



# AGENDA

CITY OF CAMDEN  
CITY COUNCIL REGULAR MEETING

*June 13<sup>th</sup>, 2023 – 5:00 p.m.*

*Honorable Angel Fuentes, Council President*  
*Honorable Sheila Davis, Vice-President*  
*Honorable Marilyn Torres*  
*Honorable Felisha Reyes-Morton*  
*Honorable Shaneka Boucher*  
*Honorable Chris Collins*  
*Honorable Nohemi Soria-Perez*

*Honorable Victor Carstarphen, Mayor*

*Daniel S. Blackburn, City Attorney*  
*Howard McCoach, Counsel to Council*

*Luis Pastoriza, Municipal Clerk*

Amended at June 8<sup>th</sup>, 2023 Caucus meeting  
Please note that items within boxed area (s) are items added.  
Items on consent Agenda include Resolutions: 1-2, 6-8, 10-17, 19-39



## CITY COUNCIL AGENDA

JUNE 13<sup>TH</sup>, 2023 – 5:00 P.M.  
CITY COUNCIL CHAMBER

CALL TO ORDER

FLAG SALUTE

ROLL CALL

STATEMENT OF COMPLIANCE

NOTICE OF MEETING

APPROVAL OF MINUTES

### COMMUNICATIONS

#### Department of Finance

1. Check Registers of the City of Camden for The Period of April 26<sup>th</sup>, 2023 to May 24<sup>th</sup>, 2023
2. Payroll Register Summary for The City of Camden for The Pay Periods of May 12<sup>th</sup>, and May 26<sup>th</sup>, 2023

### PRESENTATIONS

#### Office of City Council

1. Davis- Presentation in honor of community outreach (Metro Police)

### OLD BUSINESS

#### Department of Administration

1. Resolution of Support for an Application for A Recreational Cannabis Retail License Submitted by Cuzzie's, LLC and Requesting That Cannabis Regulatory Commission Issue a Recreational Cannabis Retail License to Cuzzie's, LLC for A Proposed Location a The Victor, One Market Street, Camden, New Jersey

### ORDINANCES – FIRST READING

**Office of the City Attorney**

1. Ordinance Authorizing the Acquisition of Certain Parcels of Land, In The City of Camden by Eminent Domain Pursuant to N.J.S.A. 52:27D-325 The Fair Housing Act for The Purpose of Constructing Low and Moderate Income Housing for The Ablett Village CNI Grant Program
2. An ordinance authorizing the transfer of certain parcels of land to the Camden Redevelopment Agency for the purpose of constructing low and moderate income housing for the Ablett Village CNI Grant Program pursuant to N.J.S.A. 40A:12-20

**Department of Development & Planning**

3. Ordinance amending the Camden City Code to repeal section 870-258, which previously was Chapter 577 of the Camden City Code, and amended by MC-4995, adopted on August 9,2016; to adopt a new section 870-258; to adopt flood hazard maps; to designate a floodplain administrator and provide for severability and an effective date

**Department of Public Works**

4. An ordinance designating restricted residential parking zones for individuals with disabilities to certain areas in the City of Camden as handicap parking privileges only

**ORDINANCES – SECOND READING & PUBLIC HEARING**

**Office of the City Attorney**

1. Ordinance authorizing the acquisition of certain parcels of land in the City of Camden by eminent domain pursuant to N.J.S.A. 52:27D-325 The Fair Housing Act for the purpose of constructing low and moderate income housing for the Ablett Village CNI Grant Program

**Department of Development & Planning**

2. An Ordinance amending the Gateway Redevelopment Plan (MC-4166) regarding Tax Block: 366, Lot 2 on the Camden Municipal Tax Map

**Department of Public Works**

3. An Ordinance Designating Restricted Residential Parking Zones for Individuals with Disabilities in Certain Areas in The City of Camden as Handicap Parking Privileges Only
4. An Ordinance authorizing the removal of Handicap Parking Privileges in certain locations in the City of Camden

**PUBLIC COMMENT**

**\*Public comment for resolutions and/or any other concerns  
(Limited to 3 continuous minutes)**

**RESOLUTIONS**

**Office of City Council**

1. Resolution Establishing an Ad Hoc Tourist Promotion and Economic Development Committee Which Will Provide Recommendations to The Administration and The City Council of the City Camden Concerning Enhancing the City's Existing Travel and Tourism Industry and the Expansion of This Industry in The City and Also Making Recommendations for A Possible Tourism Ordinance Which Would Include Creating a Permanent Tourism Promotion and Economic Development Council for The City of Camden

**Office of the Municipal Clerk**

2. Resolution to Accept Camden County Cultural and Heritage Commission Grant Funds in the Amount of \$4,500 for Completion of Historic Mural/Website Spanish Translations

**Office of the City Attorney**

3. Resolution Authorizing a Closed Session of the Governing Body to Discuss Pending Litigation
4. Resolution Authorizing Settlement of a Workers Compensation Claim
5. Resolution Authorizing Amendment #1 to Contract #11-22-180 with Brown & Connery, LLP for General Legal Services
6. Resolution Approving Agreement Between the City of Camden and the Pennsauken Sewerage Authority
7. Resolution Authorizing Extensions of Time to Complete Foreclosure for Less Than Full Value Tax Sale Certificate Assignments
8. Resolution Amending Resolution (MC-8950) "Authorizing a Shared Services Agreement Between the City of Camden and Camden Redevelopment Agency ("CRA") for the Acquisition of Certain Property on Behalf of the City for Construction of Low and Moderate Income Housing for the Ablett Village CNI Grant Program

**Department of Administration**

9. Resolution Of Support For The Application For A Retail Recreational Cannabis License Submitted By Loud House, LLC For Its Proposed Business Location, 112 North Third Street, Camden, New Jersey
10. Resolution Awarding a Contract to the Law Offices of Frankie Fontanez to provide Public Defender Services in the Camden Municipal Court



11. Resolution Authorizing the City to enter into a contract with Municipal Emergency Services, via the Sourcewell Purchasing Cooperative, for various firefighting equipment for a term of twelve months with one additional one-year option
12. Resolution Authorizing and Ratifying Emergency Procurement and Payment of Same to Caravella Demolition Inc., for the Emergency Demolition of 937-939, 941 & 943 South 4<sup>th</sup> Street
13. Resolution Authorizing the Use of \$1,500,000 from City American Rescue Plan State & Local Fiscal Recovery Funds for the Purchase of a Ferrara Inferno HD-IF Mid Mount Platform Fire Apparatus
14. Resolution Of The City Of Camden, In The County Of Camden, New Jersey, Determining The Form And Other Details Of One Or More Notes Relating To The Construction Financing Loan Program Of The New Jersey Infrastructure Bank, To Be Issued In The Aggregate Principal Amount Of Up To \$6,550,000 Providing For The Issuance And Sale Of Such Notes By The City In Favor Of The New Jersey Infrastructure Bank, And Authorizing The Execution And Delivery Of Such Notes By The City In Favor Of The New Jersey Infrastructure Bank, All Pursuant To The New Jersey Infrastructure Bank Construction Financing Loan Program
15. Resolution Of The City Of Camden, In The County Of Camden, New Jersey, Determining The Form And Other Details Of One Or More Notes Relating To The Construction Financing Loan Program Of The New Jersey Infrastructure Bank, To Be Issued In The Aggregate Principal Amount Of Up To \$9,000,000, Providing For The Issuance And Sale Of Such Notes By The City In Favor Of The New Jersey Infrastructure Bank, And Authorizing The Execution And Delivery Of Such Notes By The City In Favor Of The New Jersey Infrastructure Bank, All Pursuant To The New Jersey Infrastructure Bank Construction Financing Loan Program
16. Resolution Authorizing the City of Camden to Enter into an Agreement with and Accept a Donation From Doordash, Inc. for the Doordash Community Credit Program Aimed at Improving Food Access as outlined in the White House/Biden-Harris National Strategy on Hunger
17. Resolution Authorizing the City of Camden to Enter into a License Agreement with 2K Foundation for the Improvement of the Basketball Courts at Elijah Perry Park

18. Resolution Approving the establishment of a list of a list of prequalified engineering firms for the provision of professional engineering services to be assigned as needed for a period of one year (TBD)

**Department of Code Enforcement**

19. Resolution Authorizing the Reimbursement of permit Fee to owner Tyreece L. Sisco for the property Located at 929 NO. Front Street in the Amount of \$1,356.00 Due to Demolition of Property

**Department of Planning & Development**

20. Resolution Authorizing Change Order #1 an Increase in the Amount of \$50,186.13 to Construction Contract #10-22-174 with Levy Construction Co., in Connection with the Rehabilitation of Three (3) Community Centers Project
21. Resolution Referring a Council Action to the Planning Board relative to the Proposed Ordinance Amending the Camden City Code to repeal Section 870-258N (Previously Chapter 557) relating to Flood Plan Management and Adopt New Section 870-258 with Changes Mandated by the Federal Emergency Management Agency
22. Resolution Authorizing an Application for Funding from the Urban Enterprise Zone Authority in the Amount of \$346,572 for the 2024 Fiscal Year Program Budget
23. Resolution Approving the Release of Performance guarantee in the Amount of \$251,589.60 to Cooper Lanning Square Renaissance School Facilities, Inc. –Kipp Cooper Norcross Academy at Summer, 1600 S. 8<sup>th</sup> Street, (Block 444 Lot: 1, 3, 4, 22, 24, 25 & 33)
24. Resolution Approving the Release of Public Facilities Performance Guarantee in the Amount of \$93,314.40 and a Safety and Stabilization Bond in the Amount of \$5,000 to Cooper Lanning Square Renaissance School Facilities, Inc. –Kipp Cooper Norcross Academy at Whittier, 740 Chestnut Street, Due to Completion of Said Project
25. Resolution Authorizing Amendment #1 To Contract #09-21-138 To Extend the Term of the Subrecipient Agreement with Camden Community Partnership, Inc., Through 2025 In Connection with The 7<sup>th</sup> Street Bikeway Implementation Project
26. Resolution Authorizing the award of \$382,790.40 Construction contract to Asphalt Paving Systems, Inc. of Hammonton, NJ for the Improvements to City Parking Lot at 1100 Newton Avenue Project
27. Resolution Authorizing an Amendment #2 to Contract #02-22-102 with Pennoni Associates Inc., for Construction Management and Administration

of 2019 and 2020 Road Resurfacing of Projects Thereby Increasing Funding in the Amount of \$44,280.00 and Extending the Timeline for Completion of July 31, 2023

**Department of Finance**

28. Resolution Authorizing Refunds to Various Lien Holders, Property owners, and Mortgage Companies for Various Properties
29. Resolution Authorizing Cancellation of Liens/Taxes and to Transfer Credits to Various Lien Holders, Property Owners, and Mortgage Companies for Various Properties
30. Resolution Authorizing a Budget Amendment Pursuant to N.J.S.A. 40A:4-87 in the Amount of \$155,000 from the Camden County Code Blue Grant
31. Resolution Authorizing a Budget Amendment Pursuant to N.J.S.A. 40A:4-87 in the Amount of \$138,503.55 from the State of New Jersey Department of Environmental Protection “Clean Communities Grant”
32. Resolution Authorizing a Budget Amendment Pursuant to N.J.S.A. 40A:4-87 in the Amount of \$125,000 from the New Jersey Economic Development Authority Food Security Planning Grant Including a Change of Title and Text in the Amount of \$25,000 for the City’s Required Cash Match
33. Resolution Authorizing the Assignment of (27) Tax Sale Certificates at Full Value
34. Resolution Accepting a Grant from the State of New Jersey Department of Agriculture, Bureau of Child Nutrition in the Amount of \$245,769.19 for the 2023 Summer Food Service Program
35. Resolution Authorizing a Budget Amendment Pursuant to N.J.S.A. 40A:4-87 in the Amount of \$245,769.19 from the US Department of Agriculture 2023 Summer Food Program Grant
36. Resolution Authorizing a Budget Amendment Pursuant to N.J.S.A. 40A:4-87 in the Amount of \$52,000 from the US Department of Treasury, Passed Through the New Jersey Department of Community Affairs for a Grant Entitled “ARP Coronavirus State and Local Fiscal Recovery Funds- Firefighters Equipment Grant”

**Department of Public Works**

37. Resolution Authorizing the Acceptance of PSE&G Lighting Service Agreements for the Upgrade or Installation of Light Fixtures at Various Locations

38. Resolution Authorizing a Shared Services Agreement with the County of Camden Department of Public Works for Use of Camden City Paver
39. Resolution Authorizing the Refund of Overpayment of Water and Sewer Charges for Various Properties

**Office of City Council**

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| <ol style="list-style-type: none"><li>40. Resolution in support of the application of the Community Planning and Advocacy Council (CPAC) for funding from the Housing and Urban Development (HUD) for the youth homelessness demonstration program</li></ol> |
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**ADJOURNMENT**

**Please note summary of Public Decorum rules below**

Rule XVII: Decorum

*Any person who shall disturb the peace of the Council, make impertinent or slanderous remarks or conduct himself in a boisterous manner while addressing the Council shall be forthwith barred by the presiding officer from further audience before the Council, except that if the speaker shall submit to proper order under these rules, permission for him to continue may be granted by a majority vote of the Council.*

*City Council meetings shall be conducted in a courteous manner. Citizens and Council members will be allowed to state their positions in an atmosphere free of slander, threats of violence or the use of Council as a forum for politics. Sufficient warnings may be given by the Chair at any time during the remarks and, in the event that any individual shall violate the rules of decorum heretofore set forth, the Chairperson may then cut off comment or debate. At the discretion of the Chairperson, light signals may be used to display the commencement of the time for speaking and a warning light may be flashed to show that the appropriate time has passed. A red light will signal that there is no longer time.*

# *Communications*




DEPARTMENT OF FINANCE  
**CITY OF CAMDEN**  
NEW JERSEY

VICTOR CARSTARPHEN  
MAYOR

GERALD C. SENESKI  
DIRECTOR OF FINANCE  
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**MEMORANDUM**

To: Honorable Angel Fuentes, City Council President  
Luis Pastoriza, Municipal Clerk

From: Gerald C. Seneski, Director of Finance 

Date: May 25, 2023

Subject: **Check Register-Communications for Forthcoming City Council Meeting- June 6,2023**

Attached, please find the Check Register for the City of Camden for the period of April 26, 2023 to May 24,2023

The Check Register represents the checks written from various funds of the City.

Please include this communication in the Agenda for the forthcoming Council Meeting to be voted on for approval.

Please contact me at extension 7582, if you have any additional questions.

GCS/mr

Attachments

cc: Honorable Victor Carstarphen, Mayor



Range of Checking Accts: First to Last      Range of Check Dates: 04/26/23 to 05/24/24  
Report Type: All Checks      Report Format: Super Condensed    Check Type: Computer: Y    Manual: Y    Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
TD 3RD PARTY 21 3rd Party Lienholders Account					
50728	04/26/23	LN-50192 NALINI FUNDING LLC	106.00		20110
50729	04/27/23	LN-30000 US BANK CUST/PRO CAP III, LLC	43.00		20340
50730	04/27/23	LN-40097 RAJENDRA INC	43.00		20340
50731	04/27/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	1,160.40		20340
50732	04/27/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	1,938.39		20340
50733	04/27/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	1,912.62		20340
50734	04/27/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	151.20		20340
50735	04/27/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	10,240.82		20340
50736	04/27/23	LN-40189 PINE VALLEY ONE REALESTATE LLC	43.00		20340
50737	04/27/23	LN-40189 PINE VALLEY ONE REALESTATE LLC	43.00		20340
50738	04/27/23	LN-50120 RTLS Holding Corporation	53.00		20340
50739	04/27/23	LN-50190 FIG 20, LLC	17,549.19		20340
50740	04/27/23	LN-50190 FIG 20, LLC	2,168.35		20340
50741	04/27/23	LN-50192 NALINI FUNDING LLC	371.87		20340
50742	04/27/23	LN-50192 NALINI FUNDING LLC	53.00		20340
50743	04/27/23	LN-50192 NALINI FUNDING LLC	53.00		20340
50744	04/27/23	LN-50192 NALINI FUNDING LLC	53.00		20340
50745	04/27/23	LN-50192 NALINI FUNDING LLC	53.00		20340
50746	04/27/23	LN-50192 NALINI FUNDING LLC	53.00		20340
50747	04/27/23	LN-50192 NALINI FUNDING LLC	53.00		20340
50748	04/27/23	LN-50192 NALINI FUNDING LLC	53.00		20340
50749	04/27/23	LN-50193 REARDEN LLC	53.00		20340
50750	04/27/23	LN-50193 REARDEN LLC	53.00		20340
50751	04/27/23	LN-50193 REARDEN LLC	53.00		20340
50752	04/27/23	LN-50193 REARDEN LLC	53.00		20340
50753	04/27/23	LN-50193 REARDEN LLC	53.00		20340
50754	04/27/23	LN-50193 REARDEN LLC	53.00		20340
50755	04/27/23	LN-50193 REARDEN LLC	53.00		20340
50756	04/27/23	LN-50193 REARDEN LLC	53.00		20340
50757	04/27/23	LN-50193 REARDEN LLC	53.00		20340
50758	04/27/23	LN-50193 REARDEN LLC	53.00		20340
50759	04/27/23	LN-50193 REARDEN LLC	53.00		20340
50760	04/27/23	LN-50196 LB-HONEY BADGER, SBMUNI%	43.00		20340
50761	04/27/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	762.87		20340
50762	04/27/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,440.70		20340
50763	04/27/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	2,497.19		20340
50764	04/27/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,978.30		20340
50765	04/27/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	2,091.52		20340
50766	04/27/23	LN-50214 Lisa E1	7,542.55		20340
50767	05/01/23	LN-20074 LB-HONEY BADGER,SBMUNI%	43.00		20341
50768	05/01/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	1,973.79		20341
50769	05/01/23	LN-50190 FIG 20, LLC	2,768.60		20341
50770	05/01/23	LN-50190 FIG 20, LLC	2,194.06		20341
50771	05/01/23	LN-50190 FIG 20, LLC	2,192.69		20341
50772	05/01/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	3,180.81		20341
50773	05/01/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	3,401.57		20341
50774	05/01/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	4,479.03		20341
50775	05/01/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	14,474.85		20341
50776	05/02/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	3,505.26	05/02/23 VOID	20175 (Reason: incorrect payee)

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
TD 3RD PARTY 21 3rd Party Lienholders Account Continued					
50777	05/02/23	LN-50192 NALINI FUNDING LLC	573.02		20349
50778	05/02/23	LN-50195 DSHC ENTERPRISES, LLC	7,296.36		20349
50779	05/02/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,463.04		20349
50780	05/03/23	LN-50183 CAMDEN REDEVELOPMENT	1,218.39		20355
50781	05/03/23	LN-50190 FIG 20, LLC	4,560.61		20355
50782	05/03/23	LN-50190 FIG 20, LLC	4,508.24		20355
50783	05/03/23	LN-50192 NALINI FUNDING LLC	53.00		20355
50784	05/03/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	76,925.00		20355
50785	05/03/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	2,094.06		20355
50786	05/03/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	4,903.74		20355
50787	05/03/23	LN-50216 Real Portfolio 13, LLC	18,859.45		20355
50788	05/04/23	LN-40189 PINE VALLEY ONE REALESTATE LLC	7,261.47		20356
50789	05/04/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	3,559.02		20356
50790	05/05/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	6,690.89		20111
50791	05/05/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	3,880.66		20160
50792	05/05/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	1,649.03		20162
50793	05/05/23	LN-50190 FIG 20, LLC	897.17		20366
50794	05/05/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,835.37		20366
50795	05/05/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,920.68		20366
50796	05/05/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	2,775.10		20366
50797	05/05/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	3,505.26	05/22/23 VOID	20367 (Reason: incorrect payee)
50798	05/05/23	LN-50190 FIG 20, LLC	1,371.33		20367
50799	05/08/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	5,680.56		20369
50800	05/08/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	3,285.43		20369
50801	05/08/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	5,547.22		20369
50802	05/08/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	6,298.43		20369
50803	05/08/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	4,970.58		20369
50804	05/08/23	LN-40189 PINE VALLEY ONE REALESTATE LLC	6,403.98		20369
50805	05/08/23	LN-50190 FIG 20, LLC	411.41		20369
50806	05/08/23	LN-50190 FIG 20, LLC	4,016.08		20369
50807	05/08/23	LN-50192 NALINI FUNDING LLC	164.87		20369
50808	05/08/23	LN-50192 NALINI FUNDING LLC	267.59		20369
50809	05/08/23	LN-50199 SHA-MIR FRAYER	192.13		20369
50810	05/08/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,280.94		20369
50811	05/08/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,081.70		20369
50812	05/08/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,184.18		20369
50813	05/08/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	7,814.38		20369
50814	05/08/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	833.23		20369
50815	05/09/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	6,250.70		20370
50816	05/09/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	20,806.32		20370
50817	05/09/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	2,041.48		20370
50818	05/09/23	LN-50190 FIG 20, LLC	2,094.06		20370
50819	05/09/23	LN-50190 FIG 20, LLC	2,420.62		20370
50820	05/09/23	LN-50190 FIG 20, LLC	408.25		20370
50821	05/09/23	LN-50190 FIG 20, LLC	2,171.75		20370
50822	05/09/23	LN-50190 FIG 20, LLC	2,194.06		20370
50823	05/09/23	LN-50190 FIG 20, LLC	422.58		20370
50824	05/09/23	LN-50195 DSHC ENTERPRISES, LLC	5,602.34		20370
50825	05/09/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	9,017.53		20370
50826	05/09/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	4,424.38		20370
50827	05/09/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,981.11		20370
50828	05/09/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	2,782.31		20370

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
TD 3RD PARTY 21 3rd Party Lienholders Account Continued					
50829	05/09/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	2,091.38		20370
50830	05/10/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	447.11		20371
50831	05/10/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	3,840.38		20371
50832	05/10/23	LN-50190 FIG 20, LLC	1,082.52		20371
50833	05/10/23	LN-50190 FIG 20, LLC	2,193.78		20371
50834	05/10/23	LN-50190 FIG 20, LLC	2,193.75		20371
50835	05/10/23	LN-50190 FIG 20, LLC	6,588.05		20371
50836	05/10/23	LN-50190 FIG 20, LLC	408.25		20371
50837	05/10/23	LN-50193 REARDEN LLC	3,298.86		20371
50838	05/10/23	LN-50193 REARDEN LLC	2,953.78		20371
50839	05/10/23	LN-50194 AVROHOM KOTLER	402.80		20371
50840	05/10/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	419.95		20371
50841	05/10/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	9,464.29		20371
50842	05/10/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	5,423.04		20371
50843	05/10/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,994.06		20371
50844	05/10/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,990.83		20371
50845	05/11/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	1,611.12		20374
50846	05/11/23	LN-50190 FIG 20, LLC	2,194.06		20374
50847	05/11/23	LN-50190 FIG 20, LLC	2,178.30		20374
50848	05/11/23	LN-50190 FIG 20, LLC	2,094.06		20374
50849	05/11/23	LN-50190 FIG 20, LLC	2,194.06		20374
50850	05/11/23	LN-50190 FIG 20, LLC	978.30		20374
50851	05/11/23	LN-50190 FIG 20, LLC	2,177.39		20374
50852	05/11/23	LN-50190 FIG 20, LLC	412.44		20374
50853	05/11/23	LN-50190 FIG 20, LLC	2,139.82		20374
50854	05/11/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	2,094.06		20374
50855	05/11/23	LN-50183 CAMDEN REDEVELOPMENT	16.37		20375
50856	05/11/23	LN-50190 FIG 20, LLC	425.51		20375
50857	05/11/23	LN-50190 FIG 20, LLC	2,078.30		20375
50858	05/11/23	LN-50190 FIG 20, LLC	423.92		20375
50859	05/11/23	LN-50192 NALINI FUNDING LLC	53.00		20375
50860	05/11/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,703.92		20375
50861	05/17/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	596.30		20385
50862	05/17/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	1,576.76		20385
50863	05/17/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	8,698.17		20385
50864	05/17/23	LN-50109 LKC 1 LLC	10,441.54		20385
50865	05/17/23	LN-50183 CAMDEN REDEVELOPMENT	14,399.61		20385
50866	05/17/23	LN-50190 FIG 20, LLC	1,847.28		20385
50867	05/17/23	LN-50190 FIG 20, LLC	2,877.33		20385
50868	05/17/23	LN-50190 FIG 20, LLC	423.20		20385
50869	05/17/23	LN-50190 FIG 20, LLC	4,309.80		20385
50870	05/17/23	LN-50190 FIG 20, LLC	1,001.64		20385
50871	05/17/23	LN-50190 FIG 20, LLC	404.02		20385
50872	05/17/23	LN-50190 FIG 20, LLC	2,139.84	05/17/23 VOID	20385 (Reason: incorrect amount)
50873	05/17/23	LN-50190 FIG 20, LLC	418.22		20385
50874	05/17/23	LN-50192 NALINI FUNDING LLC	53.00		20385
50875	05/17/23	LN-50193 REARDEN LLC	3,459.97	05/17/23 VOID	20385 (Reason: incorrect amount)
50876	05/17/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	694.06		20385
50877	05/17/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	7,881.84		20385
50878	05/17/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	4,276.45		20385
50879	05/17/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	3,630.83	05/17/23 VOID	20385 (Reason: incorrect amount)
50880	05/17/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	2,167.57		20385

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
TD 3RD PARTY 21 3rd Party Lienholders Account Continued				
50881	05/17/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	2,081.75	20385
50882	05/17/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,228.30	20385
50883	05/17/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	2,118.92	20385
50884	05/22/23	LN-50190 FIG 20, LLC	2,093.84	20393
50885	05/22/23	LN-50193 REARDEN LLC	3,413.97	20393
50886	05/22/23	LN-50194 AVROHOM KOTLER	171.21	20393
50887	05/22/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	3,612.83	20393
50888	05/22/23	LN-50224 Jr Lenders LLC	3,505.26	20393
50889	05/22/23	LN-31270 BERGEN SQUARE COMMUNITY DEVELO	1,582.06	20394
50890	05/22/23	LN-31270 BERGEN SQUARE COMMUNITY DEVELO	1,204.64	20394
50891	05/22/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	4,831.97	20394
50892	05/22/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	1,059.39	20394
50893	05/22/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	2,019.48	20394
50894	05/22/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	261.14	20394
50895	05/22/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	429.00	20394
50896	05/22/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	2,130.08	20394
50897	05/22/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	2,247.08	20394
50898	05/22/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	456.82	20394
50899	05/22/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	2,051.88	20394
50900	05/22/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	449.53	20394
50901	05/22/23	LN-50190 FIG 20, LLC	2,113.39	20394
50902	05/22/23	LN-50190 FIG 20, LLC	409.63	20394
50903	05/22/23	LN-50190 FIG 20, LLC	2,178.30	20394
50904	05/22/23	LN-50190 FIG 20, LLC	702.59	20394
50905	05/22/23	LN-50190 FIG 20, LLC	2,033.43	20394
50906	05/22/23	LN-50190 FIG 20, LLC	2,094.06	20394
50907	05/22/23	LN-50190 FIG 20, LLC	333.45	20394
50908	05/22/23	LN-50198 YOSIF Z ABED	4,447.46	20394
50909	05/22/23	LN-50199 SHA-MIR FRAYER	130.29	20394
50910	05/22/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	7,940.83	20394
50911	05/22/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	425.14	20394
50912	05/22/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	5,099.41	20394
50913	05/22/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	5,274.07	20394
50914	05/22/23	LN50110 Kent Funding LLC	3,045.04	20394
50915	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	11,639.54	20395
50916	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	439.66	20395
50917	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	2,254.19	20395
50918	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	446.95	20395
50919	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	2,823.89	20395
50920	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	4,117.49	20395
50921	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	637.77	20395
50922	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	2,927.09	20395
50923	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	1,590.52	20395
50924	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	1,514.07	20395
50925	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	1,961.98	20395
50926	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	661.05	20395
50927	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	434.62	20395
50928	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	445.62	20395
50929	05/24/23	LN-50190 FIG 20, LLC	2,187.76	20395
50930	05/24/23	LN-50190 FIG 20, LLC	1,920.12	20395
50931	05/24/23	LN-50190 FIG 20, LLC	2,092.70	20395
50932	05/24/23	LN-50193 REARDEN LLC	2,058.11	20395

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
TD 3RD PARTY 21 3rd Party Lienholders Account Continued					
50933	05/24/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	5,240.93		20395
50934	05/24/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,194.06		20395
50935	05/24/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	2,754.83		20395
50936	05/24/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	4,475.66		20395
50937	05/24/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	887.76		20395
50938	05/24/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,192.76		20395
50939	05/24/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,191.12		20395
50940	05/24/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	2,090.49		20395
50941	05/24/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,914.67		20395
50942	05/24/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	681.33		20395
50943	05/24/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	420.80		20395
50944	05/24/23	LN-50204 PRO CAP 8 FBO Firstrust Bank	1,190.84		20395
50945	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	1,493.93		20396
50946	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	404.05		20396
50947	05/24/23	LN-40148 FIG CUST FIGNJ19LLC & SEC PTY	12,825.39		20397
50948	05/24/23	LN-50198 YOSIF Z ABED	53.00		20397

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	216	5	635,163.44	16,241.16
Direct Deposit:	0	0	0.00	0.00
Total:	216	5	635,163.44	16,241.16

TD CDBG GRANT21 CDBG ACCOUNT					
25674	05/01/23	ENT03 THE ENTERPRISE CENTER	269,550.00		20344
25675	05/12/23	TOP03 TOP LINE BUILDERS, LLC	5,000.00		20381
25676	05/19/23	EDS06 ED'S CONTRACTING SERVICES	4,500.00		20390
25677	05/19/23	TM01 T & M ASSOCIATES	3,429.74		20390

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	4	0	282,479.74	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	4	0	282,479.74	0.00

TD ESCROW 2021 Escrow Account					
1770	05/05/23	REM02 REMINGTON & VERNICK ENGINEERS	0.00	05/05/23 VOID	0
1771	05/05/23	REM02 REMINGTON & VERNICK ENGINEERS	0.00	05/05/23 VOID	0
1772	05/05/23	REM02 REMINGTON & VERNICK ENGINEERS	85,109.70		20359
1773	05/05/23	REM02 REMINGTON & VERNICK ENGINEERS	1,663.75		20360
1774	05/19/23	DEM07 DEMBO, BROWN & BURNS LLP	1,104.00		20387

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	3	2	87,877.45	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	3	2	87,877.45	0.00

