
			769.69					
03/19/19 COMCA003 COMCAST				P.O. BOX 37601				
19-00522	03/06/19	1 PAYMENT #2 - FEBRUARY, 2019	2,824.69	9-01-31-440-000-213 Telephone: Telephone	Budget	Aprv	381	1
			2,824.69					
03/19/19 CULMA007 CULMAC CAPITAL I, LLC				BOX 251				
19-00514	03/05/19	1 REDEMPTION TAX SALE#3172	760.59	T-03-56-851-000-001 TTL Trust: TTL Redemptions	Budget	Aprv	338	1
19-00514	03/05/19	2 PREMIUM	0.00	T-03-56-850-000-007 Gen Trust: Tax Sale Premiums	Budget	Aprv	339	1
			760.59					
03/19/19 DELAW002 DELAWARE VALLEY CONTAINER				P.O. BOX 84				
18-00688	03/16/18	1 REPLACE ONE SIDE SKIRT S18	500.00	8-01-26-305-000-294 Sanitation: Other	Budget	Aprv	3	1
			500.00					

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	03/19/19	DETC0001 DETCON		5039 INDUSTRIAL ROAD UNIT 1				
18-01540	06/19/18	1 #2201008 - LOADMASTER EXCEL	56,720.00	G-02-41-807-000-002	Budget	Aprv	5	1
				Grant: Recycling Tonnage/Equipment				
18-01540	06/19/18	2 #2212001 - FIELD MOUNT PREP	1,003.00	G-02-41-807-000-002	Budget	Aprv	6	1
				Grant: Recycling Tonnage/Equipment				
18-01540	06/19/18	3 #2208001 - POLYURETHANE PAINT	2,218.50	G-02-41-807-000-002	Budget	Aprv	7	1
				Grant: Recycling Tonnage/Equipment				
18-01540	06/19/18	4 #2210003 - HOT SHIFT OR FR	3,289.50	G-02-41-807-000-002	Budget	Aprv	8	1
				Grant: Recycling Tonnage/Equipment				
18-01540	06/19/18	5 #0120328 - REEVING WINCH	5,338.00	G-02-41-807-000-002	Budget	Aprv	9	1
				Grant: Recycling Tonnage/Equipment				
18-01540	06/19/18	6 #0120409 - UNI-LATCHES	901.00	G-02-41-807-000-002	Budget	Aprv	10	1
				Grant: Recycling Tonnage/Equipment				
18-01540	06/19/18	7 #2209010 - CONTRACTORS PKG	2,295.00	G-02-41-807-000-002	Budget	Aprv	11	1
				Grant: Recycling Tonnage/Equipment				
18-01540	06/19/18	8 #0120358 - HOPPER CHUTE	1,207.00	G-02-41-807-000-002	Budget	Aprv	12	1
				Grant: Recycling Tonnage/Equipment				
18-01540	06/19/18	9 #0120055 - LED STROBE 2 BODY	425.00	G-02-41-807-000-002	Budget	Aprv	13	1
				Grant: Recycling Tonnage/Equipment				
18-01540	06/19/18	10 FREIGHT	2,600.00	G-02-41-807-000-002	Budget	Aprv	14	1
				Grant: Recycling Tonnage/Equipment				
18-01540	06/19/18	11 RESOLUTION R-18-170	0.00	G-02-41-807-000-002	Budget	Aprv	15	1
				Grant: Recycling Tonnage/Equipment				
18-02739	10/29/18	1 ES006 ROCKER SWITCHES	66.32	8-01-26-310-000-117	Budget	Aprv	17	1
				Bldg/Grds: Building Materials & Supplies				
19-00103	01/18/19	1 TANDEM FRONT PUMP	3,913.00	9-01-26-300-000-202	Budget	Aprv	25	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	01/18/19	1 TM625 WEAR PAD, GRIPPER 5/8"	184.80	9-01-26-300-000-202	Budget	Aprv	54	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	02/04/19	2 TM500 WEAR PAD, GRIPPER 1/2"	184.80	9-01-26-300-000-202	Budget	Aprv	55	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	02/04/19	3 GRIPPER CYLINDER PIVOT BRUSH	18.40	9-01-26-300-000-202	Budget	Aprv	56	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	02/04/19	4 REAR GRIP CYLINDER PIVOT PIN	86.70	9-01-26-300-000-202	Budget	Aprv	57	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	02/04/19	5 GRIPPER CYLINDER/TIE ROD	172.20	9-01-26-300-000-202	Budget	Aprv	58	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	02/04/19	6 SPRING TENSION BUSHING	430.40	9-01-26-300-000-202	Budget	Aprv	59	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	02/04/19	7 GRIPPER PIVOT PIN	144.00	9-01-26-300-000-202	Budget	Aprv	60	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	02/04/19	8 GRIPPER ARM PIVOT	33.32	9-01-26-300-000-202	Budget	Aprv	61	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	02/04/19	9 AIR VALVE, PANCAKE VALVE	200.06	9-01-26-300-000-202	Budget	Aprv	62	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	02/04/19	10 SHIPPING	14.12	9-01-26-300-000-202	Budget	Aprv	63	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	02/04/19	11 ADAPTOR CABLE SAFETY VISION	80.00	9-01-26-300-000-202	Budget	Aprv	64	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	02/04/19	12 SAFETY VISION CAMERA	558.00	9-01-26-300-000-202	Budget	Aprv	65	1
				Ctrl Maint: Motor Vehicle-Sanitation				
19-00135	02/04/19	13 REBUILT GRIP CYLINDER	620.00	9-01-26-300-000-202	Budget	Aprv	66	1

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19-00135	02/14/19	14 STANDARD BELT GRIPPER ARMS	1,265.36	Ctrl Maint: Motor Vehicle-Sanitation 9-01-26-300-000-202	Budget	Aprv	67	1
19-00135	02/14/19	15 FREIGHT	100.58	Ctrl Maint: Motor Vehicle-Sanitation 9-01-26-300-000-202	Budget	Aprv	68	1
			<u>84,069.06</u>	Ctrl Maint: Motor Vehicle-Sanitation				
19-00536	03/07/19	03/19/19 ESSEN001 ESSENTIAL SOUNDS ENTERTAINMENT 1 DJ FINAL PAYMENT FOR DANCE	470.00	334 LOCKHEED ROAD 9-01-28-370-000-244 Recreation: Special Events	Budget	Aprv	415	1
			<u>470.00</u>					
19-00106	01/18/19	03/19/19 FOLEY001 FOLEY, INC. 1 SOCKET	0.92	PO BOX 787132 9-01-26-300-000-201	Budget	Aprv	26	1
19-00106	01/24/19	2 PIN	0.38	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	27	1
19-00106	01/24/19	3 HOUSING	3.94	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	28	1
19-00106	01/24/19	4 PUMP GP-WATE	607.82	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	29	1
19-00106	01/24/19	5 PARTS DROP FEE	18.00	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	30	1
			<u>631.06</u>	Ctrl Maint: Motor Vehicle - Streets				
19-00413	02/19/19	03/19/19 FOODC002 FOOD CIRCUS SUPER MARKETS INC. 1 Crumb Cake Platter	32.50	853 HIGHWAY 35 9-01-20-100-000-128	Budget	Aprv	301	1
19-00413	02/19/19	2 Finger Sandwich Platter	199.96	Admin: Meetings & Conferences 9-01-20-100-000-128	Budget	Aprv	302	1
19-00413	02/19/19	3 Ex Large Fruit Platter	42.99	Admin: Meetings & Conferences 9-01-20-100-000-128	Budget	Aprv	303	1
19-00413	02/19/19	4 Box OF Joe-Regular	40.00	Admin: Meetings & Conferences 9-01-20-100-000-128	Budget	Aprv	304	1
19-00413	02/19/19	5 Box of Joe- Decaf	20.00	Admin: Meetings & Conferences 9-01-20-100-000-128	Budget	Aprv	305	1
19-00413	02/19/19	6 Box of Joe- Water	5.00	Admin: Meetings & Conferences 9-01-20-100-000-128	Budget	Aprv	306	1
19-00413	02/19/19	7 Gallon of Milk	3.79	Admin: Meetings & Conferences 9-01-20-100-000-128	Budget	Aprv	307	1
19-00413	02/19/19	8 Half and Half- 1/2 Gallon	4.49	Admin: Meetings & Conferences 9-01-20-100-000-128	Budget	Aprv	308	1
19-00413	02/19/19	9 Spring Water	44.91	Admin: Meetings & Conferences 9-01-20-100-000-128	Budget	Aprv	309	1
19-00413	02/19/19	10 Small Designer Plates-48 CT	8.97	Admin: Meetings & Conferences 9-01-20-100-000-128	Budget	Aprv	310	1
19-00413	02/19/19	11 Foodtown Napkins	3.98	Admin: Meetings & Conferences 9-01-20-100-000-128	Budget	Aprv	311	1
19-00413	02/19/19	12 Spoons	8.95	Admin: Meetings & Conferences 9-01-20-100-000-128	Budget	Aprv	312	1
19-00413	02/19/19	13 Forks	8.95	Admin: Meetings & Conferences 9-01-20-100-000-128	Budget	Aprv	313	1

