

LINWOOD COMMON COUNCIL
CAUCUS AGENDA
April 14, 2021
6:00 P.M.

**NOTICE OF THIS MEETING HAS BEEN PUBLISHED
IN ACCORDANCE WITH THE REQUIREMENTS OF
THE OPEN PUBLIC MEETINGS ACT.**

1. Roll Call
Mayor Matik ___ Mrs. Byrnes _____ Mrs. DeDomenicis _____
Mr. Ford _____ Mr. Gordon _____ Mr. Levinson _____
Mr. Michael _____ Mr. Paolone _____

Professionals: Mr. Youngblood _____ Mr. Polistina _____ Mrs. Napoli _____
2. Approval of Minutes Without Formal Reading
3. Mayor's Report
4. Councilwoman Byrnes
 - A. Neighborhood Services
5. Councilwoman DeDomenicis
 - A. Public Works
6. Councilman Ford
 - A. Planning, Engineering, & Development
 1. Reintroduction of an Ordinance amending Chapter 155 Flood Damage Prevention due to recent FEMA updates
 2. Resolution awarding a Contract to Atlantic Coast Alarm for the fire alarm replacement at the Library
 3. Resolution authorizing temporary signage for the Farmers Market
 4. Ordinance amending Chapter 41 Land Use Procedures, Specific Design Standards for fences – first reading
7. Councilman Gordon
 - A. Planning, Engineering, & Development
 1. Resolution awarding a Contract to Landberg Construction for the FY 2020 Resurfacing of Wabash Avenue, Contract No. 27
 2. Resolution awarding a Contract to Landberg Construction for the FY 2021 Resurfacing of Wabash Avenue Phase II, Contract No. 28
 3. Resolution awarding a Contract to Arawak Paving Co. for the Frances Avenue Resurfacing, Contract No. 30
8. Councilman Levinson
 - A. Revenue & Finance
 1. CAP Ordinance – final reading
 2. Bond Ordinance – first reading
 3. Resolutions authorizing refunds of overpayment of taxes due to 100% disabled veteran status for 4 Falling Water Drive, 404 W. Joseph Avenue, and 311 Van Sant Avenue
 4. Resolution authorizing an electronic tax sale
 5. Resolution authorizing the sale of surplus property on GovDeals
 6. Resolution authorizing a subscription agreement with GovPilot for a cloud-based government management platform

9. Councilman Michael

A. Public Safety

1. Resolution authorizing the reappointment of Special Class II Officer Pierce Shaud
2. Resolution authorizing the hiring of John B. Morris, 3rd to the position of Patrolman in the Linwood Police Department

10. Council President Paolone

A. Administration

1. Resolutions authorizing a Separation Agreement and a Settlement Agreement with John Hamilton
2. Shared municipal court

11. Mr. Youngblood

**LINWOOD COMMON COUNCIL
AGENDA OF REGULAR MEETING
April 14, 2021**

CALL TO ORDER

**NOTICE OF THIS MEETING HAS BEEN
PUBLISHED IN ACCORDANCE WITH THE
REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT.**

FLAG SALUTE: Councilman Eric Ford

ROLL CALL

APPROVAL OF MINUTES WITHOUT FORMAL READING

ORDINANCES

8 OF 2021

AN ORDINANCE BY THE CITY OF LINWOOD AMENDING THE LINWOOD CODE OF ORDINANCES TO REPEAL CHAPTER 155 FLOOD DAMAGE PREVENTION; TO ADOPT A NEW FLOOD DAMAGE PREVENTION ORDINANCE CHAPTER 155; TO ADOPT FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN ADMINISTRATOR; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

FIRST READING: April 14, 2021

PUBLICATION: April 19, 2021

PASSAGE: April 28, 2021

9 OF 2021

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK.

FIRST READING: March 24, 2021

PUBLICATION: March 29, 2021

PASSAGE: April 14, 2021

10 OF 2021

A BOND ORDINANCE APPROPRIATING SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) AND AUTHORIZING THE ISSUANCE OF SEVENTY-ONE THOUSAND TWO HUNDRED FIFTY DOLLARS (\$71,250) IN BONDS OR NOTES OF THE CITY OF LINWOOD FOR PURCHASE OF VARIOUS EQUIPMENT AND SIGNAGE FOR PUBLIC WORKS DEPARTMENT AUTHORIZED TO BE UNDERTAKEN BY THE CITY OF LINWOOD, IN THE COUNTY OF ATLANTIC, NEW JERSEY.

FIRST READING: April 14, 2021

PUBLICATION: April 19, 2021

PASSAGE: April 28, 2021

11 OF 2021

AN ORDINANCE AMENDING CHAPTER 41 LAND USE PROCEDURES, ARTICLE V DEVELOPMENT REQUIREMENTS AND STANDARDS OF THE CODE OF THE CITY OF LINWOOD AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT HERewith.

FIRST READING: April 14, 2021

PUBLICATION: April 19, 2021

PASSAGE: April 28, 2021

RESOLUTIONS WITHIN CONSENT AGENDA

All matters listed under item, **Consent Agenda**, are considered to be routine by City Council, and will be enacted by one motion in the form listed. Any items requiring expenditure are supported by a Certification of Availability of Funds and any item requiring discussion will be removed from the Consent Agenda and discussed separately. All Consent Agenda items will be reflected in full in the minutes.

- 73-2021** A Resolution authorizing the refund of a tax overpayment of the 2nd Quarter 2021 Tax Payment for Block 1 Lot 45.22 located at 4 Falling Water Drive in the City of Linwood
- 74-2021** A Resolution authorizing the refund of a tax overpayment of the 2nd Quarter 2021 Tax Payment for Block 24 Lot 4 located at 404 W. Joseph Avenue in the City of Linwood
- 75-2021** A Resolution authorizing the refund of a tax overpayment of the 2nd Quarter 2021 Tax Payment for Block 98 Lot 6 located at 311 Van Sant Avenue in the City of Linwood
- 76-2021** A Resolution authorizing the Tax Collector to participate in an electronic tax sale
- 77-2021** A Resolution authorizing the reappointment of Pierce Shaud as a Special Law Enforcement Officer, Class II, for the City of Linwood
- 78-2021** A Resolution authorizing the hiring of John B. Morris, 3rd to the position of Patrolman in the Linwood Police Department
- 79-2021** A Resolution authorizing disposal of surplus property on GovDeals
- 80-2021** A Resolution amending Resolution No. 14, 2021 authorizing the City of Linwood to enter into a Contract with vendors for State Contract purchases
- 81-2021** A Resolution authorizing a Subscription Agreement with PropertyPilot, LLC dba GovPilot for a government management platform
- 82-2021** A Resolution awarding the Contract to Landberg Construction for the FY 2020 Resurfacing of Wabash Avenue, Contract No. 27
- 83-2021** A Resolution awarding the Contract to Landberg Construction for the FY 2021 Resurfacing of Wabash Avenue Phase II, Contract No. 28
- 84-2021** A Resolution awarding the Contract to Arawak Paving Co. for the Frances Avenue Resurfacing, Contract No. 30
- 85-2021** A Resolution awarding a Contract to Atlantic Coast Alarm, Inc. for the fire alarm replacement at the Linwood Library
- 86-2021** A Resolution approving temporary signage for the Linwood Farmers Market
- 87-2021** A Resolution authorizing the Mayor and Municipal Clerk to execute a Settlement Agreement and Mutual Release of behalf of the City of Linwood with John Hamilton
- 88-2021** A Resolution authorizing the execution of a Separation Agreement with John Hamilton

APPROVAL OF BILL LIST: \$369,729.16

MEETING OPEN TO THE PUBLIC

FINAL REMARKS BY MAYOR AND COUNCIL

ADJOURNMENT

ORDINANCE NO. 8, 2021

AN ORDINANCE BY THE CITY OF LINWOOD AMENDING THE CITY OF LINWOOD CODE OF ORDINANCES TO REPEAL CHAPTER 155 FLOOD DAMAGE PREVENTION ORDINANCE; TO ADOPT A NEW FLOOD DAMAGE PREVENTION ORDINANCE CHAPTER 155; TO ADOPT FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN ADMINISTRATOR; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Legislature of the State of New Jersey has, in N.J.S.A. 40:48 et seq and N.J.S.A. 40:55D et seq., conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of **City of Linwood** and such areas may be subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare, and

WHEREAS, the **City of Linwood** was accepted for participation in the National Flood Insurance Program on **January 19th, 1983** and the **City of Linwood** desires to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59,60, 65, and 70 necessary for such participation; and

WHEREAS, the **City of Linwood** is required, pursuant to N.J.S.A. 5:23 et seq., to administer and enforce the State building codes, and such building codes contain certain provisions that apply to the design and construction of buildings and structures in flood hazard areas; and

WHEREAS, the **City of Linwood** is required, pursuant to N.J.S.A. 40:49-5, to enforce zoning codes that secure safety from floods and contain certain provisions that apply to the development of lands; and

WHEREAS, the **City of Linwood** is required, pursuant to N.J.S.A.58:16A-57, within 12 months after the delineation of any flood hazard area, to adopt rules and regulations concerning the development and use of land in the flood fringe area which at least conform to the standards promulgated by the New Jersey Department of Environmental Protection (NJDEP).

NOW, THEREFORE, BE IT ORDAINED by the **City of Linwood** of **City of Linwood** that the following floodplain management regulations are hereby adopted.

SECTION 1. RECITALS.

The foregoing whereas clauses are incorporated herein by reference and made a part hereof.

SECTION 2. These regulations specifically repeal and replace the following ordinance(s) and regulation(s): **Flood Damage Prevention Ordinance Chapter 155**

SECTION 101 SCOPE AND ADMINISTRATION

101.1 Title. These regulations, in combination with the flood provisions of the Uniform Construction Code (UCC) N.J.A.C. 5:23 (hereinafter "Uniform Construction Code," consisting of the Building Code, Residential Code, Rehabilitation Subcode, and related codes, and the New Jersey Flood Hazard Area Control Act (hereinafter "FHACA"), N.J.A.C. 7:13, shall be known as the *Floodplain Management Regulations* of the **City of Linwood** (hereinafter "these regulations").

101.2 Scope. These regulations, in combination with the flood provisions of the Uniform Construction Code and FHACA shall apply to all proposed development in flood hazard areas established in Section 102 of these regulations.

101.3 Purposes and objectives. The purposes and objectives of these regulations are to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific flood hazard areas through the establishment of comprehensive regulations for management of flood hazard areas, designed to:

- (1) Protect human life and health.
- (2) Prevent unnecessary disruption of commerce, access, and public service during times of flooding.
- (3) Manage the alteration of natural floodplains, stream channels and shorelines;
- (4) Manage filling, grading, dredging and other development which may increase flood damage or erosion potential.
- (5) Prevent or regulate the construction of flood barriers which will divert floodwater or increase flood hazards.
- (6) Contribute to improved construction techniques in the floodplain.
- (7) Minimize damage to public and private facilities and utilities.
- (8) Help maintain a stable tax base by providing for the sound use and development of flood hazard areas.
- (9) Minimize the need for rescue and relief efforts associated with flooding.
- (10) Ensure that property owners, occupants, and potential owners are aware of property located in flood hazard areas.
- (11) Minimize the need for future expenditure of public funds for flood control projects and response to and recovery from flood events.
- (12) Meet the requirements of the National Flood Insurance Program for community participation set forth in Title 44 Code of Federal Regulations, Section 59.22.

101.4 Coordination with Building Codes. Pursuant to the requirement established in N.J.A.C. 5:23, the Uniform Construction Code, that the **City of Linwood** administer and enforce the State building codes, the **Common Council** of the **City of Linwood** does hereby acknowledge that the Uniform Construction Code contains certain provisions that apply to the

design and construction of buildings and structures in flood hazard areas. Therefore, these regulations are intended to be administered and enforced in conjunction with the Uniform Construction Code.

101.5 Ordinary Building Maintenance and Minor Work. Improvements defined as ordinary building maintenance and minor work projects by the Uniform Construction Code including non-structural replacement-in-kind of windows, doors, cabinets, plumbing fixtures, decks, walls, partitions, new flooring materials, roofing, etc. shall be evaluated by the Floodplain Administrator through the floodplain development permit to ensure compliance with the Substantial Damage and Substantial Improvement Section 103.14 of this ordinance.

101.6 Warning. The degree of flood protection required by these regulations is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. Enforcement of these regulations does not imply that land outside the special flood hazard areas, or that uses permitted within such flood hazard areas, will be free from flooding or flood damage.

101.7 Other laws. The provisions of these regulations shall not be deemed to nullify any provisions of local, State, or Federal law.

101.8 Violations and Penalties for Noncompliance. No structure or land shall hereafter be constructed, re-located to, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Violation of the provisions of this ordinance by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a misdemeanor under N.J.S.A. 40:49-5. Any person who violates this ordinance or fails to comply with any of its requirements shall be subject to one (1) or more of the following: a fine of not more than \$1250, imprisonment for a term not exceeding ninety(90) days or a period of community service not exceeding 90 days, in the discretion of the court designated by the City of Linwood to hear misdemeanors.

Each day in which a violation of an ordinance exists shall be considered to be a separate and distinct violation subject to the imposition of a separate penalty for each day of the violation as the Court may determine except that the owner will be afforded the opportunity to cure or abate the condition during a 30 day period and shall be afforded the opportunity for a hearing before the court for an independent determination concerning the violation. Subsequent to the expiration of the 30 day period, a fine greater than \$1250 may be imposed if the court has not determined otherwise, or if upon reinspection of the property, it is determined that the abatement has not been substantially completed.

Any person who is convicted of violating an ordinance within one year of the date of a previous violation of the same ordinance and who was fined for the previous violation, shall be sentenced by a court to an additional fine as a repeat offender. The additional fine imposed by the court upon a person for a repeated offense shall not be less than the minimum or exceed the maximum fine fixed for a violation of the ordinance, but shall be calculated separately from the fine imposed for the violation of the ordinance. The Common Council at their discretion, may choose not to impose an additional fine upon a person for a repeated violation of this ordinance and may waive the additional fine by ordinance or resolution.

Any person convicted of the violation of any ordinance may, in the discretion of the court by which he was convicted, and in default of the payment of any fine imposed therefore, be imprisoned in the county jail or place of detention provided by the municipality, for any term not exceeding 90 days, or be required to perform community service for a period not exceeding 90 days.

101.8.1 Solid Waste Disposal in a Flood Hazard Area. Any person who has unlawfully disposed of solid waste in a floodway or floodplain who fails to comply with this ordinance or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$2500 or up to a maximum penalty by a fine not exceeding \$10,000 under N.J.S.A. 40:49-5.

101.9 Abrogation and greater restrictions. These regulations supersede any ordinance in effect in flood hazard areas. However, these regulations are not intended to repeal or abrogate any existing ordinances including land development regulations, subdivision regulations, zoning ordinances, stormwater management regulations, or building codes. In the event of a conflict between these regulations and any other ordinance, code, or regulation, the more restrictive shall govern.

SECTION 102 APPLICABILITY

102.1 General. These regulations, in conjunction with the Uniform Construction Code, provide minimum requirements for development located in flood hazard areas, including the subdivision of land and other developments; site improvements and installation of utilities; placement and replacement of manufactured homes; placement of recreational vehicles; new construction and alterations, repair, reconstruction, rehabilitation or additions of existing buildings and structures; substantial improvement of existing buildings and structures, including repair of substantial damage; installation of tanks; temporary structures and temporary or permanent storage; utility and miscellaneous Group U buildings and structures; and certain building work exempt from permit under the Uniform Construction Code; and other buildings and development activities.

102.2 Establishment of Flood Hazard Areas. The **City of Linwood** was accepted for participation in the National Flood Insurance Program on **January 19th, 1983**.

The National Flood Insurance Program (NFIP) floodplain management regulations encourage that all Federal, State, and Local regulations that are more stringent than the minimum NFIP standards take precedence in permitting decisions. The FHACA requires that the effective Flood Insurance Rate Map, most recent preliminary FEMA mapping and flood studies, and Department delineations be compared to determine the most restrictive mapping. The FHACA also regulates unstudied flood hazard areas in watersheds measuring 50 acres or greater in size and most riparian zones in New Jersey. Because of these higher standards, the regulated flood hazard area in New Jersey may be more expansive and more restrictive than the FEMA Special Flood Hazard Area. Maps and studies that establish flood hazard areas are on file at the **Linwood City Hall, 400 Poplar Ave, Linwood, NJ 08221**.

The following sources identify flood hazard areas in this jurisdiction and must be considered when determining the Best Available Flood Hazard Data Area:

- 1) **Effective Flood Insurance Study.** Special Flood Hazard Areas (SFHAs) identified by the Federal Emergency Management Agency in a scientific and engineering report entitled Flood Insurance Study, Atlantic County, New Jersey (All Jurisdictions) dated August 28, 2018 and the accompanying Flood Insurance Rate Maps (FIRM) identified in Table 102.2(1) whose effective date is August 28, 2018 are hereby adopted by reference.

Table 102.2(1)

Map Panel #	Effective Date	Revision Letter	Map Panel #	Effective Date	Revision Letter
34001C0427F	08/28/2018	F	34001C0433F	08/28/2018	F
34001C0428F	08/28/2018	F	34001CIND0A	08/28/2018	A
34001C0429F	08/28/2018	F			
34001C0431F	08/28/2018	F			

- 2) **Federal Best Available Information.** City of Linwood shall utilize Federal flood information as listed in the table below that provides more detailed hazard information, higher flood elevations, larger flood hazard areas, and results in more restrictive regulations. This information may include but is not limited to preliminary flood elevation guidance from FEMA (such as Advisory Flood Hazard Area Maps, Work Maps or Preliminary FIS and FIRM). Additional Federal Best Available studies issued after the date of this ordinance must also be considered. These studies are listed on FEMA's Map Service Center. This information shall be used for floodplain regulation purposes only.

Table 102.2(2)

Map Panel #	Preliminary Date	Map Panel #	Preliminary Date
None			

- 3) **Other Best Available Data.** City of Linwood shall utilize high water elevations from flood events, groundwater flooding areas, studies by federal or state agencies, or other information deemed appropriate by the City of Linwood. Other "best available information" may not be used which results in less restrictive flood elevations, design standards, or smaller flood hazard areas than the sources described in Section 102.2 (1) and (2), above.
- 4) **State Regulated Flood Hazard Areas.** For State regulated waters, the NJ Department of Environmental Protection (NJDEP) identifies the flood hazard area as the land, and the space above that land, which lies below the "Flood Hazard Area Control Act Design Flood Elevation", as defined in Section 201, and as described in the New Jersey Flood Hazard Area Control Act at N.J.A.C. 7:13. A FHACA flood hazard area exists along every regulated water that has a drainage area of 50 acres or greater. Such area may extend beyond the boundaries of the Special Flood Hazard Areas (SFHAs) as identified by FEMA.

102.3 Establishing the Local Design Flood Elevation (LDFE).

The Local Design Flood Elevation (LDFE) is established in the flood hazard areas determined in Section 102.2, above, using the best available flood hazard data sources, and the Flood Hazard Area Control Act minimum Statewide elevation requirements for lowest floors in A, Coastal A, and V zones, ASCE 24 requirements for critical facilities as specified by the building code, plus additional freeboard as specified by this ordinance.

At a minimum, the Local Design Flood Elevation shall be as follows:

- 1) For a delineated watercourse, the elevation associated with the Best Available Flood Hazard Data Area determined in Section 102.2, above plus two feet or as described by N.J.A.C. 7:13; or
- 2) For any undelineated watercourse (where mapping or studies described in 102.2 (1) and (2) above are not available) that has a contributory drainage area of 50 acres or more, the applicants must provide one of the following to determine the Local Design Flood Elevation:
 - a. A copy of an unexpired NJDEP Flood Hazard Area Verification plus additional two feet of freeboard to comply with this ordinance; or
 - b. A determination of the Flood Hazard Area Design Flood Elevation using Method 5 or Method 6 (as described in N.J.A.C. 7:13) which includes two feet of freeboard and is sealed and submitted according to Section 105.2-3.
- 3) AO Zones – For Zone AO areas on the municipality’s FIRM (or on preliminary flood elevation guidance from FEMA), the Local Design Flood Elevation is determined from the FIRM panel as the highest adjacent grade plus the depth number specified plus one foot or higher standard feet of freeboard. If no depth number is specified, the Local Design Flood Elevation is three (4) feet above the highest adjacent grade.
- 4) Class IV Critical Facilities - For any proposed development of new and substantially improved Flood Design Class IV Critical Facilities, the Local Design Flood Elevation must be the higher of the 0.2% annual chance (500 year) flood elevation or the Flood Hazard Area Design Flood Elevation with an additional 2 feet of freeboard in accordance with ASCE 24.
- 5) Class III Critical Facilities - For proposed development of new and substantially improved Flood Design Class III Critical Facilities in coastal high hazard areas, the Local Design Flood Elevation must be the higher of the 0.2% annual chance (500 year) flood elevation or the Flood Hazard Area Design Flood Elevation with an additional 2 feet of freeboard in accordance with ASCE 24.

SECTION 103 DUTIES AND POWERS OF THE FLOODPLAIN ADMINISTRATOR

103.1 Floodplain Administrator Designation. The **Construction Official** is designated the Floodplain Administrator. The Floodplain Administrator shall have the authority to delegate performance of certain duties to other employees.

103.2 General. The Floodplain Administrator is authorized and directed to administer the provisions of these regulations. The Floodplain Administrator shall have the authority to render interpretations of these regulations consistent with the intent and purpose of these regulations and to establish policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be consistent with the intent and purpose of these regulations and the flood provisions of the building code and shall not have the effect of waiving specific requirements without the granting of a variance pursuant to Section 107 of these regulations.

103.3 Coordination. The Floodplain Administrator shall coordinate with the Construction Official to administer and enforce the flood provisions of the Uniform Construction Code.

103.4 Duties. The duties of the Floodplain Administrator shall include but are not limited to:

- (1) Review all permit applications to determine whether proposed development is located in flood hazard areas established in Section 102 of these regulations.
- (2) Require development in flood hazard areas to be reasonably safe from flooding and to be designed and constructed with methods, practices and materials that minimize flood damage.
- (3) Interpret flood hazard area boundaries and provide available flood elevation and flood hazard information.
- (4) Determine whether additional flood hazard data shall be obtained or developed.
- (5) Review required certifications and documentation specified by these regulations and the building code to determine that such certifications and documentations are complete.
- (6) Establish, in coordination with the Construction Official, written procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to Section 103.14 of these regulations.
- (7) Coordinate with the Construction Official and others to identify and investigate damaged buildings located in flood hazard areas and inform owners of the requirement to obtain permits for repairs.
- (8) Review requests submitted to the Construction Official seeking approval to modify the strict application of the flood load and flood resistant construction requirements of the Uniform Construction code to determine whether such requests require consideration as a variance pursuant to Section 107 of these regulations.
- (9) Require applicants who submit hydrologic and hydraulic engineering analyses to support permit applications to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps when the analyses propose to change base flood elevations, flood hazard area boundaries, or floodway designations; such submissions shall be made within 6 months of such data becoming available.
- (10) Require applicants who propose alteration of a watercourse to notify adjacent jurisdictions and the NJDEP Bureau of Flood Engineering, and to submit copies of such notifications to the Federal Emergency Management Agency (FEMA).
- (11) Inspect development in accordance with Section 106 of these regulations and inspect flood hazard areas to determine if development is undertaken without issuance of permits.
- (12) Prepare comments and recommendations for consideration when applicants seek variances in accordance with Section 107 of these regulations.

- (13) Cite violations in accordance with Section 108 of these regulations.
- (14) Notify the Federal Emergency Management Agency when the corporate boundaries of the **City of Linwood** have been modified.
- (15) Permit Ordinary Maintenance and Minor Work in the regulated areas discussed in Section 102.2.