TD ESG GRANT 21 ESG Account					
10228	05/12/23	WBM01 W B MASON CO, INC	4,328.59		20380

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
TD ESG GRANT 21 ESG Account					
Checking Account Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
			<u>Amount Paid</u>	<u>Amount Void</u>	
		Checks:	1	0	4,328.59
		Direct Deposit:	0	0	0.00
		Total:	1	0	4,328.59
Continued					
TD GEN INS 21 Insurance Fund Account					
22927	05/01/23	CON24 CONCENTRA MEDICAL CENTER	3,705.00		20346
22928	05/01/23	DSI02 DSI MEDICAL SERVICES INC.	715.50		20346
22929	05/01/23	INS02 INST FOR FORENSIC PSYCHOLOGY	350.00		20346
22930	05/05/23	CON24 CONCENTRA MEDICAL CENTER	1,176.00		20361
22931	05/05/23	GRA20 PETER GRAULICH	280.00		20361
22932	05/05/23	INS02 INST FOR FORENSIC PSYCHOLOGY	2,250.00		20361
22933	05/05/23	INT14 INTERNATIONAL ASSOC. OF FIRE-	489.74		20361
22934	05/05/23	INT15 INTERNATIONAL ASSOC OF FIRE-	1,437.96		20361
22935	05/12/23	CON24 CONCENTRA MEDICAL CENTER	2,000.00		20378
22936	05/12/23	CON53 CONNER STRONG & BUCKELEW, INC.	28,534.00		20378
22937	05/12/23	JRA01 JBER RISK ADVISORS, LLC	7,480.00		20378
22938	05/12/23	SAV11 NELSON L. SALVIDGE, JR.	288.75		20378
22939	05/19/23	DSI02 DSI MEDICAL SERVICES INC.	924.00		20389
Checking Account Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
			<u>Amount Paid</u>	<u>Amount Void</u>	
		Checks:	13	0	49,630.95
		Direct Deposit:	0	0	0.00
		Total:	13	0	49,630.95
TD HOPWA GRNT21 Camden Housing Voucher Program					
14217	05/01/23	ANG08 ANGELO ASSOCIATES, LLC	930.00		20343
14218	05/01/23	FAI17 FAIRVIEW VILLAGE URBAN RENEWAL	355.00		20343
14219	05/01/23	JEN22 GUSS T. JENKINS	300.00		20343
14220	05/05/23	KIY01 MICHAEL KIYAGA	4,585.00		20357
14221	05/12/23	AAA05 AAA REALTY & MANAGEMENT, LLC	637.00		20382
14222	05/19/23	JEN21 LAWRENCE AND GLENN JENTSCH	2,850.00		20391
Checking Account Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
			<u>Amount Paid</u>	<u>Amount Void</u>	
		Checks:	6	0	9,657.00
		Direct Deposit:	0	0	0.00
		Total:	6	0	9,657.00
TD TRUST 21 Trust Other Account					
3556	05/12/23	NJD20 NJ DEPT OF HLTH & SR SER.	46.80		20379
Checking Account Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
			<u>Amount Paid</u>	<u>Amount Void</u>	
		Checks:	1	0	46.80
		Direct Deposit:	0	0	0.00
		Total:	1	0	46.80
TD WATER 21 Water 1/1/21 4308903560					
8780	05/01/23	AME80 AMERICAN WATER SERVICES	257,777.89		20345
8781	05/01/23	NJA18 NJ AMERICAN WATER CO	514,179.38		20345
8782	05/05/23	APC02 A P CONSTRUCTION INC	1,725,446.35		20358
8783	05/12/23	REM02 REMINGTON & VERNICK ENGINEERS	62,454.27		20383
8784	05/19/23	AME80 AMERICAN WATER SERVICES	1,365,264.21		20388



Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
TD WATER 21	Water 1/1/21	4308903560	Continued		
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	5	0	3,925,122.10	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	5	0	3,925,122.10	0.00
TDGENERAL21	General Account				
140021	05/01/23	ABA04 ABACUS DATA SYSTEMS, INC.	17,770.00		20342
140022	05/01/23	ACT07 ACTION UNIFORMS CO LLC	13,090.00		20342
140023	05/01/23	AME07 AMERICAN CASTING &	269.00		20342
140024	05/01/23	ATT08 A T & T MOBILITY	7,214.58		20342
140025	05/01/23	BIF01 BIFF DUNCAN ASSOCIATES, INC.	640.00		20342
140026	05/01/23	BOW15 BOWMAN INSPECTION LLC	5,000.00		20342
140027	05/01/23	BRO81 BROWN & CONNERY LLP	1,191.89		20342
140028	05/01/23	CAM131 CAMDEN COUNTY FINANCE DEPT	14,237,160.00		20342
140029	05/01/23	CAP12 CAPEHART & SCATCHARD	11,571.00		20342
140030	05/01/23	CAR01 CARTUN HARDWARE	221.34		20342
140031	05/01/23	CLA45 CLASSIC FLOOR FINISHING, INC.	2,540.00		20342
140032	05/01/23	COR33 CORSA MANAGEMENT	111,450.52		20342
140033	05/01/23	COU101 COUNTY OF CAMDEN	22,000.00		20342
140034	05/01/23	COU30 COUNTY CONSERVATION COMPANY	832.00		20342
140035	05/01/23	DEC01 DECOTIIS, FITZPATRICK & COLE	1,235.10		20342
140036	05/01/23	DEL25 DELL, INC.	4,125.72		20342
140037	05/01/23	EDU03 EDUCATIONAL DATA SERVICES, INC	2,100.00		20342
140038	05/01/23	EMD01 EMDUR METAL PRODUCTS INC	135.00		20342
140039	05/01/23	EME15 EMERGENCY EQUIPMENT SALES, LLC	750.55		20342
140040	05/01/23	EPI01 EPICOR SOFTWARE CORP	3,735.40		20342
140041	05/01/23	FED14 FEDEX (OMEGA CORP CTR)	108.51		20342
140042	05/01/23	FRA05 FRANKLIN TRAILERS, INC	64.98		20342
140043	05/01/23	GAN01 GANN LAW BOOKS	366.00		20342
140044	05/01/23	GAR13 GARDEN STATE MAT RENTAL	421.98		20342
140045	05/01/23	GEN27 GENERAL SPRING & ALIGNMENT SVC	3,672.74		20342
140046	05/01/23	GOP01 GOPHER SPORT	1,682.91		20342
140047	05/01/23	GOV11 GOVERNMENT FINANCE OFFICERS	180.00		20342
140048	05/01/23	HAI05 HAINESPORT AUTO & TRUCK	1,897.59		20342
140049	05/01/23	HAR04 THE ORIGINAL W. HARGROVE	1,237.50		20342
140050	05/01/23	HER30 THE HERTZ CORPORATION	5,652.79		20342
140051	05/01/23	HOM01 HOME DEPOT CREDIT SVCS.	1,964.32		20342
140052	05/01/23	HOM11 HOME DEPOT	465.60		20342
140053	05/01/23	IKO02 RICOH USA, INC	41.12		20342
140054	05/01/23	LIB02 LIBERTY PARK ESTATES	10,078.40		20342
140055	05/01/23	LOW04 LOWTHER SMALL ENGINE, INC	836.14		20342
140056	05/01/23	MAJ02 MAJESTIC OIL CO, INC	44,755.76		20342
140057	05/01/23	MAT03 MATERIAL HANDLING SUPPLY	402.50		20342
140058	05/01/23	MER01 MERCHANTVILLE OVERHEAD	6,584.00		20342
140059	05/01/23	MIL19 MILLENNIUM SKATE WORLD	2,939.25		20342
140060	05/01/23	MSS01 MAC'S SECURITY SYSTEMS, INC	706.58		20342
140061	05/01/23	NJAOC NJ ASSOCIATION OF COUNTIES	300.00		20342
140062	05/01/23	NJI02 NJICLE	350.00		20342
140063	05/01/23	NJL06 NJS LEAGUE OF MUNICIPALITIES	4,680.00		20342
140064	05/01/23	OBE01 OBERMAYER REBMANN MAXWELL &	4,244.96		20342
140065	05/01/23	PAA01 PAA CONSULTINGLLC DBA SOMA	5,610.00		20342
140066	05/01/23	PAC07 PACER SERVICE CENTER	76.90		20342
140067	05/01/23	PEM02 PEMBERTON SUPPLY COMPANY LLC	13,968.40		20342

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
TDGENERAL21		General Account	Continued	
140068	05/01/23	PH009 PHOENIX ADVISORS LLC	4,777.50	20342
140069	05/01/23	PIN01 PINELAND ENGRAVING	135.20	20342
140070	05/01/23	PLV05 P.L. VULCAN FIRE TRAINING	7,000.00	20342
140071	05/01/23	PSE01 PSEG	265,249.88	20342
140072	05/01/23	ROB12 ROBINSON WASTE DISPOSAL SVS	925.00	20342
140073	05/01/23	RUT13 RUTGERS, CENTER FOR GOV'T SRVS	800.00	20342
140074	05/01/23	SAN05 MARK SAUNDERS	711.02	20342
140075	05/01/23	SHE01 SHERWIN-WILLIAMS CO	674.81	20342
140076	05/01/23	SHI03 SHI INTERNATIONAL CORP	1,305.81	20342
140077	05/01/23	SHO02 SHOPRITE	287.19	20342
140078	05/01/23	SMART005 Smart Stitch LLC	3,522.90	20342
140079	05/01/23	SPA04 SPARK ELECTRIC SERVICE, INC	5,587.50	20342
140080	05/01/23	TRE04 TREASURER, CAMDEN COUNTY	3,962,077.37	20342
140081	05/01/23	TRE50 TREASURER STATE OF NEW JERSEY	10,970.00	20342
140082	05/01/23	TRI14 TRIAD ASSOCIATES SERVICES, INC	262.50	20342
140083	05/01/23	WBM01 W B MASON CO, INC	5,780.18	20342
140084	05/01/23	COM6404 COMCAST #6404 CRAMER HILL	125.25	20347 Direct Deposit
140085	05/01/23	COM9135 COMCAST #9135 ENGINE 10 FIRE	153.35	20347 Direct Deposit
140086	05/01/23	COM9777 COMCAST #9777 FLEET	144.89	20347 Direct Deposit
140087	05/01/23	COM6224 COMCAST #6624 ISABEL MILLER	321.74	20348 Direct Deposit
140088	05/05/23	ACE03 ACE ELEVTOR, LLC	380.00	20362
140089	05/05/23	AND01 ANDREW VIOLA, ESQ	250.00	20362
140090	05/05/23	BIF01 BIFF DUNCAN ASSOCIATES, INC.	170.00	20362
140091	05/05/23	BOY17 MONICA BOYER	1,020.60	20362
140092	05/05/23	CAM46 CAMDEN REDEVELOPMENT AGENCY	8,603.36	20362
140093	05/05/23	CAR01 CARTUN HARDWARE	362.70	20362
140094	05/05/23	CME01 CME ASSOCIATES	1,768.53	20362
140095	05/05/23	COM35 COMCAST BUSINESS SERVICES --	121.82	20362
140096	05/05/23	CON02 CONTRACTOR SERVICE	25.00	20362
140097	05/05/23	COR36 CORE MECHANICAL, INC.	760.00	20362
140098	05/05/23	COU01 COURIER POST	1,107.33	20362
140099	05/05/23	COU30 COUNTY CONSERVATION COMPANY	310.00	20362
140100	05/05/23	COV05 COVANTA CAMDEN ENERGY RECOVERY	236,246.17	20362
140101	05/05/23	DEM07 DEMBO, BROWN & BURNS LLP	4,000.00	20362
140102	05/05/23	DRE07 DREW & ROGERS INC	14,674.76	20362
140103	05/05/23	ENG01 ENGINEERING HYDRAULICS	289.18	20362
140104	05/05/23	EPI01 EPICOR SOFTWARE CORP	3,735.60	20362
140105	05/05/23	FIR51 FIRE & SAFETY SERVICES, LTD.	2,838.81	20362
140106	05/05/23	FON04 FRANKIE FONTANEZ, ESQ	11,666.66	20362
140107	05/05/23	HAI05 HAINESPORT AUTO & TRUCK	7,000.00	20362
140108	05/05/23	HAR04 THE ORIGINAL W. HARGROVE	12,000.00	20362
140109	05/05/23	HOM11 HOME DEPOT	8,177.37	20362
140110	05/05/23	IND01 INDEPENDENT ANIMAL CARE SRV	20,515.00	20362
140111	05/05/23	JAY02 JAY'S TIRE SERVICE LLC	860.00	20362
140112	05/05/23	KER02 JOHN D. KERNAN DMD PA	53,415.00	20362
140113	05/05/23	LEX02 LEXA CONCRETE LLC	44,434.20	20362
140114	05/05/23	MAJ02 MAJESTIC OIL CO, INC	24,834.09	20362
140115	05/05/23	MAL02 MALL CHEVROLET INC	3,331.95	20362
140116	05/05/23	MCC27 KRISDEN M MCCRINK	350.00	20362
140117	05/05/23	MCC44 HOWARD MCCOACH,PC	6,042.30	20362
140118	05/05/23	MER01 MERCHANTVILLE OVERHEAD	2,066.33	20362
140119	05/05/23	MIK03 MIKE'S BETTER SHOES	604.99	20362

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
TDGENERAL21		General Account			Continued
140120	05/05/23	MUN38 NewGen STRATEGIES & SOLUTION	6,800.00		20362
140121	05/05/23	PAT25 PATRIOT ROOFING INC	1,546.31		20362
140122	05/05/23	PEN07 PENNSAUKEN ANIMAL HOSPITAL	3,323.12		20362
140123	05/05/23	PEN31 PENNONI ASSOCIATES, INC	300.00		20362
140124	05/05/23	PROSH005 PROSHRED SECURITY	270.00		20362
140125	05/05/23	PSE01 PSEG	223,212.74		20362
140126	05/05/23	REG02 REGINE A ERVIN, CCR	1,984.50		20362
140127	05/05/23	REP01 REPUBLIC SERVICES	25,297.98		20362
140128	05/05/23	SHE27 SHERWIN WILLIAMS CO.	380.80		20362
140129	05/05/23	SHI03 SHI INTERNATIONAL CORP	25,245.49		20362
140130	05/05/23	SOU03 SOUTH JERSEY WELDING	377.58		20362
140131	05/05/23	SPA04 SPARK ELECTRIC SERVICE, INC	2,013.50		20362
140132	05/05/23	SPE05 MICHELLE BANKS-SPEARMAN	235.00		20362
140133	05/05/23	TPB01 TIMOTHY P BRYAN ELECTRIC	68,348.93		20362
140134	05/05/23	TTI01 TTI ENVIRONMENTAL, INC	875.00		20362
140135	05/05/23	VAL22 YENISE VALDEZ	745.00		20362
140136	05/05/23	WAS01 WASTE MANAGEMENT OF NEW JERESY	531,303.90		20362
140137	05/05/23	WBM01 W B MASON CO, INC	355.97		20362
140138	05/05/23	WIL118 DR EDWARD WILLIAMS, PP., AICP	743.00		20362
140139	05/05/23	COM6224 COMCAST #6624 ISABEL MILLER	174.89		20363 Direct Deposit
140140	05/05/23	COM7905 COMCAST #7905 ENGINE 11 FIRE	108.35		20363 Direct Deposit
140141	05/05/23	COM7997 COMCAST #7997 FIRE ADMIN.	254.90		20363 Direct Deposit
140142	05/05/23	GIS03 GLOBAL INTERACTIVE SOLUTIONS,	824.89		20364
140143	05/05/23	ABC03 ABC DISCOUNT APPLIANCES	1,416.00		20365
140144	05/08/23	TRE04 TREASURER, CAMDEN COUNTY	0.00		20368
140145	05/10/23	LN-50220 Trevor Vaughan	24,000.00		20373
140146	05/12/23	AA02 A & A GLASS	200.00		20376
140147	05/12/23	ACE03 ACE ELEVATOR, LLC	95.00		20376
140148	05/12/23	AIR01 AIRE-DEB CORP	1,100.00		20376
140149	05/12/23	ALM14 ALM GLOBAL, LLC	570.00		20376
140150	05/12/23	ANT10 ANTIOCH DEV. URBAN RENEWAL, LP	5,420.42		20376
140151	05/12/23	AVR01 AVR RESOURCE GROUP, INC.	19,473.93		20376
140152	05/12/23	BRO81 BROWN & CONNERY LLP	80,313.74		20376
140153	05/12/23	CAM01 CAMDEN BAG & PAPER COMPAY	2,022.50		20376
140154	05/12/23	CAP12 CAPEHART & SCATCHARD	8,740.00		20376
140155	05/12/23	CAR01 CARTUN HARDWARE	13,025.75		20376
140156	05/12/23	CON02 CONTRACTOR SERVICE	629.60		20376
140157	05/12/23	COR36 CORE MECHANICAL, INC.	9,057.25		20376
140158	05/12/23	COU11 COURIER POST, THERESA CASALNOVA	155.61		20376
140159	05/12/23	DEC01 DECOTIIS, FITZPATRICK & COLE	2,711.50		20376
140160	05/12/23	DEL25 DELL, INC.	57,760.08		20376
140161	05/12/23	DIV03 DIV OF MOTOR VEHICLES	60.00		20376
140162	05/12/23	ENV01 ENVIRONMENTAL RESOLUTIONS, INC	6,270.72		20376
140163	05/12/23	FOX07 FOX FENCE ENTERPRISES INC	3,025.00		20376
140164	05/12/23	GAR02 GARDEN STATE HIGHWAY PRODUCTS	5,034.68		20376
140165	05/12/23	GAR13 GARDEN STATE MAT RENTAL	61.94		20376
140166	05/12/23	GLO05 MORRIS S GLOVER	2,381.00		20376
140167	05/12/23	GOO12 TIREHUB, LLC	4,446.92		20376
140168	05/12/23	GRE57 GREGORY GREEN	2,041.20		20376
140169	05/12/23	HAD01 H A DEHART & SON	232.92		20376
140170	05/12/23	HAR04 THE ORIGINAL W. HARGROVE	61,197.50		20376
140171	05/12/23	HOF03 HOFFMAN EQUIPMENT	4,069.55		20376

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
TDGENERAL21		General Account		Continued
140172	05/12/23	HOM11 HOME DEPOT	10,932.14	20376
140173	05/12/23	IEH01 IEH AUTO PARTS, LLC	2,757.71	20376
140174	05/12/23	JEN23 Aionya Jenkins	1,000.00	20376
140175	05/12/23	KAM02 FODAY M KAMARA	2,041.20	20376
140176	05/12/23	LAU01 LAUREL LAWN MOWER SERVICE	3,177.55	20376
140177	05/12/23	LEX01 LEXIS NEXIS	744.00	20376
140178	05/12/23	LON13 JOHN LONG	2,041.20	20376
140179	05/12/23	MAJ02 MAJESTIC OIL CO, INC	19,599.28	20376
140180	05/12/23	MAL02 MALL CHEVROLET INC	1,801.13	20376
140181	05/12/23	MSS01 MAC'S SECURITY SYSTEMS, INC	369.50	20376
140182	05/12/23	MUN36 MUNICIPAL EMERGENCY SERVICES	34.00	20376
140183	05/12/23	PSE01 PSEG	19,826.68	20376
140184	05/12/23	RCX01 RCX SPORTS LLC	2,905.00	20376
140185	05/12/23	REM02 REMINGTON & VERNICK ENGINEERS	149,115.89	20376
140186	05/12/23	ROB12 ROBINSON WASTE DISPOSAL SVS	420.00	20376
140187	05/12/23	SMART005 Smart Stitch LLC	9,232.00	20376
140188	05/12/23	SPA04 SPARK ELECTRIC SERVICE, INC	985.94	20376
140189	05/12/23	STA122 STATE OF NEW JERSEY, UEZ	44,100.00	20376
140190	05/12/23	SUR09 SURETY TITLE COMPANY, LLC	3,950.00	20376
140191	05/12/23	VAL24 AMIA VALENTINE	52.32	20376
140192	05/12/23	WBM01 W B MASON CO, INC	253.31	20376
140193	05/12/23	COM3757 COMCAST #3757 MLK JR. COMM.	116.85	20377 Direct Deposit
140194	05/12/23	COM7626 COMCAST #7626 KAIGH AVE FIRE	113.35	20377 Direct Deposit
140195	05/12/23	COM7634 COMCAST #7634 BROADWAY COMM	156.85	20377 Direct Deposit
140196	05/12/23	COM8038 COMCAST #8038 PARK & OPEN SPAC	8.50	20377 Direct Deposit
140197	05/12/23	COM9670 COMCAST #9670 MAYOR'S OFFICE	135.05	20377 Direct Deposit
140198	05/12/23	COM9812 COMCAST #9812 27 FEDERAL ST	113.35	20377 Direct Deposit
140199	05/12/23	COM9853 COMCAST #9853 MALANDRA HALL	116.85	20377 Direct Deposit
140200	05/19/23	ACC19 ACCESS TRAINING SERVICES, INC.	1,180.00	20386
140201	05/19/23	AFF05 AFFINITY IT SECURITY SERVICES	3,874.00	20386
140202	05/19/23	AGO01 CYNTHIA AGOSTO	290.00	20386
140203	05/19/23	ALP03 ALPER ENTERPRISES	4,240.00	20386
140204	05/19/23	AME01 AMERICAN ASPHALT	1,615.70	20386
140205	05/19/23	ATT08 A T & T MOBILITY	2,404.86	20386
140206	05/19/23	AUT01 AUTOMATIC DATA PROCESSING	9,565.88	20386
140207	05/19/23	BIF01 BIFF DUNCAN ASSOCIATES, INC.	616.25	20386
140208	05/19/23	BLA30 DANIEL BLACKBURN, CA	50.82	20386
140209	05/19/23	BOW15 BOWMAN INSPECTION LLC	3,000.00	20386
140210	05/19/23	BRO81 BROWN & CONNERY LLP	2,730.50	20386
140211	05/19/23	CAM12 CAMDEN COUNTY CLERK'S OFFICE	6,348.00	20386
140212	05/19/23	CCM01 C C M U A	6,010.97	20386
140213	05/19/23	DOR07 DAVID A DORWORTH	2,041.20	20386
140214	05/19/23	EDM03 Edmunds GovTech	11,000.00	20386
140215	05/19/23	EME15 EMERGENCY EQUIPMENT SALES, LLC	19,728.06	20386
140216	05/19/23	IMS04 IMSA NEW JERSEY SECTION	3,365.00	20386
140217	05/19/23	LAU01 LAUREL LAWN MOWER SERVICE	529.37	20386
140218	05/19/23	MAL02 MALL CHEVROLET INC	56,364.35	20386
140219	05/19/23	MIS01 MILLENNIUM STRATEGIES, LLC	5,500.00	20386
140220	05/19/23	MOU07 MOUNT LAUREL ANIMAL HOSPITAL	200.00	20386
140221	05/19/23	NJA06 NEW JERSEY AMERICAN WATER CO	47,374.99	20386
140222	05/19/23	NJD23 TREASURER STATE OF NEW JERSEY	50.00	20386
140223	05/19/23	PEN31 PENNONI ASSOCIATES, INC	1,155.00	20386

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
TDGENERAL21		General Account			Continued
140224	05/19/23	PSE01 PSEG	4,721.09		20386
140225	05/19/23	ROM16 MAGDA ROMERO	2,041.20		20386
140226	05/19/23	RUT13 RUTGERS, CENTER FOR GOV'T SRVS	400.00		20386
140227	05/19/23	SHI03 SHI INTERNATIONAL CORP	1,096.41		20386
140228	05/19/23	SMART005 Smart Stitch LLC	572.00		20386
140229	05/19/23	SPA04 SPARK ELECTRIC SERVICE, INC	180.00		20386
140230	05/19/23	SUP01 SUPREME ASSET MANAGEMENT SAMR	3,220.00		20386
140231	05/19/23	SUR09 SURETY TITLE COMPANY, LLC	4,345.00		20386
140232	05/19/23	THEIN005 THE INQUIRER	235.60		20386
140233	05/19/23	TRE25 TREASURER-STATE OF NEW JERSEY	50.00		20386
140234	05/19/23	VIT09 VITAL RECORDS HOLDING, LLC	709.21		20386
140235	05/19/23	WBM01 W B MASON CO, INC	1,783.01		20386
140236	05/19/23	COM5853 COMCAST #5853 N CAMDEN COMM	254.89		20392 Direct Deposit
140237	05/19/23	COM8493 COMCAST #8493 BROADWAY LIBERTY	156.85		20392 Direct Deposit

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	201	0	20,991,973.48	0.00
Direct Deposit:	16	0	2,455.91	0.00
Total:	217	0	20,994,429.39	0.00

WIRES	WIRES	Amount Paid	Ref Num
920224	04/27/23 STA20 STATE OF NJ DIV OF PEN & BEN	9,206,963.00	20339
920225	05/02/23 TOW01 TOWNSHIP OF PENNSAUKEN	80,439.60	20350
50523	05/10/23 AET01 AETNA	2,659,968.84	20372
51123	05/11/23 CHP02 CHP Land, LLC	256,154.00	20384

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	4	0	12,203,525.44	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	4	0	12,203,525.44	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	454	7	38,189,804.99	16,241.16
Direct Deposit:	16	0	2,455.91	0.00
Total:	470	7	38,192,260.90	16,241.16

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
Current Fund	2-01	436,049.16	0.00	0.00	436,049.16
Current Fund	3-01	32,534,995.69	25,000.00	0.00	32,559,995.69
Water Operating Fund	3-05	1,283,337.91	0.00	0.00	1,283,337.91
Sewer Operating Fund	3-07	596,105.68	0.00	0.00	596,105.68
Insurance Trusts Fund	3-13	49,630.95	0.00	0.00	49,630.95
Trust - TTL Redemption	3-15	635,163.44	0.00	0.00	635,163.44
Trust - Animal Control	3-32	46.80	0.00	0.00	46.80
Year Total:		35,099,280.47	25,000.00	0.00	35,124,280.47
	B-CV	269,550.00	0.00	0.00	269,550.00
Sewer Capital Fund	C-08	2,045,678.51	0.00	0.00	2,045,678.51
	E-CV	4,328.59	0.00	0.00	4,328.59
Federal-State Grant Fund	G-02	128,153.78	0.00	0.00	128,153.78
	G-21	73,756.20	0.00	0.00	73,756.20
	G-BG	12,929.74	0.00	0.00	12,929.74
	G-HP	9,657.00	0.00	0.00	9,657.00
Year Total:		224,496.72	0.00	0.00	224,496.72
Total of All Funds:		38,079,383.45	25,000.00	0.00	38,104,383.45



Project Description	Project No.	Project Total
Zhi Song Ng	0408I761	472.74
Virtua Our Lady of Lourdes	0408I844	745.63
PSE&G New State Street Substat	0408I892	2,603.14
HEMANG PATEL RAJ & AARAV, INC	0408I895	2,138.26
LUCY OUTREACH, INC	0408I897	528.13
PSE&G Woodlynne Substation	0408I899	6,378.19
PBCIP -10 UNIT PROJECT HOUSING	0408I902	832.50
CRAMER HILL SENIOR URBAN RENEW	0408I904	2,792.60
CRAMER HILL FAMILY BLK856	0408I905	2,467.99
CRAMER HILL FAMILY URBAN RENEW	0408I906	2,991.27
HARRISON AVENUE SOLAR LLC	0408I907	710.00
PSE&G M&R STATION	0408I910	8,919.89
DEV GHANSHYAM, LLC	0408I912	390.00
KIPP COOPER NORCOSS-WHITTIER	0408I913	1,662.51
CP THORN & COPEWOOD, LLC	0408I914	24,677.07
LUCCELLO PROPERTIES, LLC	0408I915	876.20
PLANKTON ENERGY, LLC	0408I920	2,581.35
TOWER NORTH DEVELOPMENT, LLC	0408I921	1,346.88
CATHEDRAL SOUP KITCHEN, INC	0408I922	215.35
AIR PRODUCTS AND CHEMICALS, INC	0408I928	222.50
MSC Fremont Street, LLC McGraw	0408P802	693.75
Branch Village Phase IV	0408P858	141.25
Cooper Lanning Sq Ren School	0408P866	300.00
PBCIP	0408P902	601.25
CRAMER HILL FAMILY BLK831	0408P904	277.50
MAYTAV BUS COMPANY, INC	0408P925	7,323.75
VIRTUA OUR LADY OF LOURDES	0408P926	878.75

Project Description	Project No.	Project Total
PENNSAUKEN QOZ SELF STORAGE LL	0408P927	642.50
AIR PRODUCTS AND CHEMICALS INC	0408P928	277.50
BRANCH VILLAGE HME OWNERSHIP	0408P929	2,600.00
CCIA - 401 NORTH DELAWARE AVE	0408P931	92.50
PSE&G STATE STREET SUBSTATION	0408P932	401.25
ABLETT VILLAGE PHASE I URBAN	0408P935	3,530.00
EMR EASTERN LLC-PERIMETER WALL	0408P938	647.50
VIRTUA OLOL TRASH COMPACTOR	0408P940	1,707.50
URBAN DEVELOPMENT PARTNERS,LLC	0408P943	1,442.50
HADDON PROPERTY GROUP, LLC	0408P945	1,663.75
QOZ SELF STORAGE	15674	1,104.00
Total of All Projects:		<u>87,877.45</u>




DEPARTMENT OF FINANCE  
CITY OF CAMDEN  
NEW JERSEY

VICTOR CARSTARPHEN  
MAYOR

0-2  
GERALD C. SENESKI  
DIRECTOR OF FINANCE  
TEL: 856-757-7582  
EMAIL: FINANCE@CI.CAMDEN.NJ.US  
WEBSITE: WWW.CI.CAMDEN.NJ.US

**MEMORANDUM**

To: Honorable Angel Fuentes, City Council President  
Luis Pastoriza, Municipal Clerk

From: Gerald Seneski , Director of Finance 

Date: May 25, 2023

Subject: Payroll Register Summary Communications for Forthcoming City  
Council Meeting- June 6 2023

Attached, please find the Payroll Register Summary for the City of Camden for the pay periods of 5/12/23 and 5/26/23 . Detailed information is available upon request to the Mayor's Office.

Please include this communication in the Agenda for the forthcoming Council Meeting to be voted on for approval.

Please contact me at extension 7582, if you have any additional questions.