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19-00413	02/19/19	14 Sweet and Low-100 CT	2.69	9-01-20-100-000-128 Admin: Meetings & Conferences	Budget	Aprv	314	1
19-00413	02/19/19	15 Sugar Packets	3.39	9-01-20-100-000-128 Admin: Meetings & Conferences	Budget	Aprv	315	1
19-00413	02/19/19	16 Coffee Cups	1.50	9-01-20-100-000-128 Admin: Meetings & Conferences	Budget	Aprv	316	1
19-00413	02/19/19	17 10% Discount	43.21-	9-01-20-100-000-128 Admin: Meetings & Conferences	Budget	Aprv	317	1
			<u>388.86</u>					
	03/19/19	FORCE001 FORCE AMERICA INC.		501 EAST CLIFF RD				
19-00438	02/20/19	1 DOUBLE SPREADER VALVE O-RING	742.84	9-01-26-300-000-201 Ctr'l Maint: Motor Vehicle - Streets	Budget	Aprv	325	1
19-00438	03/07/19	2 FREIGHT	16.55	9-01-26-300-000-201 Ctr'l Maint: Motor Vehicle - Streets	Budget	Aprv	326	1
			<u>759.39</u>					
	03/19/19	GARDE001 GARDEN STATE BOBCAT		999 ROUTE 33				
19-00403	02/13/19	1 BRISTLE, 21 HD	388.70	9-01-26-300-000-201 Ctr'l Maint: Motor Vehicle - Streets	Budget	Aprv	297	1
19-00403	02/27/19	2 BRUSH, FLAT, POLY SHED	30.36	9-01-26-300-000-201 Ctr'l Maint: Motor Vehicle - Streets	Budget	Aprv	298	1
			<u>419.06</u>					
	03/19/19	GMTRO001 G & M TROPHY		265 HIGHWAY 36 WEST				
19-00567	03/11/19	1 PLATES FOR TROPHIES CO-CHAMPS	28.80	9-01-28-370-000-243 Recreation: Winter Programs	Budget	Aprv	446	1
			<u>28.80</u>					
	03/19/19	GREEN005 GREENWAY INDUSTRIES OF NJ, LLC		DBA: GREENWAY RECYCLING				
19-00336	02/06/19	1 ASPHALT FOR POTHOLES FEB 2018	1,722.50	9-01-26-290-000-189 Streets: Road Material	Budget	Aprv	267	1
19-00336	03/05/19	2 DELIVERY FEE	510.00	9-01-26-290-000-189 Streets: Road Material	Budget	Aprv	268	1
			<u>2,232.50</u>					
	03/19/19	HARTE001 HARTER EQUIPMENT		615 STATE ROUTE 33				
19-00435	02/20/19	1 ROTARY SWITCH AND MIRROR	135.34	9-01-26-300-000-201 Ctr'l Maint: Motor Vehicle - Streets	Budget	Aprv	323	1
			<u>135.34</u>					
	03/19/19	HUGHE001 HUGHES ENVIRONMENTAL SERVICES		P.O. BOX 327				
19-00190	01/25/19	4 PAYMENT #3 - MARCH, 2019	11,075.00	9-05-55-502-000-154 Sewer: Equipment Maintenance	Budget	Aprv	106	1
			<u>11,075.00</u>					
	03/19/19	IACP0001 ASSOCIATION CHIEF OF POLICE		IACP				
19-00256	01/30/19	1 2019 DUES	190.00	9-01-25-240-000-127 Police: Dues	Budget	Aprv	117	1
			<u>190.00</u>					
	03/19/19	JANET001 JANET STUDIOS		2104 KINGS HIGHWAY				

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19-00537	03/07/19	1 FINAL PAYMENT PHOTOGRAPHER	1,535.00	9-01-28-370-000-244 Recreation: Special Events	Budget	Aprv	416	1
			<u>1,535.00</u>					
	03/19/19	JCPL0002 JCP&L		TRAFFIC LIGHTS				
19-00515	03/05/19	1 PAYMENT #1 - JANUARY, 2019	0.00	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	340	1
19-00515	03/05/19	2 100-011-086-962	34.49	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	341	1
19-00515	03/05/19	3 100-011-474-150	14.89	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	342	1
19-00515	03/05/19	4 100-011-534-748	21.93	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	343	1
19-00515	03/05/19	5 100-011-618-657	30.44	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	344	1
19-00515	03/05/19	6 100-012-392-120	36.83	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	345	1
19-00515	03/05/19	7 100-013-983-026	83.07	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	346	1
19-00515	03/05/19	8 100-016-429-910	31.39	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	347	1
19-00515	03/05/19	9 100-016-470-609	47.91	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	348	1
19-00515	03/05/19	10 100-016-471-524	42.21	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	349	1
19-00515	03/05/19	11 100-016-473-397	30.34	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	350	1
19-00515	03/05/19	12 100-045-428-651	40.90	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	351	1
19-00515	03/05/19	13 100-069-850-715	39.59	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	352	1
19-00515	03/05/19	14 100-073-729-889	31.63	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	353	1
19-00515	03/05/19	15 100-104-442-254	43.65	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	354	1
19-00515	03/05/19	16 100-107-946-657	55.28	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	355	1
19-00515	03/05/19	17 100-110-685-599	63.95	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	356	1
19-00515	03/05/19	18 100-110-685-615	113.98	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	357	1
19-00515	03/05/19	19 100-110-685-623	72.06	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	358	1
19-00515	03/05/19	20 100-116-089-770	39.27	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	359	1
19-00515	03/05/19	21 100-118-049-780	70.83	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	360	1
19-00515	03/05/19	22 100-132-918-838	16.52	9-01-31-430-000-216 Electricity: Traffic Lighting	Budget	Aprv	361	1
			<u>961.16</u>					
	03/19/19	JCPL0003 JCP&L		STREET LIGHTS				

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19-00520	03/06/19	1 PAYMENT #2 - FEBRUARY, 2019	0.00	9-01-31-435-000-217	Budget	Aprv	376	1
		Street Lighting: Street Lighting						
19-00520	03/06/19	2 ACCT. #100-012-464-382	1,608.63	9-01-31-435-000-217	Budget	Aprv	377	1
		Street Lighting: Street Lighting						
19-00520	03/06/19	3 ACCT. #100-012-464-440	894.02	9-01-31-435-000-217	Budget	Aprv	378	1
		Street Lighting: Street Lighting						
19-00520	03/06/19	4 ACCT. #100-012-464-499	5,216.04	9-01-31-435-000-217	Budget	Aprv	379	1
		Street Lighting: Street Lighting						
			<u>7,718.69</u>					
	03/19/19	JCPL0004 JCP&L		PUMPING STATIONS				
19-00517	03/06/19	1 PAYMENT #2 - FEBRUARY, 2019	0.00	9-05-55-502-000-214	Budget	Aprv	362	1
		Sewer: Gas & Electric						
19-00517	03/06/19	2 100-012-218-929	611.99	9-05-55-502-000-214	Budget	Aprv	363	1
		Sewer: Gas & Electric						
19-00517	03/06/19	3 100-012-337-752	857.06	9-05-55-502-000-214	Budget	Aprv	364	1
		Sewer: Gas & Electric						
19-00517	03/06/19	4 100-012-339-261	56.95	9-05-55-502-000-214	Budget	Aprv	365	1
		Sewer: Gas & Electric						
19-00517	03/06/19	5 100-012-390-314	40.77	9-05-55-502-000-214	Budget	Aprv	366	1
		Sewer: Gas & Electric						
19-00517	03/06/19	6 100-012-392-146	460.19	9-05-55-502-000-214	Budget	Aprv	367	1
		Sewer: Gas & Electric						
19-00517	03/06/19	7 100-012-464-077	176.05	9-05-55-502-000-214	Budget	Aprv	368	1
		Sewer: Gas & Electric						
19-00517	03/06/19	8 100-013-946-387	348.22	9-05-55-502-000-214	Budget	Aprv	369	1
		Sewer: Gas & Electric						
19-00517	03/06/19	9 100-015-616-400	218.58	9-05-55-502-000-214	Budget	Aprv	370	1
		Sewer: Gas & Electric						
19-00517	03/06/19	10 100-048-481-806	353.69	9-05-55-502-000-214	Budget	Aprv	371	1
		Sewer: Gas & Electric						
19-00517	03/06/19	11 100-070-930-399	41.04	9-05-55-502-000-214	Budget	Aprv	372	1
		Sewer: Gas & Electric						
19-00517	03/06/19	12 100-066-506-898	99.95	9-05-55-502-000-214	Budget	Aprv	373	1
		Sewer: Gas & Electric						
19-00518	03/06/19	1 PAYMENT #2 - FEBRUARY, 2019	48.32	9-05-55-502-000-214	Budget	Aprv	374	1
		Sewer: Gas & Electric						
19-00519	03/06/19	1 PAYMENT #1 - JANUARY, 2019	275.13	9-05-55-502-000-214	Budget	Aprv	375	1
		Sewer: Gas & Electric						
			<u>3,587.94</u>					
	03/19/19	JDKEN001 JDK ENTERPRISES LLC		12 EAST 37 STREET				
19-00511	03/05/19	1 Deocrations for Daughter's Dan	535.00	9-01-28-370-000-244	Budget	Aprv	336	1
				Recreation: Special Events				
			<u>535.00</u>					
	03/19/19	JFFOR001 J.FORD ELECTRIC		11 RAILROAD AVENUE				
19-00131	01/18/19	1 ELECTRICIAN	236.00	9-01-26-290-000-154	Budget	Aprv	50	1
				Streets: Equipment Maintenance				
19-00131	01/28/19	2 BUCKET TRUCK	90.00	9-01-26-290-000-154	Budget	Aprv	51	1
				Streets: Equipment Maintenance				
19-00131	01/29/19	3 ELECTRICIAN	236.00	9-01-26-290-000-154	Budget	Aprv	52	1