103.5 Use of changed technical data. The Floodplain Administrator and the applicant shall not use changed flood hazard area boundaries or base flood elevations for proposed buildings or developments unless the Floodplain Administrator or applicant has applied for a Conditional Letter of Map Revision (CLOMR) to the Flood Insurance Rate Map (FIRM) revision and has received the approval of the Federal Emergency Management Agency. A revision of the effective FIRM does not remove the related feature(s) on a flood hazard area delineation that has been promulgated by the NJDEP. A separate application must be made to the State pursuant to N.J.A.C. 7:13 for revision of a flood hazard design flood elevation, flood hazard area limit, floodway limit, and/or other related feature.

103.6 Other permits. It shall be the responsibility of the Floodplain Administrator to assure that approval of a proposed development shall not be given until proof that necessary permits have been granted by Federal or State agencies having jurisdiction over such development, including section 404 of the Clean Water Act. In the event of conflicting permit requirements, the Floodplain Administrator must ensure that the most restrictive floodplain management standards are reflected in permit approvals.

103.7 Determination of Local Design Flood Elevations. If design flood elevations are not specified, the Floodplain Administrator is authorized to require the applicant to:

- (1) Obtain, review, and reasonably utilize data available from a Federal, State, or other source, or
- (2) Determine the design flood elevation in accordance with accepted hydrologic and hydraulic engineering techniques. Such analyses shall be performed and sealed by a licensed professional engineer. Studies, analyses, and computations shall be submitted in sufficient detail to allow review and approval by the Floodplain Administrator. The accuracy of data submitted for such determination shall be the responsibility of the applicant.

It shall be the responsibility of the Floodplain Administrator to verify that the applicant's proposed Best Available Flood Hazard Data Area and the Local Design Flood Elevation in any development permit accurately applies the best available flood hazard data and methodologies for determining flood hazard areas and design elevations described in 102.2 and 102.3 respectively. This information shall be provided to the Construction Official and documented according to Section 103.15.

103.8 Requirement to submit new technical data. Base Flood Elevations may increase or decrease resulting from natural changes (e.g. erosion, accretion, channel migration, subsidence, uplift) or man-made physical changes (e.g. dredging, filling, excavation) affecting flooding conditions. As soon as practicable, but not later than six months after the date of a man-made change or when information about a natural change becomes available, the Floodplain Administrator shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data in accordance with Title 44 Code of Federal Regulations Section 65.3. Such a submission is necessary so that upon confirmation of those physical changes affecting flooding conditions, risk premium rates and floodplain management requirements will be based upon current data.

103.9 Activities in riverine flood hazard areas. In riverine flood hazard areas where design flood elevations are specified but floodways have not been designated, the Floodplain Administrator shall not permit any new construction, substantial improvement or other development, including the placement of fill, unless the applicant submits an engineering analysis prepared by a licensed professional engineer that demonstrates that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachment, will not increase the design flood elevation more than 0.2 feet at any point within the community.

103.10 Floodway encroachment. Prior to issuing a permit for any floodway encroachment, including fill, new construction, substantial improvements and other development or land- disturbing-activity, the Floodplain Administrator shall require submission of a certification prepared by a licensed professional engineer, along with supporting technical data, that demonstrates that such development will not cause any increase in the base flood level.

103.10.1 Floodway revisions. A floodway encroachment that increases the level of the base flood is authorized if the applicant has applied for a Conditional Letter of Map Revision (CLOMR) to the Flood Insurance Rate Map (FIRM) and has received the approval of FEMA.

103.11 Watercourse alteration. Prior to issuing a permit for any alteration or relocation of any watercourse, the Floodplain Administrator shall require the applicant to provide notification of the proposal to the appropriate authorities of all adjacent government jurisdictions, as well as the NJDEP Bureau of Flood Engineering and the Division of Land Resource Protection. A copy of the notification shall be maintained in the permit records and submitted to FEMA.

103.11.1 Engineering analysis. The Floodplain Administrator shall require submission of an engineering analysis prepared by a licensed professional engineer, demonstrating that the flood-carrying capacity of the altered or relocated portion of the watercourse will be maintained, neither increased nor decreased. Such watercourses shall be maintained in a manner that preserves the channel's flood-carrying capacity.

103.12 Alterations in coastal areas. The excavation or alteration of sand dunes is governed by the New Jersey Coastal Zone Management (CZM) rules, N.J.A.C. 7:7. Prior to issuing a flood damage prevention permit for any alteration of sand dunes in coastal high hazard areas and Coastal A Zones, the Floodplain Administrator shall require that a New Jersey CZM permit be obtained and included in the flood damage prevention permit application. The applicant shall also provide documentation of any engineering analysis, prepared by a licensed professional engineer, that demonstrates that the proposed alteration will not increase the potential for flood damage.

103.13 Development in riparian zones All development in Riparian Zones as described in N.J.A.C. 7:13 is prohibited by this ordinance unless the applicant has received an individual or general permit or has complied with the requirements of a permit by rule or permit by certification from NJDEP Division of Land Resource Protection prior to application for a floodplain development permit and the project is compliant with all other Floodplain Development provisions of this ordinance. The width of the riparian zone can range between 50 and 300 feet and is determined by the attributes of the waterbody and designated in the New Jersey Surface Water Quality Standards N.J.A.C. 7:9B. The portion of the riparian zone located outside of a regulated water is measured landward from the top of bank. Applicants can request a verification of the riparian zone limits or a permit applicability determination to determine State permit requirements under N.J.A.C. 7:13 from the NJDEP Division of Land

Resource Protection.

103.14 Substantial improvement and substantial damage determinations. When buildings and structures are damaged due to any cause including but not limited to man-made, structural, electrical, mechanical, or natural hazard events, or are determined to be unsafe as described in N.J.A.C. 5:23; and for applications for building permits to improve buildings and structures, including alterations, movement, repair, additions, rehabilitations, renovations, ordinary maintenance and minor work, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Construction Official, shall:

- (1) Estimate the market value, or require the applicant to obtain a professional appraisal prepared by a qualified independent appraiser, of the market value of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made.
- (2) Determine and include the costs of all ordinary maintenance and minor work, as discussed in Section 102.2, performed in the floodplain regulated by this ordinance in addition to the costs of those improvements regulated by the Construction Official in substantial damage and substantial improvement calculations.
- (3) Compare the cost to perform the improvement, the cost to repair the damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, where applicable, to the market value of the building or structure.
- (4) Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage.
- (5) Notify the applicant in writing when it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the building code is required and notify the applicant in writing when it is determined that work does not constitute substantial improvement or repair of substantial damage. The Floodplain Administrator shall also provide all letters documenting substantial damage and compliance with flood resistant construction requirements of the building code to the NJDEP Bureau of Flood Engineering.

103.15 Department records. In addition to the requirements of the building code and these regulations, and regardless of any limitation on the period required for retention of public records, the Floodplain Administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of these regulations and the flood provisions of the Uniform Construction Code, including Flood Insurance Studies, Flood Insurance Rate Maps; documents from FEMA that amend or revise FIRMs; NJDEP delineations, records of issuance of permits and denial of permits; records of ordinary maintenance and minor work, determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required certifications and documentation specified by the Uniform Construction Code and these regulations including as-built Elevation Certificates; notifications to adjacent communities, FEMA, and the State related to alterations of watercourses; assurance that the flood carrying capacity of altered waterways will be maintained; documentation related to variances, including justification for issuance or denial; and records of enforcement actions taken pursuant to these regulations and the flood resistant provisions of the Uniform Construction Code. The Floodplain Administrator shall also record the required elevation, determination method, and base flood elevation source used to determine the Local Design Flood Elevation in the floodplain development permit.

103.16 Liability. The Floodplain Administrator and any employee charged with the enforcement of these regulations, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by these regulations or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of these regulations shall be defended by legal representative of the jurisdiction until the final termination of the proceedings. The Floodplain Administrator and any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of these regulations.

SECTION 104 PERMITS

104.1 Permits Required. Any person, owner or authorized agent who intends to conduct any development in a flood hazard area shall first make application to the Floodplain Administrator and shall obtain the required permit. Depending on the nature and extent of proposed development that includes a building or structure, the Floodplain Administrator may determine that a floodplain development permit or approval is required in addition to a building permit.

104.2 Application for permit. The applicant shall file an application in writing on a form furnished by the Floodplain Administrator. Such application shall:

- (1) Identify and describe the development to be covered by the permit.
- (2) Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.
- (3) Indicate the use and occupancy for which the proposed development is intended.
- (4) Be accompanied by a site plan and construction documents as specified in Section 105 of these regulations, grading and filling plans and other information deemed appropriate by the Floodplain Administrator.
- (5) State the valuation of the proposed work, including the valuation of ordinary maintenance and minor work.
- (6) Be signed by the applicant or the applicant's authorized agent.

104.3 Validity of permit. The issuance of a permit under these regulations or the Uniform Construction Code shall not be construed to be a permit for, or approval of, any violation of this appendix or any other ordinance of the jurisdiction. The issuance of a permit based on submitted documents and information shall not prevent the Floodplain Administrator from requiring the correction of errors. The Floodplain Administrator is authorized to prevent occupancy or use of a structure or site which is in violation of these regulations or other ordinances of this jurisdiction.

104.4 Expiration. A permit shall become invalid when the proposed development is not commenced within 180 days after its issuance, or when the work authorized is suspended or abandoned for a period of 180 days after the work commences. Extensions shall be requested in writing and justifiable cause demonstrated. The Floodplain Administrator is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each.

104.5 Suspension or revocation. The Floodplain Administrator is authorized to suspend or revoke a permit issued under these regulations wherever the permit is issued in error or on the

basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or code of this jurisdiction.

SECTION 105 SITE PLANS AND CONSTRUCTION DOCUMENTS

105.1 Information for development in flood hazard areas. The site plan or construction documents for any development subject to the requirements of these regulations shall be drawn to scale and shall include, as applicable to the proposed development:

- (1) Delineation of flood hazard areas, floodway boundaries and flood zone(s), base flood elevation(s), and ground elevations when necessary for review of the proposed development. For buildings that are located in more than one flood hazard area, the elevation and provisions associated with the most restrictive flood hazard area shall apply.
- (2) Where base flood elevations or floodway data are not included on the FIRM or in the Flood Insurance Study, they shall be established in accordance with Section 105.2.
- (3) Where the parcel on which the proposed development will take place will have more than 50 lots or is larger than 5 acres and base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with Section 105.2(3) of these regulations.
- (4) Location of the proposed activity and proposed structures, and locations of existing buildings and structures; in coastal high hazard areas and Coastal A zones, new buildings shall be located landward of the reach of mean high tide.
- (5) Location, extent, amount, and proposed final grades of any filling, grading, or excavation.
- (6) Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose. The applicant shall provide an engineering certification confirming that the proposal meets the flood storage displacement limitations of N.J.A.C. 7:13.
- (7) Extent of any proposed alteration of sand dunes.
- (8) Existing and proposed alignment of any proposed alteration of a watercourse.
- (9) Floodproofing certifications, V Zone and Breakaway Wall Certifications, Operations and Maintenance Plans, Warning and Evacuation Plans and other documentation required pursuant to FEMA publications.

The Floodplain Administrator is authorized to waive the submission of site plans, construction documents, and other data that are required by these regulations but that are not required to be prepared by a registered design professional when it is found that the nature of the proposed development is such that the review of such submissions is not necessary to ascertain compliance.

105.2 Information in flood hazard areas without base flood elevations (approximate Zone A). Where flood hazard areas are delineated on the effective or preliminary FIRM and base flood elevation data have not been provided, the applicant shall consult with the Floodplain Administrator to determine whether to:

- (1) Use the Approximation Method (Method 5) described in N.J.A.C. 7:13 in conjunction with Appendix 1 of the FHACA to determine the required flood elevation.
- (2) Obtain, review, and reasonably utilize data available from a Federal, State or other

source when those data are deemed acceptable to the Floodplain Administrator to reasonably reflect flooding conditions.

- (3) Determine the base flood elevation in accordance with accepted hydrologic and hydraulic engineering techniques according to Method 6 as described in N.J.A.C. 7:13. Such analyses shall be performed and sealed by a licensed professional engineer.

Studies, analyses, and computations shall be submitted in sufficient detail to allow review and approval by the Floodplain Administrator prior to floodplain development permit issuance. The accuracy of data submitted for such determination shall be the responsibility of the applicant. Where the data are to be used to support a Letter of Map Change (LOMC) from FEMA, the applicant shall be responsible for satisfying the submittal requirements and pay the processing fees.

105.3 Analyses and certifications by a Licensed Professional Engineer. As applicable to the location and nature of the proposed development activity, and in addition to the requirements of this section, the applicant shall have the following analyses signed and sealed by a licensed professional engineer for submission with the site plan and construction documents:

- (1) For development activities proposed to be located in a regulatory floodway, a floodway encroachment analysis that demonstrates that the encroachment of the proposed development will not cause any increase in base flood elevations; where the applicant proposes to undertake development activities that do increase base flood elevations, the applicant shall submit such analysis to FEMA as specified in Section 105.4 of these regulations and shall submit the Conditional Letter of Map Revision, if issued by FEMA, with the site plan and construction documents.
- (2) For development activities proposed to be located in a riverine flood hazard area where base flood elevations are included in the FIS or FIRM but floodways have not been designated, hydrologic and hydraulic analyses that demonstrate that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachments will not increase the base flood elevation more than 0.2 feet at any point within the jurisdiction. This requirement does not apply in isolated flood hazard areas not connected to a riverine flood hazard area or in flood hazard areas identified as Zone AO or Zone AH.
- (3) For alteration of a watercourse, an engineering analysis prepared in accordance with standard engineering practices which demonstrates that the flood-carrying capacity of the altered or relocated portion of the watercourse will not be decreased, and certification that the altered watercourse shall be maintained, neither increasing nor decreasing the channel's flood-carrying capacity. The applicant shall submit the analysis to FEMA as specified in Section 105.4 of these regulations. The applicant shall notify the chief executive officer of all affected adjacent jurisdictions, the NJDEP's Bureau of Flood Engineering and the Division of Land Resource Protection; and shall provide documentation of such notifications.
- (4) For activities that propose to alter sand dunes in coastal high hazard areas (Zone V) and Coastal A Zones, an engineering analysis that demonstrates that the proposed alteration will not increase the potential for flood damage and documentation of the issuance of a New Jersey Coastal Zone Management permit under N.J.A.C. 7:7.
- (5) For analyses performed using Methods 5 and 6 (as described in N.J.A.C. 7:13) in flood hazard zones without base flood elevations (approximate A zones).

105.4 Submission of additional data. When additional hydrologic, hydraulic or other engineering data, studies, and additional analyses are submitted to support an application, the

applicant has the right to seek a Letter of Map Change (LOMC) from FEMA to change the base flood elevations, change floodway boundaries, or change boundaries of flood hazard areas shown on FIRMs, and to submit such data to FEMA for such purposes. The analyses shall be prepared by a licensed professional engineer in a format required by FEMA. Submittal requirements and processing fees shall be the responsibility of the applicant.

SECTION 106 INSPECTIONS

106.1 General. Development for which a permit is required shall be subject to inspection. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of these regulations or the building code. Inspections presuming to give authority to violate or cancel the provisions of these regulations or the building code or other ordinances shall not be valid.

106.2 Inspections of development. The Floodplain Administrator shall inspect all development in flood hazard areas authorized by issuance of permits under these regulations. The Floodplain Administrator shall inspect flood hazard areas from time to time to determine if development is undertaken without issuance of a permit.

106.3 Buildings and structures. The Construction Official shall make or cause to be made, inspections for buildings and structures in flood hazard areas authorized by permit in accordance with the Uniform Construction Code, N.J.A.C. 5:23.

- 1) **Lowest floor elevation.** Upon placement of the lowest floor, including the basement, and prior to further vertical construction, certification of the elevation required in Section 801.2 shall be submitted to the Construction Official on an Elevation Certificate.
- 2) **Lowest horizontal structural member.** In V zones and Coastal A zones, upon placement of the lowest floor, including the basement, and prior to further vertical construction, certification of the elevation required in Section 801.2 shall be submitted to the Construction Official on an Elevation Certificate.
- 3) **Installation of attendant utilities** (electrical, heating, ventilating, air-conditioning, and other service equipment) and sanitary facilities elevated as discussed in Section 801.2.
- 4) **Final inspection.** Prior to the final inspection, certification of the elevation required in Section 801.2 shall be submitted to the Construction Official on an Elevation Certificate.

106.4 Manufactured homes. The Floodplain Administrator shall inspect manufactured homes that are installed or replaced in flood hazard areas to determine compliance with the requirements of these regulations and the conditions of the issued permit. Upon placement of a manufactured home, certification of the elevation of the lowest floor shall be submitted on an Elevation Certificate to the Floodplain Administrator prior to the final inspection.

SECTION 107 VARIANCES

107.1 General. The **Linwood City Planning Board** shall hear and decide requests for variances. The **Linwood Planning Board** shall base its determination on technical justifications submitted by applicants, the considerations for issuance in Section 107.5, the conditions of issuance set forth in Section 107.6, and the comments and recommendations of the Floodplain Administrator and, as applicable, the Construction Official. The **Linwood**

Planning Board has the right to attach such conditions to variances as it deems necessary to further the purposes and objectives of these regulations.

107.2 Historic structures. A variance to the substantial improvement requirements of this ordinance is authorized provided that the repair or rehabilitation of a historic structure is completed according to N.J.A.C. 5:23-6.33, Section 1612 of the International Building Code and R322 of the International Residential Code, the repair or rehabilitation will not preclude the structure's continued designation as a historic structure, the structure meets the definition of the historic structure as described by this ordinance, and the variance is the minimum necessary to preserve the historic character and design of the structure.

107.3 Functionally dependent uses. A variance is authorized to be issued for the construction or substantial improvement necessary for the conduct of a functionally dependent use provided the variance is the minimum necessary to allow the construction or substantial improvement, and that all due consideration has been given to use of methods and materials that minimize flood damage during the base flood and create no additional threats to public safety.

107.4 Restrictions in floodways. A variance shall not be issued for any proposed development in a floodway when any increase in flood levels would result during the base flood discharge, as evidenced by the applicable analysis and certification required in Section 105.3(1) of these regulations.

107.5 Considerations. In reviewing requests for variances, all technical evaluations, all relevant factors, all other portions of these regulations, and the following shall be considered:

- (1) The danger that materials and debris may be swept onto other lands resulting in further injury or damage.
- (2) The danger to life and property due to flooding or erosion damage.
- (3) The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners.
- (4) The importance of the services provided by the proposed development to the community.
- (5) The availability of alternate locations for the proposed development that are not subject to flooding or erosion and the necessity of a waterfront location, where applicable.
- (6) The compatibility of the proposed development with existing and anticipated development.
- (7) The relationship of the proposed development to the comprehensive plan and floodplain management program for that area.

- (8) The safety of access to the property in times of flood for ordinary and emergency vehicles.
- (9) The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwater and the effects of wave action, where applicable, expected at the site.
- (10) The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets, and bridges.

107.6 Conditions for issuance. Variances shall only be issued upon:

- (1) Submission by the applicant of a showing of good and sufficient cause that the unique characteristics of the size, configuration or topography of the site limit compliance with any provision of these regulations or renders the elevation standards of the building code inappropriate.
- (2) A determination that failure to grant the variance would result in exceptional hardship due to the physical characteristics of the land that render the lot undevelopable.
- (3) A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, nor create nuisances, cause fraud on or victimization of the public or conflict with existing local laws or ordinances.
- (4) A determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- (5) Notification to the applicant in writing over the signature of the Floodplain Administrator that the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage, and that such construction below the base flood level increases risks to life and property.

SECTION 108 VIOLATIONS

108.1 Violations. Any development in any flood hazard area that is being performed without an issued permit or that is in conflict with an issued permit shall be deemed a violation. A building or structure without the documentation of elevation of the lowest floor, the lowest horizontal structural member if in a V or Coastal A Zone, other required design certifications, or other evidence of compliance required by the building code is presumed to be a violation until such time as that documentation is provided.

108.2 Authority. The Floodplain Administrator is authorized to serve notices of violation or stop work orders to owners of property involved, to the owner's agent, or to the person or persons doing the work for development that is not within the scope of the Uniform Construction Code, but is regulated by these regulations and that is determined to be a violation.

108.3 Unlawful continuance. Any person who shall continue any work after having been served with a notice of violation or a stop work order, except such work as that person is directed to perform to remove or remedy a violation or unsafe condition, shall be subject to penalties as prescribed by N.J.S.A. 40:49-5 as appropriate.

108.4 Review Period to Correct Violations. A 30-day period shall be given to the property owner as an opportunity to cure or abate the condition. The property owner shall

also be afforded an opportunity for a hearing before **the court designated by the City of Linwood** for an independent determination concerning the violation. Subsequent to the expiration of the 30-day period, a fine greater than \$1,250.00 may be imposed if a court has not determined otherwise or, upon reinspection of the property, it is determined that the abatement has not been substantially completed.

SECTION 201 DEFINITIONS

201.1 General. The following words and terms shall, for the purposes of these regulations, have the meanings shown herein. Other terms are defined in the Uniform Construction Code N.J.A.C. 5:23 and terms are defined where used in the International Residential Code and International Building Code (rather than in the definitions section). Where terms are not defined, such terms shall have ordinarily accepted meanings such as the context implies.

201.2 Definitions

30 DAY PERIOD – The period of time prescribed by N.J.S.A. 40:49-5 in which a property owner is afforded the opportunity to correct zoning and solid waste disposal after a notice of violation pertaining to this ordinance has been issued.

100 YEAR FLOOD ELEVATION – Elevation of flooding having a 1% annual chance of being equaled or exceeded in a given year which is also referred to as the Base Flood Elevation.

500 YEAR FLOOD ELEVATION – Elevation of flooding having a 0.2% annual chance of being equaled or exceeded in a given year.

A ZONES – Areas of 'Special Flood Hazard in which the elevation of the surface water resulting from a flood that has a 1% annual chance of equaling or exceeding the Base Flood Elevation (BFE) in any given year shown on the Flood Insurance Rate Map (FIRM) zones A, AE, AH, A1–A30, AR, AR/A, AR/AE, AR/A1– A30, AR/AH, and AR/AO. When used in reference to the development of a structure in this ordinance, A Zones are not inclusive of Coastal A Zones because of the higher building code requirements for Coastal A Zones.

AH ZONES– Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are between one and three feet. Base Flood Elevations (BFEs) derived from detailed hydraulic analyses are shown in this zone.

AO ZONES – Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually sheet flow on sloping terrain) where average depths are between one and three feet.

ACCESSORY STRUCTURE – Accessory structures are also referred to as appurtenant structures. An accessory structure is a structure which is on the same parcel of property as a principal structure and the use of which is incidental to the use of the principal structure. For example, a residential structure may have a detached garage or storage shed for garden tools as accessory structures. Other examples of accessory structures include gazebos, picnic pavilions, boathouses, small pole barns, storage sheds, and similar buildings.

AGRICULTURAL STRUCTURE - A structure used solely for agricultural purposes in which the use is exclusively in connection with the production, harvesting, storage, drying, or raising of agricultural commodities, including the raising of livestock. Communities must require that new construction or substantial improvements of agricultural structures be elevated or floodproofed to or above the Base Flood Elevation (BFE) as any other nonresidential building. Under some circumstances it may be appropriate to wet-floodproof certain types of agricultural structures

when located in wide, expansive floodplains through issuance of a variance. This should only be done for structures used for temporary storage of equipment or crops or temporary shelter for livestock and only in circumstances where it can be demonstrated that agricultural structures can be designed in such a manner that results in minimal damage to the structure and its contents and will create no additional threats to public safety. New construction or substantial improvement of livestock confinement buildings, poultry houses, dairy operations, similar livestock operations and any structure that represents more than a minimal investment must meet the elevation or dry-floodproofing requirements of 44 CFR 60.3(c)(3).