GCS/mr

Attachments

cc: Honorable Victor Carstarphen, Mayor

COMPANY TOTAL		HOURS		EARNINGS		STATUTORY DEDUCTIONS		VOLUNTARY DEDUCTIONS		NET PAY	
COMPANY CODE											
EXE		5,689.24	REG	1,555,173.58	REG	37,439.18	O/T	165,142.67	FIT	1,358,624.02	TOTAL DEDUCTIONS
	.00	O/T		434.18	EARNINGS 3	141,568.31	EARNINGS 4	54,394.35	SS		
	.00	HOURS 3		1,290.42	EARNINGS 5	1,735,037.31	GROSS	24,038.38	MED		
	1,972.50	HOURS 4						66,764.49	STATE		
								3,700.04	SUI		
								1,039.32	FLI		
											645 Pays
											61,334.04

HOURS ANALYSIS:

1,878.50	15	ST/OT	94.00	16	1&1/2
1,264.36	A	ACT. ST	272.50	C	CLOTH
46.92	K	SICK	1,721.73	L	LLONGV
525.00	T	AUTO	18,677.79	V	VAC.
764.89	OMP	COMP	1,000.00	OCC	ONCALL
1,290.42	2TL				

MEMO ANALYSIS:

137.50	D	DCRPER	3,256.35	I	G.T.L.	P
66,701.17	56	NJ	63.32	59	PA	
3,700.04	56	NJ	1,039.32	56	NJ	FLI

VOLUNTARY DED. ANALYSIS:

3,344.21	D	ANUTY.	2,098.18	E	BKPEN	
42.96	O		78,981.01	P	PENS.	
195,690.52	U		62,498.73	V		
24,911.46	3	LOAN	3,242.54	CO	COLTAX	
2,440.78	25	AFLAC	155.04	29	AF10MO	
65,224.73	33		713.00	34	PARK	
5,565.21	43	LOC.78	1,492.74	44	BUFF	
2,745.00	56	HOUSE	60.00	57	P.A.C.	
1,612.57	69	GARSH	525.84	73	GARN	
2,882.92	76	CHILD	815.06	77	CHILD	
1,953.78	ADD	ADD	32,999.98	BN1		
4,371.34	BN5		535.00	BN6		
10,512.51	CPL	COUPLE	29,118.47	FAM	FAMILY	
519.86	VPL	VOLLIF	502.50	45C	CWASTG	

3,238.02	I	C.INS.	214.83	K	BKPN
49,729.46	Q	PENS.	3,140.76	S	DCRP
20,308.00	W		24,009.31	1	LOAN
271.92	13	VALIC	684.60	19	AFLAC
547,183.85	31		88,552.89	32	
70.00	35	WGFE	3,064.89	42	L.2578
4,185.19	45	CNC.10	425.00	53	LPFFA.
6,136.32	66		848.50	68	BANK
10.00	74	GARN	9,105.08	75	CHILD
514.94	78	CHILD	1,287.34	79	WAGES
3,316.80	BN2		2,684.12	BN3	
19,763.00	BN9		78.84	COL	COLLIF
16,635.12	PCH	PARENT	16,341.53	SIN	SINGLE
1,267.77	45S	CWAFUL			

COMPANY TOTAL COMPANY CODE	HOURS	EARNINGS	STATUTORY DEDUCTIONS	VOLUNTARY DEDUCTIONS	NET PAY
EXE	5,875.31 REG .00 O/T .00 HOURS 3 1,082.50 HOURS 4	1,552,044.39 REG 4,050.12 EARNINGS 3 1,290.42 EARNINGS 5 32,223.12 O/T 58,139.19 EARNINGS 4 1,647,747.24 GROSS	146,436.72 FIT 51,024.65 SS 22,767.79 MED 61,166.92 STATE 4,020.75 SUI 987.24 FLI	1,328,520.84 TOTAL DEDUCTIONS	638 Pays 32,822.33

HOURS ANALYSIS: 1,082.50 15 ST/OT

EARNINGS ANALYSIS: 985.31 A ACT.ST 3,050.12 B RETRO 1,000.00 OCC ONCALL 1,290.42 2TL  
54,123.33 15 ST/OT 1,449,243.04 P

MEMO ANALYSIS: 137.50 D DCRPER 27.63 59 PA

STATUTORY DED. ANALYSIS: 61,139.29 56 NJ 2,098.18 E BKPEN 80,071.75 P PENS. 61,440.14 V 430.91 5 ARRS. 271.92 13 VALIC 538,419.35 31 73.00 35 WGFEE 2,745.00 56 HOUSE 1,572.25 69 GARSH 3,145.23 76 CHILD 1,953.78 ADD ADD 2,704.80 BNS 10,352.51 CPL COUPLE 519.86 VPL VOLLIF

VOLUNTARY DED. ANALYSIS: 4,354.89 D ANUTY. 42.96 O 188,286.75 U 26,172.69 3 LOAN 2,450.58 CO COLTAX 155.04 29 AF10MO 682.00 34 PARK 4,185.19 45 CNC.10 848.50 68 BANK 9,217.90 75 CHILD 1,287.34 79 WAGES 2,725.38 BNS 78.84 COL COLLIF 16,354.24 SIN SINGLE

3,289.07- D DOCK T	3,215.26 I C.INS.	317.22 K BKPEN
1,290.42 2TL	49,388.14 Q PENS.	3,133.01 S DCRP
1,449,243.04 P	20,308.00 W	22,390.26 1 LOAN
	49.55 6 INS AR	1,813.66 8 PENARR
	684.60 19 AFLAC	2,440.78 25 AFLAC
	85,796.50 32	62,569.30 33
	3,007.04 42 L.2578	5,565.21 43 LOC.78
	60.00 57 P.A.C.	15.43 62 GARN\$
	686.45 73 GARN	10.00 74 GARN
	815.07 77 CHILD	514.94 78 CHILD
	31,846.25 BN1	3,024.44 BN2
	535.00 BN6	19,688.00 BN9
	29,336.94 FAM FAMILY	16,898.54 PCH PARENT
	502.50 45C CWASTG	1,267.77 45S CWFUL

# *Old Business*



**RESOLUTION OF SUPPORT FOR AN APPLICATION FOR A RECREATIONAL CANNABIS RETAIL LICENSE SUBMITTED BY CUZZIE'S, LLC AND REQUESTING THAT THE CANNABIS REGULATORY COMMISSION ISSUE A RECREATIONAL CANNABIS RETAIL LICENSE TO CUZZIE'S, LLC FOR A PROPOSED LOCATION AT THE VICTOR, ONE MARKET STREET, CAMDEN, NEW JERSEY**

**WHEREAS**, on February 22, 2021, Governor Murphy signed into law P.L. 2021, c. 16, known as the "New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act" (the "Act"), which legalizes the recreational use of marijuana by adults 21 years of age or older, and establishes a comprehensive regulatory and licensing scheme for commercial recreational (adult use) cannabis operations, use and possession; and

**WHEREAS**, the Act establishes six marketplace classes of licensed businesses, including:

- Class 1 Cannabis Cultivator license, for facilities involved in growing and cultivating cannabis;
- Class 2 Cannabis Manufacturer license, for facilities involved in the manufacturing, preparation, and packaging of cannabis items;
- Class 3 Cannabis Wholesaler license, for facilities involved in obtaining and selling cannabis items for later resale by other licensees;
- Class 4 Cannabis Distributer license, for businesses involved in transporting cannabis plants in bulk from on licensed cultivator to another licensed cultivator, or cannabis items in bulk from any type of licensed cannabis business to another;
- Class 5 Cannabis Retailer license for locations at which cannabis items and related supplies are sold to consumers; and
- Class 6 Cannabis Delivery license, for businesses providing courier services for consumer purchases that are fulfilled by a licensed cannabis retailer in order to make deliveries of the purchases items to a consumer, and which service would include the ability of a consumer to make a purchase directly through the cannabis delivery service which would be presented by the delivery service for fulfillment by a retailer and then delivered to a consumer; and

**WHEREAS**, the New Jersey Cannabis Regulatory Commission has issued regulations implementing the Act at N.J.A.C. 17:30-1.1 et seq.; and

**WHEREAS**, on February 8, 2022, the City of Camden adopted an ordinance, MC-5371, establishing and controlling recreational cannabis licenses in the City of Camden which was amended by MC-5414, adopted on October 11, 2022, further amended by MC- 5426, adopted on November 10, 2022, and then further amended by MC-5427, adopted on December 13, 2022; and

**WHEREAS**, the New Jersey Cannabis Regulatory Commission's regulations and guidance require evidence of support for a license-applicant from a municipality; to submit a recreational cannabis application which shall include the following:

1. The license applicant's legal name under which it is registered to do business in the State of New Jersey;
2. That the municipality has authorized the type of cannabis business license being sought by the license-applicant to operate within its jurisdiction; and
3. A confirmation that if the municipality has imposed a limit on the number of licensed cannabis businesses, the issuance of a license to the license-applicant by the New Jersey Cannabis Regulatory Commission would not exceed that license limit; and

**WHEREAS**, the City Council of the City of Camden adopted a cannabis ordinance with subsequent amendments, which establish the number of permitted licenses as follows:

1. A maximum of three (3) standard or micro-business licenses operating under Class 1 shall be permitted to operate within the City only in commercial zone area specified as Commercial 3 and Light Industrial 2.
2. A maximum total of three (3) standard or micro-business cannabis licenses operating under Class 2 shall be permitted to operate within the City only in commercial zone specified as Light Industrial Zone – LI-1.
3. A maximum total of three (3) standard or micro-business cannabis licenses operating under Class 3 shall be permitted within the City only in commercial zone areas specified as Light Industrial Zones, LI-1 and LI-2.
4. A maximum total of three (3) standard or micro-business cannabis licenses operating under Class 4 shall be permitted within the City only in commercial zone areas specified as Light Industrial Zone – LI-1.
5. A maximum of 20 standard or microbusiness retail cannabis business licenses operating under Class 5 shall be permitted within the City in the commercial zones with no more than six (6) per zone as specified in the following zones:
  - a. C-2 Zone – Gateway/Waterfront South
  - b. C-3 Zone – Old Pathmark Area
  - c. C-4 Zone – Admiral Wilson Boulevard
  - d. US Zone – University Services
  - e. CC Zone – Center City
  - f. C-1 Zone - Haddon Avenue from Kaighn Avenue to Atlantic Avenue
  - g. C-2 Zone - Vine Street from North Front Street to North 3<sup>rd</sup> Street
  - h. TOD District - White Horse Pike from Haddon Avenue to Ferry Avenue
  - i. Any other properties outside the specific zones described in subsections (a) through (h) above, provided that the applicant/petitioner obtains a use variance, inclusive of any conditions, from the Zoning Board of Adjustment.
  - j. Class 6: Delivery – In accordance with the Act, delivery of cannabis products within the City is authorized where permitted by State law.

**WHEREAS**, the license-applicant, Cuzzie's, LLC has submitted an application for a recreational cannabis retail license with a proposed location of The Victor, One Market Street, Camden, New Jersey, which falls within the above identified retail zones; and

**WHEREAS**, the Camden Cannabis Committee, after review of the application for a recreational cannabis retail license submitted by Cuzzie's, LLC, recommends approval of the application for a recreational cannabis retail license; and

**WHEREAS**, the Camden Cannabis Committee has now determined to recommend to the City Council of the City of Camden that the application of Cuzzie's, LLC for a recreational cannabis retail license be approved and that the Cannabis Regulatory Commission be advised of this recommendation through this resolution of support from the City Council of the City of Camden; and

**WHEREAS**, New Jersey law requires that the Cannabis Regulatory Commission is the sole entity with the authority to issue a cannabis license but which requires municipal support for such cannabis license; now therefore,

**BE IT RESOLVED**, by the City Council of the City of Camden that the City Council of the City of Camden, by this resolution hereby supports the application of Cuzzie's, LLC for a recreational cannabis retail license for the proposed location, The Victor, One Market Street, Camden, New Jersey, which was submitted to the Camden Cannabis Committee and which has been so reviewed and approved by the Camden Cannabis Committee.

**BE IT FURTHER RESOLVED**, by the City Council of the City of Camden, that this resolution of support for the application for a recreational cannabis retail license by Cuzzie's, LLC, is based on the review of the application of Cuzzie's, LLC, followed by an interview with the Owners of Cuzzie's, LLC by the Camden Cannabis Committee which determined the following:

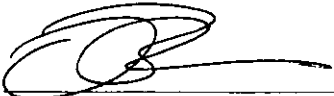
1. The applicant's legal name under which it is registered to do business in the State of New Jersey is Cuzzie's, LLC.
2. The City of Camden has authorized the type of cannabis business license being sought by Cuzzie's, LLC to operate within the City of Camden.
3. While the City of Camden has imposed a limit on the number of licensed recreational cannabis retail businesses, as stated above, the issuance of a license to the license-applicant, Cuzzie's, LLC, by the New Jersey Cannabis Regulatory Commission would not exceed that license limit.
4. The Owners of Cuzzie's, LLC are Lemar Boone and Joshua Evans.
5. The proposed location would be leased space at The Victor, One Market Street, Camden, New Jersey, which is located in an approved zone identified in the City of Camden's cannabis ordinance, MC-5371, adopted on February 8, 2022, which was amended by MC-5414, adopted on October 11, 2022, further amended by MC- 5426, adopted on November 10, 2022, and then further amended by MC- 5427, adopted on December 13, 2022.
6. Cuzzie's, LLC is a certified MBE and SBE.
7. This company has the financial wherewithal to support this cannabis business.
8. The Principals of Cuzzie's, LLC, will be complying with the New Jersey Cannabis Regulations, N.J.A.C. 17: 30-1.1 et seq., including being willing to submit to criminal history background checks as required by New Jersey Cannabis Regulation, N.J.A.C. 17: 30-7.12.
9. The application submitted by Cuzzie's, LLC to the Camden Cannabis Committee, for a recreational cannabis retail license appears to meet all of the requirements of the City of Camden's cannabis ordinance, MC-5371, adopted on February 8, 2022, which was amended by MC-5414, adopted on October 11, 2022, further amended by MC- 5426, adopted on November 10, 2022, and then further amended by MC-5427, adopted on December 13, 2022.
10. The owners of Cuzzie's, LLC have further agreed to attend and complete an entrepreneurial training program on or before twelve (12) months from the date of the approval of a retail recreational cannabis license by the Cannabis Regulatory Commission.
11. The owners of Cuzzie's, LLC have also agreed to join the Urban Enterprise Program which will help to ensure the long term success of Cuzzie's, LLC and its Principals.

**BE IT FURTHER RESOLVED**, by the City Council of the City of Camden, that, based on the review conducted by the Camden Cannabis Committee of the application for a recreational cannabis retail license sought by the license-applicant, Cuzzie's, LLC and subject to compliance by Cuzzie's, LLC with the New Jersey Cannabis Regulations and contingent upon Cuzzie's, LLC obtaining all of the City's applicable zoning, mercantile and building permit approvals and further contingent upon the Owners of Cuzzie's, LLC meeting the requirements established by Items #10 and #11 above, of this resolution of support, the City of Camden hereby recommends to the Cannabis Regulatory Commission that a recreational cannabis retail license be issued to Cuzzie's, LLC for a proposed location at the Victor, One Market Street, Camden, New Jersey.

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: May 9, 2023

The above has been reviewed  
and approved as to form



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DANIEL S. BLACKBURN  
City Attorney

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ANGEL FUENTES  
President, City Council

ATTEST: 

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LUIS PASTORIZA  
Municipal Clerk

*Ordinances*  
*1st Reading*

DB:dh  
06-13-23

01

**ORDINANCE AUTHORIZING THE ACQUISITION OF CERTAIN PARCELS OF LAND  
IN THE CITY OF CAMDEN BY EMINENT DOMAIN PURSUANT TO N.J.S.A. 52:27D-  
325 THE FAIR HOUSING ACT FOR THE PURPOSE OF CONSTRUCTING LOW AND  
MODERATE INCOME HOUSING FOR THE ABLETT VILLAGE CNI GRANT PROGRAM**

WHEREAS, there is located within the City of Camden certain parcels of land located at Block 818, Lot 31 on the City of Camden Tax Map, referred to as the "Property"; and

WHEREAS, this Council finds that there is a need for low and moderate income housing; and

WHEREAS, N.J.S.A. 52:27D-325 provides authority for the City of Camden to acquire property through eminent domain which the City of Camden determines to be necessary for low and moderate income housing purposes; and

WHEREAS, the City of Camden desires to acquire the above "Property" through the use of eminent domain; now, therefore

BE IT ORDAINED by the City Council of the City of Camden as follows:

SECTION 1. The acquisition by the City of Camden of the aforementioned property is determined to be in furtherance of the purposes of N.J.S.A. 52:27D-325.

SECTION 2. The Mayor of the City of Camden or his designees are hereby authorized and instructed to negotiate in good faith with the owner(s) of the aforementioned property to seek the voluntary acquisition of this property for its fair market value.

SECTION 3. In the event that such negotiations are not successful, the Mayor of the City of Camden or his designees are hereby authorized and instructed to take such actions as may be necessary to acquire the aforementioned property through the exercise of eminent domain as permitted by law.

SECTION 4. The Mayor of the City of Camden or his designees and the City Clerk are hereby authorized and directed to execute such documents and take such actions as may be necessary in order to carry out the purpose and intent of this Ordinance.

SECTION 5. This ordinance shall take effect twenty (20) days after its final passage and publication as provided by law.

BE IT FURTHER ORDAINED, that pursuant to N.J.S.A. 52:27BBB-23 and N.J.S.A. 40:69A-41, a true copy of this Ordinance shall be forwarded to the Mayor, who shall have ten (10) days from the receipt thereof to approve or veto this Ordinance. Additionally, pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Ordinance shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Ordinance, and the action by the Commissioner regarding this Ordinance shall supersede any action by the Mayor on the same Ordinance. All notices of approval and/or veto shall be filed in the Office of the Municipal Clerk.

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Date of Introduction: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

\_\_\_\_\_  
VICTOR CARSTARPHEN  
Mayor

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

DB:dh  
06-13-23

0-2

**AN ORDINANCE AUTHORIZING THE TRANSFER OF CERTAIN PARCELS OF LAND TO THE CAMDEN REDEVELOPMENT AGENCY FOR THE PURPOSE OF CONSTRUCTING LOW AND MODERATE INCOME HOUSING FOR THE ABLETT VILLAGE CNI GRANT PROGRAM PURSUANT TO N.J.S.A. 40A:12-20**

WHEREAS, the City of Camden is in the process of acquiring certain real property located in the Cramer Hill neighborhood via eminent domain pursuant to the Fair Housing Act NJSA 52:27D-325 for the purpose of providing low and moderate income housing to complete the last housing phase of off-site units and meet the CNI grant terms by constructing a total of 425 units; and

WHEREAS, the City desires to transfer said properties identified on the Tax Maps of the City of Camden as Block 818, Lots 30, 31, 51, 49, 57, 16 and 17, Block 822, Lot 35 (collectively the "Property") to the Camden Redevelopment Agency ("CRA") for redevelopment pursuant to the HUD proposals pursuant to N.J.S.A. 40A:12-20; and

WHEREAS, Block 818, Lots 30, 31, 51, 49, 57, 16 and 17, Block 822, Lot 35 on the City of Camden Tax Map will be transferred upon acquisition through eminent domain; and

WHEREAS, the Property has been designated as an area in need of redevelopment and rehabilitation by the City and the City has adopted the Cramer Hill Redevelopment Plan to implement the redevelopment of the Ablett Village CNI Grant Program; and

WHEREAS, the CRA has been designated the Redevelopment Entity responsible for the implementation of the Cramer Hill Redevelopment Plan; and

WHEREAS, the City of Camden will transfer the Property to the CRA and the CRA will then convey the Property to the HACC and/or its co-developer pursuant to a Redevelopment Agreement for the development of the Phase 5 new construction affordable low and moderate income housing project on the Property; and

WHEREAS, CRA submitted a 2020 HUD Choice Neighborhood Implementation ("CNI") Grant Application and will need to show site control in the application for those parcels of land both on-site and off-site; and

WHEREAS, 9% tax credit applications were submitted to New Jersey Housing Mortgage Finance Agency ("NJHMFA") in September 2020 and site control has to be established in the tax credit applications; now therefore

BE IT ORDAINED, by the Council of the City of Camden as follows:

SECTION 1. In order to establish site control for the NJHMFA 9% tax credit applications submitted on September 2020 and the HACC HUD CNI application submitted in 2020 that the proper officers of the City of Camden are hereby authorized to convey the Property to the Camden Redevelopment Agency for the total consideration of one dollar (\$1.00).

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistency only.

SECTION 3. This ordinance shall take effect twenty (20) days after its final passage and publication as provided by law.


BE IT FURTHER ORDAINED, that pursuant to N.J.S.A. 52:27BBB-23 and N.J.S.A. 40:69A-41, a true copy of this Ordinance shall be forwarded to the Mayor, who shall have ten (10) days from the receipt thereof to approve or veto this Ordinance. Additionally, pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Ordinance shall be forwarded to



the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Ordinance, and the action by the Commissioner regarding this Ordinance shall supersede any action by the Mayor on the same Ordinance. All notices of approval and/or veto shall be filed in the Office of the Municipal Clerk.

\_\_\_\_\_  
Date of Introduction: June 13, 2023

The above has been reviewed  
and approved as to form.

  
\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

\_\_\_\_\_  
VICTOR CARSTARPHEN  
Mayor

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Daniel S. Blackburn, City Attorney

**TITLE OF ORDINANCE/RESOLUTION:**

Ordinance Authorizing the Transfer of Certain Parcels of Land Acquired by Eminent Domain Pursuant to N.J.S.A. 40:61-1 the Fair Housing Act to the Camden Redevelopment Agency for the Purpose of Constructing Low and Moderate Income Housing for the Ablett Village CNI Grant Program

Law Department

Point of Contact:

Name	Department-Division-Bureau	Phone	Email
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## ENDORSEMENTS

Responsible	Recommend Approval (Y/N)	Signature	Date	Comments
Department Director				
Supporting Department Director (if necessary)				
Director of Grants Management				
Qualified Purchasing Agent				
Director of Finance				

Approved by:  
Business Administrator

Signature	Date
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Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>

*“Walk-on” note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.*

Received by:  
City Attorney

JUN 05 2023

Signature	Date
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<sup>1</sup> For Example: Form “A” - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form “D” - Contract Request, Form “E” - Creation/Extension of Services, Form “G” - Grant Approval, Form “H” - Bond Ordinance or Contract Request, Form “I”, “Best Price Insurance Contracting” Model Ordinance

## EXECUTIVE SUMMARY

### TITLE OF ORDINANCE/RESOLUTION

Ordinance Authorizing the Transfer of Certain Parcels of Land Acquired by Eminent Domain Pursuant to N.J.S.A. 40:61-1 the Fair Housing Act to the Camden Redevelopment Agency for the Purpose of Constructing Low and Moderate Income Housing for the Ablett Village CNI Grant Program

### FACTS/BACKGROUND: (Executive level details. Short concise bullets)

- The City of Camden and Housing Authority of the City of Camden (HACC) are co-applicants for the Ablett Village/Cramer Hill US HUD Choice Neighborhoods Implementation (CNI) Grant, which was awarded in 2020 to the City and HACC for \$35 million and in 2023, \$5 million in supplemental funding.
- The goal in implementing the housing strategy of the CNI Grant is to demolish the 306-unit Ablett Village site and redevelop the site by replacing 202-units on-site and constructing 223-units off-site integrating public housing residents within the larger Cramer Hill community.
- The HACC and its designated developer, Michaels Development Company, have identified certain property necessary and suitable to complete the last housing phase off-site units and meet the CNI Grant terms by constructing a total 425-units.
- **The HACC desires to construct replacement units on certain property designated as Block 818, Lots 30, 51, 49, 57, 16 and 17, Block 822, Lot 35 on the City of Camden Tax Map (the "Property").**
- The New Jersey Fair Housing Act, N.J.S.A. 52:27D-325 authorizes a municipality to acquire real property via eminent domain which the governing body determines necessary or useful for the construction or rehabilitation of low and moderate income housing or conversion to low and moderate income housing.
- The HACC requests the City authorize by Ordinance the acquisition of the Property via eminent domain pursuant to the Fair Housing Act, N.J.S.A. 52:27D-325.
- CRA desires to enter into a shared services agreement with the City to act as the City's agent for purposes of acquiring the Property by managing the condemnation process under the City's statutory authority in accordance with the Fair Housing Act, N.J.S.A. 52:27D-325.
- CRA is the designated Redevelopment Entity for implementation of the Cramer Hill Redevelopment Plan. After the Property is acquired and in title to the City, the City will transfer the Property to the CRA and CRA will then convey the Property to the HACC and/or its designated developer pursuant to a Redevelopment Agreement for the new construction of Phase 5.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** Cost to City zero.

- CRA and HACC will enter into a redevelopment agreement which will provide that HACC and/or its designated developer will be obligated to pay the acquisition costs of the properties, and all other reasonable costs and fees in connection with the condemnation process, and a fee for CRA's project management services.
- After the property is acquired and in title to the City, the property is to be conveyed to the CRA. CRA then will convey the property to the HACC, subject to the redevelopment agreement.

**IMPACT STATEMENT:**

- HACC and Michaels seek site control of the Property in order to secure planning board and other local approvals and apply for tax credits and other financing for the Phase 5 project in a September/October 2023 timeframe. The NJHMFA tax credit regulations provide site control may be evidenced by a redevelopment agreement and in the event property is the subject of eminent domain, the enabling ordinance, a redevelopment agreement, and documents that evidence a filed condemnation action.
- If City Council does not approve this Ordinance by June/July 2023 it will delay the filing of the condemnation complaint and HACC's ability to demonstrate site control, local planning board and other approvals, and proceed with tax credit and other financing applications for this significant project.

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- Marc Riondino, Counsel to the Mayor
- Melody Johnson Williams, Executive Director, HACC
- Chuck Valentine, Director of Modernization, HACC
- Olivette Simpson, CRA

**COORDINATION:**

- Law Department

Prepared by: Olivette Simpson, CRA, Ext. 3540

[olsimpso@ci.camden.nj.us](mailto:olsimpso@ci.camden.nj.us)

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Name

Phone/Email

Rev.

0-1

DB:dh  
05-09-23

**ORDINANCE AUTHORIZING THE ACQUISITION OF CERTAIN PARCELS OF LAND  
IN THE CITY OF CAMDEN BY EMINENT DOMAIN PURSUANT TO N.J.S.A. 40:61-1  
THE FAIR HOUSING ACT FOR THE PURPOSE OF CONSTRUCTING LOW AND  
MODERATE INCOME HOUSING FOR THE ABLETT VILLAGE CNI GRANT PROGRAM**

WHEREAS, there is located within the City of Camden certain parcels of land located at Block 818, Lots 30, 51, 49, 57, 16 and 17, Block 822, Lot 35 on the City of Camden Tax Map, referred to as the "Property"; and

WHEREAS, this Council finds that there is a need for low and moderate income housing; and

WHEREAS, N.J.S.A. 40:61-1 provides authority for the City of Camden to acquire property through eminent domain which the City of Camden determines to be necessary for low and moderate income housing purposes; and

WHEREAS, the City of Camden desires to acquire the above "Property" through the use of eminent domain; now, therefore

BE IT ORDAINED by the City Council of the City of Camden as follows:

SECTION 1. The acquisition by the City of Camden of the aforementioned property is determined to be in furtherance of the purposes of N.J.S.A. 40:61-1.

SECTION 2. The Mayor of the City of Camden or his designees are hereby authorized and instructed to negotiate in good faith with the owner(s) of the aforementioned property to seek the voluntary acquisition of this property for its fair market value.

SECTION 3. In the event that such negotiations are not successful, the Mayor of the City of Camden or his designees are hereby authorized and instructed to take such actions as may be necessary to acquire the aforementioned property through the exercise of eminent domain as permitted by law.


SECTION 4. The Mayor of the City of Camden or his designees and the City Clerk are hereby authorized and directed to execute such documents and take such actions as may be necessary in order to carry out the purpose and intent of this Ordinance.

SECTION 5. This ordinance shall take effect twenty (20) days after its final passage and publication as provided by law.

BE IT FURTHER ORDAINED, that pursuant to N.J.S.A. 52:27BBB-23 and N.J.S.A. 40:69A-41, a true copy of this Ordinance shall be forwarded to the Mayor, who shall have ten (10) days from the receipt thereof to approve or veto this Ordinance. Additionally, pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Ordinance shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Ordinance, and the action by the Commissioner regarding this Ordinance shall supersede any action by the Mayor on the same Ordinance. All notices of approval and/or veto shall be filed in the Office of the Municipal Clerk.

Date of Introduction: May 9, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

\_\_\_\_\_  
VICTOR CARSTARPHEN  
Mayor

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: MAY, 9, 23

TO: City Council  
FROM: Office of the City Attorney

**TITLE OF ORDINANCE/RESOLUTION:** Ordinance Authorizing the Acquisition of Certain Parcels of Land in the City of Camden by Eminent Domain Pursuant to the Fair Housing Act for the Purpose of Constructing Low and Moderate Income Housing for the Ablett Village CNI Grant Program.

Point of Contact:	Olivette Simpson	CRA		
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director Supporting Department Director (if necessary) Director of Grants Management Qualified Purchasing Agent Director of Finance	Yes	Daniel S. Blackburn		Digitally signed by Daniel S. Blackburn Date: 2023.04.21 09:13:16 -04'00'

Approved by:  
Business Administrator

Signature

Date

4/21/23

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

*"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.*

Received by:  
City Attorney

Signature

Date

APR 26 2023

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Ordinance Authorizing the Acquisition of Certain Parcels of Land in the City of Camden by Eminent Domain Pursuant to the Fair Housing Act for the Purpose of Constructing Low and Moderate Income Housing for the Ablett Village CNI Grant Program.

### FACTS/BACKGROUND:

- The City of Camden and Housing Authority of the City of Camden (HACC) are co-applicants for the Ablett Village/Cramer Hill US HUD Choice Neighborhoods Implementation (CNI) Grant, which was awarded in 2020 to the City and HACC for \$35 million and in 2023, \$5 million in supplemental funding.
- The goal in implementing the housing strategy of the CNI Grant is to demolish the 3 06-unit Ablett Village site and redevelop the site by replacing 202-units on-site and constructing 223-units off-site integrating public housing residents within the larger Cramer Hill community.
- The HACC and its designated developer, Michaels Development Company, have identified certain property necessary and suitable to complete the last housing phase off-site units and meet the CNI Grant terms by constructing a total 425-units.
- The HACC desires to construct replacement units on certain property designated as Block 818, Lots 30, 51, 49, ~~51~~, and 16; and Block 822, Lot 35 on the City of Camden Tax Map (the "Property"). <sup>57</sup>
- The New Jersey Fair Housing Act, N.J.S.A. 52:27D-325 authorizes a municipality to acquire real property via eminent domain which the governing body determines necessary or useful for the construction or rehabilitation of low and moderate income housing or conversion to low and moderate income housing.
- The HACC requests the City authorize by Ordinance the acquisition of the Property via eminent domain pursuant to the Fair Housing Act, N.J.S.A. 52:27D-325.
- The CRA desires to enter into a shared services agreement with the City to act as the City's agent for purposes of acquiring the Property by managing the condemnation process under the City's statutory authority in accordance with the Fair Housing Act, N.J.S.A. 52:27D-325.
- CRA and HACC will enter into a redevelopment agreement which will provide that HACC will be obligated to pay the acquisition costs of the properties, and all other reasonable costs and fees in connection with the condemnation process, and a fee for CRA's project management services.
- After the property is acquired and in title to the City, the property is to be conveyed to the CRA. CRA then will convey the property to the HACC, subject to the redevelopment agreement.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** Cost to City is \$0



**IMPACT STATEMENT:**

HACC and Michaels seek site control of the Property in order to secure planning board and other local approvals and apply for tax credit and other financing for the Phase 5 project in a September/October 2023 timeframe. If City Council does not approve this Ordinance by May/June 2023 it will delay the filing of the condemnation complaint and HACC securing site control, local planning board and other approvals, and proceeding with financing applications for this project.

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- Marc Riondino, Counsel to the Mayor
- Chuck Valentine, Director of Modernization, HACC: Y

**COORDINATION:**

- Law Department
- Planning and Development

Prepared by: Olivette Simpson, CRA, 3540

lsimpso@ci.camden.nj.us

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Name

Phone/Email

05-10-23D

**Authorizing a Shared Services Agreement with the City of Camden Providing for the City of Camden Redevelopment Agency to Serve as the City's Agent for Property Acquisition for the Construction of Low- Moderate Income Housing and to Accept Title to the Property from the City as Needed for this Redevelopment Project**

**WHEREAS**, the City of Camden Redevelopment Agency (CRA) is charged with the duty of redevelopment throughout the City of Camden; and

**WHEREAS**, the Housing Authority of the City of Camden (HACC) and its designated developer Michael's Organization have proposed to the City of Camden (the "City") that six (6) properties be acquired for the purpose of constructing low and moderate income housing in the Cramer Hill Neighborhood which properties are designated as Block 818, Lots 30, 49, 51, 57, 16, and 17; and Block 822, Lot 35 on the City of Camden Tax Map (the "Property"); and

**WHEREAS**, the City's has the power to acquire the Property for such purposes by use of the power of eminent domain pursuant to the Fair Housing Act, N.J.S.A. 52:27D-325; and

**WHEREAS**, CRA possesses the appropriate experience to conduct the property acquisition on behalf of the City and desires to enter into a Shared Services Agreement for such purpose; and

**WHEREAS**, CRA supports the acquisition of the Property as necessary and useful for the construction of low-moderate income housing and in furtherance of the Ablett Village/Cramer Hill US HUD Choice Neighborhoods Implementation (CNI) Grant which was obtained for such purposes; and

**WHEREAS**, the cost of acquisition of the Property will be paid by the HACC; and

**WHEREAS**, upon acquisition of the Property by the CRA on behalf of the City, the Property will be conveyed to the CRA and ultimately to the HACC pursuant to a redevelopment agreement to be entered into between the CRA and the HACC and to be authorized by a separate action of the CRA, and

**WHEREAS**, the City is intending to consider the approval of the proposed Shared Services Agreement at its next regularly scheduled meeting and this resolution shall be null and void if the City does not adopt a resolution authorizing the Shared Services Agreement.