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19-00131	01/29/19	4 BUCKET TRUCK	90.00	Streets: Equipment Maintenance 9-01-26-290-000-154	Budget	Aprv	53	1
			<u>652.00</u>	Streets: Equipment Maintenance				
19-00538	03/07/19	03/19/19 JUMPI001 JUMPING BROOK COUNTRY CLUB 1 PAYMENT IN FULL FOR DANCE	500.00	210 JUMPING BROOK ROAD 9-01-28-370-000-244	Budget	Aprv	417	1
19-00538	03/07/19	2 PAYMENT IN FULL FOR DANCE	5,265.00	Recreation: Special Events 9-01-28-370-000-244	Budget	Aprv	418	1
19-00538	03/07/19	3 PAYMENT IN FULL FOR DANCE	3,180.00	Recreation: Special Events 9-01-28-370-000-244	Budget	Aprv	419	1
19-00538	03/07/19	4 PAYMENT IN FULL FOR DANCE	100.00	Recreation: Special Events 9-01-28-370-000-244	Budget	Aprv	420	1
19-00538	03/11/19	5 BARTENDER FEE	150.00	Recreation: Special Events 9-01-28-370-000-244	Budget	Aprv	421	1
			<u>8,195.00</u>	Recreation: Special Events				
19-00565	03/11/19	03/19/19 LAKEW006 LAKEWOOD BLUECLAWS BASEBALL 1 JR. POLICE ACADEMY	1,050.00	2 STADIUM WAY T-03-56-857-000-029	Budget	Aprv	444	1
			<u>1,050.00</u>	Gen Trust: Police Youth Programs				
19-00365	02/08/19	03/19/19 LIFTE001 LIFTEC INC 1 GUIDE FUNNEL	11.68	124 SYLVANIA PL 9-01-26-300-000-200	Budget	Aprv	276	1
19-00365	02/20/19	2 HANDLING CHARGE	0.23	Ctrl Maint: Motor Vehicle - B&G 9-01-26-300-000-200	Budget	Aprv	277	1
19-00365	02/20/19	3 FREIGHT-OUT	16.28	Ctrl Maint: Motor Vehicle - B&G 9-01-26-300-000-200	Budget	Aprv	278	1
			<u>28.19</u>	Ctrl Maint: Motor Vehicle - B&G				
19-00437	02/20/19	03/19/19 LMAUT001 L & M AUTO CENTER 1 TOW FORD FOCUS	130.00	2 SWIMMING RIVER ROAD 9-01-26-300-000-201	Budget	Aprv	324	1
			<u>130.00</u>	Ctrl Maint: Motor Vehicle - Streets				
19-00369	02/08/19	03/19/19 MACHI001 MACHINE FIX 1 SERVICE TO LARGE FORMAT COPIER	185.00	PO BOX 703 9-01-26-290-000-154	Budget	Aprv	281	1
			<u>185.00</u>	Streets: Equipment Maintenance				
19-00443	02/20/19	03/19/19 MAZZA002 MAZZA MULCH, INC 1 BRUSH DISPOSAL JAN 2019	850.00	3230A SHAFTO ROAD T-03-56-857-000-002	Budget	Aprv	330	1
			<u>850.00</u>	Gen Trust: Recycling				
19-00333	02/06/19	03/19/19 MONHOSE1 MONMOUTH HOSE & HYDRAULICS 1 HOSE ASSEMBLY	1,273.00	745 SHREWSBURY AVE 9-01-26-300-000-201	Budget	Aprv	260	1
19-00333	02/19/19	2 HOSE ASSEMBLY	1,339.00	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	261	1
				Ctrl Maint: Motor Vehicle - Streets				

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19-00333	02/19/19	3 HYDRUALIC FITTINGS	251.00	9-01-26-300-000-201 Ctrl Maint: Motor vehicle - Streets	Budget	Aprv	262	1
19-00333	02/19/19	4 HYDRAULIC FITITNG	273.00	9-01-26-300-000-201 Ctrl Maint: Motor vehicle - Streets	Budget	Aprv	263	1
19-00333	02/19/19	5 HYDRAULIC FITITNG	234.00	9-01-26-300-000-201 Ctrl Maint: Motor vehicle - Streets	Budget	Aprv	264	1
19-00333	02/19/19	6 HYDRAULIC FITITNG	254.00	9-01-26-300-000-201 Ctrl Maint: Motor vehicle - Streets	Budget	Aprv	265	1
			<u>3,624.00</u>					
03/19/19 MONMO004 MON CTY REGIONAL HEALTH COMM#1				1540 WEST PARK AVENUE				
19-00566	03/11/19	1 MEL-JIF-REFRIGERATION UNIT CLM	6,322.80	T-03-56-858-000-001 Self Ins Trust: Self Insurance	Budget	Aprv	445	1
			<u>6,322.80</u>					
03/19/19 MONMO035 MONMOUTH COUNTY PUBLIC WORKS				250 CENTER ST				
19-00441	02/20/19	1 BRINE	1,560.00	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	327	1
19-00441	02/20/19	2 LOADING FEE	60.00	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	328	1
19-00441	02/20/19	3 ADMIN FEE	18.50	9-01-26-290-000-187 Streets: Salt & Sand	Budget	Aprv	329	1
			<u>1,638.50</u>					
03/19/19 MUNIC009 MUNICIPAL CLERKS ASSOC. OF MC				C/O KATHLEEN HART, MCAMC TREAS				
19-00444	02/20/19	1 2019 Membership Dues	150.00	9-01-20-120-000-127 Clerk: Dues	Budget	Aprv	331	1
			<u>150.00</u>					
03/19/19 NAPAG001 NAPA G.P.C. FORMERLY F& C				NAPA AUTO PARTS				
19-00143	01/18/19	1 DWAIR/D/CARTRIDGE	168.00	9-01-26-300-000-202 Ctrl Maint: Motor vehicle-Sanitation	Budget	Aprv	69	1
19-00143	02/11/19	2 AIR FILTER (GOLD)	37.83	9-01-26-300-000-203 Ctrl Maint: Motor vehicle - Police	Budget	Aprv	70	1
19-00143	02/11/19	3 FUEL FILTER (GOLD)	26.23	9-01-26-300-000-203 Ctrl Maint: Motor vehicle - Police	Budget	Aprv	71	1
19-00143	02/11/19	4 OIL FILTER (GOLD)	36.92	9-01-26-300-000-203 Ctrl Maint: Motor vehicle - Police	Budget	Aprv	72	1
19-00143	02/11/19	5 FUEL FILTER (GOLD)	22.35	9-01-26-300-000-203 Ctrl Maint: Motor vehicle - Police	Budget	Aprv	73	1
19-00143	02/11/19	6 AD IP DRYER CART	113.40	9-01-26-300-000-202 Ctrl Maint: Motor vehicle-Sanitation	Budget	Aprv	74	1
19-00143	02/11/19	7 CORE DEPOSIT	124.00	9-01-26-300-000-202 Ctrl Maint: Motor vehicle-Sanitation	Budget	Aprv	75	1
19-00143	02/11/19	8 AIR BRAKE COMPRESSOR FILTER	53.16	9-01-26-300-000-201 Ctrl Maint: Motor vehicle - Streets	Budget	Aprv	76	1
19-00143	02/11/19	9 CORE CREDIT INV #0953-350656	62.00	9-01-26-300-000-202 Ctrl Maint: Motor vehicle-Sanitation	Budget	Aprv	77	1
			<u>519.89</u>					
03/19/19 NEWCO001 NEW COASTER, THE				1011 MAIN STREET				
19-00098	01/18/19	8 PYMT. #4 - INV. #52925	129.27	9-01-20-120-000-120	Budget	Aprv	23	1