AREA OF SHALLOW FLOODING – A designated Zone AO, AH, AR/AO or AR/AH (or VO) on a community’s Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow. **AREA OF SPECIAL FLOOD HAZARD** – see SPECIAL FLOOD HAZARD AREA

ALTERATION OF A WATERCOURSE – A dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

ASCE 7 – The standard for the Minimum Design Loads for Buildings and Other Structures, referenced by the building code and developed and published by the American Society of Civil Engineers, Reston, VA. which includes but is not limited to methodology and equations necessary for determining structural and flood-related design requirements and determining the design requirements for structures that may experience a combination of loads including those from natural hazards. Flood related equations include those for determining erosion, scour, lateral, vertical, hydrostatic, hydrodynamic, buoyancy, breaking wave, and debris impact.

ASCE 24 – The standard for Flood Resistant Design and Construction, referenced by the building code and developed and published by the American Society of Civil Engineers, Reston, VA. References to ASCE 24 shall mean ASCE 24-14 or the most recent version of ASCE 24 adopted in the UCC Code [N.J.A.C. 5:23].

BASE FLOOD ELEVATION (BFE) – The water surface elevation resulting from a flood that has a 1-percent or greater chance of being equaled or exceeded in any given year, as shown on a published Flood Insurance Study (FIS), or preliminary flood elevation guidance from FEMA. May also be referred to as the “100-year flood elevation”.

BASEMENT – Any area of the building having its floor subgrade (below ground level) on all sides.

BEST AVAILABLE FLOOD HAZARD DATA - The most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BEST AVAILABLE FLOOD HAZARD DATA AREA- The areal mapped extent associated with the most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BEST AVAILABLE FLOOD HAZARD DATA ELEVATION - The most recent available preliminary flood elevation guidance FEMA has provided. The Best Available Flood Hazard Data may be

depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BREAKAWAY WALLS – Any type of wall subject to flooding that is not required to provide structural support to a building or other structure and that is designed and constructed such that, below the Local Design Flood Elevation, it will collapse under specific lateral loads such that (1) it allows the free passage of floodwaters, and (2) it does not damage the structure or supporting foundation system. Certification in the V Zone Certificate of the design, plans, and specifications by a licensed design professional that these walls are in accordance with accepted standards of practice is required as part of the permit application for new and substantially improved V Zone and Coastal A Zone structures. A completed certification must be submitted at permit application.

BUILDING – Per the FHACA, “Building” means a structure enclosed with exterior walls or fire walls, erected and framed of component structural parts, designed for the housing, shelter, enclosure, and support of individuals, animals, or property of any kind. A building may have a temporary or permanent foundation. A building that is intended for regular human occupation and/or residence is considered a habitable building.

COASTAL A ZONE – An Area of Special Flood Hazard starting from a Velocity (V) Zone and extending up to the landward Limit of the Moderate Wave Action delineation. Where no V Zone is mapped the Coastal A Zone is the portion between the open coast and the landward Limit of the Moderate Wave Action delineation. Coastal A Zones may be subject to wave effects, velocity flows, erosion, scour, or a combination of these forces. Construction and development in Coastal A Zones is to be regulated similarly to V Zones/Coastal High Hazard Areas except as allowed by ASCE 24.

COASTAL HIGH HAZARD AREA – An Area of Special Flood Hazard inclusive of the V Zone extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources.

CONDITIONAL LETTER OF MAP REVISION - A Conditional Letter of Map Revision (CLOMR) is FEMA's comment on a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The letter does not revise an effective NFIP map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to recover the costs associated with the review that is described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map.

CONDITIONAL LETTER OF MAP REVISION - FILL -- A Conditional Letter of Map Revision - Fill (CLOMR-F) is FEMA's comment on a proposed project involving the placement of fill outside of the regulatory floodway that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The letter does not revise an effective NFIP map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to recover the costs associated with the review that is described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map.

CRITICAL BUILDING – Per the FHACA, “Critical Building” means that:

- a. It is essential to maintaining continuity of vital government operations and/or supporting emergency response, sheltering, and medical care functions before, during, and after a flood, such as a hospital, medical clinic, police station, fire station, emergency response center, or public shelter; or
- b. It serves large numbers of people who may be unable to leave the facility through their own efforts, thereby hindering or preventing safe evacuation of the building during a flood event, such as a school, college, dormitory, jail or detention facility, day care center, assisted living facility, or nursing home.

DEEP FOUNDATIONS – Per ASCE 24, deep foundations refer to those foundations constructed on erodible soils in Coastal High Hazard and Coastal A Zones which are founded on piles, drilled shafts, caissons, or other types of deep foundations and are designed to resist erosion and scour and support lateral and vertical loads as described in ASCE 7. Foundations shall extend to 10 feet below Mean Water Level (MWL) unless the design demonstrates that pile penetration will provide sufficient depth and stability as determined by ASCE 24, ASCE 7, and additional geotechnical investigations if any unexpected conditions are encountered during construction.

DEVELOPMENT – Any manmade change to improved or unimproved real estate, including but not limited to, buildings or other structures, tanks, temporary structures, temporary or permanent storage of materials, mining, dredging, filling, grading, paving, excavations, drilling operations and other land-disturbing activities.

DRY FLOODPROOFING – A combination of measures that results in a non-residential structure, including the attendant utilities and equipment as described in the latest version of ASCE 24, being watertight with all elements substantially impermeable and with structural components having the capacity to resist flood loads.

ELEVATED BUILDING – A building that has no basement and that has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns. Solid perimeter foundations walls are not an acceptable means of elevating buildings in V and VE Zones.

ELEVATION CERTIFICATE – An administrative tool of the National Flood Insurance Program (NFIP) that can be used to provide elevation information, to determine the proper insurance premium rate, and to support an application for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-F).

ENCROACHMENT – The placement of fill, excavation, buildings, permanent structures or other development into a flood hazard area which may impede or alter the flow capacity of riverine flood hazard areas.

FEMA PUBLICATIONS – Any publication authored or referenced by FEMA related to building science, building safety, or floodplain management related to the National Flood Insurance Program. Publications shall include but are not limited to technical bulletins, desk references, and American Society of Civil Engineers Standards documents including ASCE 24.

FLOOD OR FLOODING

- a. A general and temporary condition of partial or complete inundation of normally dry land areas from:
 1. The overflow of inland or tidal waters.

2. The unusual and rapid accumulation or runoff of surface waters from any source.
 3. Mudslides (i.e. mudflows) which are proximately caused by flooding as defined in (a) (2) of this definition and are akin to a river or liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.
- b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (a)(1) of this definition.

FLOOD HAZARD AREA DESIGN FLOOD ELEVATION – Per the FHACA, the peak water surface elevation that will occur in a water during the flood hazard area design flood. This elevation is determined via available flood mapping adopted by the State, flood mapping published by FEMA (including effective flood mapping dated on or after January 31, 1980, or any more recent advisory, preliminary, or pending flood mapping; whichever results in higher flood elevations, wider floodway limits, greater flow rates, or indicates a change from an A zone to a V zone or coastal A zone), approximation, or calculation pursuant to the Flood Hazard Area Control Act Rules at N.J.A.C. 7:13-3.1 – 3.6 and is typically higher than FEMA's base flood elevation. A water that has a drainage area measuring less than 50 acres does not possess, and is not assigned, a flood hazard area design flood elevation.

FLOOD INSURANCE RATE MAP (FIRM) – The official map on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY (FIS) – The official report in which the Federal Emergency Management Agency has provided flood profiles, as well as the Flood Insurance Rate Map(s) and the water surface elevation of the base flood.

FLOODPLAIN OR FLOOD PRONE AREA – Any land area susceptible to being inundated by water from any source. See "Flood or flooding."

FLOODPLAIN MANAGEMENT REGULATIONS – Zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance) and other applications of police power. The term describes such State or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

FLOODPROOFING – Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

FLOODPROOFING CERTIFICATE – Certification by a licensed design professional that the design and methods of construction for floodproofing a non-residential structure are in accordance with accepted standards of practice to a proposed height above the structure's lowest adjacent grade that meets or exceeds the Local Design Flood Elevation. A completed floodproofing certificate is required at permit application.

FLOODWAY – The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water

surface elevation more than 0.2 foot.

FREEBOARD – A factor of safety usually expressed in feet above a flood level for purposes of floodplain management. “Freeboard” tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

FUNCTIONALLY DEPENDENT USE – A use that cannot perform its intended purpose unless it is located or carried out in close proximity to water, including only docking facilities, port facilities necessary for the loading or unloading of cargo or passengers, and shipbuilding and ship repair facilities. The term does not include long-term storage or related manufacturing facilities.

HABITABLE BUILDING– Pursuant to the FHACA Rules (N.J.A.C. 7:13), means a building that is intended for regular human occupation and/or residence. Examples of a habitable building include a single-family home, duplex, multi-residence building, or critical building; a commercial building such as a retail store, restaurant, office building, or gymnasium; an accessory structure that is regularly occupied, such as a garage, barn, or workshop; mobile and manufactured homes, and trailers intended for human residence, which are set on a foundation and/or connected to utilities, such as in a mobile home park (not including campers and recreational vehicles); and any other building that is regularly occupied, such as a house of worship, community center, or meeting hall, or animal shelter that includes regular human access and occupation. Examples of a non-habitable building include a bus stop shelter, utility building, storage shed, self-storage unit, construction trailer, or an individual shelter for animals such as a doghouse or outdoor kennel.

HARDSHIP – As related to Section 107 of this ordinance, meaning the exceptional hardship that would result from a failure to grant the requested variance. The Common Council requires that the variance be exceptional, unusual, and peculiar to the property involved. Mere economic or financial hardship alone is not exceptional. Inconvenience, aesthetic considerations, physical handicaps, personal preferences, or the disapproval of one's neighbors likewise cannot, as a rule, qualify as an exceptional hardship. All of these problems can be resolved through other means without granting a variance, even if the alternative is more expensive, or requires the property owner to build elsewhere or put the parcel to a different use than originally intended.

HIGHEST ADJACENT GRADE – The highest natural elevation of the ground surface prior to construction next to the proposed or existing walls of a structure.

HISTORIC STRUCTURE – Any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a State inventory of historic places in States with historic preservation programs which have been approved by the Secretary of the Interior; or
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 1. By an approved State program as determined by the Secretary of the Interior; or
 2. Directly by the Secretary of the Interior in States without approved programs.

LAWFULLY EXISTING – Per the FHACA, means an existing fill, structure and/or use, which meets all Federal, State, and local laws, and which is not in violation of the FHACA because it was established:

- a. Prior to January 31, 1980; or
- b. On or after January 31, 1980, in accordance with the requirements of the FHACA as it existed at the time the fill, structure and/or use was established.

Note: Substantially damaged properties and substantially improved properties that have not been elevated are not considered “lawfully existing” for the purposes of the NFIP. This definition is included in this ordinance to clarify the applicability of any more stringent statewide floodplain management standards required under the FHACA.

LETTER OF MAP AMENDMENT - A Letter of Map Amendment (LOMA) is an official amendment, by letter, to an effective National Flood Insurance Program (NFIP) map that is requested through the Letter of Map Change (LOMC) process. A LOMA establishes a property's location in relation to the Special Flood Hazard Area (SFHA). LOMAs are usually issued because a property has been inadvertently mapped as being in the floodplain but is actually on natural high ground above the base flood elevation. Because a LOMA officially amends the effective NFIP map, it is a public record that the community must maintain. Any LOMA should be noted on the community's master flood map and filed by panel number in an accessible location.

LETTER OF MAP CHANGE – The Letter of Map Change (LOMC) process is a service provided by FEMA for a fee that allows the public to request a change in flood zone designation in an Area of Special Flood Hazard on a Flood Insurance Rate Map (FIRM). Conditional Letters of Map Revision, Conditional Letters of Map Revision – Fill, Letters of Map Revision, Letters of Map Revision-Fill, and Letters of Map Amendment are requested through the Letter of Map Change (LOMC) process.

LETTER OF MAP REVISION - A Letter of Map Revision (LOMR) is FEMA's modification to an effective Flood Insurance Rate Map (FIRM). Letter of Map Revisions are generally based on the implementation of physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The LOMR officially revises the Flood Insurance Rate Map (FIRM) and sometimes the Flood Insurance Study (FIS) report, and when appropriate, includes a description of the modifications. The LOMR is generally accompanied by an annotated copy of the affected portions of the FIRM or FIS report. Because a LOMR officially revises the effective NFIP map, it is a public record that the community must maintain. Any LOMR should be noted on the community's master flood map and filed by panel number in an accessible location.

LETTER OF MAP REVISION – FILL -- A Letter of Map Revision Based on Fill (LOMR-F) is FEMA's modification of the Special Flood Hazard Area (SFHA) shown on the Flood Insurance Rate Map (FIRM) based on the placement of fill outside the existing regulatory floodway may be initiated through the Letter of Map Change (LOMC) Process. Because a LOMR-F officially revises the effective Flood Insurance Rate Map (FIRM) map, it is a public record that the community must maintain. Any LOMR-F should be noted on the community's master flood map and filed by panel number in an accessible location.

LICENSED DESIGN PROFESSIONAL – Licensed design professional shall refer to either a New Jersey Licensed Professional Engineer, licensed by the New Jersey State Board of Professional Engineers and Land Surveyors or a New Jersey Licensed Architect, licensed by the New Jersey State Board of Architects.

LICENSED PROFESSIONAL ENGINEER - A licensed professional engineer shall refer to individuals licensed by the New Jersey State Board of Professional Engineers and Land Surveyors.

LIMIT OF MODERATE WAVE ACTION (LiMWA) – Inland limit of the area affected by waves greater than 1.5 feet during the Base Flood. Base Flood conditions between the VE Zone and the LiMWA will be similar to, but less severe than those in the VE Zone.

LOCAL DESIGN FLOOD ELEVATION (LDFE) – The elevation reflective of the most recent available preliminary flood elevation guidance FEMA has provided as depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM which is also inclusive of freeboard specified by the New Jersey Flood Hazard Area Control Act and Uniform Construction Codes and any additional freeboard specified in a community's ordinance. In no circumstances shall a project's LDFE be lower than a permit-specified Flood Hazard Area Design Flood Elevation or a valid NJDEP Flood Hazard Area Verification Letter plus the freeboard as required in ASCE 24 and the effective FEMA Base Flood Elevation.

LOWEST ADJACENT GRADE – The lowest point of ground, patio, or sidewalk slab immediately next a structure, except in AO Zones where it is the natural grade elevation.

LOWEST FLOOR – In A Zones, the lowest floor is the top surface of the lowest floor of the lowest enclosed area (including basement). In V Zones and coastal A Zones, the bottom of the lowest horizontal structural member of a building is the lowest floor. An unfinished or flood resistant enclosure, usable solely for the parking of vehicles, building access or storage in an area other than a basement is not considered a building's lowest floor provided that such enclosure is not built so as to render the structure in violation of other applicable non-elevation design requirements of these regulations.

LOWEST HORIZONTAL STRUCTURAL MEMBER - In an elevated building in a Coastal A or Coastal High Hazard Zone, the lowest beam, joist, or other horizontal member that supports the building is the lowest horizontal structural member. Grade beams installed to support vertical foundation members where they enter the ground are not considered lowest horizontal members.

MANUFACTURED HOME – A structure that is transportable in one or more sections, eight (8) feet or more in width and greater than four hundred (400) square feet, built on a permanent chassis, designed for use with or without a permanent foundation when attached to the required utilities, and constructed to the Federal Manufactured Home Construction and Safety Standards and rules and regulations promulgated by the U.S. Department of Housing and Urban Development. The term also includes mobile homes, park trailers, travel trailers and similar transportable structures that are placed on a site for 180 consecutive days or longer.

MANUFACTURED HOME PARK OR SUBDIVISION – A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

MARKET VALUE – The price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in these regulations, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value shall be determined by one of the following methods (1) Actual Cash Value (replacement cost depreciated for age and quality of construction), (2) tax assessment value adjusted to approximate market value by a factor provided by the Property Appraiser, or (3) established by a

qualified independent appraiser.

NEW CONSTRUCTION – Structures for which the start of construction commenced on or after the effective date of the first floodplain regulation adopted by a community; includes any subsequent improvements to such structures. New construction includes work determined to be a substantial improvement.

NON-RESIDENTIAL – Pursuant to ASCE 24, any building or structure or portion thereof that is not classified as residential.

ORDINARY MAINTENANCE AND MINOR WORK – This term refers to types of work excluded from construction permitting under N.J.A.C. 5:23 in the March 5, 2018 New Jersey Register. Some of these types of work must be considered in determinations of substantial improvement and substantial damage in regulated floodplains under 44 CFR 59.1. These types of work include but are not limited to replacements of roofing, siding, interior finishes, kitchen cabinets, plumbing fixtures and piping, HVAC and air conditioning equipment, exhaust fans, built in appliances, electrical wiring, etc. Improvements necessary to correct existing violations of State or local health, sanitation, or code enforcement officials which are the minimum necessary to assure safe living conditions and improvements of historic structures as discussed in 44 CFR 59.1 shall not be included in the determination of ordinary maintenance and minor work.

RECREATIONAL VEHICLE – A vehicle that is built on a single chassis, 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled or permanently towable by a light-duty truck, and designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.

RESIDENTIAL – Pursuant to the ASCE 24:

- a. Buildings and structures and portions thereof where people live or that are used for sleeping purposes on a transient or non-transient basis;
- b. Structures including but not limited to one- and two-family dwellings, townhouses, condominiums, multi-family dwellings, apartments, congregate residences, boarding houses, lodging houses, rooming houses, hotels, motels, apartment buildings, convents, monasteries, dormitories, fraternity houses, sorority houses, vacation time-share properties; and
- c. institutional facilities where people are cared for or live on a 24-hour basis in a supervised environment, including but not limited to board and care facilities, assisted living facilities, halfway houses, group homes, congregate care facilities, social rehabilitation facilities, alcohol and drug centers, convalescent facilities, hospitals, nursing homes, mental hospitals, detoxification facilities, prisons, jails, reformatories, detention centers, correctional centers, and prerelease centers.

SOLID WASTE DISPOSAL – "Solid Waste Disposal" shall mean the storage, treatment, utilization, processing or final disposition of solid waste as described in N.J.A.C. 7:26-1.6 or the storage of unsecured materials as described in N.J.A.C. 7:13-2.3 for a period of greater than 6 months as specified in N.J.A.C. 7:26 which have been discharged, deposited, injected, dumped, spilled, leaked, or placed into any land or water such that such solid waste may enter the environment or be emitted into the air or discharged into any waters, including groundwaters.

SPECIAL FLOOD HAZARD AREA – The greater of the following: (1) Land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year, shown on the FIRM as Zone V, VE, V1-3-, A, AO, A1-30, AE, A99, or AH; (2) Land and the space above that land, which lies below the peak water surface elevation of the flood hazard area design flood for a particular water, as determined using the methods set forth in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13; (3) Riparian Buffers as determined in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13. Also referred to as the **AREA OF SPECIAL FLOOD HAZARD**.

START OF CONSTRUCTION – The **Start of Construction is as follows:**

- a. **For other than new construction or substantial improvements, under the Coastal Barrier Resources Act (CBRA)**, this is the date the building permit was issued, provided that the actual start of construction, repair, rehabilitation, addition, placement or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a building on site, such as the pouring of a slab or footing, the installation of piles, the construction of columns or any work beyond the stage of excavation; or the placement of a manufactured (mobile) home on a foundation. For a substantial improvement, actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.
- b. For the purposes of determining whether proposed construction must meet new requirements when National Flood Insurance Program (NFIP) maps are issued or revised and Base Flood Elevation's (BFEs) increase or zones change, the Start of Construction includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation.

Permanent construction does not include land preparation, such as clearing, grading, and filling, nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. Such development must also be permitted and must meet new requirements when National Flood Insurance Program (NFIP) maps are issued or revised and Base Flood Elevation's (BFEs) increase or zones change.

For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

For determining if new construction and substantial improvements within the Coastal Barrier Resources System (CBRS) can obtain flood insurance, a different definition applies.

STRUCTURE – A walled and roofed building, a manufactured home, or a gas or liquid storage tank that is principally above ground.

SUBSTANTIAL DAMAGE – Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT – Any combination of reconstruction, rehabilitation, addition, or other improvement including those considered ordinary maintenance and minor work of a structure taking place over a number of [5] year period, the cumulative cost of which equals or exceeds fifty (50) percent of the market value of the structure before the "start of construction" of the improvement. The period of accumulation includes the first improvement or repair of each structure is permanent subsequent to five years. This term includes structures which have incurred "substantial damage," regardless of the actual repair work performed. The term does not, however, include either:

- a. Any project for improvement of a structure to correct existing violations of State or local health, sanitary or safety code specifications which have been identified by the local code enforcement officer and which are the minimum necessary to assure safe living conditions; or
- b. Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure."

UTILITY AND MISCELLANEOUS GROUP U BUILDINGS AND STRUCTURES – Buildings and structures of an accessory character and miscellaneous structures not classified in any special occupancy, as described in ASCE 24.

V ZONE CERTIFICATE - A certificate that contains a certification signed by a licensed design professional certifying that the designs, plans, and specifications and the methods of construction in V Zones and Coastal A Zones are in accordance with accepted standards of practice. This certificate also includes an optional Breakaway Wall Design Certification for enclosures in these zones below the Best Available Flood Hazard Data Elevation. A completed certification is required at permit application.

V ZONES – Areas of Special Flood Hazard in which the elevation of the surface water resulting from a flood that has a 1% annual chance of equaling or exceeding the Base Flood Elevation in any given year shown on the Flood Insurance Rate Map (FIRM) zones V1-V30 and VE and is referred to as the Coastal High Hazard Area.

VARIANCE – A grant of relief from the requirements of this section which permits construction in a manner otherwise prohibited by this section where specific enforcement would result in unnecessary hardship.

VIOLATION – A development that is not fully compliant with these regulations or the flood provisions of the building code. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

WATER SURFACE ELEVATION – the height, in relation to the North American Vertical Datum (NAVD) of 1988, (or other datum, where specified) of floods of various magnitudes and frequencies in the flood plains of coastal or riverine areas.

WATERCOURSE. A river, creek, stream, channel, or other topographic feature in, on, through, or over which water flows at least periodically.

WET FLOODPROOFING – Floodproofing method that relies on the use of flood damage resistant materials and construction techniques in areas of a structure that are below the Local Design Flood Elevation by intentionally allowing them to flood. The application of wet floodproofing as a flood protection technique under the National Flood Insurance Program (NFIP) is limited to enclosures below elevated residential and non-residential structures and to accessory and agricultural structures that have been issued variances by the community.

SECTION 301 SUBDIVISIONS AND OTHER DEVELOPMENTS

301.1 General. Any subdivision proposal, including proposals for manufactured home parks and subdivisions, or other proposed new development in a flood hazard area shall be reviewed to assure that:

- (1) All such proposals are consistent with the need to minimize flood damage.
- (2) All public utilities and facilities, such as sewer, gas, electric and water systems are located and constructed to minimize or eliminate flood damage.
- (3) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwater around and away from structures.

301.2 Subdivision requirements. Where any portion of proposed subdivisions, including manufactured home parks and subdivisions, lies within a flood hazard area, the following shall be required:

- (1) The flood hazard area, including floodways, coastal high hazard areas, and Coastal A Zones, and base flood elevations, as appropriate, shall be delineated on tentative subdivision plats.
- (2) Residential building lots shall be provided with adequate buildable area outside the floodway.
- (3) The design criteria for utilities and facilities set forth in these regulations and appropriate codes shall be met.

SECTION 401 SITE IMPROVEMENT

401.1 Encroachment in floodways. Development, land disturbing activity, and encroachments in floodways shall not be authorized unless it has been demonstrated through hydrologic and hydraulic analyses required in accordance with Section 105.3(1) of these regulations, that the proposed encroachment will not result in any increase in the base flood level during occurrence of the base flood discharge. If Section 105.3(1) is satisfied, proposed elevation, addition, or reconstruction of a lawfully existing structure within a floodway shall also be in accordance with Section 801.2 of this ordinance and the floodway requirements of N.J.A.C. 7:13.

401.1.1 Prohibited in floodways. The following are prohibited activities:

- (1) The storage of unsecured materials is prohibited within a floodway pursuant to N.J.A.C. 7:13.
- (2) Fill and new structures are prohibited in floodways per N.J.A.C. 7:13.