**NOW, THEREFORE BE IT RESOLVED** by the governing body of the City of Camden that the Interim Executive Director, a duly authorized representative of the Agency, is hereby authorized and directed to enter into a Shared Services Agreement with the City of Camden, having a term of two years for the purpose of acquiring on behalf of the City property for the construction of low-moderate income housing designated as Block 818, Lots 30, 49, 51, 57, 16, and 17; and Block 822, Lot 35 on the City of Camden Tax Map (the "Property"); and

**BE IT FURTHER RESOLVED** that the Shared Services Agreement shall include a provision expressly authorizing the CRA to use the City's statutory authority of eminent domain in accordance with N.J.S.A. 52:27D-325; and

**05-10-23D (cont'd)**

**BE IT FURTHER RESOLVED** that the CRA is hereby authorized to accept conveyance from the City of properties designated as Block 818, Lots 30, 49, 51, 57, 16, and 17; and Block 822, Lot 35 on the City of Camden Tax Map for re-conveyance to the HACC pursuant to a redevelopment agreement to be entered into between the CRA and the HACC to be authorized by a separate action of the CRA, and

**BE IT FURTHER RESOLVED** that the Interim Executive Director, or her designee, is hereby authorized and directed to take all actions and execute all documents necessary to carry out the purposes of this resolution.

05-10-23D (cont'd)

ON MOTION OF: Gilbert Harden, Sr.

SECONDED BY: Tasha Gainey-Humphrey

COMMISSIONER	AYES	NAYS	ABSTENTIONS
Christopher Collins			X
Derek Davis	X		
Gilbert Harden, Sr.	X		
Tasha Gainey-Humphrey	X		
Ian K. Leonard	X		
Jose Javier Ramos	X		
Maria Sharma			X

*Ian K. Leonard*

\_\_\_\_\_  
Ian K. Leonard  
Chairperson

ATTEST:



\_\_\_\_\_  
Olivette Simpson  
Interim Executive Director

The above has been reviewed and approved as to form.

*Mark P. Asselta*

\_\_\_\_\_  
Mark P. Asselta, Esq.  
Board Counsel

05-10-23D (cont'd)

**EXHIBIT A**

**Property List via Fair Housing Act Acquisitions**

<b>CNI Ablett Village Phase 4 Project</b>		
<b>Block</b>	<b>Lot</b>	<b>Address</b>
818	16	NW Wayne & 16th Street
818	17	Ws N 16 <sup>th</sup> 200 N Wayne Avenue
818	30	SS Pierce 100 W 16th Street
818	49	1590 Pierce Avenue
818	51	NS Wayne 140 W 16th Street
818	57	SS Pierce 80 W 16th Street
822	35	SS Harrison 19th to 20th

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Agency Name	Camden Redevelopment Agency
Professional Service or EUS Type	Shared Services Agreement with the City of Camden
Name of Vendor	City of Camden
Purpose or Need for service:	Resolution Authorizing a Shared Services Agreement with the City of Camden Providing for the City of Camden Redevelopment Agency to Serve as the City's Agent for Property Acquisition for the Construction of Low-Moderate Income Housing and to Accept Title to the Property from the City as Needed for this Redevelopment Project.
Contract Award Amount	TBD
Term of Contract	2 Years
Temporary or Seasonal	Temporary
Grant Funded (attach appropriate documentation allowing for service through grant funds)	No
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc)	N/A
Were other proposals received? If so, please attach the names and amounts for each proposal received?	N/A


Please attach any evaluation memoranda or evaluation forms used to evaluate the vendors. If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.



Olivette Simpson  
Interim Executive Director Signature

Date May 16, 2023

The Interim Executive Director affirms that there is adequate funding available for this personnel action. The cost of the acquisition will be paid for by the Housing Authority of the City of Camden is the Funding Source for this action.

  
\_\_\_\_\_  
Olivette Simpson  
Interim Executive Director Signature

Date May 16, 2023

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

N/A

\_\_\_\_\_  
Olivette Simpson  
Interim Executive Director Signature  
Certifying Officer

Date May 16, 2023

*For LGS use only:*

Approved

Denied

Date

5/17/23


\_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Number Assigned

CRA 2023-20

## MEMORANDUM

**TO:** Tim Cunningham, City Business Administrator  
Dan Blackburn, City Attorney  
Marc Riondino, Counsel to the Mayor  
Yolanda Hawkins, City Properties

**FROM:** Olivette Simpson, Interim Executive Director, CRA 

**DATE:** May 26, 2023

**RE:** Request for Council Action Related to the Ablett Village CNI Grant  
Acquisition of Property for Phase 5 Off-Site HACC Housing Development  
Related Ordinance to Transfer Property to CRA

Ordinance # 0-1 will be on Second Reading at the June 13, 2023 City Council Meeting. This requested Ordinance is related to Ordinance #0-1 which authorizes the acquisition of seven (7) properties via eminent domain pursuant to the Fair Housing Act for the scattered site multi-family rental development (Phase 5) of the Ablett Village CNI project in the Cramer Hill neighborhood. Phase 5 represents new housing construction consisting of 75 scattered site units for family occupancy.

After the Property is acquired, the City of Camden will transfer the properties to the CRA and the CRA will then, convey the Property to the HACC, pursuant to a redevelopment agreement for the development of the Ablett Village Phase 5 off site units.

**Title of Ordinance/Resolution:**

Ordinance Authorizing the Transfer of Certain Parcels of Land Acquired by Eminent Domain Pursuant to N.J.S.A. 40:61-1 the Fair Housing Act to the Camden Redevelopment Agency for the Purpose of Constructing Low and Moderate Income Housing for the Ablett Village CNI Grant Program

**NOTE:**

A corresponding Resolution to designate the HACC as the Redeveloper will be presented to the CRA board for its consideration at the June CRA board meeting.



DB  
06-13-23

**ORDINANCE AMENDING THE CAMDEN CITY CODE TO REPEAL SECTION 870-258, WHICH PREVIOUSLY WAS CHAPTER 577 OF THE CAMDEN CITY CODE, AND AMENDED BY MC-4995, ADOPTED ON AUGUST 9, 2016; TO ADOPT A NEW SECTION 870-258; TO ADOPT FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN ADMINISTRATOR AND PROVIDE 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 the City of Camden, New Jersey 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 Camden was accepted for participation in the National Flood Insurance Program on December 01, 1981 and the City Council of the City of Camden 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 Camden is required, pursuant to N.J.A.C. 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 Camden 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 Camden 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 Council of the City of Camden 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): Repeal Section 870-258 of the Camden City Code, which previously was Chapter 577 of the Camden City Code, amended by MC-4995, which was adopted on August 9, 2016 and replace with Section 870-258 titled "Floodplain Management."

**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 Camden (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 Camden administer and enforce the State building codes, the City Council of the City of Camden 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.

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**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 violation 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 \$2,000 under N.J.S.A 40:49-5, imprisonment for a term not exceeding ninety (90) days or a period of community service not exceeding 90 days.

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 up to \$2,000 under N.J.S.A 40:49-5 may be imposed if the court has not determined otherwise, or if upon re-inspection 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.

**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 \$2,500 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 Camden was accepted for participation in the National Flood Insurance Program on December 01, 1981.

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 Division of Planning and Zoning, Department of Planning and Development, 600 Market Street, Camden, New Jersey 08102.

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, Camden County, New Jersey (All Jurisdictions)" dated August 17, 2016 and the accompanying Flood Insurance Rate Maps (FIRM) identified in Table 102.2(1) whose effective date is August 17, 2016 are hereby adopted by reference.

Table 102.2(1)

Map Panel #	Effective Date	Suffix	Map Panel #	Effective Date	Suffix
34007C0009	August 17, 2016	F	34007C0029	August 17, 2016	F
34007C0017	August 17, 2016	F	34007C0036	August 17, 2016	F
34007C0027	August 17, 2016	F	34007C0037	August 17, 2016	F
34007C0028	August 17, 2016	F	34007C0038	August 17, 2016	F

- 2) **Federal Best Available Information.** The City of Camden 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
<i>None as of the date of this ordinance</i>	

- 3) **Other Best Available Data.** The City of Camden 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 Camden. 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. This information shall be used for floodplain regulation purposes only.
- 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. The following is a list of New Jersey State studied waters in this community under the FHACA, and their respective map identification numbers.

Table 102.2(3) List of State Studied Waters

Name of Studied Water	File Name	Map Number
<i>None as of the date of this ordinance</i>		

### **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 one foot or as described by N.J.A.C. 7:13 of freeboard; 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 one foot of freeboard and any additional freeboard as required by ASCE 24; 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) plus one foot of freeboard and any additional freeboard as required by ASCE 24. Any determination using these methods must be 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 of freeboard. If no depth number is specified, the Local Design Flood Elevation is three (3) 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 1 foot of freeboard in accordance with ASCE 24.

## **SECTION 103 DUTIES AND POWERS OF THE FLOODPLAIN ADMINISTRATOR**

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

5

**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 Camden 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 101.5, 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. This determination requires the evaluation of previous permits issued for improvements and repairs over a period of 10 years prior to the permit application or substantial damage determination as specified in the definition of substantial improvement. This determination shall also include the evaluation of flood related damages over a 10 year period to determine if the costs of repairs at the times of each flood constitutes a repetitive loss as defined by this ordinance.
- (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 I of the FHACA to determine the required flood elevation.
- (2) Obtain, review, and reasonably utilize data available from a Federal, State or other<sup>10</sup> 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 Planning Board shall hear and decide requests for variances. The 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 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.

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**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 for an independent determination concerning the violation. Subsequent to the expiration of the 30-day period, a fine up to \$2,000.00 under N.J.S.A. 40:49-5 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 foundation 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 City Council of the City of Camden 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.

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**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 tax assessor's office, 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.

**REPETITIVE LOSS** - any flood-related damage sustained by a structure on two separate occasions during a 10 year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds 25 percent of the market value of the structure before the damage occurred.

**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 reconstruction, rehabilitation, addition, or other improvement of a structure taking place over a 10 year period, the cumulative cost of which equals or exceeds 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 that is permanent subsequent to 10 years prior. This term includes structures which have incurred “substantial damage”, regardless of the actual repair work performed. This term also includes structures which have incurred “repetitive loss” or “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 official 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.

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**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 foundations as specified by the manufacturer only if the manufacturer's installation instructions specify that the home has been designed for flood-resistant considerations and provides the conditions of applicability for velocities, depths, or wave action as required by 24 CFR Part 3285-302. The Floodplain Administrator is authorized to determine whether the design meets or exceeds the performance necessary based upon the proposed site location conditions as a precondition of issuing a flood damage prevention permit. If the Floodplain Administrator determines that the home's performance standards will not withstand the flood loads in the proposed location, the applicant must propose a design certified by a New Jersey licensed design professional and in accordance with 24 CFR 3285.301 (c) and (d) which conforms with ASCE 24, the accepted standard of engineering practice for flood resistant design and construction.

**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 and Section 501.3.

#### 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 run up 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:

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- (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 run up 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 run up 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 this ordinance is, for any reason, declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole, or any part thereof, other than the part so declared. Furthermore, the other provisions of this ordinance are deemed to be severable and remain in full force and effect.

**SECTION 4. EFFECTIVE DATE.**

This ordinance shall take effect twenty (20) days after its final passage and publication as provided by law.

**BE IT FURTHER ORDAINED** that all ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistency only.

**BE IT FURTHER ORDAINED** that pursuant to N.J.S.A. 52:27BBB-23 and N.J.S.A. 40:69A-41, a true copy of this Ordinance shall be forwarded to the Mayor, who shall have ten (10) days from the receipt thereof to approve or veto this Ordinance. Additionally, pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Ordinance shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Ordinance, and the action by the Commissioner regarding this Ordinance shall supersede any action by the Mayor on the same Ordinance. All notices of approval and/or veto shall be filed in the Office of the Municipal Clerk.

Date of Introduction: June 13, 2023

The above has been reviewed  
and approved as to form.

  
\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President City Council

\_\_\_\_\_  
VICTOR CARSTARPHEN  
Mayor

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Dr. Edward Williams, PP, AICP, CSI, AHP, CZO, CPZBS

**TITLE OF ORDINANCE/RESOLUTION:** An ordinance amending the Camden City Code to repeal Section 870-258, which previously was Chapter 577 of the Camden City Code, and amended by MC-4995, adopted on August 9, 2016; to adopt a new section 870-258; to adopt Flood Hazard Maps; to designate a Floodplain Administrator and provide for severability and an effective date.

Point of Contact:	Dr. Ed Williams	DPD- P& Z	7135	edwillia@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Yes		5-22-23	
Supporting Department Director (if necessary)				
Director of Grants Management				
Qualified Purchasing Agent				
Director of Finance				

Approved by:  
Business Administrator

Signature

Date

Attachments (list and attach all available):

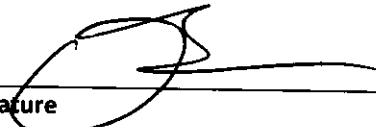
1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

**Received by:  
City Attorney**

**Signature** 

**JUN 05 2023**

**Date**



## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** An ordinance amending the Camden City Code to repeal Section 870-258, which previously was Chapter 577 of the Camden City Code, and amended by MC-4995, adopted on August 9, 2016; to adopt a new section 870-258; to adopt Flood Hazard Maps; to designate a Floodplain Administrator and provide for severability and an effective date.

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- Relevant facts/history. 5Ws. Include geography if applicable.
  - NJDEP is requiring all municipalities within New Jersey to adopt updated Flood Damage Control Ordinances pursuant to a review by the Federal Emergency Management Agency (FEMA) as a result of post Super Storm Sandy recommendation that the DEP model ordinance transition to a FEMA approved version coordinates with the State building codes enforced by local construction officials.
  - DPD staff attended an informational session on February 17, 2023 to understand the importance of the Model ordinance.
  - The DPD has worked with NJDEP and FEMA to review and develop draft ordinances for their review and approval from March 2023 to Present.
  - Drafts of the ordinance were sent to key city department heads – Public Works, Code Enforcement, Law Department and Counsel to City Council for review and comments.
  - NJDEP and FEMA provided their final review of the draft ordinance on May 19, 2023 and clearance to send the final draft to City Council and the Planning Board for their review, respectively.
- Time constraints, if any. (Why does the Council need to act now?)
  - NJDEP and FEMA requires that the City Council approve the Flood Hazard Model Ordinance by July 17, 2023. Attached please find said letter from NJDEP.
- How was the value of the transaction obtained (if applicable?) **Not applicable**

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** Not applicable

**IMPACT STATEMENT:**

- What will happen if the City Council approves this legislation? or,
  - **The City will possess a document that conforms to NJDEP and FEMA Flood Control Standards.**
- What changes and by how much if the City Council approves this proposal?

- The ordinance includes higher standards for development in the flood hazard areas and fines for non-compliance. It also changes the position of the flood plain administrator from the Director of Public Works to the Zoning Officer and potential appeals to the Planning Board for variances.
- Why Should the City Council approve this legislation?
  - The approval of this legislation will provide a streamlined approach to the enforcement of the flood hazard ordinance and provide protection to city residents and developers in their development and or rehabilitation efforts.
- What will happen if the City Council does not approve this legislation?
  - The City may be subject to penalty by NJDEP and or FEMA for failure to adopt the Flood Model Ordinance Standards.

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- Dr. Ed Williams - DPD
  - Attendance: (Y/N/Tentative). Confirmed? **Will be in attendance**
- Name, Organization 2.
  - Attendance: (Y/N/Tentative). Confirmed?
- Additional as required...

**COORDINATION:**

- Who is impacted/has action if the legislation is passed? Key government officials – Code Enforcement, Planning and Development, City residents, Community Development, Economic Development, and Private developers.

**Prepared by:**

**7135**

**Edwillia@ci.camden.nj.s**

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Name

Phone/Email



## State of New Jersey

### DEPARTMENT OF ENVIRONMENTAL PROTECTION

#### WATERSHED AND LAND MANAGEMENT

#### DIVISION OF RESILIENCE ENGINEERING & CONSTRUCTION

#### OFFICE OF DAM SAFETY & FLOOD ENGINEERING

44 S. Clinton Avenue, 3<sup>rd</sup> Fl.

P.O. Box 420, Mail Code 44-03A

Trenton, New Jersey 08625-0420

Tel. (609) 292-2296 • Fax (609) 984-1908

<http://www.nj.gov/dep/damsafety>

**PHILIP D. MURPHY**

*Governor*

**SHEILA Y. OLIVER**

*Lt. Governor*

**SHAWN M. LATOURETTE**

*Commissioner*

January 13, 2023

Certified #: \_\_\_\_\_

Mr. Luis Pastoriza, Clerk  
City of Camden  
520 Market Street  
Camden, NJ 008101

Re: City of Camden, Camden County  
Flood Damage Prevention Ordinance  
Community ID # 340128

Dear Mr. Pastoriza:

Recently, the Federal Emergency Management Agency (FEMA) reviewed the New Jersey model flood damage prevention ordinance and recommended that the New Jersey Department of Environmental Protection (DEP) revise it to ensure that all 553 New Jersey participating community ordinances are compliant with the National Flood Insurance Program (NFIP). As an outcome of this audit, FEMA directed that new model ordinances be developed which incorporate the higher State standards found in the Flood Hazard Area Control Act and the Uniform Construction Code. This recommendation is in addition to a post-Superstorm Sandy recommendation that the DEP's model ordinance transition to a FEMA-approved version that coordinates with State building codes enforced by local Construction Officials. Over the past year, DEP has revised the flood damage prevention ordinance and has offered training to local officials on the new ordinance. Your county has now been selected for a mandatory county-wide adoption. Adoption of a new Model Code Coordinated Ordinance must be completed within 180 days of the date of this letter, **July 17, 2023**.

The new Model Code Coordinated Ordinance is available at <https://www.nj.gov/dep/floodcontrol/modelord.htm>. A benefit of coordinating these regulations allowed the streamlining of more than 6 models into two "Coastal" and "Riverine" options. Your community should adopt the "Coastal" model. Text in the model ordinance is color coded to identify sections where community-specific information must be included and/or optional higher standards may be incorporated to customize your ordinance to meet your community's needs. Yellow-highlighted text is community-specific information. Blue-highlighted text notes optional higher standards that may be considered by the municipality to incorporate resiliency and

adaptation objectives into local decision-making. If the City of Camden is interested in adopting higher standards that are not included in the model ordinance, please reach out to my staff to discuss how these can be incorporated while meeting all NFIP, State, and local floodplain regulations.

The ordinance must reference the Flood Insurance Study (FIS) dated August 17, 2016, index map, and Flood Insurance Rate Maps (FIRMs) with the following panel numbers and dates below. Additionally, your current preliminary maps (if any) will need to be referenced.

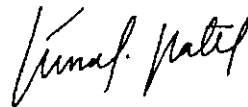
<b>Effective FRIMs</b>	<b>Effective Date</b>	<b>Preliminary FIRMs</b>	<b>Effective Date</b>
34007C0009F	August 17, 2016	NA	NA
34007C0017F	August 17, 2016		
34007C0027F	August 17, 2016		
34007C0028F	August 17, 2016		
34007C0029F	August 17, 2016		
34007C0036F	August 17, 2016		
34007C0037F	August 17, 2016		
34007C0038F	August 17, 2016		

Within ten (10) days of receiving this letter, please forward the name and contact information for a designated contact person who will be handling ordinance adoption. My staff will be reaching out to this person with registration details for an information session scheduled for **February 14, 2023** at 1:00PM.

To ensure that your community's ordinance is enacted in a timely fashion, please forward a draft copy of the ordinance to my office for review by **April 17, 2023** prior to introduction to your governing body. If the City of Camden is interested in incorporating higher standards or including language from previous ordinance models, please meet with my staff prior to the April 17, 2023 deadline.

Once the ordinance has been adopted, please forward one (1) **certified, signed and sealed** copies of the ordinance to this office so I can report to FEMA that your municipality has adopted an ordinance that is fully compliant with current NFIP floodplain management regulations. To provide the name of your contact person, please coordinate with **George Ibrahim** at **George.Ibrahim@dep.nj.gov**. Mr. Ibrahim will also be able to provide the registration link for the information session. Please do not hesitate to contact him with any questions you may have regarding the new model code coordinated ordinance document or the ordinance adoption process.

Sincerely,



Kunal Patel, Ph.D., P.E., CFM  
State NFIP Coordinator  
Office of Dam Safety and Flood  
Engineering



- C: File  
Keith L. Walker – Floodplain Administrator (email)  
William McDonnell, Deputy Director, Region II Mitigation Division (email)  
Marianne Luhrs, Acting Branch Manager, Region II Floodplain Management &  
Insurance Branch  
Dennis Reinknecht, Director - Division of Resilience Engineering and Construction



**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF CAMDEN AMENDING THE CAMDEN CITY CODE TO REPEAL SECTION 870-258, WHICH PREVIOUSLY WAS CHAPTER 577 OF THE CAMDEN CITY CODE, AND AMENDED BY MC-4995, ADOPTED ON AUGUST 9, 2016; TO ADOPT A NEW SECTION 870-258; TO ADOPT FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN ADMINISTRATOR AND PROVIDE 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 the City of Camden, New Jersey 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 Camden was accepted for participation in the National Flood Insurance Program on December 01, 1981 and the City Council of the City of Camden 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 Camden is required, pursuant to N.J.A.C. 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 Camden 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 Camden 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 Council of the City of Camden 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): Repeal Section 870-258 of the Camden City Code, which previously was Chapter 577 of the Camden City Code, amended by MC-4995, which was adopted on August 9, 2016 and replace with Section 870-258 titled "Floodplain Management."

## **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 Camden (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 Camden administer and enforce the State building codes, the City Council of the City of Camden 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 violation 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 \$2,000 under N.J.S.A 40:49-5, imprisonment for a term not exceeding ninety (90) days or a period of community service not exceeding 90 days.

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 up to \$2,000 under N.J.S.A 40:49-5 may be imposed if the court has not determined otherwise, or if upon re-inspection 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.

**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 \$2,500 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 Camden was accepted for participation in the National Flood Insurance Program on December 01, 1981.

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 Division of Planning and Zoning, Department of Planning and Development, 600 Market Street, Camden, New Jersey 08102.

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, Camden County, New Jersey (All Jurisdictions)” dated August 17, 2016 and the accompanying Flood Insurance Rate Maps (FIRM) identified in Table 102.2(1) whose effective date is August 17, 2016 are hereby adopted by reference.

Table 102.2(1)

Map Panel #	Effective Date	Suffix	Map Panel #	Effective Date	Suffix
34007C0009	August 17, 2016	F	34007C0029	August 17, 2016	F
34007C0017	August 17, 2016	F	34007C0036	August 17, 2016	F
34007C0027	August 17, 2016	F	34007C0037	August 17, 2016	F
34007C0028	August 17, 2016	F	34007C0038	August 17, 2016	F

- 2) **Federal Best Available Information.** The City of Camden 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
<i>None as of the date of this ordinance</i>	

- 3) **Other Best Available Data.** The City of Camden 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 Camden. 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. This information shall be used for floodplain regulation purposes only.

- 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. The following is a list of New Jersey State studied waters in this community under the FHACA, and their respective map identification numbers.

Table 102.2(3) List of State Studied Waters

Name of Studied Water	File Name	Map Number
<i>None as of the date of this ordinance</i>		

### **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 one foot or as described by N.J.A.C. 7:13 of freeboard; 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 one foot of freeboard and any additional freeboard as required by ASCE 24; 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) plus one foot of freeboard and any additional freeboard as required by ASCE 24. Any determination using these methods must be 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 of freeboard. If no depth number is specified, the Local Design Flood Elevation is three (3) 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 1 foot of freeboard in accordance with ASCE 24.

## **SECTION 103 DUTIES AND POWERS OF THE FLOODPLAIN ADMINISTRATOR**

**103.1 Floodplain Administrator Designation.** The Zoning Officer 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 Camden 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 101.5, 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. This determination requires the evaluation of previous permits issued for improvements and repairs over a period of 10 years prior to the permit application or substantial damage



determination as specified in the definition of substantial improvement. This determination shall also include the evaluation of flood related damages over a 10 year period to determine if the costs of repairs at the times of each flood constitutes a repetitive loss as defined by this ordinance.

- (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 Planning Board shall hear and decide requests for variances. The 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 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 for an independent determination concerning the violation. Subsequent to the expiration of the 30-day period, a fine up to \$2,000.00 under N.J.S.A. 40:49-5 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 City Council of the City of Camden 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 tax assessor's office, 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.

**REPETITIVE LOSS** – any flood-related damage sustained by a structure on two separate occasions during a 10 year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds 25 percent of the market value of the structure before the damage occurred.

**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 reconstruction, rehabilitation, addition, or other improvement of a structure taking place over a 10 year period, the cumulative cost of which equals or exceeds 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 that is permanent subsequent to 10 years prior. This term includes structures which have incurred “substantial damage”, regardless of the actual repair work performed. This term also includes structures which have incurred “repetitive loss” or “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 official 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 foundations as specified by the manufacturer only if the manufacturer's installation instructions specify that the home has been designed for flood-resistant considerations and provides the conditions of applicability for velocities, depths, or wave action as required by 24 CFR Part 3285-302. The Floodplain Administrator is authorized to determine whether the design meets or exceeds the performance necessary based upon the proposed site location conditions as a precondition of issuing a flood damage prevention permit. If the Floodplain Administrator determines that the home's performance standards will not withstand the flood loads in the proposed location, the applicant must propose a design certified by a New Jersey licensed design professional and in accordance with 24 CFR 3285.301 (c) and (d) which conforms with ASCE 24, the accepted standard of engineering practice for flood resistant design and construction.

**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 and Section 501.3.

## 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 run up 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 run up 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 run up 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 this ordinance is, for any reason, declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole, or any part thereof, other than the part so declared. Furthermore, the other provisions of this ordinance are deemed to be severable and remain in full force and effect.

### **SECTION 4. EFFECTIVE DATE.**

This ordinance shall take effect twenty (20) days after its final passage and publication as provided by law.

**BE IT FURTHER ORDAINED** that all ordinances or parts of ordinances inconsistent with the

provisions of this ordinance are hereby repealed as to such inconsistency only.

**BE IT FURTHER ORDAINED** that pursuant to N.J.S.A. 52:27BBB-23 and N.J.S.A. 40:69A-41, a true copy of this Ordinance shall be forwarded to the Mayor, who shall have ten (10) days from the receipt thereof to approve or veto this Ordinance. Additionally, pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Ordinance shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Ordinance, and the action by the Commissioner regarding this Ordinance shall supersede any action by the Mayor on the same Ordinance. All notices of approval and/or veto shall be filed in the Office of the Municipal Clerk.

The above has been reviewed  
and approved as to form.

\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President City Council

\_\_\_\_\_  
VICTOR CARSTARPHEN  
Mayor

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

DB:dh  
06-13-23

**AN ORDINANCE DESIGNATING RESTRICTED RESIDENTIAL PARKING ZONES FOR INDIVIDUALS WITH DISABILITIES TO CERTAIN AREAS IN THE CITY OF CAMDEN AS HANDICAP PARKING PRIVILEGES ONLY**

WHEREAS, Efrain Caban, Jr., upon providing the appropriate proof that he is the holder of the required specifications, seeks to have handicapped parking as a Type #1 permit in front of or near his home at 2849 Idaho Road; and

WHEREAS, Anelis Rivera upon providing the appropriate proof that she is the holder of the required specifications, seeks to have handicapped parking as a Type #1 permit in front of or near her home at 1159 Atlantic Avenue; and

WHEREAS, Nancy Fred-Morales, upon providing the appropriate proof that she is the holder of the required specifications, seeks to have personalized signage handicapped parking as a Type #2 permit in front of or near her home at 904 N. 23<sup>rd</sup> Street; now, therefore

BE IT ORDAINED, by the City Council of the City of Camden that, all the addresses listed above, shall be designated as either a Type 1 or Type 2 "Handicapped Parking" to have access to parking or personalized signage during the period of time that the said premises are occupied by the handicapped individuals.

SECTION 1. Type 1 Handicapped Parking locations shall be reserved for any handicapped operator. All others shall be prohibited from parking in such space.

SECTION 2. Type 2 Handicapped Parking locations shall only be utilized by the approved applicant and only by the vehicle whose license plate corresponds with the license plate number on the posted sign. All others shall be prohibited from parking in such space.

SECTION 3. By the adoption of this ordinance, we are creating a schedule of Personalized Signage "Handicapped Parking" areas, including those set forth herein and including any other "Handicapped Parking" areas heretofore adopted by ordinance. Any ordinance prohibiting parking at the location specified is hereby rescinded and repealed, in part, wherein it conflicts with the ordinance to be adopted.

SECTION 4. Any portion of this ordinance not herein amended and supplemented shall remain in full force and effect.

SECTION 5. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistency only.

SECTION 6. This ordinance shall take effect twenty (20) days after its final passage and publication as provided by law.

BE IT FURTHER ORDAINED, that pursuant to N.J.S.A. 52:27BBB-23 and N.J.S.A. 40:69A-41, a true copy of this Ordinance shall be forwarded to the Mayor, who shall have ten (10) days from the receipt thereof to approve or veto this Ordinance. Additionally, pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Ordinance shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Ordinance, and the action by the Commissioner regarding this Ordinance shall supersede any action by the Mayor on the same Ordinance. All notices of approval and/or veto shall be filed in the Office of the Municipal Clerk.

Date of Introduction: June 13, 2023

The above has been reviewed and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

\_\_\_\_\_  
VICTOR CARSTARPHEN  
Mayor

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk





# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Keith L. Walker, Director of Public Works

**TITLE OF ORDINANCE/RESOLUTION:** AN ORDINANCE DESIGNATING RESTRICTED RESIDENTIAL PARKING ZONES FOR INDIVIDUALS WITH DISABILITIES TO CERTAIN AREAS IN THE CITY OF CAMDEN AS HANDICAP PARKING PRIVILEGES ONLY

Point of Contact:	Keith L. Walker	Public Works	757-7139	kewalker@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

### ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director Supporting Department Director (if necessary) Director of Grants Management Qualified Purchasing Agent Director of Finance	Y		5.22.23	

Approved by: Business Administrator

Signature	Date

- Attachments (list and attach all available):
1. Disabled Parking Approvals Submission – June 13, 2023 Council Meeting

*“Walk-on” note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.*

Received by: City Attorney

	JUN 01 2023
Signature	Date

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** *AN ORDINANCE DESIGNATING RESTRICTED RESIDENTIAL PARKING ZONES FOR INDIVIDUALS WITH DISABILITIES TO CERTAIN AREAS IN THE CITY OF CAMDEN AS HANDICAP PARKING PRIVILEGES ONLY*

**FACTS/BACKGROUND:**

- Ordinance establishing a handicapped parking zone in front of a residence occupied by an individual with disability, who has been issued a windshield placard or wheelchair symbol license plate for the vehicle registered by the individual, or a family member who provides transportation for the individual with disability.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** N/A

**IMPACT STATEMENT:**

- If City Council approves the legislation, City residents issued disabled parking placards or vehicle plates, who have submitted application to the City and been approved for disabled parking privileges, will have disabled parking privileges established at their residence.