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19-00098	01/18/19	9 PYMT. #5 - INV. #52974	31.00	Clerk: Advertising 9-01-20-120-000-120 Clerk: Advertising	Budget	Aprv	24	1
			<u>160.27</u>					
19-00523	03/19/19	NJAME002 NJ AMERICAN WATER (monthly)		P.O. BOX 371331				
19-00523	03/06/19	1 PAYMENT #1 - JANUARY, 2019	0.00	9-01-31-445-000-219 Water: Water	Budget	Aprv	382	1
19-00523	03/06/19	2 1018-210025930716	42.10	9-05-55-502-000-219 Sewer: Water	Budget	Aprv	383	1
19-00523	03/06/19	3 1018-210027552327	16.85	9-05-55-502-000-219 Sewer: Water	Budget	Aprv	384	1
19-00523	03/06/19	4 1018-210026064155	16.85	9-05-55-502-000-219 Sewer: Water	Budget	Aprv	385	1
19-00523	03/06/19	5 1018-210028695173	42.10	9-05-55-502-000-219 Sewer: Water	Budget	Aprv	386	1
19-00523	03/06/19	6 1018-210027142072	42.10	9-05-55-502-000-219 Sewer: Water	Budget	Aprv	387	1
19-00523	03/06/19	7 1018-210026285457	16.85	9-05-55-502-000-219 Sewer: Water	Budget	Aprv	388	1
19-00523	03/06/19	8 1018-210026862052	16.85	9-05-55-502-000-219 Sewer: Water	Budget	Aprv	389	1
19-00523	03/06/19	9 1018-210024404511	23.43	9-05-55-502-000-219 Sewer: Water	Budget	Aprv	390	1
19-00523	03/06/19	10 1018-210024458808	42.10	9-05-55-502-000-219 Sewer: Water	Budget	Aprv	391	1
19-00523	03/06/19	11 1018-210024887406	16.85	9-05-55-502-000-219 Sewer: Water	Budget	Aprv	392	1
19-00523	03/06/19	12 1018-210026329449	16.85	9-05-55-502-000-219 Sewer: Water	Budget	Aprv	393	1
19-00523	03/06/19	13 1018-210025930877	16.85	9-01-31-445-000-219 Water: Water	Budget	Aprv	394	1
19-00523	03/06/19	14 1018-210026245800	16.85	9-01-31-445-000-219 Water: Water	Budget	Aprv	395	1
19-00523	03/06/19	15 1018-210026283246	134.80	9-01-31-445-000-219 Water: Water	Budget	Aprv	396	1
19-00523	03/06/19	16 1018-210025366766	134.80	9-01-31-445-000-219 Water: Water	Budget	Aprv	397	1
19-00523	03/06/19	17 1018-210022773587	134.80	9-01-31-445-000-219 Water: Water	Budget	Aprv	398	1
19-00523	03/06/19	18 1018-210026489860	42.10	9-01-31-445-000-219 Water: Water	Budget	Aprv	399	1
19-00523	03/06/19	19 1018-220009982163	588.97	9-01-31-445-000-219 Water: Water	Budget	Aprv	400	1
19-00523	03/06/19	20 1018-220009982149	226.95	9-01-31-445-000-219 Water: Water	Budget	Aprv	401	1
19-00523	03/06/19	21 1018-220009982170	179.64	9-01-31-445-000-219 Water: Water	Budget	Aprv	402	1
			<u>1,768.69</u>					
19-00524	03/19/19	NJNAT002 NJ NATURAL GAS (monthly)		P.O. BOX 11743				
19-00524	03/07/19	1 PAYMENT #2 - FEBRUARY, 2019	130.25	9-01-31-446-000-218	Budget	Aprv	403	1

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19-00525	03/07/19	1 PAYMENT #2 - FEBRUARY, 2019	0.00	Gas: Natural Gas 9-01-31-446-000-218	Budget	Aprv	404	1
19-00525	03/07/19	2 664 TINTON AVENUE - LIBRARY	262.91	Gas: Natural Gas 9-01-31-446-000-218	Budget	Aprv	405	1
19-00525	03/07/19	3 556 TINTON AVENUE - OLD DPW	1,181.97	Gas: Natural Gas 9-01-31-446-000-218	Budget	Aprv	406	1
19-00525	03/07/19	4 556 TINTON AVENUE - BUTLER BLD	799.81	Gas: Natural Gas 9-01-31-446-000-218	Budget	Aprv	407	1
19-00526	03/07/19	1 PAYMENT #2 - FEBRUARY, 2019	27.00	Gas: Natural Gas 9-05-55-502-000-214	Budget	Aprv	408	1
19-00528	03/07/19	1 PAYMENT #2 - FEBRUARY, 2019	27.40	Sewer: Gas & Electric 9-05-55-502-000-214	Budget	Aprv	410	1
19-00529	03/07/19	1 PAYMENT #2 - FEBRUARY, 2019	2,808.32	Sewer: Gas & Electric 9-01-31-446-000-218	Budget	Aprv	411	1
19-00530	03/07/19	1 PAYMENT #2 - FEBRUARY, 2019	71.04	Gas: Natural Gas 9-01-31-446-000-218	Budget	Aprv	412	1
19-00531	03/07/19	1 PAYMENT #2 - FEBRUARY, 2019	2,959.98	Gas: Natural Gas 9-01-31-446-000-218	Budget	Aprv	413	1
			<u>8,268.68</u>					
19-00347	02/06/19	03/19/19 NJSTA002 NJ ST ASSOC CHIEFS OF POLICE 1 2019 MEMBERSHIP DUES	275.00	751 ROUTE 73 NORTH 9-01-25-240-000-127 Police: Dues	Budget	Aprv	271	1
			<u>275.00</u>					
19-00367	02/08/19	03/19/19 ONECA001 ONE CALL CONCEPTS, INC. 1 ONE CALL MARK OUTS FEB 2019	224.40	7223 PARKWAY DRIVE 9-05-55-502-000-123	Budget	Aprv	279	1
19-00367	03/05/19	2 VOICE TICKET	15.00	Sewer: Fees & Permits 9-05-55-502-000-123 Sewer: Fees & Permits	Budget	Aprv	280	1
			<u>239.40</u>					
19-00569	03/12/19	03/19/19 QBESP001 QBE SPECIALTY INSURANCE CO. 1 RETENTION & COINSURANCE	0.00	SUMMIT RISK SRV.- J.BUSTAMANTE T-03-56-858-000-001	Budget	Aprv	447	1
19-00569	03/12/19	2 INV. DATE: 8/10/18	3,564.60	Self Ins Trust: Self Insurance T-03-56-858-000-001	Budget	Aprv	448	1
19-00569	03/12/19	3 INV. DATE: 10/9/18	967.20	Self Ins Trust: Self Insurance T-03-56-858-000-001	Budget	Aprv	449	1
19-00569	03/12/19	4 INV. DATE: 1/7/19	1,721.60	Self Ins Trust: Self Insurance T-03-56-858-000-001	Budget	Aprv	450	1
			<u>6,253.40</u>					
19-00073	01/16/19	03/19/19 RAYAL002 RAY ALLEN MANUFACTURING, LLC 1 PELICAN BOX NARCOTICS CASE	119.97	975 FORD STREET 9-01-25-240-000-210	Budget	Aprv	20	1
19-00073	01/16/19	2 SHIPPING	7.00	Police: K-9 Unit 9-01-25-240-000-210	Budget	Aprv	21	1
			<u>126.97</u>					
		03/19/19 REGIS003 REGISTRAR'S ASSOC. OF NJ		C/O MARYANN ORAPELLO, H.O				

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
19-00468	02/22/19	1 Membership Dues	50.00	9-01-20-120-000-127 Clerk: Dues	Budget	Aprv	332	1
19-00468	02/22/19	2 Membership Dues	25.00	9-01-20-100-000-127 Admin: Dues	Budget	Aprv	333	1
			<u>75.00</u>					
	03/19/19	REMIN001 REMINGTON ARMS CO., LLC		DEPT, 200				
19-00527	03/07/19	1 ORIGINAL P.O. #18-01166	450.00	8-01-25-240-000-136 Police: Schooling/Training	Budget	Aprv	409	1
			<u>450.00</u>					
	03/19/19	REPU001 REPUBLIC SERVICES		LOCKBOX #932899				
19-00110	01/18/19	1 JANUARY 2019 BULK DISPOSAL	805.80	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	31	1
19-00110	01/18/19	2 FUEL RECOVERY FEE	21.14	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	32	1
19-00110	02/20/19	3 RECYCLE TAX	31.71	9-01-32-465-001-221 Recycling Tax: Transfer Station	Budget	Aprv	33	1
19-00110	02/20/19	4 JANUARY 2019 BULK DISPOSAL	1,304.75	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	34	1
19-00110	02/20/19	5 MINIMUM ONE TON CHARGE	95.00	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	35	1
19-00110	02/20/19	6 FUEL RECOVERY FEE	32.92	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	36	1
19-00110	02/20/19	7 RECYCLE TAX	49.38	9-01-32-465-001-221 Recycling Tax: Transfer Station	Budget	Aprv	37	1
19-00110	02/20/19	8 JANUARY 2019 BULK DISPOSAL	1,258.85	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	38	1
19-00110	02/20/19	9 FUEL RECOVERY FEE	29.62	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	39	1
19-00110	02/20/19	10 RECYCLE TAX	44.43	9-01-32-465-001-221 Recycling Tax: Transfer Station	Budget	Aprv	40	1
19-00110	02/20/19	11 JANUARY 2019 BULK DISPOSAL	1,107.55	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	41	1
19-00110	02/20/19	12 MINIMUM ONE TON CHARGE	190.00	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	42	1
19-00110	02/20/19	13 FUEL RECOVERY FEE	28.88	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	43	1
19-00110	02/20/19	14 RECYCLE TAX	43.32	9-01-32-465-001-221 Recycling Tax: Transfer Station	Budget	Aprv	44	1
19-00110	02/20/19	15 JANUARY 2019 BULK DISPOSAL	1,862.35	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	45	1
19-00110	02/20/19	16 FUEL RECOVERY FEE	43.82	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	46	1
19-00110	02/20/19	17 RECYCLE TAX	65.73	9-01-32-465-001-221 Recycling Tax: Transfer Station	Budget	Aprv	47	1
19-00110	02/20/19	18 MINIMUM ONE TON FEE	95.00	9-01-32-465-000-221 Landfill: Transfer Station Fees	Budget	Aprv	48	1
			<u>7,110.25</u>					
	03/19/19	RICOH001 RICOH USA, INC.		P.O. BOX 41564				
19-00050	01/14/19	1 PAYMENT #1 - JANUARY, 2019	174.95	9-01-25-240-000-103	Budget	Aprv	19	1