401.2 Coastal High Hazard Areas (V Zones) and Coastal A Zones. In Coastal High

Hazard Areas and Coastal A Zones:

- (1) New buildings shall only be authorized landward of the reach of mean high tide.
- (2) The placement of manufactured homes shall be prohibited except in an existing manufactured home park or subdivision.
- (3) Basements or enclosures that are below grade on all sides are prohibited.
- (4) The use of fill for structural support of buildings is prohibited.

401.3 Sewer facilities. All new and replaced sanitary sewer facilities, private sewage treatment plants (including all pumping stations and collector systems) and on-site waste disposal systems shall be designed in accordance with the New Jersey septic system regulations contained in N.J.A.C. 14A and N.J.A.C. 7:9A, the UCC Plumbing Subcode (N.J.A.C. 5:23) and Chapter 7, ASCE 24, to minimize or eliminate infiltration of floodwater into the facilities and discharge from the facilities into flood waters, or impairment of the facilities and systems.

401.4 Water facilities. All new and replacement water facilities shall be designed in accordance with the New Jersey Safe Drinking Water Act (N.J.A.C. 7:10) and the provisions of Chapter 7 ASCE 24, to minimize or eliminate infiltration of floodwater into the systems.

401.5 Storm drainage. Storm drainage shall be designed to convey the flow of surface waters to minimize or eliminate damage to persons or property.

401.6 Streets and sidewalks. Streets and sidewalks shall be designed to minimize potential for increasing or aggravating flood levels.

401.7 Limitations on placement of fill. Subject to the limitations of these regulations, fill shall be designed to be stable under conditions of flooding including rapid rise and rapid drawdown of floodwater, prolonged inundation, and protection against flood-related erosion and scour. In addition to these requirements, when intended to support buildings and structures (Zone A only), fill shall comply with the requirements of the UCC (N.J.A.C. 5:23). Proposed fill and encroachments in flood hazard areas shall comply with the flood storage displacement limitations of N.J.A.C. 7:13.

401.8 Limitations on sites in coastal high hazard areas (V Zones) and Coastal A Zones. In coastal high hazard areas and Coastal A Zones, alteration of sand dunes shall be permitted only when the engineering analysis required by Section 105.3(4) of these regulations demonstrates that the proposed alteration will not increase the potential for flood damage. Construction or restoration of dunes under or around elevated buildings and structures shall comply with Section 801.9(3) of these regulations and as permitted under the NJ Coastal Zone Management Rules (N.J.A.C. 7:7).

401.9 Hazardous Materials. The placement or storage of any containers holding hazardous substances in a flood hazard area is prohibited unless the provisions of N.J.A.C. 7:13 which cover the placement of hazardous substances and solid waste is met.

SECTION 501 MANUFACTURED HOMES

501.1 General. All manufactured homes installed in flood hazard areas shall be installed pursuant to the Nationally Preemptive Manufactured Home Construction and Safety Standards

Program (24 CFR 3280).

501.2 Elevation. All new, relocated, and replacement manufactured homes to be placed or substantially improved in a flood hazard area shall be elevated such that the bottom of the frame is elevated to or above the elevation specified in Section 801.2.

501.3 Foundations. All new, relocated, and replacement manufactured homes, including substantial improvement of existing manufactured homes, shall be placed on permanent, reinforced foundations that are designed in accordance with Section R322 of the Residential Code.

501.4 Anchoring. All new, relocated, and replacement manufactured homes to be placed or substantially improved in a flood hazard area shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.

501.5 Enclosures. Fully enclosed areas below elevated manufactured homes shall comply with the requirements of Section 801.2.

501.6 Protection of mechanical equipment and outside appliances. Mechanical equipment and outside appliances shall be elevated to or above the elevation of the bottom of the frame required in Section 801.2 of these regulations.

Exception. Where such equipment and appliances are designed and installed to prevent water from entering or accumulating within their components and the systems are constructed to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding up to the elevation required by Section 801.2, the systems and equipment shall be permitted to be located below that elevation. Electrical wiring systems shall be permitted below the design flood elevation provided they conform to the provisions of NFPA 70 (National Electric Code).

SECTION 601 RECREATIONAL VEHICLES

601.1 Placement prohibited. The placement of recreational vehicles shall not be authorized in coastal high hazard areas and in floodways.

601.2 Temporary placement. Recreational vehicles in flood hazard areas shall be fully licensed and ready for highway use and shall be placed on a site for less than 180 consecutive days.

601.3 Permanent placement. Recreational vehicles that are not fully licensed and ready for highway use, or that are to be placed on a site for more than 180 consecutive days, shall meet the requirements of Section 801.2 for habitable buildings.

SECTION 701 TANKS

701.1 Tanks. Underground and above-ground tanks shall be designed, constructed, installed, and anchored in accordance with ASCE 24 and N.J.A.C. 7:13.

SECTION 801 OTHER DEVELOPMENT AND BUILDING WORK

801.1 General requirements for other development and building work. All development and building work, including man-made changes to improved or unimproved real estate for which specific provisions are not specified in these regulations or the Uniform Construction Code (N.J.A.C. 5:23), shall:

- (1) Be located and constructed to minimize flood damage;
- (2) Meet the limitations of Section 105.3(1) of this ordinance when located in a regulated floodway;
- (3) Be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic and hydrodynamic loads, including the effects of buoyancy, during the conditions of flooding up to the Local Design Flood Elevation determined according to Section 102.3;
- (4) Be constructed of flood damage-resistant materials as described in ASCE 24 Chapter 5;
- (5) Have mechanical, plumbing, and electrical systems above the Local Design Flood Elevation determined according to Section 102.3 or meet the requirements of ASCE 24 Chapter 7 which requires that attendant utilities are located above the Local Design Flood Elevation unless the attendant utilities and equipment are:
 - i. Specifically allowed below the Local Design Flood Elevation; and
 - ii. Designed, constructed, and installed to prevent floodwaters, including any backflow through the system from entering or accumulating within the components.
- (6) Not exceed the flood storage displacement limitations in fluvial flood hazard areas in accordance with N.J.A.C. 7:13; and
- (7) Not exceed the impacts to frequency or depth of offsite flooding as required by N.J.A.C. 7:13 in floodways.

801.2 Requirements for Habitable Buildings and Structures.

- 1) Construction and Elevation in A Zones not including Coastal A Zones.
 - a. No portion of a building is located within a V Zone.
 - b. No portion of a building is located within a Coastal A Zone, unless a licensed design professional certifies that the building's foundation is designed in accordance with ASCE 24, Chapter 4.
 - c. All new construction and substantial improvement of any habitable building (as defined in Section 201) located in flood hazard areas shall have the lowest floor, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 102.3, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate.
 - d. All new construction and substantial improvements of non-residential structures shall:
 - i. Have the lowest floor, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 102.3, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate; or

- ii. Together with the attendant utility and sanitary facilities, be designed so that below the Local Design Flood Elevation, the structure:
 - 1. Meets the requirements of ASCE 24 Chapters 2 and 7; and
 - 2. Is constructed according to the design plans and specifications provided at permit application and signed by a licensed design professional, is certified by that individual in a Floodproofing Certificate, and is confirmed by an Elevation Certificate.

- e. All new construction and substantial improvements with fully enclosed areas below the lowest floor shall be used solely for parking of vehicles, building access, or storage in an area other than a basement and which are subject to flooding. Enclosures shall:
 - iii. For habitable structures, be situated at or above the adjoining exterior grade along at least one entire exterior wall, in order to provide positive drainage of the enclosed area in accordance with N.J.A.C. 7:13; enclosures (including crawlspaces and basements) which are below grade on all sides are prohibited;
 - iv. Be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters unless the structure is non-residential and the requirements of 801.2.1(d)ii are met;
 - v. Be constructed to meet the requirements of ASCE 24 Chapter 2;
 - vi. Have openings documented on an Elevation Certificate; and
 - vii. Have documentation that a deed restriction has been obtained for the lot if the enclosure is greater than six feet in height. This deed restriction shall be recorded in the Office of the County Clerk or the Registrar of Deeds and Mortgages in which the building is located, shall conform to the requirements in N.J.A.C.7:13, and shall be recorded within 90 days of receiving a Flood Hazard Area Control Act permit or prior to the start of any site disturbance (including pre-construction earth movement, removal of vegetation and structures, or construction of the project), whichever is sooner. Deed restrictions must explain and disclose that:
 - 1. The enclosure is likely to be inundated by floodwaters which may result in damage and/or inconvenience.
 - 2. The depth of flooding that the enclosure would experience to the Flood Hazard Area Design Flood Elevation;
 - 3. The deed restriction prohibits habitation of the enclosure and explains that converting the enclosure into a habitable area may subject the property owner to enforcement;

2) Construction and Elevation in V Zones and Coastal A Zones.

- a. All new construction and substantial improvements shall be constructed according to structural designs, plans and specifications conforming with ASCE 24 Chapter 4 which are signed by a licensed design professional and certified by that individual in a V Zone Certificate.

- b. All new construction and substantial improvement of any habitable building (as defined in Section 201) located in coastal high hazard areas shall have the lowest horizontal structural member, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities,

elevated to the Local Design Flood Elevation as determined in Section 102.3, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate.

- c. All new construction and substantial improvements of non-residential structures shall:
 - i. Have the lowest horizontal structural member, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 102.3, be in conformance with ASCE 24 Chapter 7, and be confirmed by an Elevation Certificate; or
 - ii. Together with the attendant utility and sanitary facilities, be designed so that below the Local Design Flood Elevation, the structure:
 - 1. Meets the requirements of ASCE 24 Chapters 4 and 7; and
 - 2. Is constructed according to the design plans and specifications provided at permit application and signed by a licensed design professional, is certified by that individual in a Floodproofing Certificate, and is confirmed by an Elevation Certificate.
- d. All new construction and substantial improvements shall have the space below the lowest floor either free of obstruction or constructed with non-supporting breakaway walls, open wood lattice-work, or insect screening intended to collapse under wind and water loads without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system. All breakaway walls shall be constructed according to structural designs, plans and specifications conforming with ASCE 24 Chapter 4, signed by a licensed design professional, and certified by that individual in a Breakaway Wall Certificate.
- e. All new construction and substantial improvements with fully enclosed areas below the lowest floor shall be used solely for parking of vehicles, building access, or storage in an area other than a basement and which are subject to flooding. Enclosures shall:
 - i. Be situated at or above the adjoining exterior grade along at least one entire exterior wall, in order to provide positive drainage of the enclosed area in accordance with N.J.A.C. 7:13; enclosures (including crawlspaces and basements) which are below grade on all sides are prohibited.
 - ii. Be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters unless the structure is non-residential and the requirements of 801.2.2(c)ii are met;
 - iii. Be constructed to meet the requirements of ASCE 24 Chapter 4;
 - iv. Have openings documented on an Elevation Certificate and have breakaway wall construction documented on a Breakaway Wall Certificate unless the requirements of 801.2.2(c)ii are met for a non-residential structure; and
 - v. Have documentation that a deed restriction has been obtained for the lot if the enclosure is greater than six feet in height. This deed restriction shall be recorded in the Office of the County Clerk or the Registrar of Deeds and Mortgages in which the building is located, shall conform to the requirements in N.J.A.C.7:13, and shall be recorded within 90 days of receiving a Flood Hazard Area Control Act permit or prior to the start of any site disturbance (including pre-construction earth movement, removal of vegetation and structures, or construction of the project), whichever is sooner. Deed restrictions must explain and disclose that:

1. The enclosure is likely to be inundated by floodwaters which may result in damage and/or inconvenience.
 2. The depth of flooding that the enclosure would experience to the Flood Hazard Area Design Flood Elevation;
 3. The deed restriction prohibits habitation of the enclosure and explains that converting the enclosure into a habitable area may subject the property owner to enforcement;
- f. For new construction or substantial improvements, enclosures shall be less than 295 square feet in size.

801.3 Garages and accessory storage structures. Garages and accessory storage structures shall be designed and constructed in accordance with the Uniform Construction Code.

801.4 Fences. Fences in floodways that have the potential to block the passage of floodwater, such as stockade fences and wire mesh fences, shall meet the requirements of Section 105.3(1) of these regulations. Pursuant to N.J.A.C. 7:13, any fence located in a floodway shall have sufficiently large openings so as not to catch debris during a flood and thereby obstruct floodwaters, such as barbed-wire, split-rail, or strand fence. A fence with little or no open area, such as a chain link, lattice, or picket fence, does not meet this requirement. Foundations for fences greater than 6 feet in height must conform with the Uniform Construction Code. Fences for pool enclosures having openings not in conformance with this section but in conformance with the Uniform Construction Code to limit climbing require a variance as described in Section 107 of this ordinance.

801.5 Retaining walls, sidewalks, and driveways. Retaining walls, sidewalks and driveways that involve placement of fill in floodways shall meet the requirements of Section 105.3(1) of these regulations and N.J.A.C. 7:13.

801.6 Swimming pools. Swimming pools shall be designed and constructed in accordance with the Uniform Construction Code. Above-ground swimming pools and below-ground swimming pools that involve placement of fill in floodways shall also meet the requirements of Section 105.3(1) of these regulations. Above-ground swimming pools are prohibited in floodways by N.J.A.C. 7:13.

801.7 Roads and watercourse crossings.

- (1) For any railroad, roadway, or parking area proposed in a flood hazard area, the travel surface shall be constructed at least one foot above the Flood Hazard Area Design Elevation in accordance with N.J.A.C. 7:13.
- (2) Roads and watercourse crossings that encroach into regulated floodways or riverine waterways with base flood elevations where floodways have not been designated, including roads, bridges, culverts, low-water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, shall meet the requirements of Section 105.3(1) of these regulations.

801.8 Other development in coastal high hazard areas (Zone V) and Coastal A Zones. In Coastal High Hazard Areas (V Zones) and Coastal A Zones, development activities other than buildings and structures shall be permitted only when also authorized by the appropriate Federal, State or local authority; when located outside the footprint of, and not structurally attached to, buildings and structures; and when analyses prepared by a licensed professional engineer demonstrates no harmful diversion of floodwater or wave runup and wave reflection

that would increase damage to adjacent buildings and structures. Such other development activities include but are not limited to:

- (1) Bulkheads, seawalls, retaining walls, revetments, and similar erosion control structures;
- (2) Solid fences and privacy walls, and fences prone to trapping debris, unless designed and constructed to fail under flood conditions less than the base flood or otherwise function to avoid obstruction of floodwater; and
- (3) On-site filled or mound sewage systems.

801.9 Nonstructural fill in coastal high hazard areas (Zone V) and Coastal A Zones. In coastal high hazard areas and Coastal A Zones:

- (1) Minor grading and the placement of minor quantities of nonstructural fill shall be permitted for landscaping and for drainage purposes under and around buildings.
- (2) Nonstructural fill with finished slopes that are steeper than one unit vertical to five units horizontal shall be permitted only when an analysis prepared by a licensed professional engineer demonstrates no harmful diversion of floodwater or wave runup and wave reflection that would increase damage to adjacent buildings and structures.
- (3) Sand dune construction and restoration of sand dunes under or around elevated buildings are permitted without additional engineering analysis or certification of the diversion of floodwater or wave runup and wave reflection where the scale and location of the dune work is consistent with local beach-dune morphology and the vertical clearance is maintained between the top of the sand dune and the lowest horizontal structural member of the building.

SECTION 901 TEMPORARY STRUCTURES AND TEMPORARY STORAGE

901.1 Temporary structures. Temporary structures shall be erected for a period of less than 180 days. Temporary structures shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic loads, including the effects of buoyancy, during conditions of the base flood. Fully enclosed temporary structures shall have flood openings that are in accordance with ASCE 24 to allow for the automatic entry and exit of flood waters.

901.2 Temporary storage. Temporary storage includes storage of goods and materials for a period of less than 180 days. Stored materials shall not include hazardous materials.

901.3 Floodway encroachment. Temporary structures and temporary storage in floodways shall meet the requirements of Section 105.3(1) of these regulations.

SECTION 1001 UTILITY AND MISCELLANEOUS GROUP U

1001.1 Utility and Miscellaneous Group U. In accordance with Section 312 of the International Building Code, Utility and Miscellaneous Group U includes buildings and structures that are accessory in character and miscellaneous structures not classified in any specific occupancy in the Building Code, including, but not limited to, agricultural buildings, aircraft hangars (accessory to a one- or two-family residence), barns, carports, communication equipment structures (gross floor area less than 1,500 sq. ft.), fences more than 6 feet (1829 mm) high, grain silos (accessory to a residential occupancy), livestock shelters, private garages, retaining walls, sheds, stables, tanks and towers.

1001.2 Flood loads. Utility and miscellaneous Group U buildings and structures, including substantial improvement of such buildings and structures, shall be anchored to prevent flotation,

collapse or lateral movement resulting from flood loads, including the effects of buoyancy, during conditions up to the Local Design Flood Elevation as determined in Section 102.3.

1001.3 Elevation. Utility and miscellaneous Group U buildings and structures, including substantial improvement of such buildings and structures, shall be elevated such that the lowest floor, including basement, is elevated to or above the Local Design Flood Elevation as determined in Section 102.3 and in accordance with ASCE 24. Utility lines shall be designed and elevated in accordance with N.J.A.C. 7:13.

1001.4 Enclosures below base flood elevation. Fully enclosed areas below the design flood elevation shall be constructed in accordance with Section 801.2 and with ASCE 24 for new construction and substantial improvements. Existing enclosures such as a basement or crawlspace having a floor that is below grade along all adjoining exterior walls shall be abandoned, filled-in, and/or otherwise modified to conform with the requirements of N.J.A.C. 7:13 when the project has been determined to be a substantial improvement by the Floodplain Administrator.

1001.5 Flood-damage resistant materials. Flood-damage-resistant materials shall be used below the Local Design Flood Elevation determined in Section 102.3.

1001.6 Protection of mechanical, plumbing, and electrical systems. Mechanical, plumbing, and electrical systems, equipment and components, heating, ventilation, air conditioning, plumbing fixtures, duct systems, and other service equipment, shall be elevated to or above the Local Design Flood Elevation determined in Section 102.3.

Exception: Electrical systems, equipment and components, and heating, ventilating, air conditioning, and plumbing appliances, plumbing fixtures, duct systems, and other service equipment shall be permitted to be located below the Local Design Flood Elevation provided that they are designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding to the Local Design Flood Elevation in compliance with the flood-resistant construction requirements of ASCE 24. Electrical wiring systems shall be permitted to be located below the Local Design Flood Elevation provided they conform to the provisions of NFPA 70 (National Electric Code).

SECTION 3. SEVERABILITY.

Where any section, subsection, sentence, clause, or phrase of these regulations is, for any reason, declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the regulations as a whole, or any part thereof, other than the part so declared.

SECTION 4. EFFECTIVE DATE.

This ordinance shall take effect upon its final passage, publication and adoption in the manner prescribed by law.

<i>FIRST READING:</i>	<i>April 14, 2021</i>
<i>PUBLICATION:</i>	<i>April 19, 2021</i>
<i>PASSAGE:</i>	<i>April 28, 2021</i>

The within Ordinance was introduced at a meeting of the Common Council of the City of Linwood, County of Atlantic and State of New Jersey held on, April 14, 2021 and will be further considered for final passage after a public hearing thereon at a meeting of said Common Council on April 28, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

ORDINANCE NO. 9, 2021

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK

WHEREAS, the Local Government Cap Law, N.J.S.A.40:A:4-45.1., 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 Common Council of the City of Linwood in the County of Atlantic finds it advisable and necessary to increase its CY 2021 budget up to 3.5% over the previous year's final appropriations, in the interest of promoting health, safety and welfare of the citizens; and,

WHEREAS, the Common Council hereby determines that a 3.5% increase in the budget for said year, amounting to \$212,617.38 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Common 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 appropriating in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Common Council of the City of Linwood, in the County of Atlantic, a majority of the full authorized membership of this governing body affirmatively concurring that, in the CY 2021 budget year, the final appropriations of the City of Linwood shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5% amounting to \$212,617.38, and that the CY 2021 municipal budget for the City of Linwood 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 next 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 this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

FIRST READING: March 24, 2021
PUBLICATION: March 29, 2021
PASSAGE: April 14, 2021

The within Ordinance was introduced at a meeting of the Common Council of the City of Linwood, County of Atlantic and State of New Jersey held on March 24, 2021 and will be further considered for final passage after a public hearing thereon at a meeting of said Common Council on April 14, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

ORDINANCE NO. 10, 2021

A BOND ORDINANCE APPROPRIATING SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) AND AUTHORIZING THE ISSUANCE OF SEVENTY-ONE THOUSAND TWO HUNDRED FIFTY DOLLARS (\$71,250) IN BONDS OR NOTES OF THE CITY OF LINWOOD FOR PURCHASE OF VARIOUS EQUIPMENT AND SIGNAGE FOR PUBLIC WORKS DEPARTMENT AUTHORIZED TO BE UNDERTAKEN BY THE CITY OF LINWOOD, IN THE COUNTY OF ATLANTIC, NEW JERSEY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LINWOOD, IN THE COUNTY OF ATLANTIC, NEW JERSEY (not less than two-thirds of all the members thereof affirmatively concurring), AS FOLLOWS:

Section 1. Appropriation for Projects-Down Payment.

The general improvements described in Section 3 of this bond ordinance are hereby authorized as general improvements to be made or acquired by the City of Linwood, in the County of Atlantic, New Jersey (the "City"). For the said improvements or purposes stated in Section 3, there are hereby appropriated the sums of money therein stated as the apportionments made for said improvements or purposes, said sums being inclusive of all appropriations heretofore made therefor and amounting in the aggregate to SEVENTY-FIVE THOUSAND DOLLARS (\$75,000), including the aggregate sum of THREE THOUSAND SEVEN HUNDRED FIFTY DOLLARS (\$3,750) as the down payment for said improvements as required pursuant to N.J.S.A. 40A:2-11 and more particularly described in Section 3 and now available by virtue of provision in a previously adopted budget or budgets of the City for down payments for capital improvement purposes, and including also monies received or expected to be received from the United States of America, the State of New Jersey or the County of Atlantic, or agencies thereof, as grants in aid of financing said improvements or purposes.

Section 2. Authorization of Bonds.

For the financing of said improvements or purposes and to meet the part of said SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) in appropriations not provided for by application hereunder of said down payment, negotiable bonds of the City are hereby authorized to be issued in the principal amount of SEVENTY-ONE THOUSAND TWO HUNDRED FIFTY DOLLARS (\$71,250) pursuant to the Local Bond Law of New Jersey (the "Local Bond Law"). In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the City in a principal amount not exceeding SEVENTY-ONE THOUSAND TWO HUNDRED FIFTY DOLLARS (\$71,250) are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. Description of Projects.

The improvements are hereby authorized and the purposes for the financing of which said obligation is to be issued, the appropriations made for and estimated costs of such purposes, and the estimated maximum amount of bonds or notes to be issued for such purposes, are follows:

IMPROVEMENTS OR PURPOSES	APPROPRIATION AND ESTIMATED COST	ESTIMATED MAXIMUM AMOUNT OF BONDS AND NOTES
(a) Purchase of Various Equipment and Signage for the Public Works Department, including the costs of surveying, construction planning, architectural, engineering, preparation of plans and specifications, permits, bid documents and construction inspection and administration.	<u>\$75,000</u>	<u>\$71,250</u>
TOTAL	<u>\$75,000</u>	<u>\$71,250</u>

The excess of the appropriations made for the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the said down payments for said purposes.

Section 4. Authorization of Notes.