**SUBJECT MATTER EXPERTS/ADVOCATES:** N/A

**COORDINATION:** N/A

**Prepared by:** Angela M. Watkins

(856) 757-7139/ [anjohnst@ci.camden.nj.us](mailto:anjohnst@ci.camden.nj.us)

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Name

Phone/Email



*Ordinances*  
*2nd Reading*

0-1 Rensched

DB:dh  
05-09-23

**ORDINANCE AUTHORIZING THE ACQUISITION OF CERTAIN PARCELS OF LAND  
IN THE CITY OF CAMDEN BY EMINENT DOMAIN PURSUANT TO N.J.S.A. 52:27D-  
325 THE FAIR HOUSING ACT FOR THE PURPOSE OF CONSTRUCTING LOW AND  
MODERATE INCOME HOUSING FOR THE ABLETT VILLAGE CNI GRANT PROGRAM**

WHEREAS, there is located within the City of Camden certain parcels of land located at Block 818, Lots 30, 51, 49, 57, 16 and 17, Block 822, Lot 35 on the City of Camden Tax Map, referred to as the "Property"; and

WHEREAS, this Council finds that there is a need for low and moderate income housing; and

WHEREAS, N.J.S.A. 52:27D-325 provides authority for the City of Camden to acquire property through eminent domain which the City of Camden determines to be necessary for low and moderate income housing purposes; and

WHEREAS, the City of Camden desires to acquire the above "Property" through the use of eminent domain; now, therefore

BE IT ORDAINED by the City Council of the City of Camden as follows:

SECTION 1. The acquisition by the City of Camden of the aforementioned property is determined to be in furtherance of the purposes of N.J.S.A. 52:27D-325.

SECTION 2. The Mayor of the City of Camden or his designees are hereby authorized and instructed to negotiate in good faith with the owner(s) of the aforementioned property to seek the voluntary acquisition of this property for its fair market value.

SECTION 3. In the event that such negotiations are not successful, the Mayor of the City of Camden or his designees are hereby authorized and instructed to take such actions as may be necessary to acquire the aforementioned property through the exercise of eminent domain as permitted by law.

SECTION 4. The Mayor of the City of Camden or his designees and the City Clerk are hereby authorized and directed to execute such documents and take such actions as may be necessary in order to carry out the purpose and intent of this Ordinance.

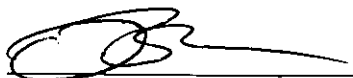
SECTION 5. This ordinance shall take effect twenty (20) days after its final passage and publication as provided by law.

BE IT FURTHER ORDAINED, that pursuant to N.J.S.A. 52:27BBB-23 and N.J.S.A. 40:69A-41, a true copy of this Ordinance shall be forwarded to the Mayor, who shall have ten (10) days from the receipt thereof to approve or veto this Ordinance. Additionally, pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Ordinance shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Ordinance, and the action by the Commissioner regarding this Ordinance shall supersede any action by the Mayor on the same Ordinance. All notices of approval and/or veto shall be filed in the Office of the Municipal Clerk.

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Date of Introduction: May 9, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

\_\_\_\_\_  
VICTOR CARSTARPHEN  
Mayor

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

DSB:db  
05-09-23

02

**AN ORDINANCE AMENDING THE GATEWAY REDEVELOPMENT PLAN (MC-4166)  
REGARDING TAX BLOCK: 366, LOT 2 ON THE CAMDEN CITY MUNICIPAL TAX MAP**

WHEREAS, the Gateway Redevelopment Plan was adopted by Ordinance MC-4166 on April 27, 2006 by the City Council of the City of Camden; and

WHEREAS, the City Council of the City of Camden requested that the Planning Board of the City of Camden study a proposed amendment to the Gateway Redevelopment Plan for the Gateway Redevelopment Area; and

WHEREAS, the amendment proposes to place Tax Block 366, Lot 2 on the "to be acquired" list of the Gateway Redevelopment Plan and considers it to be in the best interest of the City to amend the Gateway Redevelopment Plan to include Tax Block 366, Lot 2 on the Camden City Municipal Tax Map; now, therefore

BE IT ORDAINED, by the governing body of the City of Camden that:

SECTION 1. City Council of the City of Camden hereby approves the Amended and Restated Gateway Redevelopment Plan regarding Tax Block 366, Lot 2 on the Camden City Municipal Tax Map attached hereto.

SECTION 2: Any portion of this ordinance not herein amended and supplemented shall remain in full force and effect.

SECTION 3. All ordinance or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistency only.

SECTION 4: If any standards, controls, objectives; land uses, permitted uses, and other restrictions and requirements called for in this Amendment to the Gateway Redevelopment Plan differ in content from provisions set forth in the zoning law, provisions of this plan - unless otherwise specified - shall prevail.

SECTION 5. This ordinance shall take effect twenty (20) days after final passage and publications as provided by law.

SECTION 6. If any provision or regulation of this Amendment to the Gateway Redevelopment Plan shall be judged invalid by a court of competent jurisdiction, such order or judgment shall not affect or invalidate the remainder of any article, section, subsection, paragraph, subdivision or clause of this Redevelopment Plan and such section, subsection, paragraph, subdivision or clause of this Redevelopment Plan are hereby declared severable.

BE IT FURTHER ORDAINED, that pursuant to N.J.S.A. 52:27BBB-23 and N.J.S.A. 40:69A-41, a true copy of this Ordinance shall be forwarded to the Mayor, who shall have ten (10) days from the receipt thereof to approve or veto this Ordinance. Additionally, pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Ordinance shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Ordinance, and the action by the Commissioner regarding this Ordinance shall supersede any action by the Mayor on the same Ordinance. All notices of approval and/or veto shall be filed in the Office of the Municipal Clerk.

---

Date: May 9, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

ANGEL FUENTES  
President, City Council

VICTOR CARSTARPHEN  
Mayor

ATTEST: LUIS PASTORIZA  
Municipal Clerk



0-3

DB:dh  
05-09-23

**AN ORDINANCE DESIGNATING RESTRICTED RESIDENTIAL PARKING ZONES  
FOR INDIVIDUALS WITH DISABILITIES IN CERTAIN AREAS IN THE CITY OF  
CAMDEN AS HANDICAP PARKING PRIVILEGES ONLY**

WHEREAS, Martha D. Guzman, upon providing the appropriate proof that she is the holder of the required specifications, seeks to have handicapped parking as a Type #1 permit in front of or near her home at 393 Marlton Avenue; and

WHEREAS, Francisca M. Gonzalez upon providing the appropriate proof that she is the holder of the required specifications, seeks to have handicapped parking as a Type #1 permit in front of or near her home at 3032 Stevens Street; and

WHEREAS, Jose L. Rodriquez, upon providing the appropriate proof that he is the holder of the required specifications, seeks to have handicapped parking as a Type #1 permit in front of or near his home at 2111 Kossuth Street; and

WHEREAS, Nelson Alvarado, upon providing the appropriate proof that he is the holder of the required specifications, seeks to have handicapped parking as a Type #1 permit in front of or near his home at 423 Beckett Street; and

WHEREAS, Maria M. Ramos, upon providing the appropriate proof that she is the holder of the required specifications, seeks to have handicapped parking as a Type #1 permit in front of or near her home at 505 Royal Avenue; and

WHEREAS, Michael A. Smith, upon providing the appropriate proof that he is the holder of the required specifications, seeks to have personalized signage handicapped parking as a Type #2 permit in front of or near his home at 400 Boyd Street, Apt. A; and

WHEREAS, Lydia Rivera-Mondesi, upon providing the appropriate proof that she is the holder of the required specifications, seeks to have personalized signage handicapped parking as a Type #2 permit in front of or near her home at 819 York Street; now, therefore

BE IT ORDAINED, by the City Council of the City of Camden that, all the addresses listed above, shall be designated as either a Type 1 or Type 2 "Handicapped Parking" to have access to parking or personalized signage during the period of time that the said premises are occupied by the handicapped individuals.

SECTION 1. Type 1 Handicapped Parking locations shall be reserved for any handicapped operator. All others shall be prohibited from parking in such space.

SECTION 2. Type 2 Handicapped Parking locations shall only be utilized by the approved applicant and only by the vehicle whose license plate corresponds with the license plate number on the posted sign. All others shall be prohibited from parking in such space.

SECTION 3. By the adoption of this ordinance, we are creating a schedule of Personalized Signage "Handicapped Parking" areas, including those set forth herein and including any other "Handicapped Parking" areas heretofore adopted by ordinance. Any ordinance prohibiting parking at the location specified is hereby rescinded and repealed, in part, wherein it conflicts with the ordinance to be adopted.

SECTION 4. Any portion of this ordinance not herein amended and supplemented shall remain in full force and effect.

SECTION 5. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistency only.

SECTION 6. This ordinance shall take effect twenty (20) days after its final passage and publication as provided by law.

BE IT FURTHER ORDAINED, that pursuant to N.J.S.A. 52:27BBB-23 and N.J.S.A. 40:69A-41, a true copy of this Ordinance shall be forwarded to the Mayor, who shall have ten (10) days from the receipt thereof to approve or veto this Ordinance. Additionally, pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Ordinance shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Ordinance, and the action by the Commissioner regarding this Ordinance shall supersede any action by the Mayor on the same Ordinance. All notices of approval and/or veto shall be filed in the Office of the Municipal Clerk.

---

Date of Introduction: May 9, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

---

ANGEL FUENTES  
President, City Council

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VICTOR CARSTARPHEN  
Mayor

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

DB:dh  
05-09-23

0-4

**AN ORDINANCE AUTHORIZING THE REMOVAL OF HANDICAP PARKING PRIVILEGES IN CERTAIN LOCATIONS IN THE CITY OF CAMDEN**

WHEREAS, an ordinance was adopted designating a "Handicapped Parking Only" area for the following properties:

41 S. 28<sup>th</sup> Street                      Gail Edwards

WHEREAS, it has been advised that the individual(s), no longer need handicap parking at the above location(s) due to no response to the renewal correspondence, no payment of annual renewal fees and/or by request as per the individual; now, therefore

BE IT ORDAINED, by the City Council of the City of Camden that the provisions of said ordinance applicable to the properties listed above is hereby removed.

SECTION 1. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistency only.

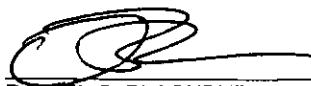
SECTION 2. This ordinance shall take effect twenty (20) days after its final passage and publication as provided by law.

SECTION 3. If any provision of this ordinance is declared invalid, such invalidity shall not affect the other provisions of this ordinance. Furthermore, the other provisions of this ordinance are deemed to be severable and remain in full force and effect.

BE IT FURTHER ORDAINED, that pursuant to N.J.S.A. 52:27BBB-23 and N.J.S.A. 40:69A-41, a true copy of this Ordinance shall be forwarded to the Mayor, who shall have ten (10) days from the receipt thereof to approve or veto this Ordinance. Additionally, pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Ordinance shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Ordinance, and the action by the Commissioner regarding this Ordinance shall supersede any action by the Mayor on the same Ordinance. All notices of approval and/or veto shall be filed in the Office of the Municipal Clerk.

Date of Introduction: May 9, 2023

The above has been reviewed and approved as to form.

  
\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

\_\_\_\_\_  
VICTOR CARSTARPHEN  
Mayor

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

# *Resolutions*

**RESOLUTION ESTABLISHING AN AD HOC TOURIST PROMOTION AND ECONOMIC DEVELOPMENT COMMITTEE WHICH WILL PROVIDE RECOMMENDATIONS TO THE ADMINISTRATION AND THE CITY COUNCIL OF THE CITY CAMDEN CONCERNING ENHANCING THE CITY'S EXISTING TRAVEL AND TOURISM INDUSTRY AND THE EXPANSION OF THIS INDUSTRY IN THE CITY AND ALSO MAKING RECOMMENDATIONS FOR A POSSIBLE TOURISM ORDINANCE WHICH WOULD INCLUDE CREATING A PERMANENT TOURISM PROMOTION AND ECONOMIC DEVELOPMENT COUNCIL FOR THE CITY OF CAMDEN**

**WHEREAS**, the State of New Jersey, pursuant to NJSA 34:1A-45, established the Division of Travel and Tourism Act; and

**WHEREAS**, pursuant this Act, specifically, N.J.S.A. 34: 1A-53, one of the purposes of the Division of Travel and Tourism was to promote the tourist industry utilizing Visitors Bureaus and similar county and municipal agencies and to ensure that the tourist industry contributes its fair share of the cost of such promotion; and

**WHEREAS**, pursuant to this Act, specifically, N.J.S.A. 34:1A-46, the purpose of the Act is to increase revenues for the State and offer more employment opportunities for its citizens from the proper promotion of the many tourist attractions which New Jersey has to offer to vacationers and travelers; and

**WHEREAS**, such proper promotion and the expansion of tourism in New Jersey is to be enhanced by the formulation of the tourist industry throughout New Jersey; and

**WHEREAS**, Camden County is included in the Division Travel and Tourism Act to support tourism; and

**WHEREAS**, the City of Camden now seeks to enhance the State of New Jersey's desire to enhance tourism for both domestic and international-traveling tourists coming to New Jersey, including the City of Camden; and

**WHEREAS**, the City of Camden can benefit greatly from an enhanced focus and attention to Travel Tourism and the Economic Development, by utilizing a dedicated Ad Hoc committee to explore the City's potential role in enhancing visitor experiences and attracting new visitors, thereby increasing the City's economy through business activities by having the ability to attract and retain visitors for longer periods of time which will increase local spending and increased revenues for the City of Camden and its businesses; now therefore,

**BE IT RESOLVED**, by the Administration and the City Council of the City of Camden that there is hereby created and established a committee, called the Ad Hoc Tourist Promotion and Economic Development Committee, which shall explore the City's role in enhancing current visitor experiences and attracting more visitors to the City, thereby increasing the City's overall economy as well as deriving economic value from existing and expanded opportunities for the City of Camden and its businesses.

**BE IT FURTHER RESOLVED**, that this Ad Hoc Tourist Promotion and Economic Development Committee shall consider whether a chapter of the Camden Code should be

established or amended to create a permanent Travel and Tourism Council to promote, recommend and guide the City in its future tourism efforts.

**BE IT FURTHER RESOLVED**, by the Administration and the City Council of the City of Camden, that, to the extent that the below potential representatives agree to participate as members, this Ad Hoc Tourist Promotion and Economic Development Committee shall be made up of up to thirteen (13) members or their designees from each the following: a representative from the Freedom Mortgage Pavilion; a representative from the Battleship New Jersey; a Representative from Adventure Aquarium; a representative from the Children's Garden; a representative to be designated by the Mayor; a representative from City Council; a representative from Camden County; a representative from the State of New Jersey; a representative from Visit South Jersey; a representative from the Camden Business Community; a representative from a not-for profit operating in the City of Camden; and two (2) City residents as designated by City Council.

**BE IT FURTHER RESOLVED**, that the Ad Hoc Tourist Promotion and Economic Development Committee shall, by majority vote, select a Chairperson and a Vice Chairperson at its first meeting.

**BE IT FURTHER RESOLVED**, that Ad Hoc Tourist Promotion and Economic Development Committee members shall avoid conflicts of interest, including using their positions as Ad Hoc committee members to secure unwarranted privileges or advantages for themselves or others or performing any conduct which could impair or prejudice their objectivity or independence of judgment in the exercise of their official duties.

**BE IT FURTHER RESOLVED**, a quorum, consisting of a majority of the Committee members, shall be necessary to conduct business.

**BE IT FURTHER RESOLVED**, that the Committee shall meet at least monthly at a time and place established by the Chairperson in public meeting rooms in City Hall or other appropriate locations, including virtual meetings, as determined necessary by the Chairperson.

**BE IT FURTHER RESOLVED**, that the Ad Hoc committee shall report to the Administration and to City Council of the City of Camden by no later than December 1, 2023 with its written recommendations and upon making such written recommendations shall cease to exist.

**BE IT FURTHER RESOLVED**, that Ad Hoc Tourist Promotion and Economic Development Committee meetings shall be conducted in accordance with Roberts Rules unless such rules are otherwise inconsistent with state law or the Camden City Code.

**BE IT FURTHER RESOLVED**, that the Ad Hoc Tourist Promotion and Economic Development Committee meetings shall be subject to the Open Public Meetings Act.

**BE IT FURTHER RESOLVED**, that members of the Ad Hoc Tourist Promotion and Economic Development Committee shall serve without compensation.

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

The above has been reviewed  
and approved as to form.

\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



Camden City Council  
**RESOLUTION / ORDINANCE REQUEST FORM**

DATE: June 5, 2023

Council Meeting Date: June 13, 2023

FROM: Councilperson

- Angel Fuentes, President
- Sheila Davis, Vice President, At-Large
- Shaneka Boucher, 1st Ward
- Chris Collins, 2<sup>nd</sup> Ward

- Marilyn Torres, 3<sup>rd</sup> Ward
- Felicia Reyes-Morton, 4<sup>th</sup> Ward
- Nohemi G. Soria-Perez, At-Large

**Action Requested:**

**RESOLUTION ESTABLISHING AN AD HOC TOURIST PROMOTION AND ECONOMIC DEVELOPMENT COMMITTEE WHICH WILL PROVIDE RECOMMENDATIONS TO THE ADMINISTRATION AND THE CITY COUNCIL OF THE CITY CAMDEN CONCERNING ENHANCING THE CITY'S EXISTING TRAVEL AND TOURISM INDUSTRY AND THE EXPANSION OF THIS INDUSTRY IN THE CITY AND ALSO MAKING RECOMMENDATIONS FOR A POSSIBLE TOURISM ORDINANCE WHICH WOULD INCLUDE CREATING A PERMANENT TOURISM PROMOTION AND ECONOMIC DEVELOPMENT COUNCIL FOR THE CITY OF CAMDEN**

\*\*\*\*Please attach any supporting documents

*Chris Collins/nfb*

6/5/23

Signature of Councilperson

Date



R-2

DB:dh  
06-13-23

**RESOLUTION TO ACCEPT CAMDEN COUNTY CULTURAL AND HERITAGE  
COMMISSION GRANT FUNDS IN THE AMOUNT OF \$4,500 FOR COMPLETION OF  
HISTORIC MURAL/WEBSITE SPANISH TRANSLATIONS**

WHEREAS, the New Jersey Historical Commission County History Partnership Program has issued the City of Camden a grant in the amount of \$4,500.00 for the completion of the Historic Mural/Website Spanish Translations; and

WHEREAS, it is in the best interest of the City of Camden to accept and insert said grant; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden that the City is hereby authorized to accept the grant in the amount of \$4,500.00 from the New Jersey Historical Commission County History Partnership Program.

BE IT FURTHER RESOLVED, that the proper officers of the City of Camden are hereby authorized to execute the necessary documents in order to accept said grant.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: LUIS PASTORIZA, RMC CMR MUNICIPAL CLERK REGISTRAR

**TITLE OF ORDINANCE/RESOLUTION: Resolution to accept Camden County Cultural and Heritage Commission grant funds in the amount of \$4,500 for completion of historic mural/website Spanish translations.**

Point of Contact:	Patrice Bassett	Clerk - RMU	856-757-7049	pamccart@ci.camden.nj.us
	Name	Department- Division- Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y		4/24/2023	
Supporting Department Director (if necessary)				
Director of Grants Management	Y		5/23/23	
Qualified Purchasing Agent				
Director of Finance			5/23/23	
Approved by: Business Administrator			5/24	
		Signature	Date	

CITY OF CAMDEN  
MUNICIPAL CLERK REGISTRAR  
2023 JUN 25 PM 2:29

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (if applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

Received by:  
City Attorney

JUN 01 2023

Signature

Date

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

Initial Report \_\_\_\_\_ Revised Report  Closing Report \_\_\_\_\_

## Bureau of Grants Management Grant Summary Form

**Grant Status Code: G**  
(green - g; yellow - y; red - r)

Department: Municipal Clerk

Grant Administrator: Patrice McCarthy Grant Administrator #: 757-7409

Project Name:		Heritage Tourism Interactive History Mural			
Grant/Funding Agency Program:		NJ Historical Commission County History Partnership Program (CHPP)			
Grant Federal CFDA or State GIMS Number:					
City Contract Date:		City Contract #:			
Application Resolution #:		Appropriation Code :			
Funding Source:					
Pass Through: <i>circle one</i>	Y or N	Source:	Camden County Cultural and Heritage Commission		
Amount of Grant:		\$4,500			
Local Match: <i>circle one</i>	Y or <input checked="" type="radio"/> N	Cash:		In-Kind:	
Budget Insertion Resolution # & Date:		Accepting Grant Resolution # MC:			
Term of Grant:	1/1/23 – 12/31/23	Location of Activity:	City-wide		
Date of Analysis:	4/17/23	Reviewed By:	Kelly Mobley		

**Summary:**

23-May-23: The Municipal Clerk's Office is seeking council authorization to accept \$4,500 from NJ Historical Commission County History Partnership Program (CHPP) to cover costs associated with the Spanish translations of the touch screen historic mural located in the lobby of City Hall. No match requirement.

17-Apr-23: The Municipal Clerk's Office is seeking council authorization to insert \$4,500 from NJ Historical Commission County History Partnership Program (CHPP) to cover costs associated with the Spanish translations of the touch screen historic mural located in the lobby of City Hall. No match requirement.

**Time Lines:**

**Problematic Areas/Recommendations:**

NJ Historical Commission County History Partnership Program (CHPP) \$4,500.

STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS

DIVISION OF LOCAL GOVERNMENT SERVICES  
GRANT APPROVAL FORM

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

**PLEASE EXPLAIN THE JUSTIFICATION FOR THE GRANT. PLEASE FULLY EXPLAIN COST ASSOCIATED WITH THE AWARD OF THE GRANT AS WELL AS ANY MATCHING FUNDS OR EMPLOYMENT OBLIGATIONS AS A TERM OF THE GRANT. PLEASE EXPLAIN THE BENEFITS OF THE GRANT OF THE MUNICIPALITY AND THE RESIDENTS. ATTACH THE GRANT APPLICATION AND GRANT AWARD LETTER.**

This grant will cover the costs associated with the Spanish translations on the touch screen historic mural located in the lobby of City Hall and translations required for our online platform (website) as well. These remaining costs are estimated to be \$15,000 in total. This grant award is \$4,500 with no match requirement. We are working on identifying additional sources of funding to cover the remaining monies.

Our research about the importance of translating the kiosk information into Spanish is founded on the fact that nearly half the residents of the City of Camden are Spanish speakers. The 2020 US Census Quick Facts notes that 50.5% of Camden residents are Hispanic or Latino, and 42% speak Spanish at home. In Camden County, 17.6% of residents are Hispanic or Latino and 12.6% of the county population speaks Spanish at home. Given these statistics, the project planners believed that Spanish translations of the kiosk content would expand the audience for county history organizations and historic sites open to the public.

Our budget includes translation into Spanish but did not include integration of the translations into the Kiosk and Website by Night Kitchen Interactive which will cost \$15,000.

CITY OF CAMDEN  
NOV 25 PM 2:29

Information of key municipal employee or agent applying for grant and responsible for its use:

Name	Patrice Bassett
------	-----------------

Title	Records Manager CMR MA
Telephone Number	856-757-7049
Email	Pamccart.pm@gmail.com

If the grant is received and fully expended, what will the continuing financial obligations of the municipality be with respect to staffing, insurance, liability, operations, and/or maintenance?

After the first 3 years of coverage for operating costs associated with placing this historic data on the City of Camden website – the city will be required to pay for server updates from the city’s vendor (govdesigns) this may cause an increase of monthly costs by \$100.00 a month.

What will the source of funds be for the staffing, insurance, liability, operations, and /or maintenance?

Maintenance/updating will be performed by the vendor govdesigns (as they do with every other section of the City of Camden website). Any changes to the data displayed in this section will be addressed by Patrice Basset in conjunction with Information Technology and the Communications Department of the City of Camden.

\_\_\_\_\_  
Mayor’s Signature

Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_

Name, email and fax of contact person for this form:  
  
\_\_\_\_\_

**For LGS use only:**

Approved                       Denied

\_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Date \_\_\_\_\_

Number Assigned \_\_\_\_\_

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution to accept Camden County Cultural and Heritage Commission grant funds in the amount of \$4,500 for completion of historic mural/website Spanish translations.

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- The City of Camden sought financial support to integrate Spanish translations of all 133 history content popups on the Heritage Tourism Interactive Touch Screen Kiosk (located in lobby)
- Translations will appear on both the kiosk itself and the City of Camden website where all the content is now available under the History tab
- Previous grant funds were not allowed in full which led the project planners to eliminate the Spanish translations for budgetary reasons
- This is the first infusion of funding needed to complete these translations

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:**

- Total cost = \$15,000
- Additional grants are being sought to fund the remaining \$10,500. Granter is aware funds are not all in hand
- This award is \$4,500

**IMPACT STATEMENT:**

- If the City approves this resolution, we will be one step closer to covering the costs of history content Spanish translations
- If the City does not approve this, we will need to contact the granter and return these funds – this venture will likely be abandoned at that time.

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- Patrice Bassett, Office of Municipal Clerk Records Management Unit
  - Attendance: N

**COORDINATION:**

- Our research about the importance of translating the kiosk information into Spanish is founded on the fact that nearly ½ the residents of the City of Camden are Spanish speakers.
- The 2020 US Census quick facts notes that 50.5% of Camden residents are Hispanic or Latino and 42% speak Spanish at home.
- Given these statistics, Spanish translations of the kiosk content and website would expand the audience for Camden County History organizations and historic sites open to the public.

Prepared by:

Patrice Bassett

Name

pkmcarr@ci.camden.nj.us x7049

Phone/Email

**CAMDEN COUNTY CULTURAL  
AND HERITAGE COMMISSION  
AT CAMDEN COUNTY COLLEGE**



Patrice Bassett  
City of Camden County College  
520 Market Street  
Camden, NJ 08101

RE: 2023 County History Partnership Program

December 2, 2022

Dear Ms. Bassett:

Congratulations! I am pleased to announce that the Camden County Cultural and Heritage Commission at Camden County College approved your application for funding from the New Jersey Historical Commission's County History Partnership Program (CHPP). The Commission has awarded your organization **\$4,500** in FY23 CHPP grant dollars to support the advancement of public knowledge and preservation of New Jersey history.

Please complete the attached agreement and return it to Miranda Powell ([mpowell@camdencc.edu](mailto:mpowell@camdencc.edu)) no later than December 31, 2022. Once we receive this documentation, the Commission can begin processing the first payment of your funding. Remember to adjust the financial pages to reflect the amount you have been awarded, which may differ from the amount you requested.

Please remember to keep detailed records as indicated in the initial proposal on all events and programs for which the funds are being utilized. In your final report, you will be required to provide documentation and narrative of how grant funds were spent. We also request that you share with us upcoming events and activities in 2023, so that we can assist with publicizing them on our social media pages.

In closing, the Commission asks that you provide recognition to the New Jersey Historical Commission and the Camden County Cultural and Heritage Commission in any promotional materials that you generate for programs utilizing these award funds. Information about the mandatory credit line is on page 4 of the contract.

Sincerely,

David Bruno  
Executive Director  
[dbruno@camdencc.edu](mailto:dbruno@camdencc.edu)

CAMDEN COUNTY CULTURAL  
AND HERITAGE COMMISSION  
AT CAMDEN COUNTY COLLEGE



**2023 Local History Funding Support  
County History Partnership Program**

GRANT AGREEMENT  
Between the

CAMDEN COUNTY CULTURAL & HERITAGE COMMISSION  
At Camden County College  
And

City of Camden

For Grant Period from January 1 through December 31, 2023

Type of Grant:  General Operating Support  Special Project Support

Amount of Grant: \$ 4,500.00

GRANTEE INFORMATION:

Mailing Address: 501 Market Street Camden 08101  
Street Town Zip Code

Grant Contact: Patrice Bassett Records Manager  
Name Title

PAMCCART@CI.CAMDEN.NJ.US 856-757-7049  
Email address Phone

Board President: NA E-Mail: \_\_\_\_\_

Organization Web-Site: www.ci.camden.nj.us

- Please Note: All contracts, report forms and payment vouchers will be sent to the mailing address listed above.

\*State Legislative District # 5



**Contract Stipulations, if any:**

Please refer to the County History Partnership Program Guidelines for the list of allowable and unallowable expenses.

ATTACHMENT A  
(page 1 of 2)

CONTRACTURAL OBLIGATIONS:

- A. You are bound by the Program revisions and the Revised Budget which you submit in Attachment B of this Agreement governing your grant.
- B. Any programming changes to grant-funded activities made after submission of this Agreement are subject to review and must receive prior approval from the Cultural & Heritage Commission's Executive Director.
- C. Any budget revision in excess of 10% of the entire grant award (total of column 1 revisions, page 2 of Attachment B) are subject to review and must receive prior written approval from the Executive Director of Camden County Cultural & Heritage Commission in order to qualify for reimbursement.

PAYMENT

*You will receive two (2) payments:*

- A. The first payment will be made after the satisfactory completion of this Grant Agreement.
- B. The final payment will be made upon completion of the Final Report, which includes documentation of expenditures.

REPORTS

- A. Report forms will be available four weeks prior to due date.
- B. Final reports require a break-out of figures in each budget category.
- C. You are required to provide documentation and narrative of how grant funds were spent.

WITHHOLDING GRANT AWARD PAYMENTS:

Grant award payments may be withheld if:

- A. Funds are not used as detailed in this contract or approved revisions
- B. Credit line guidelines are not adhered to
- C. Reports are not filed accurately and on time

ATTACHMENT A  
(page 2 of 2)

ON-SITE MONITORING

- A. On-site monitoring visits may periodically be made by staff and commissioners of the Camden County Cultural & Heritage Commission
- B. Two (2) complimentary tickets and notices of free events funded by this grant should be sent to the Cultural and Heritage office four weeks prior to the event.

MANDATORY CREDIT LINE

- A. All grantees are required to credit the CCC&HC@CCC in all printed materials, releases, and announcements of the grantee regarding all activities to which NJHC funds contribute.  
Suggested wording:

*Funding provided by the Camden County Cultural & Heritage Commission at Camden County College, the officially designated county history agency of the New Jersey Historical Commission.*

PROGRAM OBLIGATIONS

It is hereby understood and agreed that the Grant Application submitted by the grantee and upon which this grant was awarded is the basis upon which performance under this Agreement is specified, measured, and to be accounted for.

In signing this document, the grantee agrees to perform and comply with these specifications. (Note: any proposed exceptions must be described below.)

The grantee hereby agrees that any planned programmatic revisions and/or budget revisions in excess of 10% of the total budget are subject to review and approval by the Executive Director of the Camden County Cultural & Heritage Commission.

Describe any changes to your program: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

There are no changes. All aspects of the program as detailed in the grant application will be carried out. (as long as other funding sources come through)

ATTACHMENT B  
(page 1 of 2)

*Revised Budget*

You only need to complete this page if your actual grant award differs from the amount you requested. The revised budget should reflect changes in dollar amounts but not in budget categories unless stipulated on the cover page of this contract. **IMPORTANT:** This budget will be used in all required reports.