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19-00342	02/06/19	1 PAYMENT #1 - JANUARY, 2019	100.33	Police:Computer Supplies 9-01-20-145-000-295	Budget	Aprv	269	1
19-00342	02/06/19	2	0.00	Revenue: Office Equipment/Furniture 9-01-20-145-000-295	Budget	Aprv	270	1
19-00572	03/12/19	1 PAYMENT #2 - FEBRUARY, 2019	100.33	Revenue: Office Equipment/Furniture 9-01-20-145-000-295	Budget	Aprv	454	1
19-00572	03/12/19	2	0.00	Revenue: Office Equipment/Furniture 9-01-20-145-000-295	Budget	Aprv	455	1
19-00574	03/12/19	1 PAYMENT #1 - JANUARY, 2019	74.65	Revenue: Office Equipment/Furniture 9-01-22-200-000-170	Budget	Aprv	456	1
19-00574	03/12/19	2	74.66	Code: Leased Equipment 9-01-21-180-000-170	Budget	Aprv	457	1
19-00574	03/12/19	3	74.66	Planning: Leased Equipment 9-01-21-185-000-170	Budget	Aprv	458	1
19-00574	03/12/19	4 MAIN COPIER	223.97	Zoning: Leased Equipment 9-01-20-152-000-171	Budget	Aprv	459	1
19-00574	03/12/19	5	0.00	Central Svc: Rented Equipment 9-01-20-152-000-171	Budget	Aprv	460	1
19-00575	03/12/19	1 PAYMENT #2 - FEBRUARY, 2019	74.65	Central Svc: Rented Equipment 9-01-22-200-000-170	Budget	Aprv	461	1
19-00575	03/12/19	2	74.66	Code: Leased Equipment 9-01-21-180-000-170	Budget	Aprv	462	1
19-00575	03/12/19	3	74.66	Planning: Leased Equipment 9-01-21-185-000-170	Budget	Aprv	463	1
19-00575	03/12/19	4 MAIN COPIER	223.97	Zoning: Leased Equipment 9-01-20-152-000-171	Budget	Aprv	464	1
19-00575	03/12/19	5	0.00	Central Svc: Rented Equipment 9-01-20-152-000-171	Budget	Aprv	465	1
19-00576	03/12/19	1 PAYMENT #2 - FEBRUARY, 2019	174.95	Central Svc: Rented Equipment 9-01-25-240-000-103	Budget	Aprv	466	1
19-00577	03/12/19	1 PAYMENT #3 - MARCH, 2019	174.95	Police:Computer Supplies 9-01-25-240-000-103	Budget	Aprv	467	1
19-00578	03/12/19	1 PAYMENT #1 - JANUARY, 2019	224.33	Police:Computer Supplies 9-01-20-120-000-171	Budget	Aprv	468	1
19-00579	03/12/19	1 PAYMENT #2 - FEBRUARY, 2019	224.33	Clerk: Rented Equipment 9-01-20-120-000-171	Budget	Aprv	469	1
19-00580	03/12/19	1 PAYMENT #3 - MARCH, 2019	224.33	Clerk: Rented Equipment 9-01-20-120-000-171	Budget	Aprv	470	1
			2,294.38					
19-00145	03/19/19	SEAC0001 SEACOAST CHEVROLET		3410 SUNSET AVE				
19-00145	01/18/19	1 (S) PIPE	70.74	9-01-26-300-000-203	Budget	Aprv	78	1
19-00145	02/08/19	2 (S) RELAY	111.66	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	79	1
19-00145	02/08/19	3 (S) NUT	8.80	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	80	1
19-00145	02/08/19	4 (S) SEAT	46.50	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	81	1
19-00145	02/08/19	5 (S) INSULAT	32.42	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	82	1

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19-00145	02/08/19	6 (S) INSULAT	69.48	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	83	1
19-00145	02/08/19	7 W-(S) ABSOR	210.02	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	84	1
19-00145	02/08/19	8 W-(S) BUMPER	52.76	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	85	1
19-00145	02/08/19	9 (S) MOUNT	165.98	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	86	1
19-00145	02/08/19	10 F-SPRING	229.68	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	87	1
19-00145	02/08/19	11 (S) PIPE	16.82	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	88	1
19-00145	02/08/19	12 (S) HOSE	44.48	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	89	1
19-00145	02/08/19	13 (S) PIPE	79.11	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	90	1
19-00145	02/08/19	14 (S) MOTOR	147.66	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	91	1
19-00145	02/08/19	15 (S) HARNESS	33.28	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	92	1
19-00145	02/08/19	16 TANK	44.99	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	93	1
19-00145	02/08/19	17 31 CFLT	116.00	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	94	1
19-00145	02/12/19	18 CHECK ENGINE LIGHT CHEVY TAHOE	58.00	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	95	1
			1,538.38					
03/19/19 SHREW006 SHREWSBURY AUTO PARTS, INC.				459 SHREWSBURY AVENUE				
19-00325	02/06/19	1 BLEEDER SCREW	8.40	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	133	1
19-00325	02/06/19	2 BLEEDER SCREW	5.60	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	134	1
19-00325	02/06/19	3 NAPAGOLD FUEL FILTER	52.24	9-01-26-300-000-202 Ctrl Maint: Motor Vehicle-Sanitation	Budget	Aprv	135	1
19-00325	03/01/19	4 BRAKE CALIPER WITH HARDWARE	66.49	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	136	1
19-00325	03/01/19	5 CORE DEPOSIT	61.73	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	137	1
19-00325	03/01/19	6 REMAN BRAKE CALIPER	66.49	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	138	1
19-00325	03/01/19	7 CORE DEPOSIT	61.73	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	139	1
19-00325	03/01/19	8 FAB LOOM-SPLIT POLY	13.00	9-01-26-300-000-181 Ctrl Maint: General Hardware-Minor Tools	Budget	Aprv	140	1
19-00325	03/01/19	9 CORE CREDIT INVOICE#364789	66.49	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	141	1
19-00325	03/01/19	10 CORE CREDIT INVOICE#364789	61.73	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	142	1
19-00325	03/01/19	11 LAMP	5.45	9-01-26-300-000-202 Ctrl Maint: Motor Vehicle-Sanitation	Budget	Aprv	143	1
19-00325	03/01/19	12 CORE CREDIT INVOICE#363842	132.60	9-01-26-300-000-203 Ctrl Maint: Motor Vehicle - Police	Budget	Aprv	144	1

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19-00325	03/01/19	13 CORE CREDIT INVOICE#363842	18.00-	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	145	1
19-00325	03/01/19	14 CORE CREDIT INVOICE#363248	144.00-	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	146	1
19-00325	03/01/19	15 NAPA DEX COOL ANTIFRZ	63.66	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	147	1
19-00325	03/01/19	16 PREM START FL 110Z	40.32	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	148	1
19-00325	03/01/19	17 WHL WGHT	12.95	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-198	Budget	Aprv	149	1
19-00325	03/01/19	18 WHEEL BEARING & HUB ASSEMBLY	202.95	Ctrl Maint: Tire Repairs & Supplies 9-01-26-300-000-203	Budget	Aprv	150	1
19-00325	03/01/19	19 BRAKE HOSE - FRONT LEFT	17.60	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	151	1
19-00325	03/01/19	20 NAPAGOLD AIR FILTER	31.94	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-201	Budget	Aprv	152	1
19-00325	03/01/19	21 NAPAGOLD FUEL FILTER	92.32	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	153	1
19-00325	03/01/19	22 NAPA HYDRUALIC FILTER	12.43	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	154	1
19-00325	03/01/19	23 BRAKELINE	7.52	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-203	Budget	Aprv	155	1
19-00325	03/01/19	24 FITTING	3.10	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	156	1
19-00325	03/01/19	25 FITTING	0.88	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	157	1
19-00325	03/01/19	26 ALTERNATOR-REMANUFACTURED	140.16	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-201	Budget	Aprv	158	1
19-00325	03/01/19	27 CORE DEPOSIT	38.50	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	159	1
19-00325	03/01/19	28 BELT-SERPENTINE	46.61	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	160	1
19-00325	03/01/19	29 NAPAGOLD OIL FILTER	34.25	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-202	Budget	Aprv	161	1
19-00325	03/01/19	30 CORE CREDIT INVOICE #363248	144.00-	Ctrl Maint: Motor Vehicle-Sanitation 9-01-26-300-000-203	Budget	Aprv	162	1
19-00325	03/01/19	31 CORE CREDIT INVOICE #364805	61.73-	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	163	1
19-00325	03/01/19	32 ALTERNATOR CONNECTOR	30.99	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-201	Budget	Aprv	164	1
19-00325	03/01/19	33 TRAC LIGHT	30.74	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-182	Budget	Aprv	165	1
19-00325	03/01/19	34 LEAK DETECT DYE-OIL	6.90	Ctrl Maint: Shop Tools 9-01-26-300-000-118	Budget	Aprv	166	1
19-00325	03/01/19	35 AIR FILTER-NAPA GOLD	11.56	Ctrl Maint: Chemicals 9-01-26-300-000-201	Budget	Aprv	167	1
19-00325	03/01/19	36 OIL FILTER	4.62	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	168	1
19-00325	03/01/19	37 AUTOMATIC TRANSAXLE FILTER KIT	24.19	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	169	1
19-00325	03/01/19	38 MOTOR MOUNT- HYDRAULIC TYPE	45.77	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	170	1