In anticipation of the issuance of said bonds and to temporarily finance said improvements, negotiable notes of the City in a principal amount equal to the said principal of bonds not exceeding SEVENTY-ONE THOUSAND TWO HUNDRED FIFTY DOLLARS (\$71,250) are hereby authorized to be issued pursuant to the limitations prescribed by the Local Bond Law. All such note(s) shall mature at such time as may be determined by the Chief Financial Officer or such other financial officer designated by Resolution for this purpose (both being hereinafter referred to in this Section as Chief Financial Officer); provided that no note shall mature later than one (1) year from its issue date. Such note(s) shall bear interest at a rate or rates and shall be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with any note(s) issued pursuant to this Ordinance, and the signature of the Chief Financial Officer upon such note(s) shall be conclusive evidence as to all such determinations. The Chief Financial Officer is hereby authorized to sell the note(s) from time to time at public or private sale in such amounts as the Chief Financial Officer may determine and not less than par, and to deliver the same from time to time to the purchasers thereof upon receipt of the purchase price plus accrued interest from their dates to the date of delivery thereof as payment thereof. Such Chief Financial Officer is authorized and directed to report in writing to the Mayor and the Council of the City at the meeting next succeeding the date when any sale or delivery of the note(s) pursuant to this Ordinance is made. Such report shall include the amount, the description, the interest rate, the maturity schedule of the

note(s) sold, price obtained and the name of the purchaser. All note(s) issued hereunder may be renewed from time to time for periods not exceeding one (1) year for the time period specified in and in accordance with the provisions and limitations of N.J.S.A. 40A:2-8(a) of the Local Bond Law.

The Chief Financial Officer is further directed to determine all matters in connection with said note or notes and not determined by this Ordinance. The signature of the Chief Financial Officer upon said note(s) shall be conclusive evidence of such determination.

Section 5. Capital Budget.

The capital budget of the City of Linwood is hereby amended to conform with the provisions of this bond ordinance. The resolution in the form promulgated by the Local Finance Board showing full detail of the capital budget and capital program is on the file with the Clerk and is available there for public inspection.

Section 6. Additional Matters.

The following additional matters are hereby determined, declared, recited and stated:

(a) The said purposes described in Section 3 of this bond ordinance are not current expenses and are properties or improvements which the City may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of said purposes within the limitations of the Local Bond Law and taking into consideration the respective amounts of said obligations authorized for said purposes, according to the reasonable life thereof computed from the date of said bonds authorized by this bond ordinance, is **15.00 years**.

(c) The supplemental debt statement required by the Local Bond Law has been duly made and filed in the office of the City Clerk and a complete duplicate thereof has been electronically filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey, and such statement shows that the gross debt of the City as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided for in this bond ordinance by SEVENTY-ONE THOUSAND TWO HUNDRED FIFTY DOLLARS (\$71,250), and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by the Local Bond Law.

(d) Amounts not exceeding THREE THOUSAND DOLLARS (\$3,000) in the aggregate for interest on said obligations, costs of issuing said obligations, engineering and inspection costs, legal expenses, a reasonable proportion of the compensation and expenses of employees of the City in connection with the construction or acquisition of improvements and properties as authorized herein, and other items of expense listed in and permitted under Section 40A:2-20 of the Local Bond Law have been included as part of the cost of said improvements and are included in the foregoing estimate thereof.

Section 7. Ratification of Prior Actions.

Any actions taken by any officials of the City in connection with the improvements described in Section 3 hereof are hereby ratified and confirmed notwithstanding that such actions may have been taken prior to the effective date of this bond ordinance and shall be deemed to have been taken pursuant to this bond ordinance.

Section 8. Application of Grants.

Any grant moneys received for the purposes described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the

obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. Full Faith and Credit.

The full faith and credit of the City are hereby pledged to the punctual payment of the principal of and interest on the said obligations authorized by this bond ordinance. Said obligations shall be direct, unlimited obligations of the City, and the City shall be obligated to levy *ad valorem* taxes upon all the taxable property within the City for the payment of said obligations and interest thereon without limitation of rate or amount.

Section 10. Official Intent to Reimburse Expenditures.

The City reasonably expects to reimburse any expenditures towards the costs of the improvements or purposes described in Section 3 of this Bond Ordinance and paid prior to the issuance of any bonds or notes authorized by this Bond Ordinance with the proceeds of such bonds or notes. No funds from sources other than the bonds or notes authorized herein has been or is reasonably expected to be reserved, allocated on a long-term basis or otherwise set aside by the City, or any member of the same "control group" as the City, within the meaning of Treasury Regulations Section 1.150-1(f), pursuant to their budget or financial policies with respect to any expenditures to be reimbursed. This Section is intended to be and hereby is a declaration of the City's official intent to reimburse any expenditures towards the costs of the improvements or purposes described in Section 3 hereof to be incurred and paid prior to the issuance of bonds or notes authorized herein in accordance with Treasury Regulations Section 1.103-18, and no action (or inaction) will be an artifice or device in accordance with Treasury Regulation Section yield restrictions or

arbitrage rebate requirements.

Section 11. Effective Date.

This bond ordinance shall take effect twenty (20) days after the first publication of a summary thereof after final adoption, as provided by the Local Bond Law.

DARREN MATIK, MAYOR

Leigh Ann Napoli, RMC
Municipal Clerk

FIRST READING:	April 14, 2021
PUBLICATION:	April 19, 2021
FINAL READING:	April 28, 2021
PUBLICATION WITH STATEMENT:	May 3, 2021

NOTICE OF PENDING BOND ORDINANCE AND SUMMARY

The Bond Ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the City of Linwood, in the County of Atlantic, State of New Jersey, held on April 14, 2021, at the Linwood City Hall. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held on April 28, 2021, at 6:00 o'clock p.m. at the Linwood City Hall. During the week prior to and up to and including the date of such meeting, copies of the full ordinance will be available at no cost and during regular business hours, at the Clerk's office located in the City Hall, 400 Poplar Avenue, Linwood, New Jersey for the members of the general public who shall request the same. The summary of the terms of such Bond Ordinance follows:

Title: "BOND ORDINANCE APPROPRIATING SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) AND AUTHORIZING THE ISSUANCE OF SEVENTY-ONE THOUSAND TWO HUNDRED FIFTY DOLLARS (\$71,250) IN BONDS OR NOTES OF THE CITY OF LINWOOD FOR PURCHASE VARIOUS EQUIPMENT AND SIGNAGE FOR PUBLIC WORKS DEPARTMENT AUTHORIZED TO BE UNDERTAKEN BY THE CITY OF LINWOOD, IN THE COUNTY OF ATLANTIC, NEW JERSEY"

Purpose(s): Purchase of Various Equipment and Signage for the Public Works Department.

Appropriation: \$75,000
Bonds/Notes Authorized: \$71,250
Grants (if any) Appropriated: None
Section 20 Costs: \$3,000
Useful Life: 15.00 years

Leigh Ann Napoli, RMC
Municipal Clerk

This Notice is published pursuant to N.J.S.A. 40A:2-17.

BOND ORDINANCE STATEMENTS AND SUMMARY

The Bond Ordinance, the summary terms of which are included herein, has been finally adopted by the City of Linwood, in the County of Atlantic, State of New Jersey on April 28, 2021, and the twenty (20) day period of limitation within which a suit, action or proceeding questioning the validity of such ordinance can be commenced, as provided in the Local Bond Law, has begun to run from the date of the first publication of this statement. Copies of the full ordinance are available at no cost and during regular business hours, at the Clerk's office for members of the general public who request the same. The summary of the terms of such Bond Ordinance follows:

Title: "BOND ORDINANCE APPROPRIATING SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) AND AUTHORIZING THE ISSUANCE OF SEVENTY-ONE THOUSAND TWO HUNDRED FIFTY DOLLARS (\$71,250) IN BONDS OR NOTES OF THE CITY OF LINWOOD FOR PURCHASE OF VARIOUS EQUIPMENT AND SIGNAGE FOR PUBLIC WORKS DEPARTMENT AUTHORIZED TO BE UNDERTAKEN BY THE CITY OF LINWOOD, IN THE COUNTY OF ATLANTIC, NEW JERSEY"

Purpose(s): Purchase of Various Equipment and Signage for the Public Works Department.

Appropriation: \$75,000
Bonds/Notes Authorized: \$71,250
Grants (if any) Appropriated: None
Section 20 Costs: \$3,000
Useful Life: 15.00 years

Leigh Ann Napoli, RMC
Municipal Clerk

This Notice is published pursuant to N.J.S.A. 40A:2-17.

ORDINANCE NO. 11, 2021

AN ORDINANCE AMENDING CHAPTER 41 LAND USE PROCEDURES, ARTICLE V DEVELOPMENT REQUIREMENTS AND STANDARDS OF THE CODE OF THE CITY OF LINWOOD AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT HEREWITH.

BE IT ORDAINED, by the Common Council of the City of Linwood, County of Atlantic and State of New Jersey as follows:

SECTION 1: Chapter 41 Land Use Procedures, Article V Development Requirements and Standards is hereby amended to read as follows:

§ 41-50 Specific Design Standards

F. Fences or Walls

No fence shall exceed six feet in height. In the front yard or less than the required zoning setbacks for the front property line(s), the height shall not exceed three feet and the fence shall be fifty-percent open.

SECTION 2: All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

SECTION 3: Should any sentence, 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 its final passage, publication and adoption in the manner prescribed by law.

<i>FIRST READING:</i>	<i>April 14, 2021</i>
<i>PUBLICATION:</i>	<i>April 19, 2021</i>
<i>PASSAGE:</i>	<i>April 28, 2021</i>

The within Ordinance was introduced at a meeting of the Common Council of the City of Linwood, County of Atlantic and State of New Jersey held on, April 14, 2021 and will be further considered for final passage after a public hearing thereon at a meeting of said Common Council on April 28, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

RESOLUTION No. 73, 2021

A RESOLUTION AUTHORIZING THE REFUND OF A TAX OVERPAYMENT OF THE 2ND
QUARTER 2021 TAX PAYMENT FOR BLOCK 1 LOT 45.22
LOCATED AT 4 FALLING WATER DRIVE IN THE CITY OF LINWOOD

WHEREAS, Irene Coka-Morin & Ian Garrett are the owners of Block 1 Lot 45.22 located at 4 Falling Water Drive in the taxing district of the City of Linwood; and

WHEREAS, Ian Garrett made application to the Tax Assessor, of the City of Linwood, for property tax exemption due to his 100% permanently disabled veteran status and the Tax Assessor for the City of Linwood granted the exemption for Ian Garrett as of October 29,2019; and

WHEREAS, the city of Linwood must refund the credit of \$745.75 that was received from Homestead Benefit Credit for the 2nd quarter of 2021 property taxes;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Chief Financial Officer of the City of Linwood be and is hereby authorized, empowered and directed to execute and deliver a draft in favor of Ian Garrett in the amount of \$745.75 which is the amount of the payment of taxes to said property owner.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 74, 2021

A RESOLUTION AUTHORIZING THE REFUND OF A TAX OVERPAYMENT OF THE 2ND QUARTER 2021 TAX PAYMENT FOR BLOCK 24 LOT 4 LOCATED AT 404 W. JOSEPH AVENUE IN THE CITY OF LINWOOD

WHEREAS, John & Gretrude Kairis are the owners of Block 24 Lot 4 located at 404 W. Joseph Ave. in the taxing district of the City of Linwood; and

WHEREAS, John Kairis made application to the Tax Assessor, of the City of Linwood, for property tax exemption due to his 100% permanently disabled veteran status and the Tax Assessor for the City of Linwood granted the exemption for John Kairis as of December 18,2019; and

WHEREAS, the city of Linwood must refund the credit of \$427.37 that was received from Homestead Benefit Credit for the 2nd quarter of 2021 property taxes;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Chief Financial Officer of the City of Linwood be and is hereby authorized, empowered and directed to execute and deliver a draft in favor of John Kairis in the amount of \$427.37 which is the amount of the payment of taxes to said property owner.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 75, 2021

A RESOLUTION AUTHORIZING THE REFUND OF A TAX OVERPAYMENT OF THE 2ND
QUARTER 2021 TAX PAYMENT FOR BLOCK 98 LOT 6
LOCATED AT 311 VAN SANT AVENUE IN THE CITY OF LINWOOD

WHEREAS, Michael & Remedios Dale are the owners of Block 98 Lot 6 located at 311 Van Sant Avenue in the taxing district of the City of Linwood; and

WHEREAS, Michael Dale made application to the Tax Assessor, of the City of Linwood, for property tax exemption due to his 100% permanently disabled veteran status and the Tax Assessor for the City of Linwood granted the exemption for Michael Dale as of December 3, 2020; and

WHEREAS, the city of Linwood must refund the credit of \$589.91 that was received from Homestead Benefit Credit for the 2nd quarter of 2021 property taxes;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Chief Financial Officer of the City of Linwood be and is hereby authorized, empowered and directed to execute and deliver a draft in favor of Michael Dale in the amount of \$589.91 which is the amount of the payment of taxes to said property owner.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 76, 2021

A RESOLUTION AUTHORIZING THE TAX COLLECTOR TO PARTICIPATE IN AN
ELECTRONIC TAX SALE

WHEREAS, NJSA 54:5-19.1 permits municipalities to conduct electronic tax sales pursuant to rules and regulations promulgated by the Director of the Division of Local Government Services; and

WHEREAS, the rules promulgated require a municipality to authorize said electronic tax sale by resolution of the governing body; and

WHEREAS, the Director of the Division of Local Government Services has approved NJ Tax Lien Investors/RealAuction.com to conduct electronic tax sales and; and

WHEREAS, the City of Linwood wishes to participate in an electronic tax sale;

NOW THEREFORE, BE IT RESOLVED that the governing body of the municipality of the City of Linwood, New Jersey, does hereby authorize the Tax Collector to conduct an Electronic Tax Sale for 2020 delinquent tax and sewer charges and submit same to the Director of the Division of Local Government Services if necessary.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 77, 2021

A RESOLUTION AUTHORIZING THE REAPPOINTMENT OF PIERCE SHAUD AS A SPECIAL LAW ENFORCEMENT OFFICER, CLASS II, FOR THE CITY OF LINWOOD

WHEREAS, by Resolution No. 47 of 2020 Pierce Shaud was appointed as a Special Law Enforcement Officer, Class II, for the City of Linwood; and

WHEREAS, the appointment has expired; and

WHEREAS, recommendations have been made to reappoint Pierce Shaud for another year;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, County of Atlantic, that Pierce Shaud is hereby reappointed as a Special Law Enforcement Officer, Class II, for a period of one year commencing on April 14, 2021 and expiring on April 14, 2022, at an hourly rate of \$20.00 as provided for in the Linwood Salary Ordinance and all amendments thereto.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 78, 2021

A RESOLUTION AUTHORIZING THE HIRING OF JOHN B. MORRIS, 3RD TO THE POSITION OF PATROLMAN IN THE LINWOOD POLICE DEPARTMENT

WHEREAS, the City of Linwood is desirous of filling a vacancy for the position of Patrolman within the Linwood Police Department; and

WHEREAS, after an extensive interview process, John B. Morris, 3rd has met all qualifications and has expressed a desire to fill such vacancy.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the appointment of John B. Morris, 3rd to the position of Patrolman in the Linwood Police Department, effective May 1, 2021, is hereby confirmed contingent upon satisfactory completed background check, physical and a psychological evaluation.

BE IT FURTHER RESOLVED, that the salary for this position shall be as set forth in the Linwood Salary Ordinance and all amendments thereto.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 79, 2021

A RESOLUTION AUTHORIZING DISPOSAL OF SURPLUS PROPERTY

WHEREAS, the City of Linwood is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, City Council is desirous of selling said surplus property in an "as is" condition without express or implied warranties;

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Linwood, County of Atlantic, as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the City of Linwood.
- (2) The sale will be conducted online and the address of the auction site is govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) The property being sold is:

2012 Dodge Charger	1964 Pirsch Fire Truck
71,888 Miles	16595 Miles
VIN# 2C3DXATXCH190560	VIN# PIR273064
- (5) The surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (6) The City reserves the right to accept or reject any bid submitted.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 80, 2021

A RESOLUTION AMENDING RESOLUTION NO. 14, 2021 AUTHORIZING THE CITY OF LINWOOD TO ENTER INTO A CONTRACT WITH VENDORS FOR STATE CONTRACT PURCHASES

WHEREAS, the City of Linwood approved Resolution No. 14, 2021 on January 4, 2021 authorizing the City of Linwood to enter into contracts with a list of vendors for State Contract purchases; and

WHEREAS, the City is desirous of adding SHI International to the approved list of vendors for the purchase of software and software related services for an amount not to exceed \$27,000.00;

NOW, THEREFORE, BE IT RESOLVED, that Resolution No. 14, 2021 is hereby amended to include SHI International as an approved vendor for State Contract purchases of software and software related services for an amount not to exceed \$27,000.00;

BE IT FURTHER RESOLVED, that the Chief Financial Officer is hereby authorized to purchase certain goods or services from SHI International, an approved New Jersey State Contract Vendor pursuant to all conditions of the individual State contract.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 81, 2021

A RESOLUTION AUTHORIZING A SUBSCRIPTION AGREEMENT WITH PROPERTYPILOT, LLC DBA GOVPILOT FOR A GOVERNMENT MANAGEMENT PLATFORM

WHEREAS, quotes have been received with regard to a cloud-based government management platform for the City of Linwood; and

WHEREAS, all quotes have been reviewed and a recommendation has been made with regard to same;

WHEREAS, a quote has been obtained by PropertyPilot, LLC dba GovPilot under State Software Contract with SHI International #ITS58:89851 in the amount of \$26,664.00 for a cloud-based government management platform; and

WHEREAS, the quote submitted has been received, reviewed and recommendations have been made with regard to same;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Subscription Agreement for a cloud-based government management platform for the City of Linwood be and is hereby awarded to PropertyPilot, LLC dba GovPilot, 79 Hudson Street, Suite 503, Hoboken, NJ 07030, under State Software Contract with SHI International #ITS58:89851, for and in the total amount of \$26,664.00, for a term of five years, as set forth in the proposal submitted, which is attached hereto and incorporated herein;

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute an Agreement with PropertyPilot, LLC dba GovPilot in accordance with the terms and conditions set forth in the proposal submitted;

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a Certification of Availability of Funds by the Chief Financial Officer of the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, City Clerk
Date: 04-09-2021
Re: Availability of Funds-Government Management Platform Software

Pursuant to 40A: 4-57, I hereby certify that sufficient funds of \$26,664.00 will be available under Municipal Clerk Other Expenses in the operating budget. Funds will be encumbered to PropertyPilot LLC, 79 Hudson Street Suite 503 Hoboken, NJ 07030.

PROPOSAL / MASTER SUBSCRIPTION AGREEMENT

Prepared for:

Linwood City

Primary Contact

Michael Sapienza
mike@govpilot.com

Proposal Valid Through 2021-04-01



Overview of Services

GovPilot is a cloud-based government management platform developed exclusively for local government. We unify fragmented data and communication between employees, department heads and their administrators, resulting in an environment in which information flows freely and subject matter knowledge can be obtained within seconds. With a clear view of how well a department is operating, administrators, and department heads alike can make more educated decisions on the best course of action.

Leveraging Best Government Practices (BGP) from subject matter experts, GovPilot has developed a catalog of over 120 standard template modules as well as 3 premium services. GovPilot regularly checks the pulse of local governments and incorporates their feedback into the product, benefiting all of our customers!

GovPilot accommodates unlimited users, which allows governments to manage and share critical data throughout their organization, at no additional cost. This information can be shared 24/7 from the office, the field, or the employee's home.

Wherever the Community,
Whatever the Problem,
GovPilot offers a Solution.



Benefits of GovPilot

Employee & Elected Officials Benefit

- Customizable Dashboards to see the data that's important to you
- Remove communication and data silos
- Cut-down on call volume, walk-ins and other distractions
- Learn one platform, replace single-purpose software systems, IT doesn't need to support 10+ systems
- Drastically improve productivity through automated modules

Constituent Benefits

- Convenience of E- Commerce functionality – submit application and pay online
- Communicate concerns via Mobile App
- Access information and data via website, eliminating need to submit OPRA

Unlimited Users

- All employees and Elected Officials are eligible for login credentials

Preloaded Data

- Assessment Records, Municipal and Parcel Boundaries
- Foreclosure Filings

Cloud Based

- Access, manage and edit data from the office and in the field
- No scaling limitations, local server installation, burdensome maintenance costs or time-consuming software updates
- Data updates occur in real time, enabling office-based employees to collaborate with colleagues in the field via mobile device

Fields & Forms

- GovPilot works closely with assigned divisions and departments to modify the platform based on your unique needs
- Deploy flexible modules and forms integrated with pre-loaded data
- User-friendly, drag-and-drop interface
- Merge and log external data, attach documents, calendars, files and notes to individual property records with ease

GovPilot's Templated Modules Consist of 5 Main Components



Dashboard

Whether you are a typist, department head, city manager or elected official, GovPilot's dashboard allows you to retrieve the answers you need, quickly. The dashboard is customizable, allowing users to create shortcuts to their data, called "tiles". These tiles are doorways to filtered and sorted data sets. When clicked, each tile opens a different view. Arrange and add an unlimited number of tiles with unparalleled ease.

The dashboard features a sidebar with navigation options: Home, Modules, Recently Viewed, Map, Scheduler, My Tasks, Advanced Search, Reports, and Log. The main area displays a grid of tiles for various categories:

- GovPilot Employees: 31
- Construction Permit: 2
- Landlord Registration: 0
- Business Registration: 3
- CCO: 4
- Processes: 550
- Report a Concern: 7
- PTO Request: 418
- Dog License: 9
- Vacant Property Regs...: 0
- Dog License: 9
- Open Records Request: 1

Below the tiles is a "Recent Records" table:

Property	Form	Record Type	Reference	Status	Other	Property Address	Last Modified
		Vacant Property Registration	VCHT2019-00001	New		45 CHELSEA CT	3/31/2019 7:58:59 PM
		Report a Concern	RAC-2019-00005	Open	Abandonment of Small Eng.	123 DIXIE STON AVE	3/31/2019 7:57:57 PM
		Rental Property Registration	RPR-2019-00001	Registered	EVANS, MICHAEL & THERESA	24 S MONTGOMERY AVE	3/31/2019 7:57:17 PM
		Dog License	DG-2019-0003	Active	Bogge	24 S MONTGOMERY AVE	3/31/2019 7:56:49 PM
		Construction Permit	GP-00305	Closed		24 S MONTGOMERY AVE	3/31/2019 7:55:08 PM
		Construction Permit	GP-0033	Plan Review		100 ATLANTIC AVE	3/31/2019 7:52:31 PM
		Dog License	DG-2019-0002	Active	DOGGY	101 S RALEIGH AVE	3/31/2019 6:24:12 PM



Property Profile

The cornerstone of our platform, this feature links all property-related data to a single property profile. See all building permits, violations and licenses associated with a property. Attach and take notes within the profile as well.

The Property Profile page for 24 S MONTGOMERY AVE, ATLANTIC CITY NJ 08401, includes a map view, property details, and a list of records. The property is a RESI-1 TO 4 FAM in ATLANTIC COUNTY, BLOCK 1: 213, LOT 1: 9.

Tax Assessment Information:

OWNER COMPLETE NAME	EVANS, MICHAEL & THERESA
CITY VALUE	\$397,201.40
ASSESSMENT BUILDING	\$196,300.00
ASSESSMENT LAND	\$241,000.00
ASSESSMENT TOTAL	\$397,400.00
TAXES	\$13,599.03
TAX YEAR	2016
YEAR BUILT	1925
LAST SALE DATE	8/28/1997
LAST SALE PRICE	\$10,000.00
BLOCK 1	213
LOT 1	9
BUILDING DESCRIPTION	F25
PROPERTY & MAILING ADDRESS SAME	Y
PROPERTY MAILING ADDRESS	24 S MONTGOMERY AVE ATLANTIC CITY NJ 08401
LAND DESCRIPTION	43X75
LOT SIZE	3223
LOT DEPTH	75
LOT WIDTH	43
PROPERTY AREA(ACRE)	0.074
BUILDING AREA(SQ FT)	1776
TOTAL UNITS	1
PROPERTY ADDRESS	24 S MONTGOMERY AVE
MULTIPLE UNITS	N
SALE DOCUMENT	0610000200
ZONING	R-2

Records Table:

Form	Record Type	Reference	Status	Other	Last Modified
Construction Permit	Construction Permit		Closed		03/31/2019 07:54:45 PM
Dog License	Dog License	DG-2019-0003	Active	Bogge	03/31/2019 07:56:49 PM
Rental Property Registration	Rental Property Registration	RPR-2019-00001	Registered	EVANS, MICHAEL & THERESA	03/31/2019 07:57:17 PM



Digital Forms E-commerce Functionality

GovPilot’s digital forms can significantly reduce the time your staff spends on data entry. Form data is routed directly into the GovPilot system, eliminating the redundant process of a government employee transferring constituent information from a PDF to the database. Constituents access, complete and submit digital forms through your government website. Form logic blocks submission until all required fields have been populated, which guarantees that your departments receive properly completed forms, every time.