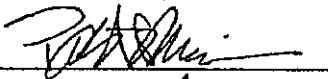
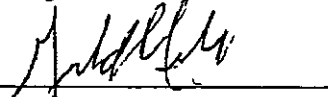
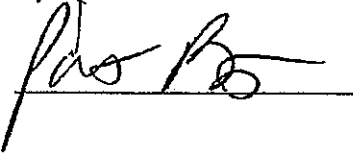
LINE ITEM	TOTAL AMOUNT BUDGETED FY23	AMOUNT FROM GRANT
<b>Personnel</b>		
Salaries, Wages, benefits, Payroll Taxes		
Professional Services (contract services, such as consultants, accounts, auditors)	\$20,000	\$4,500
Professional development and training		
Professional dues, memberships		
Travel		
<b>Facilities</b>		
Mortgage interest		
Space rental		
Equipment purchase or rental		
HVAC & Utilities		
Facility maintenance/security		
Insurance		
<b>Outreach</b>		
Publicity and marketing		
Supplies		
Telephone/communication, postage		
<b>Other (itemize)</b>		
<b>TOTAL</b>	\$20,000	\$4,500

ATTACHMENT B (page 2 of 2)

CERTIFICATION

- We certify that the above information is true and correct and that all expenditures are to be incurred solely for the purposes of this grant.
- As representatives of this organization, we understand the importance of the Mandatory Credit Line and agree to all of the above terms of this GRANT AGREEMENT and its Attachments. We further certify to the truth of the representations placed therein.

*Please ensure the following people review the grant contract and insert their names below. Signatures are not required.*

<u>Luis Pastoriza</u> Project/Program Director's Name		<u>12/8/2022</u> Date
<u>Gerald Seneski</u> Fiscal/Budget Officer's Name		<u>12/9/22</u> Date
<u>Patrice Bassett</u> Board President's Name(na) Project Lead's Name		<u>12/7/22</u> Date

RETURN THIS COMPLETED AGREEMENT BY EMAIL TO:

Miranda Powell, mpowell@camdencc.edu, by December 31, 2023

CAMDEN COUNTY CULTURAL & HERITAGE  
 COMMISSION@ CAMDEN COUNTY COLLEGE  
 P.O. Box 200 College Drive  
 Blackwood, NJ 08012  
 856-374-4201

DB:dh  
06-13-23

R-3

**RESOLUTION AUTHORIZING A CLOSED SESSION OF  
THE GOVERNING BODY TO DISCUSS  
PENDING LITIGATION**

**WHEREAS**, N.J.S.A. 10:4-12, et seq. and, more particularly, N.J.S.A. 10:4-12(b)(8) provides for the closing of a public session to discuss litigation matters; now, therefore


**BE IT RESOLVED**, by the City Council of the City of Camden, that the governing body hereby authorizes a Closed Session of the governing body on Tuesday, June 13, 2023 at 5:00 p.m. in the City Council Chambers, Second Floor, City Hall, Sixth and Market Streets in the City of Camden to discuss the matter(s) relating to pending litigation. described herein. Furthermore, all appropriate steps as outlined by The Open Public Meetings Act, N.J.S.A. 10:4-6, et seq. will be followed and that notes of this session will be kept and that contents and discussions of this meeting will be revealed to the public as soon as practicable.

**BE IT FURTHER RESOLVED**, by the City Council of the City of Camden that, pursuant to the Open Public Meetings Act, N.J.S.A. 10: 4-6 et seq., all requirements for the holding of a closed session will be complied with, including but not limited to, that notes will be taken of the closed session which will be kept and maintained and also that discussions of the closed session will be revealed to the public as soon as practicable.

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: 6-13-2023

**TO:** City Council  
**FROM:** Daniel S. Blackburn, City Attorney  
**TITLE OF RESOLUTION:** AUTHORIZING A CLOSED SESSION OF THE GOVERNING BODY TO DISCUSS PENDING LITIGATION

Point of Contact: Daniel Blackburn      Law Department      X7170      DaBlackb@ci.camden.nj.us

Name	Department-Division-Bureau	Phone	Email
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## ENDORSEMENTS

Responsible	Recommend Approval (Y/N)	Signature	Date	Comments
Department Director				
Supporting Department Director (if necessary)				
Director of Grants Management				
Qualified Purchasing Agent				
Director of Finance				

Approved by:  
Business Administrator

Signature	Date
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Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Form of Shared Services Agreement

***“Walk-on” note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

Received by:  
City Attorney

JUN 01 2023

Signature	Date
-----------	------

<sup>1</sup> For Example: Form “A” - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form “D” - Contract Request, Form “E” - Creation/Extension of Services, Form “G” - Grant Approval, Form “H” - Bond Ordinance or Contract Request, Form “I”, “Best Price Insurance Contracting” Model Ordinance

## EXECUTIVE SUMMARY

### TITLE OF RESOLUTION

AUTHORIZING A CLOSED SESSION OF THE GOVERNING BODY TO DISCUSS  
PENDING LITIGATION

### FACTS/BACKGROUND: (Executive level details. Short concise bullets)

- The Commissioners of the Municipal Insurance Fund approve the resolution to settle the matter of Lewis Edwards vs. City of Camden worker's compensation claim on May 5, 2025.
- Lewis Edwards was a Fire Marshall who was involved in a motor vehicle accident. His vehicle was rear ended. His injuries were handled under Workers Comp and he was able to return to work. Before this claim had a chance to be resolved, Mr. Edwards retired and then passed away.
- The claim is now being resolved with his estate.
- The resolution titled "Resolution authorizing the settlement of a worker's compensation claim" in the amount of \$41,190 with a (Section 20).

### AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:

### IMPACT STATEMENT:

### SUBJECT MATTER EXPERTS/ADVOCATES:

### COORDINATION:

Prepared by:

Dionne Hicks-Giles

Name

X7170

Phone/Email



DB:dh  
06-13-23

R-4

**RESOLUTION AUTHORIZING SETTLEMENT OF A  
WORKERS COMPENSATION CLAIM**

WHEREAS, there is pending in the New Jersey Workers Compensation Division in the matter captioned, Lewis Edwards v. City of Camden; and

WHEREAS, the Counsel representing the City of Camden resolved all the open claims and advises the settlement of this matter; and

WHEREAS, the Municipal Insurance Fund Commissioners met on May 5, 2023 and made the recommendation to settle the matter in the amount of \$41,190; and

WHEREAS, the City Attorney requests that the City Council of the City of Camden authorize the settlement of the workers' compensation matter of Lewis Edwards v. City of Camden in the amount of \$41,190; now therefore

BE IT RESOLVED by the City Council of the City of Camden, that the settlement of the workers' compensation claim of Lewis Edwards v. City of Camden is hereby authorized in the amount of \$41,190.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST:

\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM


COUNCIL MEETING DATE: **JUNE 13, 2023**

TO: **City Council**  
FROM: **Daniel S. Blackburn, City Attorney**


TITLE OF ORDINANCE/RESOLUTION: **Resolution Authorizing Settlement of Litigation**

Point of Contact:	<b>Daniel S. Blackburn</b>	<b>Law Department</b>	<b>856-757-7170</b>	<b>DaBlackb@ci.camden.nj.us</b>
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y		MAY 04 2023	
Supporting Department Director (if necessary)	N			
Director of Grants Management	N			
Qualified Purchasing Agent	N			
Director of Finance	Y			

Approved by:  
Business Administrator

  
Signature

  
Date

Attachments (list and attach all available):

1. Additional supporting documents: Waiver D

*"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.*

Received by:  
City Attorney

  
Signature

MAY 04 2023  
Date

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution Authorizing Settlement of Litigation

### FACTS/BACKGROUND:

- The Commissioners of the Municipal Insurance Fund approve the resolution to settle the matter of Lewis Edwards vs. City of Camden worker's compensation claim on May 5, 2025.
- Lewis Edwards was a Fire Marshall who was involved in a motor vehicle accident. His vehicle was rear ended. His injuries were handled under Workers Comp and he was able to return to work. Before this claim had a chance to be resolved, Mr. Edwards retired and then passed away.
- The claim is now being resolved with his estate.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$41,190 (Section 20)

### IMPACT STATEMENT:

- The matter is subject to NJ Workers Compensation Statutes. We must either seek a resolution with the Petitioners legal representative or leave the final value of the claim in the hands of the Judge presiding over the Workers Compensation claim.
- This settlement has been reviewed and approved by our defense counsel and by the Insurance Commission for the City of Camden
- If this settlement is approved, counsel representing the City of Camden will move to resolve the claim at the next Workers Compensation Hearing date. The settlement payment will be processed and issued through the Third Party Claims Administrator, Qual-Lynx.

### SUBJECT MATTER EXPERTS/ADVOCATES:

- Damon Burke, Risk Manager
- Municipal Insurance Fund Commissioners

### COORDINATION:

- 

Prepared by: Damon Burke, Risk Manager

[Daburke@ci.camden.nj.us](mailto:Daburke@ci.camden.nj.us) /856-757-7170

---

Name

Phone/Email

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	City of Camden
--------------	----------------

Professional Service or EUS Type	<b>Settlement of Litigation</b>
Name of Vendor	<b>Lewis Edwards &amp; Malamut and Associates</b>
Purpose or Need for service:	<b>Settlement of a worker's compensation claim.</b>
Contract Award Amount	<b>\$41,190</b>
Term of Contract	
Temporary or Seasonal	
Grant Funded (attach appropriate documentation allowing for service through grant funds)	<b>No</b>
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	<b>N/A</b>
Were other proposals received? If so, please attach the names and amounts for each proposal received?	

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*

Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_

\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Chief Financial Officer affirms that there is adequate funding available for this personnel action.

\_\_\_\_\_ Funding Source for this action

\_\_\_\_\_  
Chief Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

\_\_\_\_\_  
Certifying Officer

Date \_\_\_\_\_

***For LGS use only:***

Approved  Denied

\_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Date \_\_\_\_\_

Number Assigned \_\_\_\_\_

RS

DB:dh  
06-13-23

**RESOLUTION AUTHORIZING AMENDMENT #1 TO CONTRACT #11-22-180 WITH  
BROWN & CONNERY, LLP FOR GENERAL LEGAL SERVICES**

WHEREAS, on November 10, 2022, the Council of the City of Camden by MC-22:8693 awarded Contract #11-22-180 to Brown & Connery, LLP, in the amount of \$100,000.00 to provide general legal services to the City; and

WHEREAS, it is necessary to amend Contract #11-22-180 by Amendment #1 to increase the contract amount by \$50,000.00 for continuing of general legal services and additional costs; and

WHEREAS, pursuant to the directive of the Division of Local Government Services, a certification has been attached hereto which certifies that the funds for this expenditure are available and appropriated under the budget of the City of Camden, under line item(s) "3-01-E0-200-906", said certification has been signed by the Chief Financial Officer and approved as to form by the City Attorney; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden, that Contract #11-22-180 with Brown & Connery, LLC is hereby amended by Amendment #1 to increase the contract amount by \$50,000.00 making the total amount of the contract an amount not to exceed \$150,000.00.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST:

\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

CITY OF CAMDEN

**CERTIFICATION AS TO THE AVAILABILITY OF FUNDS**

I CERTIFY, DIRECTOR FOR THE FINANCE DEPARTMENT FOR THE CITY OF CAMDEN, THAT WITH RESPECT TO THE AWARD OF A CONTRACT OR EXPENDITURE OF FUNDS TO: BROWN AND CONNERY

THAT THE FUNDS ARE AVAILABLE AS OF THE DATE OF THIS RESOLUTION/CERTIFICATION, FROM ONE OF THE FOLLOWING:

- BUDGET APPROPRIATION: 3-01-E0-200-906

- AMOUNT: \$50,000.00

APPROPRIATION RESERVE:

AMOUNT: \$

- DEDICATED BY RIDER:

AMOUNT: \$

- RESERVE FOR STATE AND FEDERAL GRANT:

AMOUNT: \$

- CAPITAL ORDINANCE

AMOUNT: \$

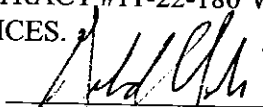
- TRUST ACCOUNT:

AMOUNT: \$

**DETERMINATION OF VALUE CERTIFICATION**

I CERTIFY, AS CHIEF FINANCIAL OFFICER, THAT THE ANTICIPATED VALUE OF THE CONTRACT, OVER THE FULL LIFE, WILL BE \$ 50,000.00

DESCRIPTION OF THE GOODS AND SERVICES TO BE PROCURED: RESOLUTION AUTHORIZING AN AMENDMENT #1 TO CONTRACT #11-22-180 WITH BROWN AND CONNERY, LLP FOR GENERAL LEGAL SERVICES.

  
\_\_\_\_\_  
Gerald C. Seneski

*Director of Finance*

Date: 5/10/23



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Daniel S. Blackburn, City Attorney

**TITLE OF ORDINANCE/RESOLUTION:** Resolution Authorizing an Amendment #1 To Contract #11-22-180 With Brown & Connery, LLP for General Legal Services

Point of Contact: Dan Blackburn    Law Dept.    x7170    dablackb@ci.camden.nj.us

Name	Department-Division-Bureau	Phone	Email
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## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y		5/22	
Supporting Department Director (if necessary)	N			
Director of Grants Management	N			
Qualified Purchasing Agent	NY			
Director of Finance	Y			

Approved by: Business Administrator 5/22

---

Signature Date

Attachments (list and attach all available):

1. Additional supporting documents: Submitted Budget, Audit, and Annual Report

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

Received by: City Attorney

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Signature Date

JUN 05 2023



## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution Authorizing an Amendment #1 To Contract #11-22-180 With Brown & Connery, LLP for General Legal Services

### FACTS/BACKGROUND:

- City Council approved a contract with Brown & Connery, LLP ("B&C") in the amount of \$100,000 by resolution #7 (MC-8693) adopted on November 10, 2022.
- Brown & Connery handles certain conflict litigation and other special matters for the City of Camden.
- The amendment is necessary to provide continued legal services in various of cases handle by B&C.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$50,000

### IMPACT STATEMENT:

- The amendment will allow B&C to continue representing the City in ongoing litigation matters and other legal matters.
- City Council should approve this resolution in order to allow B&C to continue representing the City in its outstanding litigation and other legal matters.
- If this resolution is not approved B&C will not be able to continue representing the City in its legal matters, including particular high stakes litigation which is entering the critical trial stage.

### SUBJECT MATTER EXPERTS/ADVOCATES:

- Daniel Blackburn.

### COORDINATION:

- The loss of the active litigation will have a very negative financial impact on the City of Camden and its residents.

Prepared by: Dionne Hicks-Giles

856-757-7175/ [dihicks@ci.camden.nj.us](mailto:dihicks@ci.camden.nj.us)

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Name

Phone/Email

**CAMDEN CITY**  
 520 MARKET STREET  
 P O BOX 95120  
 CAMDEN, NJ 08101-5120  
 TEL (856)757-7000

REQUISITION	
NO.	23-01065

SHIP TO	CITY ATTORNEY-4TH FLOOR PO BOX 95120 CAMDEN, NJ 08101-5120
VENDOR	BROWN & CONNERY LLP 360 HADDON AVENUE PO BOX 539 WESTMONT, NJ 08108

VENDOR #: BRO81

ORDER DATE: 05/05/23  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

*CE June 13*

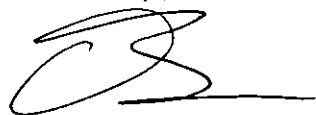
QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	AMENDMENT #1 TO CONTRACT #11-22-180 FOR CONTINUED LEGAL SERVICES	3-01-E0-200-906	50,000.0000	50,000.00
			TOTAL	50,000.00

*Blended rate #175 Attorney,  
110 Paralegal,  
125 Tech Assi*

*5/9/2023*

CITY OF CAMDEN  
2023 MAY -5 PM 01:00

Approved:



MAY 05 2023

Department Head

Date

I hereby certify that the work or supplies specified are necessary for the proper transaction of the business of this bureau or office.



MAY 05 2023

Receiver of Goods

Date

**FORWARD THIS COPY OF THE REQUISITION TO THE PURCHASING BUREAU**

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	City of Camden
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Professional Service or EUS Type	<b>Professional Services</b>
Name of Vendor	<b>Brown &amp; Connery, LLP</b>
Purpose or Need for service:	<b>Amendment #1 to contract #11-22-180 is necessary to continue with ongoing litigation matters.</b>
Contract Award Amount	<b>\$50,000</b>
Term of Contract	<b>1 year</b>
Temporary or Seasonal	
Grant Funded (attach appropriate documentation allowing for service through grant funds)	<b>No</b>
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	
Were other proposals received? If so, please attach the names and amounts for each proposal received?	

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*


Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

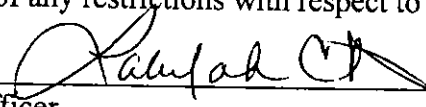
Date \_\_\_\_\_

\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Chief Financial Officer affirms that there is adequate funding available for this personnel action.  
\_\_\_\_\_ Funding Source for this action

  
\_\_\_\_\_  
Chief Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

  
\_\_\_\_\_  
Certifying Officer Date \_\_\_\_\_

**For LGS use only:**

Approved  Denied

\_\_\_\_\_  
Date \_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Number Assigned \_\_\_\_\_

DB:dh  
06-13-23

R-6

**RESOLUTION APPROVING AGREEMENT BETWEEN THE CITY OF CAMDEN  
AND THE PENNSAUKEN SEWERAGE AUTHORITY**

WHEREAS, the City of Camden (City) owns and operates a sewage collection system in the City of Camden and the Pennsauken Sewerage Authority (PSA) owns and operates a sewage collection system in the Township of Pennsauken; and

WHEREAS, the City of Camden and the Pennsauken Sewerage Authority are aware of certain properties physically located within the geographical boundaries of the City of Camden discharge sewage into the systems of the PSA and that certain properties within the geographical boundaries of the Township of Pennsauken discharge sewage into the systems of the City of Camden; and

WHEREAS, certain Pennsauken properties were being billed for sewer services by both the City and PSA; and

WHEREAS, the City of Camden agrees that Pennsauken properties that discharge sewage into the City's sewer system should pay sewage fees to the City; and

WHEREAS, the Pennsauken Sewerage Authority agrees that Camden properties that discharge sewage into the PSA sewer system should pay sewage fees to PSA; and

WHEREAS, the City of Camden desires to enter into the attached Agreement with Pennsauken Sewerage Authority to memorialize the agreement and to authorize actions consistent therewith which shall be effective as of January 1, 2022 and which shall be for a term of 10 years which will renew automatically unless either party acts to terminate; now therefore

BE IT RESOLVED, by the City Council of the City of Camden, that the proper officers be and are hereby authorized to execute the attached Agreement with the Pennsauken Sewerage Authority for a term of 10 years which will renew automatically unless either party acts to terminate same.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST:

\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM


COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Daniel S. Blackburn, City Attorney


**TITLE OF ORDINANCE/RESOLUTION: Resolution Approving Agreement Between the City of Camden and the Pennsauken Sewerage Authority**

Point of Contact:	Michelle Banks-Spearman	Law Department	X7170	mispearm@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y			May 22, 2023
Supporting Department Director (if necessary)				
Director of Grants Management				
Qualified Purchasing Agent				
Director of Finance				

Approved by:  
Business Administrator

  
Signature

5/22  
Date

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

Received by:  
City Attorney

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

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**Signature**

**Date**

## **EXECUTIVE SUMMARY**

**TITLE OF ORDINANCE/RESOLUTION:** Resolution Approving Agreement Between the City of Camden and the Pennsauken Sewerage Authority

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- There are a number of Camden City properties which discharge sewage into the Pennsauken Sewer system and there a number of Pennsauken properties which discharge sewage into the Camden City sewer system. In 2020 American Water Operations and Maintenance, LLC ("AWOM") discovered an additional 28 Pennsauken properties which were discharging into the City's sewer system and began billing those Pennsauken properties. At the same time those 28 properties were being billed for sewer services by the Pennsauken Sewerage Authority ("PSA"). As a result, these properties were being double billed.
- The City and the PSA have reached an agreement that effective January 1, 2022 the PSA will bill Camden properties which discharge into the Pennsauken sewer system and the City will bill Pennsauken properties which discharge into the Camden system. The City will cancel and sewer charge billed to Pennsauken properties prior to January 1, 2022 and the PSA will cancel charges billed to Camden properties prior to January 1, 2022. The City and the PSA will refund any properties that were double billed.
- Time constraints: Residents who have been double billed have been reaching out for relief and cancellation of the liens against their properties.
- The City will have to issue refunds to those Pennsauken property owners that the City billed prior to January 1, 2022 who paid the City in the approximate amount of \$1,839.35 and cancel charges in the approximate amount of \$3,412.18.
- The agreement will be for a term of 10 years and will renew automatically unless either party acts to terminate it.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:**  
\$5251.53

**IMPACT STATEMENT:**

- The approval of this agreement will memorialize the agreement between the City and the PSA regarding billing each other's residents for sewer service and eliminate double billing and confusion.
- If the agreement is not approved, then certain Pennsauken and Camden properties will receive bills from Camden and Pennsauken for the same service.

**SUBJECT MATTER EXPERTS/ADVOCATES:**



- Daniel Blackburn, City Attorney
  - Attendance: (Y/N/Tentative). Confirmed? Y

**COORDINATION:**

- AWOM will adjust its billing accordingly. The Office of Revenue Collection will issue the necessary refunds.

**Prepared by:**

**Michelle Banks-Spearman**

**x7170/mispearm@ci.camden.nj.us**

Name

Phone/Email

**AGREEMENT BETWEEN THE CITY OF CAMDEN AND THE PENNSAUKEN  
SEWERAGE AUTHORITY**

**THIS AGREEMENT** (“Agreement”) is made on this \_\_\_\_ day of \_\_\_\_\_, 202\_\_, by and between the **City of Camden** (“City”), with its principal offices located at 520 Market Street, City Hall 4<sup>th</sup> Floor, Camden, NJ 08101 and the **Pennsauken Sewerage Authority** (“PSA”), with its principal offices located at 1250 John Tipton Blvd., Pennsauken, NJ 08110, collectively referred to herein as the “Parties.”

**WITNESSETH:**

**WHEREAS**, the City owns and operates a sewer system in the City of Camden; and

**WHEREAS**, the PSA owns and operates a sewer system in the Township of Pennsauken; and

**WHEREAS**, there are 216 properties located in the City of Camden which discharge into PSA’s sewer system.; and

**WHEREAS**, the City has contracted with **American Water Operations and Maintenance, LLC** (“AWOM”) to operate and manage its water and sewer system; and

**WHEREAS**, AWOM’s billing records showed that it was billing 302 properties located in the Township of Pennsauken which discharged into the City of Camden’s sewer system; and

**WHEREAS**, in 2020 American Water Operations and Management, LLC discovered that there were an additional 28 Pennsauken properties discharging into the City of Camden’s sewer system and began billing those 28 Pennsauken residences; and

**WHEREAS**, a list of the 28 Pennsauken properties is attached hereto as Exhibit A; and

**WHEREAS**, some of those 28 additional Pennsauken properties were already being billed by PSA and therefore were being double-billed for sewer service; and

**WHEREAS**, in order to avoid double billing the users of their respective sewer systems the parties desire to enter into this Agreement so as to make it clear that those Pennsauken properties which discharge into the Camden sewer system will be billed by the City of Camden and those Camden properties which discharge into the Pennsauken sewer system will be billed by the Pennsauken Sewerage Authority.

WHEREAS, the Camden City Council has approved this Agreement pursuant to Resolution No. \_\_\_\_\_, and PSA has approved this AGREEMENT pursuant to Resolution No. 23-25. Certified copies of the Resolutions are attached to this AGREEMENT.

NOW, THEREFORE, with the foregoing recital paragraphs incorporated herein by this reference and in consideration of the mutual covenants contained herein, the Parties hereto, intending to be legally bound, hereby agree as follows:

**1. TERM AND RENEWAL**

This Agreement shall be effective as of January 1, 2022, and shall continue for a term of ten (10) years ending December 31, 2032. This Agreement may be renewed for two additional terms of ten (10) years upon mutual agreement of the parties. Notice of intent to renew or terminate must be provided no later than six (6) months prior to the expiration of the then current term. The options to renew are automatic in the event the parties do not provide the notice of intent to renew or terminate within the time set forth in this section, subject to the concurrent adoption of Resolutions by the Parties approving the execution of this Agreement, and upon full execution of this Agreement by all Parties, and unless terminated pursuant to the terms and conditions below.

**2. DESCRIPTION OF SERVICES**

- a. Effective January 1, 2022 Pennsauken Sewerage Authority will bill Camden properties which discharge into the PSA sewer system and will cease billing Pennsauken properties which discharge into the Camden sewer system; and
- b. Effective January 1, 2022 Camden will bill Pennsauken properties which discharge in the City of Camden's sewer system and cease billing Camden properties which discharge in to the Pennsauken sewer system;

- c. The City of Camden will cancel any sewer charges billed to Pennsauken properties for discharging into the Camden sewer system prior to January 1, 2022 and issue refunds to any Pennsauken customers that paid such bills.
- d. The PSA will cancel any sewer charges billed to Camden properties for discharging into the Pennsauken sewer system prior to January 1, 2022 and issue refunds for any bills that were paid.

### 3. INDEMNIFICATION

PSA and City hereby agree to indemnify and hold the other harmless against all losses, claims, or liabilities of any kind (including reasonable attorneys' fees and costs) for personal injury or property damages arising out of the actions taken by either party pursuant to this Agreement.

(a) *PSA.* PSA shall indemnify, defend, and save and hold the City, its officers, officials, employees, contractors, subcontractors and agents, harmless against any and all claims, demands, suits, costs, judgments, liens, demands or other forms of liability to third parties, actual or claimed, including reasonable attorneys' fees (collectively, "Losses"), arising from injury to property or persons, occurring or allegedly occurring due to the negligent conduct or willful misconduct, or any act or omission of PSA or any of its officers, officials, students, employees, contractors, contractors, subcontractors, licensees, invitees or agents, during the term of this Agreement or any renewal thereof, except to the extent such Losses may arise due to the negligence or willful misconduct of the City or its employees or agents.

(b) *City.* The City shall indemnify, defend, and save and hold PSA, its officers, officials, employees, contractors, subcontractors, and agents, harmless against any and all Losses, arising

from injury to property or persons, occurring or allegedly occurring due to the negligent conduct or willful misconduct, or any act or omission of the City or any of its employees, officers, officials, directors, contractors, subcontractors, licensees, invitees or agents, during the term of this Agreement or any renewal thereof, except to the extent **such** Losses may arise due to the negligence or willful misconduct of PSA or its employees or agents.

4. **NOTICE**

Whenever under the terms of this Agreement, written notice is **required** or permitted to be given by one party to the other party, such notice shall be deemed to have been sufficiently given if personally delivered to the **appropriate** individual of the City or PSA, or if mailed by way of certified or registered mail, return receipt **requested**, and addressed to the party to whom notice is to be given, as set forth below:

**City of Camden**  
Municipal Clerk & Registrar  
520 Market Street  
City Hall, Room 105  
P.O. Box 95120  
Camden, NJ 08101

**Pennsauken Sewerage Authority**  
1250 John Tipton Blvd.  
Pennsauken Township, NJ 08110  
Attn: Marco DiBattista, Deputy Director

## 5. GOVERNING LAW

Any dispute arising under this Agreement or related to this Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

## 6. ASSIGNMENTS BINDING EFFECT

This Agreement and all rights, duties, and obligations provided herein may not be assigned by either Party unless agreed to in writing by both Parties and with authorization by concurrent resolution of the Parties' governing bodies.

This Agreement shall be binding upon the Parties hereto and their respective successors, or assigns.

## 7. CONSTRUCTION OF THIS AGREEMENT

The invalidity of any clause contained herein shall not render any other provision invalid, and the remaining provisions of this Agreement shall remain binding and valid upon the Parties. In the event that any provision of this Agreement shall, for any reason, be determined to be invalid, illegal, or unenforceable in any respect, the Parties shall negotiate in good faith and agree to such amendments, modifications, or supplements to this Agreement, or other such appropriate action as shall give effect to the intentions of the Parties as reflected herein to the maximum extent practicable. All other provisions of the Agreement shall remain in full force and effect.

## 8. AMENDMENTS

This Agreement may not be amended, altered or modified in any manner except in writing signed by the Parties hereto and authorized by concurrent resolutions of the Parties' governing bodies.

9. **ENFORCEABILITY AND COUNTERPARTS**

This Agreement may be executed in several counterparts, each of which shall be deemed an original and all of which shall constitute one and the same instrument. Executed copies hereof may be delivered by facsimile or by email in a PDF attachment, and upon receipt, shall be deemed originals and binding upon the parties hereto. Without limiting or otherwise affecting the validity of executed copies hereof that have been delivered by facsimile or by email in a PDF attachment, the parties shall use diligent efforts to deliver originals as promptly as possible after execution.

10. **ENTIRE AGREEMENT**

This Agreement sets forth the entire understanding of the Parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations, and warranties between the Parties.

**IN WITNESS WHEREOF**, the City of Camden and the Pennsauken Sewerage Authority have caused this Agreement for the provision of sewerage services to be executed by their duly authorized representatives as of the day and year first written above.

Attest:

**CITY OF CAMDEN**

By: \_\_\_\_\_

By: \_\_\_\_\_  
Victor G. Carstarphen, Mayor

Attest:

**PENNSAUKEN SEWERAGE  
AUTHORITY**

By: \_\_\_\_\_

By: \_\_\_\_\_  
Marco DiBattista, Deputy Director

Authorized by Resolution \_\_\_\_\_.  
Reviewed and approved as to form.

By: \_\_\_\_\_  
Daniel S. Blackburn  
City Attorney



EXHIBIT "A"

PENNSAUKEN HOUSES THAT GO INTO CAMDEN SEWER				CAMDEN HOUSES CONNECTED TO PSA LINES			
PLATE #	STREET	HOUSE #	AW Notes	PLATE #	STREET	HOUSE #	AW Notes
2	River Road	3611	Listed as Pennsauken		Highland Ave	3087	NJAW - we are billing
8	42nd St from Westfield to High	1906	On list of 28   provided		42nd St	203	discharge to camden Billing
		1914	On list of 28   provided			205	discharge to camden Billing
		1918	On list of 28   provided			207	discharge to camden Billing
		1924	On list of 28   provided			211	discharge to camden Billing
		1930	On list of 28   provided			215	discharge to camden Billing
		1932	On list of 28   provided			217	discharge to camden Billing
		1936	On list of 28   provided				
		1942	On list of 28   provided		Camden Ave	3905	No account - NJAW or Psa- Garage
		1944	On list of 28   provided				
45	36th St from Chestnut to Rudderow	4300					
		4308	On list of 28   provided				
		4328	On list of 28   provided				
		4330	On list of 28   provided				
		4342					
		4344	On list of 28   provided				
	Federal St	3883	no account in umbs, I have 3885 on list of 28				
		3905	On list of 28   provided				

Account #	House #	Street	Billing	Balance prior to 1/1/2022	Paid/Owed	Route #	Water Service	Sewer Discharge	Block	Lot
706064	3905	Federal st	No			401	PSA Water		4517	3
No Account	3885	Federal st	no							
468274	2162	37th st	Yes	\$ 721.12	On lien	4	NJAW	Camden Sew	1031	56
706065	2168	37th st	No			4	NJAW	Camden Sew	4506	9
458777	1838	42nd st	No			401	PSA Water	Camden Sew	1008	16
706067	1844	42nd st	No			401	PSA Water	Camden Sew	916	19
706068	1852	42nd st	No			401	PSA Water	Camden Sew	916	18
706069	1856	42nd st	No			401	PSA Water	Camden Sew	916	17
706070	1862	42nd st	No			401	PSA Water	Camden Sew	916	16
706071	1866	42nd st	No			401	PSA Water	Camden Sew	916	15
706072	1870	42nd st	No			401	PSA Water	Camden Sew	916	14
706073	1876	42nd st	No			401	PSA Water	Camden Sew	916	13
706074	1880	42nd st	No			401	PSA Water	Camden Sew	916	12
706075	1900	42nd st	No			401	PSA Water	Camden Sew	801	22
706076	1906	42nd st	No			401	PSA Water	Camden Sew	801	21
706077	1914	42nd st	No			401	PSA Water	Camden Sew	801	20
706078	1918	42nd st	No			401	PSA Water	Camden Sew	801	19
706079	1924	42nd st	No			401	PSA Water	Camden Sew	801	18
706080	1930	42nd st	No			401	PSA Water	Camden Sew	801	17
706081	1932	42nd st	No			401	PSA Water	Camden Sew	801	16
706082	1936	42nd st	No			401	PSA Water	Camden Sew	801	15
706083	1942	42nd st	No			401	PSA Water	Camden Sew	801	14
706084	1944	42nd st	No			401	PSA Water	Camden Sew	801	13
704349	4308 - 4308	N 36th st	Yes	\$ 1,627.26	Owed	5	NJAW	Camden Sew	4518	1
685098	4328	N 36th st	Yes	\$ 699.83	Paid	4	NJAW	Camden Sew	none	none
704348	4330	N 36th st	Yes	\$ 1,063.80	Owed	5	NJAW	Camden Sew	4518	13
No Account	4332	N 36th st	No							
685084	4344	N 36th st	Yes	\$ 1,139.52	Paid	4	NJAW	Camden Sew	none	none
<b>Total</b>				<b>\$ 5,251.53</b>						

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	City of Camden and Pennsauken Sewerage Authority
--------------	--

Professional Service or EUS Type	NA
Name of Vendor	Pennsauken Sewerage Authority
Purpose or Need for service:	
Contract Award Amount	NA
Term of Contract	10 years
Temporary or Seasonal	
Grant Funded (attach appropriate documentation allowing for service through grant funds)	NA
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	NA
Were other proposals received? If so, please attach the names and amounts for each proposal received?	NA

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*

Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_

\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Chief Financial Officer affirms that there is adequate funding available for this personnel action.