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19-00325	03/01/19	39 STRUT-MODULAR ASSEMBLY	123.12	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	171	1
19-00325	03/01/19	40 BATTERY	103.46	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-203	Budget	Aprv	172	1
19-00325	03/01/19	41 CORE DEPOSIT	18.00	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	173	1
19-00325	03/01/19	42 PREM START FL 110Z	40.32	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-118	Budget	Aprv	174	1
19-00325	03/01/19	43 THERMOSTAT-STANDARD	25.95	Ctrl Maint: Chemicals 9-01-26-300-000-203	Budget	Aprv	175	1
19-00325	03/01/19	44 CORE CREDIT INVOICE# 365626	18.00	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	176	1
19-00325	03/01/19	45 WHEEL NUT, M12-1.50	12.60	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-201	Budget	Aprv	177	1
19-00325	03/01/19	46 RADIATOR	189.59	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-203	Budget	Aprv	178	1
19-00325	03/01/19	47 ENGINE COOLING SYSTEM TEMP	11.68	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	179	1
19-00325	03/06/19	48 BUTT CONNECT	42.50	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-181	Budget	Aprv	180	1
19-00325	03/06/19	49 BUTT CONNECT	42.50	Ctrl Maint: General Hardware-Minor Tools 9-01-26-300-000-181	Budget	Aprv	181	1
19-00325	03/06/19	50 WIPER BLADE	96.84	Ctrl Maint: General Hardware-Minor Tools 9-01-26-300-000-203	Budget	Aprv	182	1
19-00325	03/06/19	51 WIPER BLADE	10.76	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	183	1
19-00325	03/06/19	52 BRAKE PADS - FRONT	67.59	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	184	1
19-00325	03/06/19	53 BRAKE ROTOR (ROTOR ONLY)	92.66	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	185	1
19-00325	03/06/19	54 BRAKE PADS - REAR	63.45	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	186	1
19-00325	03/06/19	55 BRAKE PADS -FRONT	84.94	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-201	Budget	Aprv	187	1
19-00325	03/06/19	56 BRAKE ROTOR (ROTOR ONLY)	95.50	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	188	1
19-00325	03/06/19	57 BRAKE CALIPER HOUSING BOLT	14.44	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	189	1
19-00325	03/06/19	58 BRAKE ROTOR ONLY	131.54	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	190	1
19-00325	03/06/19	59 BRAKE ROTOR ONLY	95.50	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	191	1
19-00325	03/06/19	60 BRAKE ROTOR	183.98	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	192	1
19-00325	03/06/19	61 BRAKE ROTOR ONLY	131.54	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	193	1
19-00325	03/06/19	62 CORE CREDIT INVOICE# 365327	38.50	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	194	1
19-00325	03/06/19	63 CABIN AIR FILTER	29.98	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-203	Budget	Aprv	195	1
19-00325	03/06/19	64 BRAKE ROTOR (ROTOR ONLY)	163.88	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-201	Budget	Aprv	196	1

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19-00325	03/06/19	65 WHEEL SEAL-REAR	98.18	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	197	1
19-00325	03/06/19	66 BRAKE PADS- REAR	81.48	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	198	1
19-00325	03/06/19	67 PARKING BRAKE SHOES	77.68	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	199	1
19-00325	03/06/19	68 CORE DEPOSIT	13.50	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	200	1
19-00325	03/06/19	69 PARKING BRAKE SHOES	22.90	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	201	1
19-00325	03/06/19	70 DISC PAD	96.70	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-203	Budget	Aprv	202	1
19-00325	03/06/19	71 DISC PAD	48.35	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	203	1
19-00325	03/06/19	72 DISC BRAKE PAD	126.90	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	204	1
19-00325	03/06/19	73 250 REFLECTIVE TAPE	83.41	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-109	Budget	Aprv	205	1
19-00325	03/06/19	74 BRAKE PADS - FRONT	48.35	Ctrl Maint: Emergency Safety Materials 9-01-26-300-000-203	Budget	Aprv	206	1
19-00325	03/06/19	75 BLASTER PENETRANT	52.92	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	207	1
19-00325	03/06/19	76 WHITE LITHIUM GREASE	12.32	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	208	1
19-00325	03/06/19	77 TIRE PATCH 2 1 4	18.36	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-198	Budget	Aprv	209	1
19-00325	03/06/19	78 TIRE PATCH 2 1 4	2.70	Ctrl Maint: Tire Repairs & Supplies 9-01-26-300-000-198	Budget	Aprv	210	1
19-00325	03/06/19	79 UNIVERSAL CEMENT	10.00	Ctrl Maint: Tire Repairs & Supplies 9-01-26-300-000-198	Budget	Aprv	211	1
19-00325	03/06/19	80 WHL WGHT	4.52	Ctrl Maint: Tire Repairs & Supplies 9-01-26-300-000-198	Budget	Aprv	212	1
19-00325	03/06/19	81 WHL WGHT	5.86	Ctrl Maint: Tire Repairs & Supplies 9-01-26-300-000-198	Budget	Aprv	213	1
19-00325	03/06/19	82 LAMP	38.64	Ctrl Maint: Tire Repairs & Supplies 9-01-26-300-000-201	Budget	Aprv	214	1
19-00325	03/06/19	83 RIGHT ANGLE S T PGTL	3.70	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-201	Budget	Aprv	215	1
19-00325	03/06/19	84 TIRE PATCH 2 1 4	16.20	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-198	Budget	Aprv	216	1
19-00325	03/06/19	85 BRAKE PADS- FRONT	48.35	Ctrl Maint: Tire Repairs & Supplies 9-01-26-300-000-203	Budget	Aprv	217	1
19-00325	03/06/19	86 BRAKE ROTOR (ROTOR ONLY)	92.66	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	218	1
19-00325	03/06/19	87 NAPA GOLD AIR FILTER	80.94	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	219	1
19-00325	03/06/19	88 CORE CREDIT INVOICE#365889	13.50	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-201	Budget	Aprv	220	1
19-00325	03/06/19	89 CORE CREDIT INVOICE#365957	63.45	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-203	Budget	Aprv	221	1
19-00325	03/06/19	90 2 DISC	26.40	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	222	1

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19-00325	03/06/19	91 2 DISC	27.00	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	223	1
19-00325	03/06/19	92 BULK TRIALER WIRE	78.00	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-201	Budget	Aprv	224	1
19-00325	03/06/19	93 CONE	9.25	Ctrl Maint: Motor Vehicle - Streets 9-01-26-300-000-203	Budget	Aprv	225	1
19-00325	03/06/19	94 TIRE BEAD SEALER	18.39	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-198	Budget	Aprv	226	1
19-00325	03/06/19	95 OXYGEN (O2) SENSOR	33.59	Ctrl Maint: Tire Repairs & Supplies 9-01-26-300-000-205	Budget	Aprv	227	1
19-00325	03/06/19	96 OXYGEN (O2) SENSOR	58.79	Ctrl Maint: Motor Vehicle - Code Enfor. 9-01-26-300-000-203	Budget	Aprv	228	1
19-00325	03/06/19	97 DETONATION (KNOCK) SENSOR	25.54	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	229	1
19-00325	03/06/19	98 BRAKE PADS - FRONT	48.35	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-205	Budget	Aprv	230	1
19-00325	03/06/19	99 LEAK DETECT DYE-OIL	13.80	Ctrl Maint: Motor Vehicle - Code Enfor. 9-01-26-300-000-205	Budget	Aprv	231	1
19-00325	03/06/19	100 TAPE	13.75	Ctrl Maint: Motor Vehicle - Code Enfor. 9-01-26-300-000-181	Budget	Aprv	232	1
19-00325	03/06/19	101 ATM-10 FUSE PAC	4.20	Ctrl Maint: General Hardware-Minor Tools 9-01-26-300-000-181	Budget	Aprv	233	1
19-00325	03/06/19	102 ATM-15 FUSE PAC	4.20	Ctrl Maint: General Hardware-Minor Tools 9-01-26-300-000-181	Budget	Aprv	234	1
19-00325	03/06/19	103 ATM-20 FUSE PAC	4.20	Ctrl Maint: General Hardware-Minor Tools 9-01-26-300-000-181	Budget	Aprv	235	1
19-00325	03/06/19	104 ATM-25 FUSE PAC	4.20	Ctrl Maint: General Hardware-Minor Tools 9-01-26-300-000-181	Budget	Aprv	236	1
19-00325	03/06/19	105 SPRAY 9	37.56	Ctrl Maint: General Hardware-Minor Tools 9-01-26-300-000-118	Budget	Aprv	237	1
19-00325	03/06/19	106 GREZ OFF	38.28	Ctrl Maint: Chemicals 9-01-26-300-000-118	Budget	Aprv	238	1
19-00325	03/06/19	107 WIPER BLADE - EXACT FIT	9.02	Ctrl Maint: Chemicals 9-01-26-300-000-203	Budget	Aprv	239	1
19-00325	03/06/19	108 EXHAUST TRUCK CLAMP	14.18	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-202	Budget	Aprv	240	1
19-00325	03/06/19	109 LOW VOC NONCHLOR BRK	44.76	Ctrl Maint: Motor Vehicle-Sanitation 9-01-26-300-000-118	Budget	Aprv	241	1
19-00325	03/06/19	110 THROTTLE BODY CLEANER	3.59	Ctrl Maint: Chemicals 9-01-26-300-000-118	Budget	Aprv	242	1
19-00325	03/06/19	111 RADIATOR HOSE - UPPER	34.77	Ctrl Maint: Chemicals 9-01-26-300-000-203	Budget	Aprv	243	1
19-00325	03/06/19	112 RADIATOR HOSE - LOWER	20.71	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	244	1
19-00325	03/06/19	113 CLAMP	49.04	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	245	1
19-00325	03/06/19	114 RADIATOR	193.59	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-203	Budget	Aprv	246	1
19-00325	03/06/19	115 NAPA DEX COOL ANTIFRZ	63.66	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-118	Budget	Aprv	247	1
19-00325	03/06/19	116 PRIMARY WIRE	26.00	Ctrl Maint: Chemicals 9-01-26-300-000-202	Budget	Aprv	248	1