Automated Workflows

GovPilot’s workflow engine reads data, calendar and user activity as triggers to automate the completion of a multitude of tasks, including the processing of public requests, licenses, applications, e-commerce transactions and internal administrative functions. Automated alerts notify employees of changes in project status and streamline post-submission correspondence with applicants. Workflows improve operational efficiency while promoting transparency and accountability among employees and departments.



Geographic Information System (GIS)

A picture is worth a thousand words. From cave paintings to emojis, graphic depiction is an integral part of how humans communicate and make sense of the world. When trying to identify patterns and otherwise understand your data—which could include thousands or even millions of variables—the ability to visualize that data is essential. GovPilot’s user-friendly map grants ALL government employees the ability to harness the power of a geographic information system (GIS).





Service Order

Customer Name:	Linwood City	Customer Contact	LeighAnn Napoli
Billing Address:	400 Poplar Avenue	Phone	609-926-7970
City, State, Zip:	Linwood, NJ 08221	Email	lnapoli@linwoodcity.org

Secondary Contact	
Email	
Phone	

Vendor	GovPilot LLC	Address	79 Hudson St Suite 503
City, State, Zip	Hoboken, NJ 07030	Vendor Contact	Michael Sapienza
Valid Through:	04/01/2021	Term:	5 Year
Bill Date	04/01/2021	Effective Date	04/01/2021

Annual Subscription

Subscription Level	Enterprise Construction	List Price	Extended Price
Enterprise Package 10 Templated Module & 1 Premium Module: (1) Construction (2) Activity Registration (3) Animal Licensing (4) Asset Management (5) Business Registration (6) FOIA - OPRA (7) Marriage License (8) Parking Permit (9) Rental Property Registration (10) Report a Concern (11) Zoning Permit Add bike registration module?		\$26,664.00	\$26,664.00

Subtotal **\$26,664.00**

Annual Subscription \$26,664.00

The annual subscription is due within 15 days following the effective date, and annually thereafter. The [Master Subscription Agreement](#) between Client and PropertyPilot, LLC dba GovPilot (the "MSA"), as it may be amended from time

to time pursuant to the [MSA](#), the onboarding and implementation process and onboarding statement of work are incorporated by reference in this Service Order. Capitalized terms not defined in this Service Order have the meaning given them in the [MSA](#).

The person signing below represents that he or she is authorized to sign this Service Order on behalf of Client and that Client accepts this Service Order subject to the terms in the [MSA](#).

PropertyPilot, LLC dba GovPilot	Linwood City
Signature:	Signature:
Name:	Name: LeighAnn Napoli
Title:	Title: City Clerk
Date:	Date:



On-boarding and Implementation Process

Our on-boarding team is here to help you implement & launch GovPilot.

1. Kick-off Call

Your Account Manager & Onboarding Project Manager will coordinate a call with you to learn about how you will be leveraging GovPilot to gain further transparency into your day to day processes.

2. Variable Validation

To get started on your new GovPilot deployment, we need to confirm the information you've provided us during the sales process. This will also be a great opportunity for us to collect any additional information to ensure a successful on-boarding experience.

3. Variable Implementation**

During this time, our On-boarding team will be building out the modules you signed for. While this process typically takes 30-45 Days, there are times we need additional clarification. Please be sure to respond to any inquiries in a timely fashion so we can ensure a timely delivery of your services.

4. Team Training

We'll provide live training and Q&A focused on your end-user team members. We'll deliver the training using your modules so that the users know exactly how to work with GovPilot.

We'll also provide access to our premier knowledge-base so your team can get the answers to their questions instantly!

**Variable Validation is subject to the terms stated within the On-Boarding Statement of Work



On-boarding Statement of Work

Objectives

The objective of GovPilot’s on-boarding engagement is to collect and implement the necessary information to configure the purchased Modules and their corresponding template variables. This engagement also includes the training of the software in accordance to the pricing table of this document.

Scope of Work

Work will include the modification of variables as specified on the **Service Order** under **Initial Modules Selected** on a per module basis. While the variables we will modify differ on a per module basis, variables are generally inclusive but not limited to the following.

- Fees
- Licenses
- Permits
- Ordinances
- Pick-list Fields
- Employees
- Workflow Routing

Any additional work asked beyond the specified variables on a per module basis would require additional approval, scoping, and subject to a professional services rate of **\$250/hour**.

Deliverables

GovPilot will deliver the following deliverables as part of your on-boarding:

- Selected Modules stated on the **Service Order** under **Initial Modules Selected** with fully implemented variables as provided by the Customer
- Live training of the modules

Tasks and Responsibilities

Our ability to provide a successful on-boarding experience for our customers is a shared effort. It is crucial that all parties provide timely responses to any inquiries pertaining to the On-boarding.

Task	Responsibility
Provide Variable Gathering Tool(s) for completion	GovPilot
Completion of the Variable Gathering Tool	Linwood City

Host Review of Collected Variables with Customer	GovPilot
Responses to any additional follow ups for clarification of provided variable data	Linwood City
Delivery of Completed Modules	GovPilot
Host and Attendance of Training	Linwood City
Provide Live Training to Customer	GovPilot

Timeline for Completion of Work

Upon receipt and review of complete set of variable information collected from the customer, GovPilot's anticipated deployment time of a module is 45 days. GovPilot assumes a 24-48 hour response time from the customer upon any requests for clarification. Failure to respond in a timely response will result in a delay of your module deployment.

Data Import Restrictions

Please note that data will be imported **AS IS**. Any errors included in the data set will be compiled and provided back to the customer for correction. It is the responsibility of the customer to correct the data and resubmit it to GovPilot should they want it included in their data set.

Such errors may include, but are not limited to:

- Incorrect data type for the field
 - E.g., Email addresses in phone number fields / symbols in text and or number fields
- **For importing of data that is property related.** If there is no existing block and lot or parcel ID to link the record to, those records will not be imported.
 - The client can update those unique parcel identifiers and provide back to GovPilot should they wish to have those records in the system.

RESOLUTION No. 82, 2021

A RESOLUTION AWARDING THE CONTRACT TO LANDBERG CONSTRUCTION FOR THE FY 2020 RESURFACING OF WABASH AVENUE, CONTRACT NO. 27

WHEREAS, the City of Linwood received bids for the FY 2020 Resurfacing of Wabash Avenue, Contract No. 27 in the City of Linwood on Thursday, April 8, 2021 at 10:00 a.m. prevailing time; and

WHEREAS, the bids submitted have been received, reviewed and a recommendation has been made with regard to same;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Contract for the FY 2020 Resurfacing of Wabash Avenue, Contract No. 27 be and is hereby awarded to Landberg Construction, 82 Tuckahoe Road, Dorothy, NJ 08317 for the Base Bid amount of \$296,544.30 as set forth in the bid submitted, which is attached hereto and incorporated herein;

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute a Contract or Agreement with Landberg Construction in accordance with the terms and conditions set forth in the bid/proposal submitted;

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a Certification of Availability of Funds by the Chief Financial Officer of the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, City Clerk
Date: 04-09-2021
Re: Availability of Funds-Wabash Ave Resurfacing, Phase 1

Pursuant to 40A: 4-57, I hereby certify that sufficient funds in the amount of \$282,000.00 are available under the 2020 NJDOT Grant Wabash Ave and \$14,554.30 under Capital Ordinance 09-18A Improvements to Roads. Funds will be encumbered to Landberg Construction LLC PO Box 280 Mays Landing, NJ 08330.

Vincent J. Polistina, PE, PP, CME
Craig R. Hurless, PE, PP, CME
Ronald N. Curcio, PE, PP



Civil / Municipal Engineering
Site Plan and Subdivision Design
Surveying
Land Use Planning
Water and Wastewater Design
Environmental Consulting
Inspection / Construction Management

April 9, 2021

Mr. Ralph Paolone, Council President and Council Members
The City of Linwood
400 Poplar Avenue
Linwood, NJ 08221

**Re: Report of Bids
FY 2020 - Resurfacing of Wabash Avenue
Contract No. 27
Linwood, Atlantic County
PA No. 7501.11**

Dear Mr. Paolone and Council Members:

On Thursday, April 8th, 2021 at 10:00 A.M., sealed bids were received by The City of Linwood for the "Resurfacing of Wabash Avenue" Contract No. 27. A total of thirteen (13) contractors picked up bid documents during the bidding period and eight (8) contractors submitted bids for the project. The bids are tabulated below in order from the lowest to the highest for the total bid:

Bidders Name	Bid
Landberg Construction	\$296,544.30
Think Pavers Hardscaping	\$328,797.00
Command Company	\$330,782.00
AE Stone, Inc.	\$345,000.00
South State, Inc.	\$356,932.35
Charles Marandino	\$365,407.40
Gerald A. Barrett, LLC	\$368,132.10
Arthur R. Henry, Inc.	\$378,819.25

All of the bids have been checked for administrative completeness and math computations. The Engineer's Estimate for the bid was \$289,434.40. The lowest bid for the project submitted by Landberg Construction is approximately 2% above the Engineer's Estimate for the bid.

Based on an analysis of the bids received, the Engineer's Estimate and total project costs; the bid submitted by Landberg Construction is the lowest responsive bid and appears favorable to the City.

Subject to the appropriation of City funds, we recommend awarding the Contract in the amount of \$296,544.30 to Landberg Construction, LLC of Dorothy, NJ.

If you should have any questions or require additional information, please feel free to call.

Very truly yours,

POLISTINA & ASSOCIATES

Vincent J. Polistina, PE, PP, CME
City Engineer

Cc: Leigh Ann Napoli, City Clerk

6684 Washington Avenue, Egg Harbor Township, NJ 08234
55 E. Jimmie Leeds Road, Galloway, NJ 08205
Phone: 609.646.2950 Fax: 609.646.2949
E-mail: polistinaassoc@comcast.net

POLISTINA & ASSOCIATES
CONSULTING ENGINEERS & PLANNERS

PAGE NO. 1
JOB NO. 7501.11

THE CITY OF LINWOOD

DATE:

4/8/2021

CONTRACT NO. 27 - FY2020 - RESURFACING OF WABASH AVENUE

AE STONE, INC.

ITEM NO.	ITEM DESCRIPTION	QTY	LANDBERG CONSTRUCTION		THINK PAVERS HARDSCAPING		COMMAND COMPANY		AE STONE, INC.	
			BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL
1	Mobilization	1	LS \$ 3,500.00	\$ 3,500.00	\$ 3,000.00	\$ 3,000.00	\$ 8,000.00	\$ 8,000.00	\$ 31,020.72	\$ 31,020.72
2	Cleaning Site	1	LS \$ 9,500.00	\$ 9,500.00	\$ 1,000.00	\$ 1,000.00	\$ 24,000.00	\$ 24,000.00	\$ 2,500.00	\$ 2,500.00
3	Construction Layout	1	LS \$ 4,500.00	\$ 4,500.00	\$ 999.54	\$ 999.54	\$ 8,000.00	\$ 8,000.00	\$ 2,500.00	\$ 2,500.00
4	Sawcutting	703	LF \$ 2.00	\$ 1,406.00	\$ 3.00	\$ 2,109.00	\$ 2.00	\$ 1,406.00	\$ 0.01	\$ 7.03
5	Excavation - Test Pits	10	CY \$ 0.01	\$ 0.10	\$ 98.00	\$ 980.00	\$ 50.00	\$ 500.00	\$ 0.01	\$ 0.10
6	Roadway Excavation, Unclassified	50	CY \$ 0.01	\$ 0.50	\$ 35.00	\$ 1,750.00	\$ 50.00	\$ 2,500.00	\$ 0.01	\$ 0.50
7	Dense Graded Aggregate, Base Course, 6" Thick	100	SY \$ 5.00	\$ 500.00	\$ 32.00	\$ 3,200.00	\$ 12.00	\$ 1,200.00	\$ 0.01	\$ 1.00
8	Milling, 2" & Variable Depth	11,350	SY \$ 3.00	\$ 34,050.00	\$ 5.00	\$ 56,750.00	\$ 4.00	\$ 45,400.00	\$ 6.00	\$ 68,100.00
9	Hot Mix Asphalt, 19M64 Base Course, 4" Thick	50	TON \$ 140.00	\$ 7,000.00	\$ 220.00	\$ 11,000.00	\$ 100.00	\$ 5,000.00	\$ 100.00	\$ 5,000.00
10	Hot Mix Asphalt, 12.5M64 Surface Course, 2" Thick & Variable	1,500	TON \$ 84.00	\$ 126,000.00	\$ 82.00	\$ 123,000.00	\$ 87.00	\$ 130,500.00	\$ 65.00	\$ 97,500.00
11	Replace Type 'B' Inlet Casting w/ Bicycle Safe Grate	5	Unit \$ 300.00	\$ 1,500.00	\$ 1,100.00	\$ 5,500.00	\$ 700.00	\$ 3,500.00	\$ 1,000.00	\$ 5,000.00
12	Replace Type 'E' Inlet Casting w/ Bicycle Safe Grate	1	Unit \$ 300.00	\$ 300.00	\$ 1,175.00	\$ 7,600.00	\$ 900.00	\$ 900.00	\$ 1,000.00	\$ 1,000.00
13	Reconstruct Type 'B' Inlet, Using New Casting	2	Unit \$ 3,500.00	\$ 7,000.00	\$ 3,800.00	\$ 7,600.00	\$ 1,200.00	\$ 2,400.00	\$ 2,000.00	\$ 4,800.00
14	Type 'A' Stormwater Inlet w/ Bicycle Safe Grate (0 - 6' Deep)	1	Unit \$ 2,600.00	\$ 2,600.00	\$ 3,850.00	\$ 3,850.00	\$ 3,000.00	\$ 3,000.00	\$ 4,800.00	\$ 4,800.00
15	Type 'A' Doghouse Stormwater Inlet w/ Bicycle Safe Grate (0' - 6' Deep)	1	Unit \$ 4,200.00	\$ 4,200.00	\$ 4,700.00	\$ 4,700.00	\$ 4,000.00	\$ 4,000.00	\$ 5,500.00	\$ 5,500.00
16	12" Reinforced Concrete Pipe, Class V	58	LF \$ 165.00	\$ 9,570.00	\$ 200.00	\$ 11,600.00	\$ 86.00	\$ 4,988.00	\$ 200.00	\$ 11,600.00
17	18" Reinforced Concrete Pipe, Class V	14	LF \$ 180.00	\$ 2,520.00	\$ 206.00	\$ 2,884.00	\$ 93.00	\$ 1,302.00	\$ 500.00	\$ 7,000.00
18	Reset Manhole Casting	1	Unit \$ 275.00	\$ 275.00	\$ 0.01	\$ 0.01	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00
19	Reset Utility Valve Casting	5	Unit \$ 0.01	\$ 0.05	\$ 0.01	\$ 0.05	\$ 100.00	\$ 500.00	\$ 250.00	\$ 1,250.00
20	Concrete Curb, 8" Thick	212	SY \$ 145.00	\$ 30,740.00	\$ 142.00	\$ 30,104.00	\$ 123.00	\$ 26,076.00	\$ 150.00	\$ 31,800.00
21	Concrete Vertical Curb	700	LF \$ 28.00	\$ 19,600.00	\$ 33.00	\$ 23,100.00	\$ 34.00	\$ 23,800.00	\$ 37.00	\$ 25,900.00
22	Concrete Sidewalk, 4" Thick	60	SY \$ 90.00	\$ 5,400.00	\$ 94.00	\$ 5,640.00	\$ 57.00	\$ 3,420.00	\$ 100.00	\$ 6,000.00
23	Detachable Warning Surface	2	Unit \$ 200.00	\$ 400.00	\$ 250.00	\$ 500.00	\$ 250.00	\$ 500.00	\$ 1,500.00	\$ 3,000.00
24	Concrete Driveway Apron, 6" Thick	40	SY \$ 105.00	\$ 4,200.00	\$ 90.00	\$ 3,600.00	\$ 81.00	\$ 3,240.00	\$ 80.00	\$ 3,200.00
25	Hot Mix Asphalt Driveway, 2" Thick	65	SY \$ 40.00	\$ 2,600.00	\$ 53.00	\$ 3,445.00	\$ 32.00	\$ 2,080.00	\$ 50.00	\$ 3,250.00
26	Traffic Stripes, Long Life, Epoxy Resin, 4" Wide	1,768	LF \$ 1.00	\$ 1,768.00	\$ 1.00	\$ 1,768.00	\$ 0.70	\$ 1,237.60	\$ 1.50	\$ 2,652.00
27	Traffic Markings, Thermoplastic	534	SF \$ 5.00	\$ 2,670.00	\$ 5.00	\$ 2,670.00	\$ 10.00	\$ 5,340.00	\$ 5.00	\$ 2,670.00
28	Topsoil, Fertilize & Seed	500	SY \$ 12.00	\$ 6,000.00	\$ 7.00	\$ 3,500.00	\$ 8.00	\$ 4,000.00	\$ 0.01	\$ 5.00
29	Construction Signs	100	SF \$ 0.01	\$ 1.00	\$ 10.00	\$ 1,000.00	\$ 20.00	\$ 2,000.00	\$ 100.00	\$ 10,000.00
30	Traffic Dumps	25	Unit \$ 0.01	\$ 0.25	\$ 76.00	\$ 1,900.00	\$ 30.00	\$ 750.00	\$ 0.01	\$ 0.25
31	Traffic Cones	100	Unit \$ 0.01	\$ 1.00	\$ 16.00	\$ 1,900.00	\$ 20.00	\$ 2,000.00	\$ 0.01	\$ 1.00
32	Traffic Director - Flaggers (Fixed Price)	80	Hour \$ 75.53	\$ 6,042.40	\$ 75.53	\$ 6,042.40	\$ 75.53	\$ 6,042.40	\$ 75.53	\$ 6,042.40
33	Fuel Price Adjustment	1	LS \$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
34	Asphalt Price Adjustment	1	LS \$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00
TOTAL BASE BID				\$ 296,544.30		\$ 328,797.00		\$ 330,782.00		\$ 345,000.00

POLISTINA & ASSOCIATES
CONSULTING ENGINEERS & PLANNERS

PAGE NO. 2
JOB NO. 7501.11

THE CITY OF LINWOOD

DATE: 4/8/2021

CONTRACT NO. 27 - FY2020 - RESURFACING OF WABASH AVENUE

ITEM NO.	ITEM DESCRIPTION	QTY	SOUTH STATE, INC.		CHARLES MARANDINO		GERALD A. BARRETT, LLC		ARTHUR R. HENRY, INC.	
			BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL
1	Mobilization	1	LS \$ 16,000.00	\$ 16,000.00	\$ 15,000.00	\$ 15,000.00	\$ 5,900.00	\$ 5,900.00	\$ 36,000.00	\$ 36,000.00
2	Cleaning Site	1	LS \$ 15,000.00	\$ 15,000.00	\$ 16,000.00	\$ 16,000.00	\$ 19,900.00	\$ 19,900.00	\$ 16,000.00	\$ 16,000.00
3	Construction Layout	1	LS \$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00	\$ 2,900.00	\$ 2,900.00	\$ 4,000.00	\$ 4,000.00
4	Sawcutting	705	LF \$ 2.00	\$ 1,406.00	\$ 3.00	\$ 2,109.00	\$ 11.09	\$ 7,796.27	\$ 5.00	\$ 3,515.00
5	Excavation, Test Pits	10	CY \$ 0.01	\$ 0.10	\$ 50.00	\$ 500.00	\$ 100.00	\$ 1,000.00	\$ 200.00	\$ 2,000.00
6	Roadway Excavation, Unclassified	50	CY \$ 30.00	\$ 1,500.00	\$ 30.00	\$ 1,500.00	\$ 33.90	\$ 1,695.00	\$ 0.01	\$ 0.50
7	Dense Graded Aggregate, Base Course, 6" Thick	100	SY \$ 10.00	\$ 1,000.00	\$ 15.00	\$ 1,500.00	\$ 10.90	\$ 1,090.00	\$ 0.01	\$ 1.00
8	Milling, 2" & Variable Depth	11,350	SY \$ 5.00	\$ 56,750.00	\$ 3.00	\$ 34,050.00	\$ 3.69	\$ 41,881.50	\$ 5.00	\$ 56,750.00
9	Hot Mix Asphalt, 19M64 Base Course, 4" Thick	50	TON \$ 100.00	\$ 5,000.00	\$ 80.00	\$ 4,000.00	\$ 100.00	\$ 5,000.00	\$ 0.01	\$ 0.50
10	Hot Mix Asphalt, 12.5M64 Surface Course, 2" Thick & Variable	1,500	TON \$ 95.00	\$ 142,500.00	\$ 80.00	\$ 120,000.00	\$ 84.90	\$ 127,350.00	\$ 80.00	\$ 120,000.00
11	Replace Type 'B' Inlet Casting w/ Bicycle Safe Grate	5	Unit \$ 1,300.00	\$ 6,500.00	\$ 200.00	\$ 1,000.00	\$ 1,490.00	\$ 7,450.00	\$ 1,800.00	\$ 9,000.00
12	Replace Type 'E' Inlet Casting w/ Bicycle Safe Grate	1	Unit \$ 1,300.00	\$ 1,300.00	\$ 1,000.00	\$ 1,000.00	\$ 1,209.00	\$ 1,209.00	\$ 2,000.00	\$ 2,000.00
13	Reconstruct Type 'B' Inlet, Using New Casting	2	Unit \$ 2,000.00	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00	\$ 1,990.00	\$ 3,980.00	\$ 3,000.00	\$ 6,000.00
14	Type 'A' Stormwater Inlet w/ Bicycle Safe Grate (0 - 6' Deep)	1	Unit \$ 5,000.00	\$ 5,000.00	\$ 6,500.00	\$ 6,500.00	\$ 2,990.00	\$ 2,990.00	\$ 4,000.00	\$ 4,000.00
15	Type 'A' Doghouse Stormwater Inlet w/ Bicycle Safe Grate (0' - 6' Deep)	1	Unit \$ 5,000.00	\$ 5,000.00	\$ 12,000.00	\$ 12,000.00	\$ 3,490.00	\$ 3,490.00	\$ 4,000.00	\$ 4,000.00
16	12" Reinforced Concrete Pipe, Class V	58	LF \$ 175.00	\$ 10,150.00	\$ 200.00	\$ 11,600.00	\$ 119.00	\$ 6,902.00	\$ 200.00	\$ 11,600.00
17	18" Reinforced Concrete Pipe, Class V	14	LF \$ 175.00	\$ 2,450.00	\$ 200.00	\$ 2,800.00	\$ 139.00	\$ 1,946.00	\$ 300.00	\$ 4,200.00
18	Reset Manhole Casting	1	Unit \$ 450.00	\$ 450.00	\$ 900.00	\$ 900.00	\$ 490.00	\$ 490.00	\$ 600.00	\$ 600.00
19	Reset Utility Valve Castings	5	Unit \$ 1.00	\$ 5.00	\$ 1.00	\$ 5.00	\$ 0.01	\$ 0.05	\$ 100.00	\$ 500.00
20	Concrete Curb, 8" Thick	212	SY \$ 115.00	\$ 24,380.00	\$ 190.00	\$ 40,280.00	\$ 200.00	\$ 42,400.00	\$ 180.00	\$ 38,160.00
21	Concrete Vertical Curb	700	LF \$ 34.00	\$ 23,800.00	\$ 65.00	\$ 45,500.00	\$ 61.90	\$ 43,330.00	\$ 40.00	\$ 28,000.00
22	Concrete Sidewalk, 4" Thick	60	SY \$ 98.50	\$ 5,910.00	\$ 150.00	\$ 9,000.00	\$ 129.90	\$ 7,794.00	\$ 120.00	\$ 7,200.00
23	Decorative Warning Surface	2	Unit \$ 300.00	\$ 600.00	\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00	\$ 300.00	\$ 600.00
24	Concrete Driveway Apron, 6" Thick	40	SY \$ 106.00	\$ 4,240.00	\$ 150.00	\$ 6,000.00	\$ 129.00	\$ 5,160.00	\$ 170.00	\$ 6,800.00
25	Hot Mix Asphalt Driveway, 2" Thick	65	SY \$ 60.00	\$ 3,900.00	\$ 50.00	\$ 3,250.00	\$ 39.90	\$ 2,593.50	\$ 40.00	\$ 2,600.00
26	Traffic Stripes, Long Life, Epoxy Resin, 4" Wide	1,768	LF \$ 0.90	\$ 1,591.20	\$ 1.00	\$ 1,768.00	\$ 0.99	\$ 1,750.52	\$ 0.90	\$ 1,591.20
27	Traffic Markings, Thermoplastic	534	SY \$ 4.60	\$ 2,456.40	\$ 4.50	\$ 2,403.00	\$ 6.09	\$ 3,252.06	\$ 4.60	\$ 2,456.40
28	Topsoil, Fertilize & Seed	500	SY \$ 6.00	\$ 3,000.00	\$ 1.00	\$ 500.00	\$ 6.90	\$ 3,450.00	\$ 5.00	\$ 2,500.00
29	Construction Signs	100	SY \$ 13.00	\$ 1,300.00	\$ 10.00	\$ 1,000.00	\$ 11.90	\$ 1,190.00	\$ 0.01	\$ 1.00
30	Traffic Drums	25	Unit \$ 0.01	\$ 0.25	\$ 40.00	\$ 2,500.00	\$ 100.00	\$ 2,500.00	\$ 0.01	\$ 0.25
31	Traffic Cones	100	Unit \$ 0.01	\$ 1.00	\$ 40.00	\$ 4,000.00	\$ 20.00	\$ 2,000.00	\$ 0.01	\$ 1.00
32	Traffic Director - Flaggers (Fixed Price)	80	Hour \$ 75.55	\$ 6,042.40	\$ 75.55	\$ 6,042.40	\$ 75.55	\$ 6,042.40	\$ 75.55	\$ 6,042.40
33	Fuel Price Adjustment	1	LS \$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
34	Asphalt Price Adjustment	1	LS \$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00
TOTAL BASE BID				\$ 356,932.35		\$ 365,407.40		\$ 368,132.10		\$ 378,819.25