\_\_\_\_\_ Funding Source for this action

\_\_\_\_\_  
Chief Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

\_\_\_\_\_  
Certifying Officer

Date \_\_\_\_\_

***For LGS use only:***

Approved

Denied

\_\_\_\_\_  
Date \_\_\_\_\_

Director or Designee,  
Division of Local Government Services

Number Assigned \_\_\_\_\_

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY  
TO AUTHORIZE THE EXECUTION OF AN AGREEMENT WITH  
THE CITY OF CAMDEN**

**WHEREAS**, the Pennsauken Sewerage Authority (“Authority”) owns and operates sewage collection systems in the Township of Pennsauken and the City of Camden (“City”) owns and operates sewage collection systems in the City of Camden; and

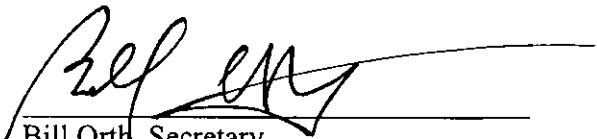
**WHEREAS**, the City and Pennsauken are aware that a number of properties which are physically within the geographical boundaries of the City discharge sewage into the systems of the Authority and that there are a number of properties within the geographical boundaries of the Township of Pennsauken that discharge sewage into the systems of the City; and

**WHEREAS**, the Authority and the City recognize that any owner of any property that discharges sewage into the systems of the Authority should pay sewage fees to the Authority regardless of location within the boundaries of the City and that the owner of any property which discharges sewage into the systems of the City should pay sewage fees to the City regardless of location within the boundaries of the Township of Pennsuken; and

**WHEREAS**, the City and the Authority desire to memorialize this agreement and to authorize actions consistent therewith.

**NOW, THEREFORE, BE IT RESOLVED**, that from January 1, 2022 forward the City shall bill all property owners who discharge sewage into the City’s systems and the Authority shall bill all property owners who discharge sewage into the Authority’s systems; and that there will be no retroactive application of this agreement prior to January 1, 2022 and that any fees collected subsequent to January 1, 2022 by either party in violation of this agreement shall be refunded to the property owner who paid those fees; and

**BE IT FURTHER RESOLVED THAT**, the agreements referenced herein shall be contained in a Shared Services Agreement to be signed by the appropriate officers of each of the parties, which shall be subject to the review and approval of the Solicitor to the Authority.

  
Bill Orth, Secretary

**ROLL CALL:**

Mr. Oren Lutz – **Yes**  
Mr. Gregory Schofield – **Yes**  
Mr. Dennis Archible – **Yes**  
Mr. Timothy Ellis – **Absent**  
Mrs. Marie McKenna – **Yes**

**ADOPTED:** March 21, 2023

R-7

AIV  
06-13-23

**RESOLUTION AUTHORIZING EXTENSIONS OF TIME TO COMPLETE  
FORECLOSURE FOR LESS THAN FULL VALUE TAX SALE CERTIFICATE  
ASSIGNMENTS**

**WHEREAS**, the City Council previously authorized the assignment of various tax sale certificates, listed in Exhibit A attached hereto, for less than the full amount due pursuant to N.J.S.A. 54:5-114.2(b); and

**WHEREAS**, N.J.S.A. 54:5-114.4, requires that the tax sale certificate assignee complete the foreclosure of the tax sale certificate and record the final judgment in the Camden County Clerk's Office within two (2) years of the date of the resolution authorizing the assignment; and

**WHEREAS**, due to various reasons, including delays caused by the COVID-19 Public Health Emergency and the resulting disruptions of court proceedings, assignment holders were unable to complete foreclosure within the two (2) year requirement; and

**WHEREAS**, the tax sale certificate purchasers listed below made requests to extend the time to foreclose; and

**WHEREAS**, the Lien Review Committee now requests that the City Council extend the foreclosure deadlines to the *New Deadline to Complete Foreclosure* dates listed in Exhibit A attached hereto; now, therefore

**BE IT RESOLVED**, by the City Council of the City of Camden that the Purchaser's foreclosure deadline is hereby extended to the respective *New Deadline to Complete Foreclosure* listed in Exhibit A attached hereto.

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



## Exhibit A

<u>Address</u>	<u>Block/Lot</u>	<u>Council Resolution Approval Date</u>	<u>Resolution#</u>	<u>Tax Sale Certificate#</u>	<u>Tax Sale Certificate Purchaser</u>	<u>Last deadline to complete foreclosure</u>	<u>New Deadline to complete foreclosure</u>
448 Liberty	335/86	5/10/2016	MC-16:5060	990318	<i>Williams, Belvin</i>	05/10/2023	11/10/2023
450 Liberty	335/85	08/09/2016	MC-16:5214	88-294	<i>Williams, Belvin</i>	08/09/2023	11/10/2023
452 Liberty	335/84	08/09/2016	MC-16:5214	88-273	<i>Williams, Belvin</i>	08/09/2023	11/10/2023
414 Stevens	178/6	12/11/2018	MC-18:6692	13-00171	<i>Abbey Real Estate</i>	12/11/2022	12/11/2023
139 State	20/79	04/13/2021	MC-21:7908	10-00272	<i>Andrade, Ricardo</i>	04/13/2023	04/13/2024
3044 N Merrimac	708/20	04/13/2021	MC-21:7908	93-577	<i>Lopez, Pedro &amp; Jasmine</i>	04/13/2023	04/13/2024



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

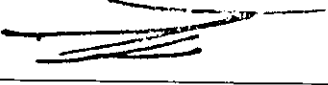
TO: City Council  
FROM: Daniel Blackburn, City Attorney

**TITLE OF ORDINANCE/RESOLUTION: Resolution Authorizing Extensions of Time to Complete Foreclosures For Less Than Full Value Tax Sale Certificate Assignments**

Point of Contact:	Amia I. Valentine	Law	X7166	avalent@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

Responsible Department Director Supporting Department Director (if necessary) Director of Grants Management Qualified Purchasing Agent Director of Finance	Recommend Approval (Y/N)	Signature	Date	Comments
			5/26/23	

Approved by:  \_\_\_\_\_  
Business Administrator 5.26.23  
Date

- Attachments (list and attach all available):
1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
  2. Certification of Funds<sup>2</sup>
  3. Addition supporting documents.

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

Received by:  \_\_\_\_\_ JUN 01 2023  
City Attorney

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance  
<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

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Signature

Date

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution Authorizing Extensions of Time to Complete Foreclosures For Less Than Full Value Tax Sale Certificate Assignments

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- Request to approve extensions of time to foreclose on less than full value tax sale certificate assignments.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$0

**IMPACT STATEMENT:**

- Provide additional time for assignees to foreclose on tax sale certificates to acquire properties.
- To continue to receive tax revenue for properties and provide time for assignees to acquire title.
- If not approved, TSC's will revert back to City; loss in tax revenue for properties.

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- Name, Organization 1.
  - Attendance: (Y/N/Tentative). Confirmed?
- Name, Organization 2.
  - Attendance: (Y/N/Tentative). Confirmed?
- Additional as required...

**COORDINATION:**

- Assignees retain assignments.

**Prepared by:** Amia Valentine

x7166/amvalent@ci.camden.nj.us

---

Name

Phone/Email

DB:dh  
06-13-23

R-8

**RESOLUTION AMENDING RESOLUTION (MC-8950) "AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE CITY OF CAMDEN AND CAMDEN REDEVELOPMENT AGENCY ("CRA") FOR THE ACQUISITION OF CERTAIN PROPERTY ON BEHALF OF THE CITY FOR CONSTRUCTION OF LOW AND MODERATE INCOME HOUSING FOR THE ABLETT VILLAGE CNI GRANT PROGRAM"**

WHEREAS, the Council of the City of Camden by Resolution R-9 (MC-8950) adopted on May 9, 2023 authorized the execution of a Shared Services Agreement ("SSA") with Camden Redevelopment Agency for the Acquisition of Certain Property on behalf of the City for Construction of Low and Moderate Income Housing for the Ablett Village CNI Grant Program; and

WHEREAS, the City wishes to amend the Shared Services Agreement to include Lot 31 that was erroneously omitted; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden that Shared Services Agreement between the City of Camden and CRA be amended to include Lot 31.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST:

\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Daniel S. Blackburn, City Attorney

**TITLE OF ORDINANCE/RESOLUTION:**

Resolution Amending Resolution R-9 (Mc-8950) Adopted May 9, 2023 "Authorizing A Shared Services Agreement Between The City Of Camden And Camden Redevelopment Agency ("CRA") For The Acquisition Of Certain Property On Behalf Of The City For Construction Of Low And Moderate Income Housing For The Ablett Village CNI Grant Program"

Point of Contact: Law Department

Name	Department-Division- Bureau	Phone	Email
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## ENDORSEMENTS

Responsible Department Director Supporting Department Director (if necessary) Director of Grants Management Qualified Purchasing Agent Director of Finance	Recommend Approval (Y/N)	Signature	Date	Comments
			JUN 05 2023	

Approved by:  
Business Administrator

Signature Date

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (if applicable)<sup>1</sup>
2. Form of Shared Services Agreement – To Be Completed

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

Received by:  
City Attorney

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

JUN 05 2023

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Signature

Date

## EXECUTIVE SUMMARY

### TITLE OF RESOLUTION

Resolution Amending Resolution R-9 (Mc-8950) Adopted May 9, 2023 “Authorizing A Shared Services Agreement Between The City Of Camden And Camden Redevelopment Agency ("CRA") For The Acquisition Of Certain Property On Behalf Of The City For Construction Of Low And Moderate Income Housing For The Ablett Village CNI Grant Program”

### FACTS/BACKGROUND: (Executive level details. Short concise bullets)

- The City of Camden and Housing Authority of the City of Camden (HACC) are co-applicants for the Ablett Village/Cramer Hill US HUD Choice Neighborhoods Implementation (CNI) Grant, which was awarded in 2020 to the City and HACC for \$35 million and in 2023, \$5 million in supplemental funding. HACC under the Grant is to construct 425 new units of low and moderate income housing in the Cramer Hill Neighborhood.
- The HACC and its designated developer, Michaels Development Company, have identified certain property necessary and suitable to complete the last housing phase of 73- units and meet the CNI Grant terms to construct a total 425-units.
- An Ordinance is before City Council on Second Reading at the June 13, 2023 Meeting to acquire certain parcels of land located in Block 818, Lots 30, 51, 49, 57, 16 and 17; and Block 822, Lot 35 on the City of Camden Tax Map (the “Property”) by eminent domain pursuant to N.J.S.A. 52:27D-325 for the construction of low and moderate income housing.
- A parcel of land designated as Block 818, Lot 31 and located at 1115 No 16<sup>th</sup> Street was erroneously omitted from the requested Ordinance. This Requested Ordinance is to correct the stated omission.
- The City and CRA desire to enter into a Shared Services Agreement, where CRA will act as the City’s agent for purposes of acquiring the above mentioned Property by managing the condemnation process under the City’s statutory authority pursuant to the N.J.S.A. 52:27D-325.
- This Resolution is to Amend Resolution R-9 (Mc-8950) adopted May 9, 2023 “Authorizing A Shared Services Agreement Between The City Of Camden And Camden Redevelopment Agency ("CRA") For The Acquisition Of Certain Property On Behalf Of The City For Construction Of Low And Moderate Income Housing For The Ablett Village CNI Grant Program” to add the omitted parcel Block 818, Lot 31 located at 1115 No 16<sup>th</sup> Street to the Agreement.

### AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL: Cost to City zero.

- CRA and HACC will enter into a redevelopment agreement which will provide that HACC will be obligated to pay the acquisition costs of the properties, and all other reasonable costs and fees in connection with the condemnation process, and a fee for CRA’s project management services.



- After CRA acquires the Property and the City is in title, the property is to be conveyed to the CRA. CRA then will re-convey the property to the HACC, subject to the terms of the redevelopment agreement.

**IMPACT STATEMENT:**

HACC and Michaels seek site control of the Property in order to secure planning board and other local approvals and apply for tax credit and other financing for the Phase 5 project in a September/October 2023 timeframe. If City Council does not approve this Ordinance by May/June 2023 it will delay the filing of the condemnation complaint and HACC securing site control, local planning board and other approvals, and proceeding with financing applications for this project.

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- Marc Riondino, Counsel to the Mayor
- Melody Johnson-Williams, Executive Director, HACC
- Chuck Valentine, Director of Modernization, HACC
- Olivette Simpson, Interim Executive Director, CRA

**COORDINATION:**

Prepared by: Olivette Simpson, CRA, Ext. 3540

[olsimpo@ci.camden.nj.us](mailto:olsimpo@ci.camden.nj.us)

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Name

Phone/Email

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	City of Camden
--------------	----------------

Professional Service or EUS Type	<b>Shared Services Agreement</b>
Name of Vendor	<b>CAMDEN REDEVELOPMENT AGENCY ("CRA")</b>
Purpose or Need for service:	The City desires to amend R-9 (MC - 8950) authorizing a Shared Services Agreement with the CRA for the acquisition of certain property on behalf of the City for the Construction of Low and Moderate Income Housing For The Ablett Village CNI Grant Program" by adding Block 818, Lot 31, which was erroneously omitted
Contract Award Amount	<b>Zero</b>
Term of Contract	<b>2 years</b>
Temporary or Seasonal	
Grant Funded (attach appropriate documentation allowing for service through grant funds)	
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	
Were other proposals received? If so, please attach the names and amounts for each proposal received?	

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*

Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_

\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Chief Financial Officer affirms that there is adequate funding available for this personnel action.

\_\_\_\_\_ Funding Source for this action

\_\_\_\_\_  
Chief Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

\_\_\_\_\_ Date \_\_\_\_\_  
Certifying Officer

***For LGS use only:***

Approved  Denied

\_\_\_\_\_ Date \_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Number Assigned \_\_\_\_\_

**RESOLUTION OF SUPPORT FOR THE APPLICATION FOR A RETAIL RECREATIONAL CANNABIS LICENSE SUBMITTED BY LOUD HOUSE, LLC FOR ITS PROPOSED BUSINESS LOCATION, 112 NORTH THIRD STREET, CAMDEN, NEW JERSEY**

**WHEREAS**, on February 8, 2022, the City of Camden adopted an ordinance, MC-5371, establishing and controlling recreational cannabis licenses in the City of Camden which was amended by MC-5414, adopted on October 11, 2022, further amended by MC-5426, adopted on November 10, 2022, and then further amended by MC-5427, adopted on December 13, 2022; and

**WHEREAS**, the City Council of the City of Camden adopted a cannabis ordinance with subsequent amendments, which establish the number of permitted licenses as follows:

1. A maximum of three (3) standard or micro-business licenses operating under Class 1 shall be permitted to operate within the City only in commercial zone area specified as Commercial 3 and Light Industrial 2.
2. A maximum total of three (3) standard or micro-business cannabis licenses operating under Class 2 shall be permitted to operate within the City only in commercial zone specified as Light Industrial Zone – LI-1.
3. A maximum total of three (3) standard or micro-business cannabis licenses operating under Class 3 shall be permitted within the City only in commercial zone areas specified as Light Industrial Zones, LI-1 and LI-2.
4. A maximum total of three (3) standard or micro-business cannabis licenses operating under Class 4 shall be permitted within the City only in commercial zone areas specified as Light Industrial Zone – LI-1.
5. A maximum of 20 standard or microbusiness retail cannabis business licenses operating under Class 5 shall be permitted within the City in the commercial zones with no more than six (6) per zone as specified in the following zones:
  - a. C-2 Zone – Gateway/Waterfront South
  - b. C-3 Zone – Old Pathmark Area
  - c. C-4 Zone – Admiral Wilson Boulevard
  - d. US Zone – University Services
  - e. CC Zone – Center City
  - f. C-1 Zone - Haddon Avenue from Kaighn Avenue to Atlantic Avenue
  - g. C-2 Zone - Vine Street from North Front Street to North 3<sup>rd</sup> Street
  - h. TOD District - White Horse Pike from Haddon Avenue to Ferry Avenue
  - i. Any other properties outside the specific zones described in subsections (a) through (h) above, provided that the applicant/petitioner obtains a use variance, inclusive of any conditions, from the Zoning Board of Adjustment.
  - j. Class 6: Delivery – In accordance with the Act, delivery of cannabis products within the City is authorized where permitted by State law.

**WHEREAS**, prior to the current moratorium, the license-applicant, Loud House, LLC submitted an application for a retail recreational cannabis license for the proposed location, 112 North Third Street, Camden, New Jersey, which falls within the above identified retail zones; and

**WHEREAS**, the Camden Cannabis Committee conducted a review of the application for a retail recreational cannabis license submitted by Loud House, LLC and interviewed its Principals; and

**WHEREAS**, the Cannabis Committee permitted Loud House, LLC numerous opportunities to submit additional documentation in support of its application and the Cannabis Committee conducted numerous reviews of this application along with supplemental documentation submitted by Loud House LLC and its Principals, including the most recent submission received from Loud House LLC by the Cannabis Committee on or about June 7, 2023; and

**WHEREAS**, the Camden Cannabis Committee, upon a review of the application and supplemental documents on June 13, 2023, has now determined to recommend to the City Council of the City of Camden that the application of Loud House, LLC for a retail recreational cannabis license be approved and that the Cannabis Regulatory Commission be advised of this recommendation through this resolution of support from the City Council of the City of Camden; and

**WHEREAS**, New Jersey law requires that the Cannabis Regulatory Commission is the sole entity with the authority to issue a cannabis license but which requires municipal support for such cannabis license; now therefore

**BE IT RESOLVED**, by the City Council of the City of Camden that the City Council of the City of Camden, by this resolution hereby supports the application of Loud House, LLC for a retail recreational cannabis license for 112 North Third Street, Camden, New Jersey, which was submitted to the Camden Cannabis Committee and which has been so reviewed and approved by the Camden Cannabis Committee.

**BE IT FURTHER RESOLVED**, by the City Council of the City of Camden, that this resolution of support for the application for a retail recreational cannabis license by Loud House, LLC, is based on the review of the application of Loud House, LLC, by the Camden Cannabis Committee which determined the following:

1. The applicant's legal name under which it is registered to do business in the State of New Jersey is Loud House, LLC.
2. The City of Camden has authorized the type of cannabis business license being sought by Loud House, LLC to operate within the City of Camden.
3. While the City of Camden has imposed a limit on the number of licensed recreational cannabis retail businesses, as stated above, the issuance of a license to the license-applicant, Loud House, LLC, by the New Jersey Cannabis Regulatory Commission would not exceed that license limit.
4. The owners of Loud House, LLC are Aaron Streater and Manuel Caban.
5. The owners of Loud House, LLC are residents of the City of Camden.
6. Loud House, LLC appears to meet the requirement of an Impact Zone business and is Minority-owned.
7. The proposed location for Loud House, LLC is 112 North Third Street, Camden, New Jersey, which is located in an approved zone identified in the City of Camden's cannabis ordinance, MC-5371, adopted on February 8, 2022, which was amended by MC-5414, adopted on October 11, 2022, further amended by MC- 5426, adopted on November 10, 2022, and then further amended by MC-5427, adopted on December 13, 2022.
8. This company and its owners have the financial wherewithal to support this cannabis business.
9. The Principals of Loud House, LLC will be complying with the New Jersey Cannabis Regulations, N.J.A.C. 17: 30-1.1 et seq., including being willing to submit to criminal history background checks as required by New Jersey Cannabis Regulation, N.J.A.C. 17: 30-7.12.
10. The application submitted by Loud House, LLC to the Camden Cannabis Committee, for a retail recreational cannabis license appears to meet all of the requirements of the City of Camden's cannabis ordinance, MC-5371,

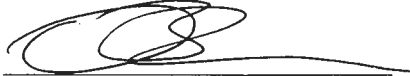
adopted on February 8, 2022, which was amended by MC-5414, adopted on October 11, 2022, further amended by MC- 5426, adopted on November 10, 2022, and then further amended by MC-5427, adopted on December 13, 2022.

**BE IT FURTHER RESOLVED**, by the City Council of the City of Camden, that, based on the review conducted by the Camden Cannabis Committee of the application for a retail recreational cannabis license sought by the license-applicant, Loud House, LLC and subject to compliance by Loud House, LLC with all New Jersey Cannabis Regulations and further contingent upon Loud House, LLC obtaining all of the City's applicable zoning, mercantile and building permit approvals, the City of Camden hereby recommends to the Cannabis Regulatory Commission that a retail recreational cannabis license be issued to Loud House, LLC for a proposed location at 112 North Third Street, Camden, New Jersey.

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

DB:dh  
06-13-23

R-10

**RESOLUTION AWARDING A CONTRACT TO THE LAW OFFICES OF  
FRANKIE FONTANEZ TO PROVIDE PUBLIC DEFENDER SERVICES IN  
THE CAMDEN MUNICIPAL COURT**

WHEREAS, there exists a need for public defender services in the City of Camden Municipal Court; and

WHEREAS, pursuant to a Request for Proposals #23-04, the lowest, responsible proposal was submitted by LAW OFFICES OF FRANKIE FONTANEZ, for an amount not to exceed ONE HUNDRED FORTY THOUSAND DOLLARS (\$140,000.00); and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(3), the Purchasing Agent recommends to award a contract to the LAW OFFICES OF FRANKIE FONTANEZ; and

WHEREAS, pursuant to the directive of the Division of Local Government Services, a certification has been attached hereto which certifies that the funds for this expenditure are available and appropriated under the adopted budget of the City of Camden under line item "3-01-E1-101-906", and said certification has been signed by the Chief Financial Officer and approved as to form by the City Attorney; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden, that the proper officers of the City of Camden are hereby authorized to execute a contract to the LAW OFFICES OF FRANKIE FONTANEZ, for an amount not to exceed ONE HUNDRED FORTY THOUSAND DOLLARS (\$140,000.00), for the purpose of providing public defender services in the Camden Municipal Court to the City of Camden for a period of one year, according to Public Contracts Law, P.L. 1971, Chapter 198, and that the Mayor and the City Clerk shall execute said contract on behalf of the City of Camden.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST:

\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

CITY OF CAMDEN

CERTIFICATION AS TO THE AVAILABILITY OF FUNDS

I CERTIFY, DIRECTOR FOR THE FINANCE DEPARTMENT FOR THE CITY OF CAMDEN, THAT WITH RESPECT TO THE AWARD OF A CONTRACT OR EXPENDITURE OF FUNDS TO: FRANKIE FONTANEZ

THAT THE FUNDS ARE AVAILABLE AS OF THE DATE OF THIS RESOLUTION/CERTIFICATION, FROM ONE OF THE FOLLOWING:

- BUDGET APPROPRIATION: 3-01-E1-101-906  
AMOUNT: \$ 140,000.00

- APPROPRIATION RESERVE:  
AMOUNT: \$

- DEDICATED BY RIDER:  
AMOUNT: \$

- RESERVE FOR STATE AND FEDERAL GRANT:  
AMOUNT: \$

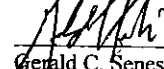
- CAPITAL ORDINANCE  
AMOUNT: \$

- TRUST ACCOUNT:  
AMOUNT: \$

DETERMINATION OF VALUE CERTIFICATION

I CERTIFY, AS CHIEF FINANCIAL OFFICER, THAT THE ANTICIPATED VALUE OF THE CONTRACT, OVER THE FULL LIFE, WILL BE \$ 140,000.00

DESCRIPTION OF THE GOODS AND SERVICES TO BE PROCURED: RESOLUTION AWARDING A CONTRACT TO LAW OFFICES OF FRANKIE FONTANEZ TO PROVIDE PUBLIC DEFENDER SERVICES IN THE CAMDEN MUNICIPAL COURT

  
\_\_\_\_\_  
Gerald C. Seneski  
*Director of Finance*  
Date: 5/23/23





# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: 06/13/2023

TO: City Council  
FROM: L. CHANDLER, ADMINISTRATION/PURCHASING

**TITLE OF ORDINANCE/RESOLUTION: RESOLUTION AWARDING A CONTRACT TO LAW OFFICES OF FRANKIE FONTANEZ TO PROVIDE PUBLIC DEFENDER SERVICES IN THE CAMDEN MUNICIPAL COURT**

Point of Contact:	Lateefah Chandler	Admin-Purchasing	856-757-7475	lachandl@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

### ENDORSEMENTS

Responsible	Recommend Approval (Y/N)	Signature	Date	Comments
Department Director				
Supporting Department Director (if necessary)				
Grants Management				
Qualified Purchasing Agent	Y		5/23/23	
Director of Finance			5/23/23	
Approved by: Business Administrator			5/27	

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (if applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

**"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.**

Received by: JUN 05 2023  
 City Attorney Signature Date

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance  
<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION: RESOLUTION AWARDING A CONTRACT TO LAW OFFICES OF FRANKIE FONTANEZ TO PROVIDE PUBLIC DEFENDER SERVICES IN THE CAMDEN MUNICIPAL COURT**

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- Proposal estimates 10 sessions per week @ approximately \$270.00 per session
- Firm includes 3 attorneys

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL: \$140,000.00**

**APPROPRIATION NUMBER: 3-01-E1-101-906**

**PROCUREMENT: RECEIVED ONE (1) PROPOSAL IN RESPONSE TO RFP #23-04 ON MARCH 28, 2023**

**IMPACT STATEMENT:**

- Public Defender services required per statute Section 28:24-1 et seq

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- N/A

**COORDINATION:**

- N/A

**Prepared by: LATEEAH CHANDLER**

**856-757-7159**

---

Name

Phone/Email

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	CITY OF CAMDEN
Professional Service or EUS Type	N/A
Name of Vendor	LAW OFFICES OF FRANKIE FONTANEZ
Purpose or Need for service:	PUBLIC DEFENDER SERVICES FOR CAMDEN MUNICIPAL COURT
Contract Award Amount	\$140,000.00
Term of Contract	12 MONTHS
Temporary or Seasonal	N/A
Grant Funded (attach appropriate documentation allowing for service through grant funds)	NO
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	RFP #23-04
Were other proposals received? If so, please attach the names and amounts for each proposal received?	NO

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*

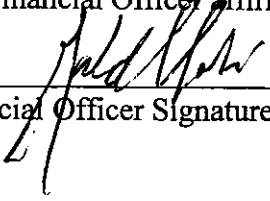
Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

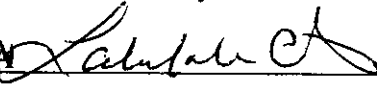
Date \_\_\_\_\_

\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Financial Officer affirms that there is adequate funding available for this action.

  
\_\_\_\_\_  
Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

N/A  \_\_\_\_\_ Date 5/23/23  
Certifying Officer

***For LGS use only:***

Approved  Denied \_\_\_\_\_

\_\_\_\_\_  
Date \_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Number Assigned \_\_\_\_\_

**Schedule of Prices**

The Respondent hereby Bids and offers to enter into the Contract referred to and to supply and perform all or any part of the Work which is set out or called for in these specifications, at the unit prices, and/or lump sums, hereinafter stated.

\*Denotes a "MANDATORY" field

Do not enter \$0.00 dollars unless you are providing the line item at zero dollars to the Owner.

If the line item and/or table is "NON-MANDATORY" and you are not bidding on it, leave the table and/or line item blank. Do not enter a \$0.00 dollar value.

**Cost Proposal for Cost per Session Option**

Respondents must submit pricing for either cost per session or a flat fee to provide all public defender services, not both. Do not leave this section blank. Indicate zero if the section does not apply:

- 1. Cost per half-day session, regular and special; and
- 2. Cost per full-day session, regular and special

or

- 3. Flat fee to provide all public defender services to the Camden City Municipal Court

**Please note:** The Public Defender is required to prepare for all sessions as may be appropriate based on the professional standards for an attorney including meetings with clients, research, etc. No additional compensation is paid for preparation. Counsel will be expected to submit monthly itemized billings. The City will not pay for in-house conferences (partner/associate; associate/paralegal, etc.). The City also will not pay for local calls or calls between the City and those being represented. All costs related to the role of Municipal Public Defender shall be included in the rate per session.

Session	Cost per Session *	Is Respondent submitting pricing for the Cost per Session option *
Half-Day	\$0.0000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Full Day	\$0.0000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subtotal:		\$ 0.00

**Cost Proposal for Flat Fee Option**

Respondents must submit pricing for either cost per session or a flat fee to provide all public defender services, not both. Do not leave this section blank. Indicate zero if the section does not apply:

- 1. Cost per half-day session, regular and special; and
- 2. Cost per full-day session, regular and special

or

- 3. Flat fee to provide all public defender services to the Camden City Municipal Court

**Please note:** The Public Defender is required to prepare for all sessions as may be appropriate based on the professional standards for an attorney including meetings with clients, research, etc. No additional compensation is paid for preparation. Counsel will be expected to submit monthly itemized billings. The City will not pay for in-house conferences (partner/associate; associate/paralegal, etc.). The City also will not pay for local calls or calls between the City and those being represented. All costs related to the role of Municipal Public Defender shall be included in the rate per session.

Annual Contract Price *	Is Respondent submitting pricing for the Flat Fee option *
\$140,000.0000	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Subtotal: \$ 140,000.00	

**Summary Table**

Bid Form	Amount
Cost Proposal for Cost per Session Option	\$ 0.00
Cost Proposal for Flat Fee Option	\$ 140,000.00
Subtotal Contract Amount:	\$ 140,000.00

## **Proposal to Provide Professional Service**

From: Frankie Fontanez, Esquire

Dated: March 21, 2023

### **Objective:**

To represent qualified criminal defendants as the Municipal Public Defender for the City of Camden.

### **Services Provided:**

Provide legal representation to criminal/traffic and quasi criminal defendants in the area of criminal law, traffic violations, as well as municipal ordinances. These services will be provided ten sessions a week.

In addition, we will maintain all public defender files in our private office, as well as initialize all interviews in our office daily. We will provide at our expense an investigator who will collect information when necessary. We will also assist clients in restoring their motor vehicle driver's license, a common problem of our public defender clients.