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19-00325	03/06/19	117 PRIMARY WIRE	26.00	Ctrl Maint: Motor Vehicle-Sanitation 9-01-26-300-000-202	Budget	Aprv	249	1
19-00325	03/06/19	118 PRIMARY WIRE	26.00	Ctrl Maint: Motor Vehicle-Sanitation 9-01-26-300-000-202	Budget	Aprv	250	1
19-00325	03/06/19	119 PRIMARY WIRE	21.00	Ctrl Maint: Motor Vehicle-Sanitation 9-01-26-300-000-202	Budget	Aprv	251	1
19-00325	03/06/19	120 PRIMARY WIRE	26.00	Ctrl Maint: Motor Vehicle-Sanitation 9-01-26-300-000-202	Budget	Aprv	252	1
19-00325	03/06/19	121 PRIMARY WIRE	26.00	Ctrl Maint: Motor Vehicle-Sanitation 9-01-26-300-000-202	Budget	Aprv	253	1
19-00325	03/06/19	122 PRIMARY WIRE	26.00	Ctrl Maint: Motor Vehicle-Sanitation 9-01-26-300-000-202	Budget	Aprv	254	1
19-00325	03/06/19	123 FREIGHT	10.00	Ctrl Maint: Motor Vehicle-Sanitation 9-01-26-300-000-202	Budget	Aprv	255	1
19-00325	03/06/19	124 WHEEL NUT	36.10	Ctrl Maint: Motor Vehicle-Sanitation 9-01-26-300-000-203	Budget	Aprv	256	1
19-00325	03/06/19	125 WHL WGHT	20.30	Ctrl Maint: Motor Vehicle - Police 9-01-26-300-000-198	Budget	Aprv	257	1
19-00325	03/06/19	126 AIR FILTER - NAPA	11.56	Ctrl Maint: Tire Repairs & Supplies 9-01-26-300-000-198	Budget	Aprv	258	1
19-00325	03/06/19	127 NAPA GOLD OIL FILTER	8.16	Ctrl Maint: Tire Repairs & Supplies 9-01-26-300-000-203	Budget	Aprv	259	1
			<u>4,123.89</u>	Ctrl Maint: Motor Vehicle - Police				
19-00275	01/31/19	03/19/19 SIXFL001 SIX FLAGS GREAT ADVENTURE, LLC 1 SAFARI PROGRAM MAY 4, 2019	350.00	PO BOX 28574 G-02-41-807-000-001	Budget	Aprv	119	1
			<u>350.00</u>	Grant: Recycling Tonnage/Schooling				
19-00353	02/06/19	03/19/19 STAPL001 STAPLES ADVANTAGE 1 Office Supplies	55.83	DEPT. NY 9-01-22-195-000-101	Budget	Aprv	272	1
19-00354	02/06/19	1 Wescott Titanium Scissors	10.49	UCC: Office Supplies 9-01-20-130-000-101	Budget	Aprv	273	1
19-00354	02/06/19	2 Staples Heavyweight Colored	10.65	Finance: Office Supplies 9-01-20-130-000-101	Budget	Aprv	274	1
19-00354	02/06/19	3 Staples Hanging File Folders	25.80	Finance: Office Supplies 9-01-20-130-000-101	Budget	Aprv	275	1
19-00382	02/08/19	1 MISC. OFFICE SUPPLIES	128.83	Finance: Office Supplies 9-01-21-180-000-101	Budget	Aprv	282	1
19-00382	02/08/19	2 MISC. OFFICE SUPPLIES	24.15	Planning: Office Supplies 9-01-20-152-000-101	Budget	Aprv	283	1
19-00407	02/15/19	1 TN221 BLK & COLOR	280.92	Central Svc: Office Supplies 8-01-20-150-000-101	Budget	Aprv	299	1
19-00407	02/15/19	2 SCOTCH TAPE	15.70	Assessor: Office Supplies 8-01-20-152-000-101	Budget	Aprv	300	1
			<u>552.37</u>	Central Svc: Office Supplies				
19-00395	02/12/19	03/19/19 STARK006 STARKEY, KELLY, KENNEALLY 3 PAYMENT #3 - MARCH, 2019	7,500.00	CUNNINGHAM & TURNBACK 9-01-20-155-000-142	Budget	Aprv	295	1
				Law: Consultants - Legal				

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			7,500.00					
19-00248	03/19/19 01/30/19	SUPL001 SUPPLYWORKS 1 REN06127 TOILET TISSUE	544.80	P.O. BOX 415133 9-01-26-310-000-117 Bldg/Grds: Building Materials & Supplies	Budget	Aprv	108	1
19-00248	03/19/19 01/30/19	2 REN06131 HARD ROLL TOWELS	628.80	9-01-26-310-000-117 Bldg/Grds: Building Materials & Supplies	Budget	Aprv	109	1
19-00248	03/19/19 01/30/19	3 REN02839-MS BOWL CLEANER	52.80	9-01-26-310-000-117 Bldg/Grds: Building Materials & Supplies	Budget	Aprv	110	1
19-00248	03/19/19 01/30/19	4 REN13315-CA 33X39 CAN LINERS	51.96	9-01-26-310-000-117 Bldg/Grds: Building Materials & Supplies	Budget	Aprv	111	1
19-00248	03/19/19 01/30/19	5 REN03119 BOX URINAL SCREENS	71.60	9-01-26-310-000-117 Bldg/Grds: Building Materials & Supplies	Budget	Aprv	112	1
19-00248	03/19/19 01/30/19	6 REN02496 FOAM SOAP	153.84	9-01-26-310-000-117 Bldg/Grds: Building Materials & Supplies	Budget	Aprv	113	1
19-00248	03/19/19 01/30/19	7 JWP905394 GOOD SENSE	149.74	9-01-26-310-000-117 Bldg/Grds: Building Materials & Supplies	Budget	Aprv	114	1
19-00248	03/19/19 01/30/19	8 REC74828 LYSOL	102.96	9-01-26-310-000-117 Bldg/Grds: Building Materials & Supplies	Budget	Aprv	115	1
19-00248	03/19/19 01/30/19	9 REN06151-WB FACIAL TISSUE	134.20	9-01-26-310-000-117 Bldg/Grds: Building Materials & Supplies	Budget	Aprv	116	1
			1,890.70					
19-00505	03/19/19 03/01/19	TCTA001 TCTA MEMBERSHIP SHERVICES 1 TCTANJ 2019 MEMBERSHIP DUES	100.00	PO BOX 1668 9-01-20-145-000-127 Revenue: Dues	Budget	Aprv	334	1
19-00506	03/19/19 03/01/19	1 TCTANJ 2019 MEMBERSHIP DUES	100.00	9-01-20-130-000-127 Finance: Dues	Budget	Aprv	335	1
			200.00					
19-00264	03/19/19 01/30/19	THOMA002 THOMAS J. HIRSCH, ESQ. 4 MARCH, 2019 RETAINER	1,000.00	3350 ROUTE 138, BLDG 1 9-01-21-185-000-142 Zoning: Consultants - Legal	Budget	Aprv	118	1
			1,000.00					
16-01457	03/19/19 01/01/18	TMASS001 T & M ASSOCIATES 27 PYMT #23 - INV. #TMC360327	320.00	P.O. BOX 828 8-05-99-999-001-204 Sewer: Accounts Payable	Budget	Aprv	1	1
17-00903	03/19/19 01/01/19	16 PYMT #14 - INV. #TMC361540	7,740.90	9-05-99-999-001-204 Sewer: Accounts Payable	Budget	Aprv	2	1
18-01203	03/19/19 05/08/18	7 PYMT #6 - INV. #TMC360330	3,241.50	T-03-56-859-000-001 Open Space Trust: Open Space	Budget	Aprv	4	1
18-01569	03/19/19 06/20/18	9 PYMT #8 - INV. #TMC360331	9,492.52	C-04-18-430-000-555 ORD. 18-1430: Section 2:20 Costs	Budget	Aprv	16	1
19-00183	03/19/19 01/25/19	5 PYMT. #1 - INV. #TMC360340	1,321.30	9-01-20-165-000-144 Eng: Consultants - Engineer	Budget	Aprv	98	1
19-00183	03/19/19 01/25/19	6 PYMT. #2 - INV. #TMC360341	400.00	9-01-20-165-000-144 Eng: Consultants - Engineer	Budget	Aprv	99	1
19-00183	03/19/19 01/25/19	7 PYMT #3 - INV. #TMC360342	520.11	9-05-55-502-000-144 Sewer: Consultants - Engineer	Budget	Aprv	100	1
19-00183	03/19/19 01/25/19	8 PYMT #4 - INV. #TMC360343	480.00	9-01-26-292-000-144 Stormwater: Consultants - Engineer	Budget	Aprv	101	1