RESOLUTION No. 83, 2021

A RESOLUTION AWARDING THE CONTRACT TO LANDBERG CONSTRUCTION FOR THE FY 2021 RESURFACING OF WABASH AVENUE PHASE II, CONTRACT NO.28

WHEREAS, the City of Linwood received bids for the FY 2021 Resurfacing of Wabash Avenue Phase II, Contract No. 28 in the City of Linwood on Thursday, April 8, 2021 at 10:15 a.m. prevailing time; and

WHEREAS, the bids submitted have been received, reviewed and a recommendation has been made with regard to same;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Contract for the FY 2021 Resurfacing of Wabash Avenue Phase II, Contract No. 28 be and is hereby awarded to Landberg Construction, 82 Tuckahoe Road, Dorothy, NJ 08317 for the Base Bid amount of \$401,618.90 as set forth in the bid submitted, which is attached hereto and incorporated herein;

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute a Contract or Agreement with Landberg Construction in accordance with the terms and conditions set forth in the bid/proposal submitted;

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a Certification of Availability of Funds by the Chief Financial Officer of the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, City Clerk
Date: 04-09-2021
Re: Availability of Funds-Wabash Ave Resurfacing, Phase 2

Pursuant to 40A: 4-57, I hereby certify that sufficient funds in the amount of \$258,000.00 are available under the 2021 NJDOT Grant Wabash Ave Phase 2 and \$6,224.60 under Capital Ordinance 06-15A Improvements to Roads, \$4,786.96 under Capital Ordinance 09-18A Improvements to Roads and \$132,607.34 under Capital Ordinance 03-20C Improvements for Roads. Funds will be encumbered to Landberg Construction LLC PO Box 280 Mays Landing, NJ 08330.



Civil / Municipal Engineering
 Site Plan and Subdivision Design
 Surveying
 Land Use Planning
 Water and Wastewater Design
 Environmental Consulting
 Inspection / Construction Management

Vincent J. Polistina, PE, PP, CME
 Craig R. Hurless, PE, PP, CME
 Ronald N. Curcio, PE, PP

April 9, 2021

Mr. Ralph Paolone, Council President and Council Members
 The City of Linwood
 400 Poplar Avenue
 Linwood, NJ 08221

**Re: Report of Bids
 FY 2021 - Resurfacing of Wabash Avenue Phase II
 Contract No. 28
 Linwood, Atlantic County
 PA No. 7501.20**

Dear Mr. Paolone and Council Members:

On Thursday, April 8th, 2021 at 10:15 A.M., sealed bids were received by The City of Linwood for the "Resurfacing of Wabash Avenue Phase II" Contract No. 28. A total of eleven (11) contractors picked up bid documents during the bidding period and eight (8) contractors submitted bids for the project. The bids are tabulated below in order from the lowest to the highest for the total bid:

Bidders Name	Bid
Landberg Construction	\$401,618.90
Command Company	\$429,643.40
Gerald A. Barrett, LLC	\$437,005.87
South State, Inc.	\$458,379.90
AE Stone, Inc.	\$485,000.00
Think Pavers Hardscaping	\$511,319.40
West Bay Construction	\$518,294.90
Arthur R. Henry, Inc.	\$528,852.05

All of the bids have been checked for administrative completeness and math computations. There was a mathematical error in the lowest bid received by Landberg Construction. This error resulted in a reduction of \$900.00 to their total bid price, and the correct total bid price is \$401,618.90.

The Engineer's Estimate for the bid was \$446,248.40. The lowest bid for the project submitted by Landberg Construction is approximately 10% below the Engineer's Estimate for the bid.

Based on an analysis of the bids received, the Engineer's Estimate and total project costs; the bid submitted by Landberg Construction is the lowest responsive bid and appears favorable to the City.

Subject to the appropriation of City funds, we recommend awarding the Contract in the amount of \$401,618.90 to Landberg Construction, LLC of Dorothy, NJ.

If you should have any questions or require additional information, please feel free to call.

Very truly yours,

POLISTINA & ASSOCIATES

Vincent J. Polistina, PE, PP, CME
 City Engineer

Cc: Leigh Ann Napoli, City Clerk

6684 Washington Avenue, Egg Harbor Township, NJ 08234
 55 E. Jimmie Leeds Road, Galloway, NJ 08205
 Phone: 609.646.2950 Fax: 609.646.2949
 E-mail: polistinaassoc@comcast.net

THE CITY OF LINWOOD

DATE: 4/8/2021

CONTRACT NO. 28 - FY2021 - RESURFACING OF WABASH AVENUE PHASE III

ITEM NO.	ITEM DESCRIPTION	QTY	LANDBERG CONSTRUCTION		COMMAND COMPANY		GERALD A. BARRETT, LLC		SOUTH STATE, INC.	
			BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL
1	Mobilization	1	LS \$ 3,500.00	\$ 3,500.00	\$ 8,000.00	\$ 8,000.00	\$ 5,900.00	\$ 5,900.00	\$ 40,000.00	\$ 40,000.00
2	Clearing Site	1	LS \$ 12,000.00	\$ 12,000.00	\$ 41,000.00	\$ 41,000.00	\$ 16,900.00	\$ 16,900.00	\$ 3,000.00	\$ 3,000.00
3	Clearing Site - Tree Removal	2	Unit \$ 2,300.00	\$ 4,600.00	\$ 1,750.00	\$ 3,500.00	\$ 2,900.00	\$ 5,800.00	\$ 3,500.00	\$ 7,000.00
4	Construction Layout	1	LS \$ 5,500.00	\$ 5,500.00	\$ 10,000.00	\$ 10,000.00	\$ 2,869.00	\$ 2,869.00	\$ 1,000.00	\$ 1,000.00
5	Sawcutting	362	LF \$ 1.00	\$ 362.00	\$ 2.00	\$ 724.00	\$ 10.01	\$ 3,623.62	\$ 2.00	\$ 724.00
6	Dense Graded Aggregate, 6" Thick	100	SY \$ 3.00	\$ 300.00	\$ 20.00	\$ 2,000.00	\$ 10.90	\$ 1,090.00	\$ 10.00	\$ 1,000.00
7	Milling, 2" Variable Depth	6,846	SY \$ 2.75	\$ 18,826.50	\$ 4.00	\$ 27,384.00	\$ 3.49	\$ 23,892.54	\$ 4.50	\$ 30,807.00
8	Hot Mix Asphalt, 1.9M64 Base Course, 4" Thick	100	TON \$ 110.00	\$ 11,000.00	\$ 120.00	\$ 12,000.00	\$ 74.90	\$ 7,490.00	\$ 95.00	\$ 9,500.00
9	Hot Mix Asphalt, 1.9M64 Surface Course, 2" Thick & Variable	900	TON \$ 87.00	\$ 78,300.00	\$ 90.00	\$ 81,000.00	\$ 84.90	\$ 76,410.00	\$ 95.00	\$ 85,500.00
10	Replace Type 'A' Inlet Casting w/ Bicycle Safe Gate	2	Unit \$ 250.00	\$ 500.00	\$ 700.00	\$ 1,400.00	\$ 990.00	\$ 1,980.00	\$ 1,000.00	\$ 2,000.00
11	Replace Type 'B' Inlet Casting w/ Bicycle Safe Gate	1	Unit \$ 250.00	\$ 250.00	\$ 700.00	\$ 3,500.00	\$ 1,490.00	\$ 7,450.00	\$ 1,200.00	\$ 6,000.00
12	Type 'A' Stormwater Inlet w/ Bicycle Safe Gate	1	Unit \$ 2,800.00	\$ 2,800.00	\$ 3,000.00	\$ 3,000.00	\$ 3,890.00	\$ 3,890.00	\$ 4,500.00	\$ 4,500.00
13	Type 'B' Modified Stormwater Inlet w/ Bicycle Safe Gate	2	Unit \$ 5,000.00	\$ 10,000.00	\$ 4,500.00	\$ 9,000.00	\$ 3,990.00	\$ 7,980.00	\$ 6,500.00	\$ 13,000.00
14	Type 'E' Stormwater Inlet w/ Bicycle Safe Gate (0 - 6' Deep)	5	Unit \$ 3,600.00	\$ 18,000.00	\$ 4,500.00	\$ 22,500.00	\$ 3,990.00	\$ 19,950.00	\$ 5,000.00	\$ 25,000.00
15	Type 'E' Stormwater Inlet w/ Bicycle Safe Gate (6' - 10' Deep)	2	Unit \$ 5,100.00	\$ 10,200.00	\$ 5,700.00	\$ 11,400.00	\$ 6,990.00	\$ 13,980.00	\$ 6,000.00	\$ 12,000.00
16	Stormwater Sediment Trap Structure	2	Unit \$ 33,500.00	\$ 67,000.00	\$ 11,000.00	\$ 22,000.00	\$ 9,990.00	\$ 19,980.00	\$ 25,000.00	\$ 50,000.00
17	18" Reinforced Concrete Pipe, Class V	74	LF \$ 160.00	\$ 11,840.00	\$ 90.00	\$ 6,660.00	\$ 125.00	\$ 9,250.00	\$ 125.00	\$ 9,250.00
18	24" Reinforced Concrete Pipe, Class V	198	LF \$ 98.00	\$ 19,404.00	\$ 120.00	\$ 23,760.00	\$ 149.00	\$ 29,502.00	\$ 130.00	\$ 25,740.00
19	36" High Density Polyethylene Pipe (0 - 6' Deep)	100	LF \$ 112.00	\$ 11,200.00	\$ 122.00	\$ 12,200.00	\$ 139.00	\$ 13,900.00	\$ 100.00	\$ 10,000.00
20	36" High Density Polyethylene Pipe (6' - 10' Deep)	303	LF \$ 130.00	\$ 39,390.00	\$ 146.00	\$ 44,238.00	\$ 209.00	\$ 63,327.00	\$ 150.00	\$ 45,450.00
21	Reset Manhole Casting	1	Unit \$ 275.00	\$ 275.00	\$ 500.00	\$ 500.00	\$ 0.01	\$ 0.01	\$ 450.00	\$ 450.00
22	Reset Utility Valve Casting	1	Unit \$ 0.01	\$ 0.05	\$ 100.00	\$ 500.00	\$ 0.01	\$ 0.05	\$ 1.00	\$ 5.00
23	Excavation, Test Pits	25	CY \$ 60.00	\$ 1,500.00	\$ 50.00	\$ 1,250.00	\$ 100.00	\$ 2,500.00	\$ 0.01	\$ 0.25
24	Excavation, Unclassified	425	CY \$ 20.00	\$ 8,500.00	\$ 35.00	\$ 14,875.00	\$ 33.90	\$ 14,407.50	\$ 35.00	\$ 14,875.00
25	K-5 Sand, 6" Thick	35	CY \$ 75.00	\$ 2,625.00	\$ 59.00	\$ 2,065.00	\$ 109.00	\$ 3,815.00	\$ 75.00	\$ 2,625.00
26	Rip Rap Stone Slope Protection, 12" Thick	48	SY \$ 100.00	\$ 4,800.00	\$ 96.00	\$ 4,608.00	\$ 69.90	\$ 3,355.20	\$ 100.00	\$ 4,800.00
27	Concrete Gutter, 8" Thick	5	SY \$ 140.00	\$ 700.00	\$ 150.00	\$ 750.00	\$ 200.00	\$ 1,000.00	\$ 115.00	\$ 575.00
28	Concrete Vertical Curb	425	LF \$ 28.00	\$ 11,900.00	\$ 36.00	\$ 15,300.00	\$ 60.00	\$ 25,500.00	\$ 34.00	\$ 14,450.00
29	Concrete Sidewalk, 4" Thick	80	SY \$ 98.00	\$ 7,840.00	\$ 61.00	\$ 4,880.00	\$ 129.90	\$ 10,392.00	\$ 98.50	\$ 7,880.00
30	Detachable Warning Surface	9	UNIT \$ 225.00	\$ 2,025.00	\$ 300.00	\$ 2,700.00	\$ 500.00	\$ 4,500.00	\$ 300.00	\$ 2,700.00
31	Concrete Driveway Apron, 6" Thick	15	SY \$ 110.00	\$ 1,650.00	\$ 86.00	\$ 1,290.00	\$ 139.90	\$ 2,098.50	\$ 106.00	\$ 1,590.00
32	Hot Mix Asphalt Driveway, 2" Thick	25	SY \$ 40.00	\$ 1,000.00	\$ 35.00	\$ 875.00	\$ 39.90	\$ 997.50	\$ 90.00	\$ 2,250.00
33	Traffic Stripes, Long Life, Epoxy Resin, 8" Wide	748	LF \$ 2.65	\$ 1,982.80	\$ 1.50	\$ 1,122.00	\$ 2.80	\$ 1,944.80	\$ 2.50	\$ 1,870.00
34	Traffic Markings, Thermoplastic	1,230	SF \$ 2.90	\$ 3,567.00	\$ 9.00	\$ 11,070.00	\$ 3.00	\$ 3,690.00	\$ 2.75	\$ 3,382.50
35	Regulatory and Warning Signs	12,50	SF \$ 35.00	\$ 437.50	\$ 50.00	\$ 625.00	\$ 54.90	\$ 686.25	\$ 45.00	\$ 562.50
36	Topsoil, Fertilize & Seed	1,250	SY \$ 12.00	\$ 15,000.00	\$ 6.00	\$ 7,500.00	\$ 6.90	\$ 8,625.00	\$ 6.00	\$ 7,500.00
37	Type 2 Mat, Erosion Control Mulch Blanket	375	SY \$ 10.00	\$ 3,750.00	\$ 5.00	\$ 1,875.00	\$ 10.90	\$ 4,087.50	\$ 6.00	\$ 2,250.00
38	Construction Signs	100	SF \$ 0.01	\$ 1.00	\$ 20.00	\$ 2,000.00	\$ 29.00	\$ 2,900.00	\$ 13.00	\$ 1,300.00
39	Traffic Drums	25	UNIT \$ 0.01	\$ 0.25	\$ 30.00	\$ 750.00	\$ 100.00	\$ 2,500.00	\$ 0.01	\$ 0.25
40	Traffic Cones	100	UNIT \$ 0.01	\$ 1.00	\$ 20.00	\$ 2,000.00	\$ 10.00	\$ 1,000.00	\$ 0.01	\$ 1.00
41	Traffic Director - Flagger (Fixed Price)	80	HRS \$ 75.53	\$ 6,042.40	\$ 75.53	\$ 6,042.40	\$ 75.53	\$ 6,042.40	\$ 75.53	\$ 6,042.40
42	Fuel Price Adjustment	1	LS \$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
43	Asphalt Price Adjustment	1	LS \$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
TOTAL BASE BID				\$ 401,618.90		\$ 429,643.40		\$ 437,005.87		\$ 458,379.90

ITEM NO.	ITEM DESCRIPTION	QTY	AB STONE, INC.		THINK PAVERS HARDSCAPING		WEST BAY CONSTRUCTION		ARTHUR R. HENRY, INC.	
			BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL
1	Mobilization	1	LS \$ 16,522.97	\$ 16,522.97	\$ 3,000.00	\$ 3,000.00	\$ 35,000.00	\$ 35,000.00	\$ 52,200.00	\$ 52,200.00
2	Clearing Site	1	LS \$ 0.01	\$ 0.01	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00	\$ 40,000.00	\$ 40,000.00
3	Clearing Site - Tree Removal	2	Unit \$ 2,000.00	\$ 4,000.00	\$ 2,625.00	\$ 5,250.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
4	Construction Layout	1	LS \$ 2,500.00	\$ 2,500.00	\$ 11,000.00	\$ 11,000.00	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00
5	Sawcutting	362	LF \$ 0.01	\$ 3.62	\$ 3.00	\$ 1,086.00	\$ 4.00	\$ 1,448.00	\$ 5.00	\$ 1,810.00
6	Dense Graded Aggregate, 6" Thick	100	SY \$ 0.01	\$ 1.00	\$ 16.50	\$ 1,650.00	\$ 6.00	\$ 600.00	\$ 0.01	\$ 1.00
7	Milling 2" Variable Depth	6,846	SY \$ 6.00	\$ 41,076.00	\$ 7.25	\$ 49,633.50	\$ 6.00	\$ 41,076.00	\$ 3.65	\$ 24,987.90
8	Hot Mix Asphalt, 19M64 Base Course, 4" Thick	100	TON \$ 100.00	\$ 10,000.00	\$ 75.50	\$ 7,550.00	\$ 75.00	\$ 7,500.00	\$ 0.01	\$ 1.00
9	Hot Mix Asphalt, 12.5M64 Surface Course, 2" Thick & Variable	900	TON \$ 65.00	\$ 58,500.00	\$ 82.30	\$ 74,070.00	\$ 89.00	\$ 80,100.00	\$ 75.00	\$ 67,500.00
10	Replace Type 'A' Inlet Casting w/ Bicycle Safe Gate	2	Unit \$ 1,200.00	\$ 2,400.00	\$ 414.00	\$ 828.00	\$ 1,100.00	\$ 2,200.00	\$ 1,800.00	\$ 3,600.00
11	Replace Type 'B' Inlet Casting w/ Bicycle Safe Gate	5	Unit \$ 1,300.00	\$ 6,500.00	\$ 1,000.00	\$ 5,000.00	\$ 1,400.00	\$ 7,000.00	\$ 2,000.00	\$ 10,000.00
12	Type 'A' Stormwater Inlet w/ Bicycle Safe Gate	1	Unit \$ 1,500.00	\$ 1,500.00	\$ 4,690.00	\$ 4,690.00	\$ 4,100.00	\$ 4,100.00	\$ 7,000.00	\$ 7,000.00
13	Type 'B-Modified' Stormwater Inlet w/ Bicycle Safe Gate	2	Unit \$ 8,000.00	\$ 16,000.00	\$ 6,700.00	\$ 13,400.00	\$ 7,300.00	\$ 14,600.00	\$ 7,000.00	\$ 14,000.00
14	Type 'E' Stormwater Inlet w/ Bicycle Safe Gate (6' - 10' Deep)	2	Unit \$ 6,000.00	\$ 12,000.00	\$ 5,500.00	\$ 11,000.00	\$ 5,400.00	\$ 10,800.00	\$ 5,000.00	\$ 10,000.00
15	Type 'F' Stormwater Inlet w/ Bicycle Safe Gate (6' - 10' Deep)	2	Unit \$ 7,000.00	\$ 14,000.00	\$ 5,400.00	\$ 10,800.00	\$ 7,500.00	\$ 15,000.00	\$ 7,000.00	\$ 14,000.00
16	Stormwater Sediment Trap Structure	2	Unit \$ 20,000.00	\$ 40,000.00	\$ 23,000.00	\$ 46,000.00	\$ 31,000.00	\$ 62,000.00	\$ 55,000.00	\$ 110,000.00
17	18" Reinforced Concrete Pipe, Class V	74	LF \$ 190.00	\$ 14,060.00	\$ 95.00	\$ 7,030.00	\$ 140.00	\$ 10,360.00	\$ 125.00	\$ 9,250.00
18	24" Reinforced Concrete Pipe, Class V	198	LF \$ 175.00	\$ 34,650.00	\$ 207.00	\$ 40,986.00	\$ 150.00	\$ 29,700.00	\$ 100.00	\$ 19,800.00
19	36" High Density Polyethylene Pipe (0 - 6' Deep)	100	LF \$ 200.00	\$ 20,000.00	\$ 214.00	\$ 21,400.00	\$ 160.00	\$ 16,000.00	\$ 120.00	\$ 12,000.00
20	36" High Density Polyethylene Pipe (6' - 10' Deep)	303	LF \$ 200.00	\$ 60,600.00	\$ 196.00	\$ 59,388.00	\$ 190.00	\$ 57,570.00	\$ 120.00	\$ 36,360.00
21	Reset Manhole Casting	1	Unit \$ 750.00	\$ 750.00	\$ 144.00	\$ 144.00	\$ 700.00	\$ 700.00	\$ 600.00	\$ 600.00
22	Reset Utility Valve Casting	5	Unit \$ 25.00	\$ 125.00	\$ 28.00	\$ 140.00	\$ 125.00	\$ 625.00	\$ 100.00	\$ 500.00
23	Excavation, Test Pits	25	CY \$ 0.01	\$ 0.25	\$ 158.00	\$ 3,950.00	\$ 75.00	\$ 1,875.00	\$ 30.00	\$ 750.00
24	Excavation, Unclassified	425	CY \$ 50.00	\$ 21,250.00	\$ 86.00	\$ 36,550.00	\$ 35.00	\$ 14,875.00	\$ 40.00	\$ 17,000.00
25	K-5 Sand, 6" Thick	35	CY \$ 100.00	\$ 3,500.00	\$ 35.50	\$ 1,242.50	\$ 120.00	\$ 5,952.00	\$ 40.00	\$ 1,400.00
26	Rip Rap Stone Slope Protection, 12" Thick	48	SY \$ 125.00	\$ 6,000.00	\$ 35.50	\$ 1,704.00	\$ 124.00	\$ 5,952.00	\$ 40.00	\$ 1,920.00
27	Concrete Gutter, 8" Thick	5	SY \$ 250.00	\$ 1,250.00	\$ 1,245.00	\$ 6,225.00	\$ 150.00	\$ 750.00	\$ 42.00	\$ 2,000.00
28	Concrete Vertical Curb	425	LF \$ 37.00	\$ 15,725.00	\$ 49.00	\$ 20,825.00	\$ 40.00	\$ 17,000.00	\$ 120.00	\$ 9,600.00
29	Concrete Sidewalk, 4" Thick	80	SY \$ 80.00	\$ 6,400.00	\$ 103.00	\$ 8,240.00	\$ 75.00	\$ 6,000.00	\$ 40.00	\$ 3,600.00
30	Detachable Warning Surface	9	UNIT \$ 1,500.00	\$ 13,500.00	\$ 250.00	\$ 2,250.00	\$ 250.00	\$ 2,250.00	\$ 50.00	\$ 450.00
31	Concrete Driveway Apron, 6" Thick	15	SY \$ 80.00	\$ 1,200.00	\$ 83.00	\$ 1,245.00	\$ 125.00	\$ 1,875.00	\$ 50.00	\$ 750.00
32	Hot Mix Asphalt Driveway, 2" Thick	25	SY \$ 50.00	\$ 1,250.00	\$ 59.50	\$ 1,487.50	\$ 60.00	\$ 1,500.00	\$ 2.50	\$ 1,250.00
33	Traffic Stripes, Long Life, Epoxy Resin, 8" Wide	748	LF \$ 2.50	\$ 1,870.00	\$ 2.50	\$ 1,870.00	\$ 3.00	\$ 2,244.00	\$ 2.50	\$ 1,870.00
34	Traffic Markings, Thermoplastic	1,230	SF \$ 2.00	\$ 2,460.00	\$ 2.50	\$ 3,075.00	\$ 3.00	\$ 3,690.00	\$ 2.75	\$ 3,382.50
35	Regulatory and Warning Signs	12.50	SF \$ 35.00	\$ 437.50	\$ 33.00	\$ 412.50	\$ 35.00	\$ 437.50	\$ 5.00	\$ 62.50
36	Topsoil, Fertilize & Seed	1,250	SY \$ 15.00	\$ 18,750.00	\$ 4.00	\$ 15,000.00	\$ 6.00	\$ 2,250.00	\$ 5.00	\$ 6,250.00
37	Type 2 Mat, Erosion Control Mulch Blanket	375	SY \$ 1.00	\$ 375.00	\$ 4.00	\$ 1,500.00	\$ 1.00	\$ 375.00	\$ 0.01	\$ 3.75
38	Construction Signs	100	SF \$ 100.00	\$ 10,000.00	\$ 16.00	\$ 1,600.00	\$ 1.00	\$ 100.00	\$ 0.01	\$ 1.00
39	Traffic Drums	25	UNIT \$ 0.01	\$ 0.25	\$ 75.00	\$ 1,875.00	\$ 1.00	\$ 25.00	\$ 0.01	\$ 0.25
40	Traffic Cones	100	UNIT \$ 21.00	\$ 2,100.00	\$ 21.00	\$ 2,100.00	\$ 1.00	\$ 100.00	\$ 0.01	\$ 1.00
41	Traffic Director - Pluggers (Fixed Price)	80	HRS \$ 75.53	\$ 6,042.40	\$ 75.53	\$ 6,042.40	\$ 75.53	\$ 6,042.40	\$ 75.53	\$ 6,042.40
42	Fuel Price Adjustment	1	LS \$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
43	Asphalt Price Adjustment	1	LS \$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
TOTAL BASE BID				\$ 485,000.00	\$ 511,319.40	\$ 518,294.90	\$ 528,852.05			

RESOLUTION No. 84, 2021

A RESOLUTION AWARDING THE CONTRACT TO ARAWAK PAVING CO. FOR THE
FRANCES AVENUE RESURFACING, CONTRACT NO. 30

WHEREAS, the City of Linwood received bids for the Frances Avenue Resurfacing, Contract No. 30 in the City of Linwood on Thursday, April 8, 2021 at 10:30 a.m. prevailing time; and

WHEREAS, the bids submitted have been received, reviewed and a recommendation has been made with regard to same;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Contract for the Frances Avenue Resurfacing, Contract No. 30 be and is hereby awarded to Arawak Paving Co., 7503 Weymouth Road, Hammonton, NJ 08037 for the Base Bid amount of \$232,000.00 as set forth in the bid submitted, which is attached hereto and incorporated herein;

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute a Contract or Agreement with Arawak Paving Co. in accordance with the terms and conditions set forth in the bid/proposal submitted;

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a Certification of Availability of Funds by the Chief Financial Officer of the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, City Clerk
Date: 04-09-2021
Re: Availability of Funds-Frances Ave Resurfacing

Pursuant to 40A: 4-57, I hereby certify that sufficient funds in the amount of \$232,000.00 are available under Capital Ordinance 03-20C Improvements for Roads. Funds will be encumbered to Arawak Paving Co Inc., 7503 Weymouth Road Hammonton, NJ 08037.



Vincent J. Polistina, PE, PP, CME
Craig R. Hurless, PE, PP, CME
Ronald N. Curcio, PE, PP

Civil / Municipal Engineering
Site Plan and Subdivision Design
Surveying
Land Use Planning
Water and Wastewater Design
Environmental Consulting
Inspection / Construction Management

April 9, 2021

Mr. Ralph Paolone, Council President and Council Members
The City of Linwood
400 Poplar Avenue
Linwood, NJ 08221

**Re: Report of Bids
Frances Avenue Resurfacing
Contract No. 30
Linwood, Atlantic County
PA No. 7501.09**

Dear Mr. Paolone and Council Members:

On Thursday, April 8th, 2021 at 10:30 A.M., sealed bids were received by The City of Linwood for the "Frances Avenue Resurfacing" Contract No. 30. A total of twelve (12) contractors picked up bid documents during the bidding period and ten (10) contractors submitted bids for the project. The bids are tabulated below in order from the lowest to the highest for the total bid:

Bidders Name	Bid
Arawak Paving Co.	\$232,000.00
Lexa Concrete, LLC	\$239,065.40
Charles Marandino	\$252,695.00
Landberg Construction	\$260,263.40
AE Stone, Inc.	\$275,000.00
Think Pavers Hardscaping	\$279,434.10
South State, Inc.	\$284,808.30
Hackney Concrete	\$292,416.50
Gerald A. Barrett, LLC	\$296,163.70
Ricky Slade Construction	\$308,535.40

All of the bids have been checked for administrative completeness and math computations. The Engineer's Estimate for the bid was \$258,201.00. The lowest bid for the project submitted by Arawak Paving Co. is approximately 10% below the Engineer's Estimate for the bid.

Based on an analysis of the bids received, the Engineer's Estimate and total project costs; the bid submitted by Arawak Paving Co. is the lowest responsive bid and appears favorable to the City.

Subject to the appropriation of City funds, we recommend awarding the Contract in the amount of \$232,000.00 to Arawak Paving Co. of Hammonton, NJ.

If you should have any questions or require additional information, please feel free to call.

Very truly yours,

POLISTINA & ASSOCIATES

Vincent J. Polistina, PE, PP, CME
City Engineer

Cc: Leigh Ann Napoli, City Clerk

6684 Washington Avenue, Egg Harbor Township, NJ 08234
55 E. Jimmie Leeds Road, Galloway, NJ 08205
Phone: 609.646.2950 Fax: 609.646.2949
E-mail: polistinaassoc@comcast.net

POLISTINA & ASSOCIATES
 CONSULTING ENGINEERS & PLANNERS

THE CITY OF LINWOOD

CONTRACT NO. 30 - FRANCES AVENUE RESURFACING

ITEM NO.	ITEM DESCRIPTION	QTY	ARAWAK PAVING CO.		LEXA CONCRETE, LLC		CHARLES MARANDINO		LANDBERG CONSTRUCTION	
			BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL
1	Mobilization & Permits	1 LS	\$ 5,000.00	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00	\$ 12,500.00	\$ 12,500.00	\$ 3,300.00	\$ 3,300.00
2	Clearing Site	1 LS	\$ 5,000.00	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00	\$ 4,900.00	\$ 4,900.00	\$ 7,500.00	\$ 7,500.00
3	Construction Layout	1 LS	\$ 3,000.00	\$ 3,000.00	\$ 10,117.00	\$ 10,117.00	\$ 2,000.00	\$ 2,000.00	\$ 6,500.00	\$ 6,500.00
4	Sawcutting	248 LF	\$ 0.01	\$ 2.48	\$ 1.00	\$ 248.00	\$ 3.00	\$ 744.00	\$ 2.00	\$ 496.00
5	Milling, 2" Variable Depth	7,886 SY	\$ 3.00	\$ 23,658.00	\$ 3.00	\$ 23,658.00	\$ 2.00	\$ 15,772.00	\$ 2.65	\$ 20,897.90
6	Hot Mix Asphalt, 12.5M64 Surface Course, 2" Thick & Variable	1,175 TON	\$ 75.00	\$ 88,125.00	\$ 75.00	\$ 88,125.00	\$ 75.00	\$ 88,125.00	\$ 91.00	\$ 106,925.00
7	Concrete Vertical Curb	2,100 LF	\$ 28.00	\$ 58,800.00	\$ 31.00	\$ 65,100.00	\$ 39.00	\$ 81,900.00	\$ 28.00	\$ 58,800.00
8	Concrete Driveway, 6" Thick	225 SY	\$ 80.00	\$ 18,000.00	\$ 94.00	\$ 21,150.00	\$ 90.00	\$ 20,250.00	\$ 110.00	\$ 24,750.00
9	Concrete Sidewalk, 4" Thick	140 SY	\$ 80.00	\$ 11,200.00	\$ 110.00	\$ 15,400.00	\$ 90.00	\$ 12,600.00	\$ 88.00	\$ 12,320.00
10	Detectable Warming Surface	11 Unit	\$ 425.00	\$ 4,675.00	\$ 80.00	\$ 880.00	\$ 250.00	\$ 2,750.00	\$ 200.00	\$ 2,200.00
11	Reset Manhole Casting	3 Unit	\$ 344.14	\$ 1,032.42	\$ 250.00	\$ 750.00	\$ 800.00	\$ 2,400.00	\$ 400.00	\$ 1,200.00
12	Reset Utility Valve Casting	10 Unit	\$ 0.01	\$ 0.10	\$ 50.00	\$ 500.00	\$ 1.00	\$ 10.00	\$ 0.01	\$ 0.10
13	Traffic Markings, Thermoplastic	1,348 SF	\$ 2.75	\$ 3,707.00	\$ 2.55	\$ 3,437.40	\$ 3.00	\$ 4,044.00	\$ 2.80	\$ 3,774.40
14	Topsoil, Fertilize & Seed	600 SY	\$ 4.50	\$ 2,700.00	\$ 1.00	\$ 600.00	\$ 1.00	\$ 600.00	\$ 10.00	\$ 6,000.00
15	Maintenance & Protection of Traffic	1 LS	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00	\$ 3,500.00	\$ 3,500.00
16	Fuel Price Adjustment	1 LS	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
17	Asphalt Price Adjustment	1 LS	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
			TOTAL BASE BID		\$ 232,000.00		\$ 252,695.00		\$ 260,263.40	

ITEM NO.	ITEM DESCRIPTION	QTY	AE STONE, INC.		THINK PAVERS HARDSCAPING		SOUTH STATE, INC.		HACKNEY CONCRETE		
			BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL	
1	Mobilization & Permits	1	LS	\$ 21,650.04	\$ 21,650.04	\$ 3,000.00	\$ 3,000.00	\$ 9,000.00	\$ 9,000.00	\$ 15,000.00	\$ 15,000.00
2	Clearing Site	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
3	Construction Layout	1	LS	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00	\$ 5,000.00
4	Sawcutting	248	LF	\$ 0.01	\$ 2.48	\$ 3.00	\$ 744.00	\$ 1.00	\$ 248.00	\$ 4.00	\$ 992.00
5	Milling, 2" Variable Depth	7,886	SY	\$ 7.00	\$ 55,202.00	\$ 4.50	\$ 35,487.00	\$ 4.25	\$ 33,515.50	\$ 3.50	\$ 27,601.00
6	Hot Mix Asphalt, 12.5M64 Surface Course, 2" Thick & Variable	1,175	TON	\$ 75.00	\$ 88,125.00	\$ 98.00	\$ 115,150.00	\$ 105.00	\$ 123,375.00	\$ 82.50	\$ 96,937.50
7	Concrete Vertical Curb	2,100	LF	\$ 27.00	\$ 56,700.00	\$ 33.00	\$ 69,300.00	\$ 30.00	\$ 63,000.00	\$ 35.00	\$ 73,500.00
8	Concrete Driveway, 6" Thick	225	SY	\$ 80.00	\$ 18,000.00	\$ 85.00	\$ 19,125.00	\$ 90.00	\$ 20,250.00	\$ 100.00	\$ 22,500.00
9	Concrete Sidewalk, 4" Thick	140	SY	\$ 80.00	\$ 11,200.00	\$ 112.00	\$ 15,680.00	\$ 84.50	\$ 11,830.00	\$ 90.00	\$ 12,600.00
10	Detectable Warning Surface	11	Unit	\$ 1,500.00	\$ 16,500.00	\$ 300.00	\$ 3,300.00	\$ 275.00	\$ 3,025.00	\$ 500.00	\$ 5,500.00
11	Reset Manhole Casting	3	Unit	\$ 750.00	\$ 2,250.00	\$ 200.00	\$ 600.00	\$ 450.00	\$ 1,350.00	\$ 500.00	\$ 1,500.00
12	Reset Utility Valve Casting	10	Unit	\$ 25.00	\$ 250.00	\$ 0.01	\$ 0.10	\$ 1.00	\$ 10.00	\$ 75.00	\$ 750.00
13	Traffic Markings, Thermoplastic	1,348	SF	\$ 0.01	\$ 13.48	\$ 1.00	\$ 1,348.00	\$ 2.60	\$ 3,504.80	\$ 7.00	\$ 9,436.00
14	Topsoil, Fertilize & Seed	600	SY	\$ 6.00	\$ 3,600.00	\$ 11.00	\$ 6,600.00	\$ 6.00	\$ 3,600.00	\$ 20.00	\$ 12,000.00
15	Maintenance & Protection of Traffic	1	LS	\$ 1,500.00	\$ 1,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00
16	Fuel Price Adjustment	1	LS	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
17	Asphalt Price Adjustment	1	LS	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
				TOTAL BASE BID	\$ 275,000.00	\$ 279,434.10	\$ 284,808.30	\$ 292,416.50			

DATE: 4/8/2021

POLLISTINA & ASSOCIATES
CONSULTING ENGINEERS & PLANNERS

THE CITY OF LINWOOD

CONTRACT NO. 30 - FRANCES AVENUE RESURFACING

ITEM NO.	ITEM DESCRIPTION	QTY	GERALD A. BARRETT, LLC		RICKY SLADE CONSTRUCTION	
			BID PRICE	TOTAL	BID PRICE	TOTAL
1	Mobilization & Permits	1 LS	\$ 6,900.00	\$ 6,900.00	\$ 3,500.00	\$ 3,500.00
2	Clearing Site	1 LS	\$ 6,900.00	\$ 6,900.00	\$ 12,500.00	\$ 12,500.00
3	Construction Layout	1 LS	\$ 2,000.00	\$ 2,000.00	\$ 2,850.00	\$ 2,850.00
4	Sawcutting	248 LF	\$ 10.90	\$ 2,703.20	\$ 1.00	\$ 248.00
5	Milling, 2" Variable Depth	7,886 SY	\$ 3.90	\$ 30,755.40	\$ 4.10	\$ 32,332.60
6	Hot Mix Asphalt, 12.5M64 Surface Course, 2" Thick & Variable	1,175 TON	\$ 84.90	\$ 99,757.50	\$ 88.00	\$ 103,400.00
7	Concrete Vertical Curb	2,100 LF	\$ 40.00	\$ 84,000.00	\$ 45.00	\$ 94,500.00
8	Concrete Driveway, 6" Thick	225 SY	\$ 119.90	\$ 26,977.50	\$ 100.00	\$ 22,500.00
9	Concrete Sidewalk, 4" Thick	140 SY	\$ 109.90	\$ 15,386.00	\$ 90.00	\$ 12,600.00
10	Detectable Warning Surface	11 Unit	\$ 500.00	\$ 5,500.00	\$ 350.00	\$ 3,850.00
11	Reset Manhole Casing	3 Unit	\$ 690.00	\$ 2,070.00	\$ 1,150.00	\$ 3,450.00
12	Reset Utility Valve Casing	10 Unit	\$ 0.01	\$ 0.10	\$ 100.00	\$ 1,000.00
13	Traffic Markings, Thermoplastic	1,348 SF	\$ 0.50	\$ 674.00	\$ 2.60	\$ 3,504.80
14	Topsoil, Fertilize & Seed	600 SY	\$ 5.90	\$ 3,540.00	\$ 10.00	\$ 6,000.00
15	Maintenance & Protection of Traffic	1 LS	\$ 6,900.00	\$ 6,900.00	\$ 4,200.00	\$ 4,200.00
16	Fuel Price Adjustment	1 LS	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
17	Asphalt Price Adjustment	1 LS	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
TOTAL BASE BID				\$ 296,163.70		\$ 308,535.40

RESOLUTION No. 85, 2021

A RESOLUTION AWARDING A CONTRACT TO ATLANTIC COAST ALARM, INC. FOR THE FIRE ALARM REPLACEMENT AT THE LINWOOD LIBRARY

WHEREAS, quotes have been received with regard to the fire alarm replacement at the Linwood Library; and

WHEREAS, all quotes have been reviewed and a recommendation has been made with regard to same;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that a Contract for the fire alarm replacement at the Linwood Library be and is hereby awarded to Atlantic Coast Alarm, Inc., 5100 Harding Highway, Mays Landing, New Jersey 08330 in accordance with the quote attached hereto and made a part hereof;

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute an Agreement on behalf of the City of Linwood with Atlantic Coast Alarm, Inc. with regard to the aforesaid services.

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a Certification of Availability of Funds from the Chief Financial Officer of the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, City Clerk
Date: 04-12-2021
Re: Availability of Funds-Fire Alarm System at Linwood Library

Pursuant to 40A: 4-57, I hereby certify that sufficient funds in the amount of \$11,400.00 are available under Capital Ordinance 03-20B Library and Building Improvements. Funds will be encumbered to Atlantic Coast Alarm Inc., 5100 Harding Highway Suite 203 Mays Landing, NJ 08330.

ATLANTIC COAST ALARM, INC.

5100 Harding Highway, Suite 203, Mays Landing, New Jersey 08330

Tel (609) 625-0944 Fax (609) 625-8968

Alarms • Card Access Systems • Surveillance Cameras • Site Management • Central Station Monitoring (UL Listed)

New Jersey Public Works Contractor License Number 58284

New Jersey DCA Fire Alarm Contractor License Number P00462

New Jersey DCA Fire Alarm, Burglar Alarm Contractor License Number 34BX00005300

DCA Home Improvement Contractor License Number 13VH10443400

January 7, 2021

Linwood Public Library
301 Davis Ave
Linwood, NJ 08221

Re: Fire Alarm Replacement

The following is a proposal to replace the existing fire alarm system. All existing wiring will be reused and is assumed to be in good working condition. All devices will be replaced but will remain at their present location.

Addressable Fire Alarm System:

- 1 SK-6808 198-POINT ADDRESSABLE FIRE ALA
- 1 SK-5860TR TRIM RING FOR 5860 IN RED
- 1 SK-5860R INTELLIKNGHT RMOTE ANNUNCIATOR
- 19 SK-PHOTOW PHOTO DET WT
- 23 SK-HEATW HEAT DET (FXD) WT
- 7 SK-PULLDA ADDR PULL STATION DUAL ACTION
- 4 SK-RELAY ADDRESSABLE RELAY MODULE
- 1 O6-MR201CR 10AMP DPDT RELAY IN METAL ENC
- 13 BK-P2RL HORN STROBE 2W RED WALL
- 3 BK-SRL STROBE RED WALL
- 2 PW-PS12180F2 12V 18AH SLA BATTERY F2
- 2 0E-SETULR2 ULRJ31X JACK + 2' P-P CORD
- * NFPA Fire Alarm Test and Inspection
- * All Programming
- * Labor: Non Union Prevailing Rate

The price for the above installation and programming is \$11,400.00

Annual Monitoring: \$480.00

Notes:

- Technicians are certified through the State of New Jersey for Burglar Alarm installation. Atlantic Coast Alarm is licensed by the State of New Jersey for Fire Alarm installation. License numbers will be supplied upon request.
- Parts and labor are guaranteed for one year.
- Permits may be required. Permits and fees are the responsibility of the property

owner. If sealed drawings are required, additional fees will apply. Inspector has final say on fire installation and may require additional devices. Additional fees will apply.

- Fire Cellular Communicator or two telephone lines must be provided at the alarm panel, along with RJ31X jacks for fire alarm communication. One line must be dedicated for fire alarm communication; the secondary can be a shared line. Please contact your service provider for installation of the required lines if needed. A dedicated breaker for the fire alarm system must be identified and properly marked by owner, along with a 110 whip provided at the panel.
- Your local police department may require that you register your alarm system. Registering your alarm is the responsibility of the property owner.
- The Township has final say, and may require additional devices to meet code. Any additional equipment will be billed additionally.
- Additional information can be found at www.atlanticcoastalarm.com.

Sincerely,

Vince Flukey
Sales Manager

RESOLUTION No. 86, 2021

A RESOLUTION APPROVING TEMPORARY SIGNAGE FOR THE LINWOOD FARMERS MARKET

WHEREAS, the Linwood Farmers Market has requested permission for ten temporary lawn signs advertising the Farmers Market; and

WHEREAS, the temporary lawn signs are requested to be installed at Central Square in the City of Linwood; and

WHEREAS, all temporary signage needs approval by City Council; and

WHEREAS, the Common Council is desirous of approving said request;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, that permission for the placement of ten temporary lawn signs advertising the Farmers Market is hereby granted to the Linwood Farmers Market based on the following conditions;

- 1.) Signs shall not be internally illuminated or electrically activated.
- 2.) Signs shall not be in the public Right-of-Way.
- 3.) Signs shall not block any site triangle for access and egress points of travel.

BE IT FURTHER RESOLVED, that the temporary lawn signs shall be permitted for a period beginning on April 14, 2021 and ending on May 23, 2021 and to be removed weekly during that period.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 87, 2021

A RESOLUTION AUTHORIZING THE MAYOR AND MUNICIPAL CLERK TO EXECUTE A SETTLEMENT AGREEMENT AND MUTUAL RELEASE ON BEHALF OF THE CITY OF LINWOOD WITH JOHN HAMILTON

WHEREAS, John Hamilton is employed by the City of Linwood; and

WHEREAS, certain issues arose during the course of an internal affairs investigation and subsequent hearing; and

WHEREAS, the City of Linwood and John Hamilton have resolved all differences and disputes and a Settlement Agreement and Mutual Release has been prepared to finalize the terms and conditions of this settlement;

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Linwood, County of Atlantic, as follows:

- (1) The terms and conditions of the referenced Settlement Agreement and Mutual Release are hereby approved.
- (2) The Mayor and Municipal Clerk are hereby duly authorized, empowered and directed to execute the Settlement Agreement and Mutual Release on behalf of the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 88, 2021

A RESOLUTION AUTHORIZING THE EXECUTION OF A SEPARATION AGREEMENT WITH
JOHN HAMILTON

WHEREAS, John Hamilton is an employee of the City of Linwood; and

WHEREAS, the terms and conditions of a Separation Agreement between John Hamilton and the City of Linwood have been reached and have been embodied into a written document; and

WHEREAS, the Common Council of the City of Linwood is desirous of authorizing the execution of said Separation Agreement on behalf of the City of Linwood;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Separation Agreement between John Hamilton and the City of Linwood be and is hereby approved;

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute a Separation Agreement on behalf of the City of Linwood with John Hamilton.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 14th day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 14th day of April, 2021.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____