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
19-00183	01/25/19	9 PYMT #5 - INV.#TMC360345	6,720.00	9-01-20-165-000-144 Eng: Consultants - Engineer	Budget	Aprv	102	1
19-00183	01/25/19	10 PYMT #6 - INV. TMC360346	1,280.00	9-01-20-165-000-144 Eng: Consultants - Engineer	Budget	Aprv	103	1
19-00183	01/25/19	11 PYMT #7 - INV. #TMC360347	198.25	9-01-20-165-000-144 Eng: Consultants - Engineer	Budget	Aprv	104	1
19-00539	03/07/19	1 WAYSIDE MANOR	1,912.50	RON5645EO RONIQUE NJ/WAYSIDE MANOR - EO	Project	Aprv	422	1
19-00540	03/07/19	1 REGENCY @ TROTTERS POINTE	1,131.00	TOL1865EO REGENCY@TROTTERS POINTE - EO	Project	Aprv	423	1
19-00541	03/07/19	1 BOULDER @ SHARK RIVER	80.00	PEL2046EO BOULDER AT SHARK RIVER - EO	Project	Aprv	424	1
19-00542	03/07/19	1 MEADOWS @ TINTON FALLS	1,353.47	RON4697EO MEADOWS AT TINTON FALLS - EO	Project	Aprv	425	1
19-00543	03/07/19	1 7TH DAY	1,260.66	7TH5454EO 7TH DAY LLC	Project	Aprv	426	1
19-00544	03/07/19	1 TRINITY HALL	1,168.50	TRI5520EO TRINITY HALLL, PH2 - EO	Project	Aprv	427	1
19-00545	03/07/19	1 MEZZASALMA - 67 APPLE STREET	843.25	MEZ5694EO MEZZASALMA-67 APPLE ST - EO	Project	Aprv	428	1
19-00546	03/07/19	1 LENNAR PARCEL C-1	1,796.25	USH5710EO LENNAR PARCEL C-1 - EO	Project	Aprv	429	1
19-00547	03/07/19	1 J&C PROP. HOLDINGS - 309 ESSEX	419.82	JCP5595EO 309 ESSEX	Project	Aprv	430	1
19-00548	03/07/19	1 5030 SHAFTO	775.50	5035843EO 5030 SHAFTO ROAD	Project	Aprv	431	1
19-00549	03/07/19	1 7TH DAY -BREWERY USE VARIANCE	153.00	7TH5462CU 7TH DAY LLC - BREWERY	Project	Aprv	432	1
19-00550	03/07/19	1 DAVITA DIALYSIS-133 NEWMAN	600.00	DAV5827CU Davita Dialysis - CU	Project	Aprv	433	1
19-00551	03/07/19	1 BRADLEY-32 THAYER DR	80.00	BRA5777CU F SCOTT BRADLEY	Project	Aprv	434	1
19-00552	03/07/19	1 JUNIOR ATHLETES-101 TORNILLO	160.72	JUN5629CU JUNIOR ATHLETES INC.	Project	Aprv	435	1
19-00554	03/08/19	1 5030 SHAFTO LLC	1,528.75	5035546CO 5030 SHAFTO LLC MICHAEL ANTAR	Project	Aprv	436	1
19-00555	03/08/19	1 ROBERTS - 301 WATER STREET	160.00	ROB5561CU ROBERTS, ANTHONY - CU	Project	Aprv	437	1
19-00556	03/08/19	1 DUTCH - 26 CRANBERRY DR	362.50	DUT5819CU Dutch, wendy - CU	Project	Aprv	438	1
			45,500.50					
	03/19/19	VERIZ001 VERIZON - CABS		P.O. BOX 4832				
19-00532	03/07/19	1 PAYMENT #2 - FEBRUARY, 2019	1,147.48	9-01-31-450-000-214 Telecommunications: Telephone - Police	Budget	Aprv	414	1
			1,147.48					
	03/19/19	VITAL001 VITAL COMMUNICATIONS, INC.		900 SOUTH BROAD STREET				
19-00309	02/06/19	1 PAYMENT #3, MARCH, 2019	344.80	9-05-55-502-000-160 Sewer: Computer Service	Budget	Aprv	131	1
19-00309	02/06/19	2	507.20	9-01-20-145-000-160 Revenue: Computer Services	Budget	Aprv	132	1

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
			852.00					
19-00148	01/18/19	03/19/19 WARSH001 WARSHAUER ELECTRIC SUPPLY 1 MH400/U/Ed28	23.21	800 SHREWSBURY AVENUE 9-01-26-310-000-117 Bldg/Grds: Building Materials & Supplies	Budget	Aprv	96	1
			23.21					
18-03170	12/21/18	03/19/19 WORLD002 WORLD JEEP CHRYSLER DODGE RAM 1 O-RING	9.16	681 SHREWSBURY AVENUE 8-01-26-300-000-203 Ctr'l Maint: Motor Vehicle - Police	Budget	Aprv	18	1
			9.16					

Checks:	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
	71	470	2,425,069.73

There are NO errors or warnings in this listing.

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	8-01	1,322.10	0.00	0.00	1,322.10
SEWER UTILITY FUND	8-05	320.00	0.00	0.00	320.00
Year Total:		1,642.10	0.00	0.00	1,642.10
CURRENT FUND	9-01	2,200,070.41	0.00	0.00	2,200,070.41
SEWER UTILITY FUND	9-05	101,864.49	0.00	0.00	101,864.49
Year Total:		2,301,934.90	0.00	0.00	2,301,934.90
CAPITAL FUND	C-04	9,492.52	0.00	0.00	9,492.52
GRANT FUND	G-02	76,347.00	0.00	0.00	76,347.00
GENERAL TRUST FUND	T-03	19,308.29	0.00	0.00	19,308.29
DOG TRUST FUND	T-12	2,559.00	0.00	0.00	2,559.00
Year Total:		21,867.29	0.00	0.00	21,867.29
Total of All Funds:		2,411,283.81	0.00	0.00	2,411,283.81

Project Description	Project No.	Project Total
5030 SHAFTO LLC MICHAEL ANTAR	5035546CO	1,528.75
5030 SHAFTO ROAD	5035843EO	775.50
7TH DAY LLC	7TH5454EO	1,260.66
7TH DAY LLC - BREWERY	7TH5462CU	153.00
F SCOTT BRADLEY	BRAS777CU	80.00
Davita Dialysis - CU	DAV5827CU	600.00
Dutch, Wendy - CU	DUT5819CU	362.50
309 ESSEX	JCP5595EO	419.82
JUNIOR ATHLETES INC.	JUN5629CU	160.72
MEZZASALMA-67 APPLE ST - EO	MEZ5694EO	843.25
BOULDER AT SHARK RIVER - EO	PEL2046EO	80.00
ROBERTS, ANTHONY - CU	ROB5561CU	160.00
MEADOWS AT TINTON FALLS - EO	RON4697EO	1,353.47
RONIQUE NJ/WAYSIDE MANOR - ED	RON5645EO	1,912.50
REGENCY@TROTTERS POINTE - EO	TOL1865EO	1,131.00
TRINITY HALLL, PH2 - EO	TRIS520EO	1,168.50
LENNAR PARCEL C-1 - EO	USH5710EO	1,796.25
Total of All Projects:		<u>13,785.92</u>

G/L Posting Summary

Account	Description	Debits	Credits
9-01-101-01-000-001	Clearing	1,628.64	2,203,021.15
9-01-201-20-000-000	Current Appropriations	2,201,699.05	1,628.64
9-01-203-55-000-000	Appropriation Reserves	1,322.10	0.00
Totals for Fund 9-01 :		<u>2,204,649.79</u>	<u>2,204,649.79</u>
9-02-101-01-000-001	Cash	0.00	76,347.00
9-02-213-40-000-000	Appropriated Reserves	76,347.00	0.00
Totals for Fund 9-02 :		<u>76,347.00</u>	<u>76,347.00</u>
9-03-101-01-000-001	Cash	0.00	1,900.00
9-03-101-01-000-004	Cash - TTL	0.00	815.59
9-03-101-01-000-011	Cash - Self Insurance	0.00	12,576.20
9-03-101-01-000-014	Cash - Open Space	0.00	3,241.50

Project Description	Project No.	Project Total	
9-03-101-01-000-016	Cash - Affordable Housing	0.00	775.00
9-03-201-20-000-000	Trust Appropriations	<u>19,308.29</u>	<u>0.00</u>
	Totals for Fund 9-03 :	19,308.29	19,308.29
9-04-101-01-000-001	Cash	0.00	9,492.52
9-04-215-55-000-000	Capital Appropriations	<u>9,492.52</u>	<u>0.00</u>
	Totals for Fund 9-04 :	9,492.52	9,492.52
9-05-101-01-000-001	Cash	0.00	102,184.49
9-05-201-20-000-000	Sewer Appropriations	94,123.59	0.00
9-05-204-55-000-001	Accounts Payable	<u>8,060.90</u>	<u>0.00</u>
	Totals for Fund 9-05 :	102,184.49	102,184.49
9-12-101-01-000-001	Cash	0.00	2,559.00
9-12-201-20-000-000	Animal Control Appropriations	<u>2,559.00</u>	<u>0.00</u>
	Totals for Fund 9-12 :	2,559.00	2,559.00
9-13-101-01-000-001	Cash	0.00	13,785.92
9-13-201-20-000-000	Escrow Checking	<u>13,785.92</u>	<u>0.00</u>
	Totals for Fund 9-13 :	13,785.92	13,785.92
	Grand Total:	<u>2,428,327.01</u>	<u>2,428,327.01</u>