I have been the Public Defender since 1999. Our office has always provided quality legal services to our public defender clients. In addition to the above, we also provide special sessions such as inmate sessions (which normally has approximately 25 defendants), DWI sessions, as well as conflict sessions. In conflict court sessions, contracted lawyers are proved via our expense. We have currently two current contracted public defenders at our expense that cover addition sessions and conflict court.

This proposal will include all sessions listed above... Based on my experience there will be at least 10 sessions per week. Most municipalities pay \$400.00 per session, this proposal makes each session less than \$270.00. Defendants who are eligible must pay a fee of \$50.00 to \$200.00.

All public defender fees collected should more than cover the underlined proposed salary of the Public Defender.

We propose to do all the above for \$140,000.00 a year, in subject to current COVID-19 pandemic considerations. We are open to discussion as to the contracted price.

**Our office is fluent in both English and Spanish.**

## Firm Profile and Experience

Our firm was established in 1994 in the City of Camden. We specialize in Criminal, Traffic and DUI offenses.

We are a small firm which currently staff three support staff, 1 investigator, two attorneys of counsel, and 1 per diem woman attorney. We currently employ both Hispanic and African American minorities, as well as females in our firm.

Our offices are located at 116 North Second Street, Camden, NJ. There are two associate attorneys in our Camden Office, all duly licensed in the State of New Jersey in good standing.

During the past five years we have not represented any public agency, or City of Camden agencies or departments.

We shall establish a responsive communication with the Office of the city of Attorney and shall keep the City of Camden informed of problems and progress through telecommunication; email and memoranda.

As of date we do not have and private or public sector clients in the practice area.

Enclosed please find list of government authorizes to be used as reference.

The contact person for our firm will be Frankie Fontanez, mailing address is 116 N. 2<sup>nd</sup> Street, Suite 101, Camden, NJ 08101 telephone number (856) 963-1994 email address is [FontanezLaw@aol.com](mailto:FontanezLaw@aol.com).

We have and maintain professional malpractice insurance. I have never had disciplinary charges filed against me or my firm.

Working for me under contract will be Jason Sunkett, Esq., and Juan Gonzalez, Esq.; all whom have extensive experience in the legal field as well as at least 5 year public defender experience.

I have been the Public Defender for the City of Camden since 1999 and have duly represented defendants charged with criminal; traffic and DUI offenses.

## LIST OF REFERENCES

Judge Roderick Baltimore  
Camden City Municipal Court  
520 Market Street, Room 311  
Camden, NJ 08102  
856-757-7208

Juan Gonzalez, Esquire  
216 North Second Street  
Suite 100  
Camden, NJ 08102  
856-7579600

Judge Oren Thomas  
Merchantville Municipal Court  
42 Haddonfield Commons  
Haddonfield, NJ 08033  
856-854-2000

Wayne Powell, Esquire  
811 Church Road  
Cherry Hill, NJ 08002  
856-488-0004

Timothy Higgins, Prosecutor  
Pennsauken Municipal Court  
1040 Kings Highway North  
Cherry Hill, NJ 08034  
856-482-8500

Alan Taylor, Esquire  
Sentry Office Plaza, Suite 506  
216 Haddon Avenue  
Westmont, NJ 08108  
856-833-1919

Kristina M. Bryant, Esquire  
401 Cooper Landing Road  
Suite C 16  
Cherry Hill, NJ 08002  
856-384-0196

Victor Taylor, Esquire  
Sentry Office Plaza, Suite 506  
216 Haddon Avenue  
Westmont, NJ 08108  
856-833-1919

Ralph Kramer, Esquire  
605 White Horse Pike  
Haddon Heights, NJ 08035  
856-564-1114

Sheriff Charles Billingham  
520 Market Street Room 10  
Camden, NJ 08102  
856-225-5475

Judge Steven M. Petrillo  
Pennsauken Municipal Court  
2400 Bethel Avenue  
Pennsauken, NJ 08110  
856-663-1403

Judge Anthony M. Pugliese  
Camden Superior Court  
101 S. Fifth Street  
Camden, NJ 08102  
856-379-2369



DB:dh  
06-13-23

Rev.  
R-11

**RESOLUTION AUTHORIZING THE CITY TO ENTER INTO A CONTRACT WITH MUNICIPAL EMERGENCY SERVICES, VIA THE SOURCEWELL PURCHASING COOPERATIVE, FOR VARIOUS FIREFIGHTING EQUIPMENT FOR A TERM OF TWELVE MONTHS WITH ONE ADDITIONAL ONE-YEAR OPTION**

WHEREAS, there exists a need to purchase competitive and alternative pricing for as-needed fire-fighting equipment and supplies; and

WHEREAS, pursuant to N.J.S.A. 52:34-6.2(b)(3) authorizes Cooperative purchasing agreements with other states for purchase of goods, services; rules, regulations shall determine that the use of the cooperative purchasing agreement shall result in cost savings after all factors, including charges for service, material, and delivery, have been considered; and

WHEREAS, pursuant to the directive of the Division of Local Government Services, a certification has been attached hereto which certifies that the funds for this expenditure are available and appropriated under the budget of the City of Camden under line item "G-3-01-E3-550-917" and said certification has been signed by the Chief Financial Officer and approved as to form by the City Attorney; now, therefore

BE IT RESOLVED by the City Council of the City of Camden, that the contract be awarded to Municipal Emergency Services under the SOURCEWELL National Cooperative Purchasing Pricing System, for the purchase of competitive and alternative pricing for as-needed fire-fighting equipment and supplies, in the amount of ONE HUNDRED THOUSAND DOLLARS (\$100,000.00), according to Public Contracts Law, P.L. 1971, Chapter 198, and that the Mayor and the City Clerk shall execute said contract on behalf of the City of Camden.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST:

\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: 06/13/2023

TO: City Council  
FROM: L. CHANDLER, ADMINISTRATION/PURCHASING

**TITLE OF ORDINANCE/RESOLUTION: RESOLUTION AUTHORIZING THE USE OF SOURCEWELL COOPERATIVE PURCHASING CONTRACTS #040220-MES & 032620-MES WITH MUNICIPAL EMERGENCY SERVICES**

Point of Contact:	Lateefah Chandler	Admin-Purchasing	856-757-7475	lachandl@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

### ENDORSEMENTS

Responsible	Recommend Approval (Y/N)	Signature	Date	Comments
Department Director				
Supporting Department Director (if necessary)				
Grants Management				
Qualified Purchasing Agent	Y		6/23/23	
Director of Finance			5/23/23	
Approved by: Business Administrator			6/23	

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

JUN 05 2023

Received by:		
City Attorney	Signature	Date

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance  
<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION: RESOLUTION AUTHORIZING THE USE OF SOURCEWELL COOPERATIVE PURCHASING CONTRACTS #040220-MES & 032620-MES WITH MUNICIPAL EMERGENCY SERVICES**

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- Will provide competitive and alternative pricing for as-needed fire-fighting equipment and supplies.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$100,000.00

N.J.A.C. 5:30-5.5(B)(2)

**APPROPRIATION NUMBER:** 3-01-E3-550-917

**PROCUREMENT:** N.J.S.A 52:34-6.2(b)(3)

**IMPACT STATEMENT:**

- Authorizing the use of MES's Sourcewell contracts will ensure the availability of firefighting supplies and equipment once the aggregate is exceeded.

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- N/A

**COORDINATION:**

- N/A

**Prepared by:** LATEEAH CHANDLER

**856-757-7159**

---

Name

Phone/Email

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	CITY OF CAMDEN
Professional Service or EUS Type	N/A
Name of Vendor	MUNICIPAL EMERGENCY SERVICES
Purpose or Need for service:	PURCHASE OF FIREFIGHTING EQUIPMENT AND SUPPLIES
Contract Award Amount	N.J.A.C. 5:30-5.5(B)(2)
Term of Contract	12 MONTHS WITH ONE ADDITIONAL ONE-YEAR OPTION
Temporary or Seasonal	N/A
Grant Funded (attach appropriate documentation allowing for service through grant funds)	NO
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	NJSA 52:34-6.2(b)(3)
Were other proposals received? If so, please attach the names and amounts for each proposal received?	NO

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Business Administrator/Manager Signature

\_\_\_\_\_  
\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Financial Officer affirms that there is adequate funding available for this action.

\_\_\_\_\_  
Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

\_\_\_\_\_  
Certifying Officer

 Date \_\_\_\_\_

***For LGS use only:***

Approved

Denied

\_\_\_\_\_  
Date

Director or Designee,  
Division of Local Government Services

Number Assigned \_\_\_\_\_

DB:dh  
06-13-23

R-12

**RESOLUTION AUTHORIZING AND RATIFYING EMERGENCY PROCUREMENT  
AND PAYMENT OF SAME TO CARAVELLA DEMOLITION INC., FOR THE  
EMERGENCY DEMOLITION OF 937-939, 941 & 943 SOUTH 4<sup>TH</sup> STREET**

**WHEREAS**, on January 5, 2023, an inspection by the City Construction Official of a building structure took place at 937-939, 941 & 943 South 4<sup>th</sup> Street, Block 244, Lots 31-3 (the "Properties"); and

**WHEREAS**, upon inspection, the Construction Official determined that the Properties located at Block 244, Lots 31-33 were unsafe and constituted a danger to the health, safety and welfare of the residents of the City of Camden requiring prompt action; and

**WHEREAS**, on January 6, 2023, it was determined that the Properties at Block 244, Lots 31-33 required emergency demolition; removal of all structures, contents and all other debris; and final restoration and grading of the property (the "Emergency Demolition"); and

**WHEREAS**, the City contacted 6 vendors to perform the Emergency Demolition and received 3 quotes from 3 vendor including a bid for \$148,000.00 from Caravella Demolition; and

**WHEREAS**, the City of Camden selected Caravella Demolition and entered into a contract with for \$148,000.00 for the Emergency Demolition of the Properties; and

**WHEREAS**, the City of Camden is permitted by New Jersey law, N.J.S.A. 40:48 - 1.1 et seq. and the City of Camden Code to impose a municipal lien in the amount of \$148,000.00 on the properties located at 937-939, 941 & 943 South 4<sup>th</sup> Street, Block 244, Lots 31-33, Camden, NJ or alternatively, to enforce the payment of \$148,000.00, together with interest, as a debt of the owner of the property for the City's costs incurred for the Emergency Demolition of the Properties; now therefore

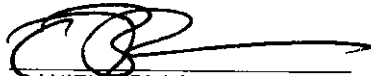
**BE IT RESOLVED**, by the City Council of the City of Camden as follows:

1. The appropriate person in City of Camden shall have the authority to impose and record a lien in the amount of \$148,000.00 on the property located at 937-939, 941 & 943 South 4<sup>th</sup> Street, Block 244, Lots 31-33, for the costs incurred for the emergency demolition, removal of debris, final restoration and grading of the Properties.
2. The municipal lien in the amount of \$148,000.00 for the Emergency Demolition of the property at 937-939, 941 & 943 South 4<sup>th</sup> Street, Block 244, Lots 31-33 stuccoing the wall of 945 South 4<sup>th</sup> Street, Camden, NJ, shall remain on the property until the owner or other interested party satisfies this amount.
3. Interest and other costs shall accrue on the lien amount as allowed by law.
4. The City shall also have the authority pursuant to N.J.S.A. 40:48-1.1 and the Camden City Code to enforce the payment of the costs incurred by the City in the amount of \$148,000.00 for the for the demolition, removal of debris, final restoration and grading at 937-939, 941 & 943 South 4<sup>th</sup> Street, Block 244, Lots 31-33 and stuccoing the wall of 945 South 4<sup>th</sup> Street Camden, NJ, together with interest, as a debt of the owner of the property, by instituting an action at law for the collection of this sum.

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIELS. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

**CITY OF CAMDEN**

**CERTIFICATION AS TO THE AVAILABILITY OF FUNDS**

I CERTIFY, DIRECTOR FOR THE FINANCE DEPARTMENT FOR THE CITY OF CAMDEN, THAT WITH RESPECT TO THE AWARD OF A CONTRACT OR EXPENDITURE OF FUNDS TO: CARAVELLA DEMOLITION

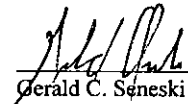
THAT THE FUNDS ARE AVAILABLE AS OF THE DATE OF THIS RESOLUTION/CERTIFICATION, FROM ONE OF THE FOLLOWING:

- BUDGET APPROPRIATION: 3-01-E6-700-908  
AMOUNT: \$ 148,000.00  
APPROPRIATION RESERVE:  
AMOUNT: \$
- DEDICATED BY RIDER:  
AMOUNT: \$
- RESERVE FOR STATE AND FEDERAL GRANT:  
AMOUNT: \$
- CAPITAL ORDINANCE  
AMOUNT: \$
- TRUST ACCOUNT:  
AMOUNT: \$

**DETERMINATION OF VALUE CERTIFICATION**

I CERTIFY, AS CHIEF FINANCIAL OFFICER, THAT THE ANTICIPATED VALUE OF THE CONTRACT, OVER THE FULL LIFE, WILL BE \$ 148,000.00

DESCRIPTION OF THE GOODS AND SERVICES TO BE PROCURED: RESOLUTION AUTHORIZING AND RATIFYING EMERGENCY PROCUREMENT AND PAYMENT OF SAME TO CARAVELLA DEMOLITION FOR THE EMERGENCY DEMOLITION OF 937-939, 941 AND 943 SOUTH 4<sup>TH</sup> STREET. A MUNICIPAL LIEN IS IMPOSED AGAINST THE PROPERTIES

  
\_\_\_\_\_  
Gerald C. Seneski  
*Director of Finance*  
Date: 5/23/23





CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: 06/13/2023

TO: City Council
FROM: L. CHANDLER, ADMINISTRATION/PURCHASING

TITLE OF ORDINANCE/RESOLUTION: RESOLUTION AUTHORIZING AND RATIFYING EMERGENCY PROCUREMENT AND PAYMENT OF SAME TO CARAVELLA DEMOLITION FOR THE EMERGENCY DEMOLITION OF 937-939, 941 & 943 SOUTH 4TH STREET, BLOCK 244, LOTS 31-33, AND STUCCOING THE WALL OF 945 SOUTH 4TH STREET. A MUNICIPAL LIEN IS IMPOSED AGAINST THE PROPERTIES

Point of Contact: Lateefah Chandler, Admin-Purchasing, 856-757-7475, lachandl@ci.camden.nj.us

ENDORSEMENTS

Table with 5 columns: Responsible, Recommend Approval (Y/N), Signature, Date, Comments. Includes entries for Department Director, Director of Grants Management, Qualified Purchasing Agent, and Director of Finance.

Approved by: Business Administrator (Signature and Date)

Attachments (list and attach all available):

- 1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)1
2. Certification of Funds2
3. Addition supporting documents.

Walk-on note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.

Received by: City Attorney (Signature and Date JUN 05 2023)

1 For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance
2 Mandatory for any financial commitment to the City or expenditure of City Funds.

**CAMDEN CITY**

520 MARKET STREET  
 P O BOX 95120  
 CAMDEN, NJ 08101-5120  
 TEL (856)757-7000

REQUISITION	
NO.	23-01121

SHIP TO	DEPT OF PUBLIC WORKS 101 NEWTON AVENUE CAMDEN, NJ 08103 ATTN: ANGELA WATKINS	
	VENDOR	VENDOR #: UNK01  UNKNOWN VENDOR  , NJ

ORDER DATE: 05/18/23  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00 EA	EMERGENCY DEMOLITION  937-939, 941 & 943 SOUTH 4TH ST. BLOCK 244, LOTS 31-33 STUCCO WALL OF 945 SOUTH 4TH ST FINAL RESTORATION & GRADING OF THESE PROPERTIES  Contract includes removal of all structures, contents and all other debris, whether above or below ground.	3-01-E6-700-908 <del>3-01-E6-700-999</del>	148,000.0000	148,000.00
			TOTAL	148,000.00

*Handwritten:* 5/23/2023

*Vertical stamp:* 2023 MAY 17 11:09:27

Approved: *[Signature]*

I hereby certify that the work or supplies specified are necessary for the proper transaction of the business of this bureau or office.

*[Signature]* 5-18-23  
 Department Head Date

*[Signature]* 5/18/23  
 Receiver of Goods Date

**FORWARD THIS COPY OF THE REQUISITION TO THE PURCHASING BUREAU**

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION: RESOLUTION AUTHORIZING AND RATIFYING EMERGENCY PROCUREMENT AND PAYMENT OF SAME TO CARAVELLA DEMOLITION FOR THE EMERGENCY DEMOLITION OF 937-939, 941 & 943 SOUTH 4<sup>TH</sup> STREET, BLOCK 244, LOTS 31-33, AND STUCCOING THE WALL OF 945 SOUTH 4<sup>TH</sup> STREET. A MUNICIPAL LIEN IS IMPOSED AGAINST THE PROPERTIES**

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- Ratify the emergency bid and payment of same to Caravella Demolition, Inc., 40 Deforest Avenue, East Hanover, NJ 07936 for the emergency demolition of 937-939, 941 & 943 South 4<sup>th</sup> Street, Block 244, Lots 31-33, along with stuccoing wall of 945 South 4<sup>th</sup> Street.
- The City Construction Official determined that there was an imminent hazard due to the structure collapsing onto the street on May 16, 2023 and stated the building required demolition as of May 17, 2023. Contacted six (6) vendors and received quotes from three (3) vendors
  - Winzinger - \$293,000.00
  - The Original Hargrove Demolition - \$250,000.00
- The City of Camden Code will impose a municipal lien against these properties for the amount of the costs incurred by the City for demolition, stuccoing, and removal of debris and final restoration and grading of the property.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL: \$148,000.00**

**APPROPRIATION NUMBER: 3-01-E6-700-908**

### IMPACT STATEMENT:

- ER Demolition work started 5/17/2023

### SUBJECT MATTER EXPERTS/ADVOCATES:

- N/A

### COORDINATION:

- N/A

**Prepared by: LATEEAH CHANDLER**

**856-757-7159**

---

Name

Phone/Email

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	CITY OF CAMDEN
Professional Service or EUS Type	N/A
Name of Vendor	CARAVELLA DEMOLITION
Purpose or Need for service:	EMERGENCY PROCUREMENT AND PAYMENT OF SAME FOR THE EMERGENCY DEMOLITION OF 937-939, 941 & 943 SOUTH 4 <sup>TH</sup> STREET, BLOCK 244, LOTS 31-33 ALONG WITH STUCCOING WALL OF 945 SOUTH 4 <sup>TH</sup> STREET
Contract Award Amount	\$148,000.00
Term of Contract	~10 DAYS
Temporary or Seasonal	N/A
Grant Funded (attach appropriate documentation allowing for service through grant funds)	NO
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	NJSA 40A:11-6
Were other proposals received? If so, please attach the names and amounts for each proposal received?	YES WINZINGER ORIGINAL HARGROVE

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*

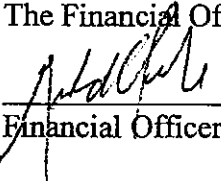
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Business Administrator/Manager Signature

\_\_\_\_\_  
\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Financial Officer affirms that there is adequate funding available for this action.

  
\_\_\_\_\_  
Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

\_\_\_\_\_ N/A \_\_\_\_\_ Date \_\_\_\_\_  
Certifying Officer

**For LGS use only:**

\_\_\_\_\_  Approved  Denied \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Number Assigned \_\_\_\_\_

**BID PRICE SHEET**

- LUMP SUM PAYMENT FOR THE DEMOLITION OF A RESIDENTIAL PROPERTY, THE REMOVAL OF ALL STRUCTURES, CONTENTS AND ALL OTHER DEBRIS, WHETHER ABOVE OR BELOW GROUND, AT 937-939, 941 AND 943 SOUTH 4<sup>TH</sup> STREET, BLOCK 244, LOTS 31, 32 AND 33 RESPECTIVELY AND STUCCO WALL OF 945 SOUTH 4<sup>TH</sup> STREET, FINAL RESTORATION AND GRADING OF THESE PROPERTIES IN THE CITY OF CAMDEN

\$ 148,000.00  

---

TOTAL

Total Bid Amount in Words: One Hundred Forty-Eight Thousand Dollars and 00/100

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**NOTE: THE ABOVE LUMP SUM PAYMENTS MUST INCLUDE ALL COSTS, INCLUDING REMOVAL OF ALL DEBRIS, WHETHER ABOVE OR BELOW GROUND, ASBESTOS ABATEMENT, REMOVAL OF ABOVE GROUND OIL, PROPANE OR OTHER TYPES OF TANKS OR CONTAINERS, INCLUDING ABOVE GROUND OIL, PROPANE OR OTHER TYPES OF TANKS OR CONTAINERS LOCATED IN THE BASEMENT OF THE STRUCTURE(S) TO BE DEMOLISHED, ALL RESTORATION AND GRADING COSTS AND ALL OTHER COSTS.**

**PLEASE NOTE: GAS AND ELECTRIC SERVICES TO 937-939, 941 and 943 SOUTH 4<sup>TH</sup> STREET, CAMDEN, NEW JERSEY HAVE BEEN DISCONNECTED BY PSE&G.**

**THE ABOVE LUMP SUM PAYMENTS MUST INCLUDE ALL COSTS ASSOCIATED WITH OTHER DISCONNECTION COSTS AS WELL AS DISCONNECTION OF APPURTENANT EQUIPMENT SUCH AS METERS, REGULATORS, AND GAUGES AND THE COORDINATION AND SCHEDULING THEREOF.**

**PLEASE NOTE: THE BIDDER WILL NOT BE RESPONSIBLE FOR WATER AND SEWER DISCONNECTS OR FOR THE COSTS FOR THESE WATER AND SEWER DISCONNECTS SINCE THE WATER AND SEWER DISCONNECT SERVICES ARE TO BE PROVIDED BY AMERICAN WATER.**

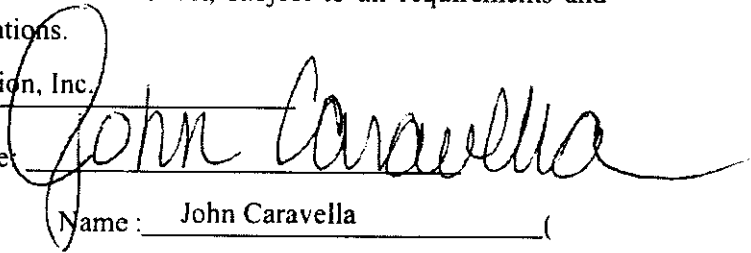
Fees for any additional charges not listed in this bid sheet are expressly not permitted under the contract.

\*\*\*

I **HEREBY** submit and confirm this Bid Price Sheet, subject to all requirements and conditions stated in these bid specifications.

Company Name: Caravella Demolition, Inc.

Bidder's Corporate Officer's Signature



Name: John Caravella

(print name)

Title: President

(print title)

Date: May 17, 2023



### CERTIFICATE OF ENVIRONMENTAL COMPLIANCE

Name of Contractor: Caravella Demolition, Inc.

I, John Caravella, hereby agree to hold harmless the City of Camden, its successors and assignees, or its officials, officers, employees and agents, for any injuries to person or property incurred on losses suffered on account of the demolition of ER Demo at 937-939, 941 and 943 South 4th Street and Stucco of 945 South 4th Street

I certify upon inspection of the property that there is no asbestos or visible hazardous tanks. The contractor will not be responsible for the removal of subsurface tanks unless otherwise noted by the City of Camden. If either of these items are identified, they will be removed in accordance with applicable federal, state, and local laws, ordinances, rules and regulations. Including, the New Jersey Department of Labor procedures, rules, and regulations, including providing appropriate documents, affidavits and/or certifications and also N.J.S.A 52:27D - 119 et. Seq.

Asbestos

Tanks

Yes      No

Yes      No

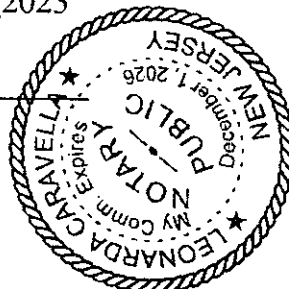
X

X

By: John Caravella  
John Caravella, President

Sworn and subscribed to before me  
On this 17<sup>th</sup> day of May 2023

Leonarda Caravella  
NOTARY PUBLIC





**CITY OF CAMDEN**  
BUREAU OF PURCHASING  
CITY HALL – ROOM 213  
P.O. BOX 95120  
CAMDEN, NEW JERSEY 08101-5120  
856-757-7159  
856-541-9668 (FAX)

**EMERGENCY DEMO RESULTS**

**EMERGENCY CONTRACT TO PROVIDE FOR THE DEMOLITION OF A RESIDENTIAL PROPERTY, THE REMOVAL OF ALL STRUCTURES, CONTENTS AND ALL OTHER DEBRIS, WHETHER ABOVE OR BELOW GROUND, AT 937-939, 941 and 943 SOUTH 4TH STREET, BLOCK 244, LOTS 31, 32 AND 33 RESPECTIVELY, STUCCO WALL OF 945 SOUTH 4TH STREET and FINAL RESTORATION AND GRADING OF THESE PROPERTIES IN THE CITY OF CAMDEN.**

**ER DEMO OPENED      WEDNESDAY, MAY 17,2023 @ 12:00 PM**

VENDOR	AMOUNT
CARAVELLA DEMOLITION, INC EAST HANOVER NJ	\$148,000.00
THE ORIGINAL W. HARGROVE DEMOLITION, INC. CAMDEN, NEW JERSEY	\$250,000.00
WINZINGER INC. HAINESPORT,NJ	\$293,000.00

Results are for information purpose only.

rp

DB:dh  
06-13-23

R-13

**RESOLUTION AUTHORIZING THE USE OF \$1,500,000.00 FROM CITY  
AMERICAN RESCUE PLAN STATE & LOCAL FISCAL RECOVERY FUNDS  
FOR THE PURCHASE OF A FERRARA INFERNO HD-IF MID MOUNT PLATFORM  
FIRE APPARATUS**

WHEREAS, pursuant to N.J.S.A. 40A:11-36 the City of Camden desires to purchase a Ferrara Inferno HD-IF MID Mount Platform Fire Apparatus from FFI PROFESSIONAL SRV, 34 Wilson Drive, Sparta, NJ 07871, utilizing the American Rescue Plan State & Local Fiscal Recovery Funds; and

WHEREAS, the City of Camden wishes to purchase a Ferrara Inferno HD-IF MID Mount Platform Fire Apparatus in the amount of ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000.00); and

WHEREAS, pursuant to the directive of the Division of Local Government Services, a certification has been attached hereto which certifies that the funds for this expenditure are available and appropriated under budget of the City of Camden under line item "2-01-C2-886-873 & G-02-41-765-029" and said certification has been signed by the Chief Financial Officer and approved as to form by the City Attorney; now, therefore

BE IT RESOLVED by the City Council of the City of Camden, that the City is hereby authorized to purchase a Ferrara Inferno HD-IF MID Mount Platform Fire Apparatus from FFI PROFESSIONAL SRV, 34 Wilson Drive, Sparta, NJ 07871, for the amount of ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000.00).

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: 06/13/2023

TO: City Council  
FROM: L. CHANDLER, ADMINISTRATION/PURCHASING

**TITLE OF ORDINANCE/RESOLUTION: RESOLUTION AUTHORIZING \$1,500,000.00 FOR THE PURCHASE OF A FERRARA INFERNO HD-IF MID MOUNT PLATFORM FIRE APPARTUS FROM THE AMERICAN RESUCE PLAN STATE & LOCAL FISCAL RECOVERY FUNDS**

Point of Contact:	Lateefah Chandler	Admin-Purchasing	856-757-7475	lachandl@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

### ENDORSEMENTS

Responsible	Recommend Approval (Y/N)	Signature	Date	Comments
Department Director				
Supporting Department Director (if necessary)				
Grants Management				
Qualified Purchasing Agent	Y		5/23/23	
Director of Finance			5/23/23	
Approved by:			5/24	
Business Administrator		Signature	Date	

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

Received by:		JUN 05 2023
City Attorney	Signature	Date

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

**CAMDEN CITY**  
 520 MARKET STREET  
 P O BOX 95120  
 CAMDEN, NJ 08101-5120  
 TEL (856)757-7000

REQUISITION	
NO.	23-01097

SHIP TO	FIRE ADMINISTRATION 4 N. 3RD STREET CAMDEN, NJ 08102
VENDOR	VENDOR #: FFI01 FFI PROFESSIONAL SAFETY SRV 34 WILSON DRIVE SPARTA,, NJ 07871

ORDER DATE: 05/11/23  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	PURCHASE FERRARA INFERNO HD-85	G-02-41-765-029	1,500,000.0000	1,500,000.00
1.00	PURCHASE FERRARA INFERNO HD-85	2-01-C2-886-873	45,000.0000	45,000.00
	AWARD OF A CONTRACT OR EXPENDITURE OF FUNDS TO FFI APPARATUS LLC			
			TOTAL	1,545,000.00

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION: RESOLUTION AUTHORIZING \$1,500,000.00 FOR THE PURCHASE OF A FERRARA INFERNO HD-IF MID MOUNT PLATFORM FIRE APPARATUS FROM THE AMERICAN RESUCE PLAN STATE & LOCAL FISCAL RECOVERY FUNDS**

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- The purchase of this truck will replace a current ladder apparatus thus ensuring the public health, safety and welfare of City residents

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL: \$1,500,000.00**  
**APPROPRIATION NUMBER: G-02-41-765-029**

**IMPACT STATEMENT:**

- This ladder truck will slowly increase the aged frontline vehicles currently in the City's fleet.

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- N/A

**COORDINATION:**

- N/A

**Prepared by: LATEEAH CHANDLER**

**856-757-7159**

---

Name

Phone/Email

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	CITY OF CAMDEN
Professional Service or EUS Type	N/A
Name of Vendor	N/A
Purpose or Need for service:	\$1,500,000.00 OF ARP SLFRF SLATED FOR THE PURCHASE OF LADDER TRUCK
Contract Award Amount	\$1,500,000.00
Term of Contract	~2+ YEARS
Temporary or Seasonal	N/A
Grant Funded (attach appropriate documentation allowing for service through grant funds)	NO
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	N/A
Were other proposals received? If so, please attach the names and amounts for each proposal received?	N/A

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*

Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_



**RESOLUTION OF THE CITY OF CAMDEN, IN THE COUNTY OF CAMDEN, NEW JERSEY, DETERMINING THE FORM AND OTHER DETAILS OF ONE OR MORE NOTES RELATING TO THE CONSTRUCTION FINANCING LOAN PROGRAM OF THE NEW JERSEY INFRASTRUCTURE BANK, TO BE ISSUED IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$6,550,000, PROVIDING FOR THE ISSUANCE AND SALE OF SUCH NOTES TO THE NEW JERSEY INFRASTRUCTURE BANK, AND AUTHORIZING THE EXECUTION AND DELIVERY OF SUCH NOTES BY THE CITY IN FAVOR OF THE NEW JERSEY INFRASTRUCTURE BANK PURSUANT TO THE NEW JERSEY INFRASTRUCTURE BANK CONSTRUCTION FINANCING LOAN PROGRAM.**

**WHEREAS**, the City of Camden, in the County of Camden, New Jersey (the "Local Unit"), intends to undertake sewer utility improvements, including all work and materials necessary therefor and incidental thereto (collectively, the "Project"), and it is the desire of the Local Unit to obtain financing for such Project through participation in the environmental infrastructure financing program of the New Jersey Infrastructure Bank (the "I-Bank");

**WHEREAS**, the Local Unit has determined to temporarily finance the undertaking of the Project prior to the closing with respect to the I-Bank, and to undertake such temporary financing with the proceeds of a short-term loan (or loans) to be made by the I-Bank (collectively the "Construction Loan") to the Local Unit, pursuant to the Construction Financing Loan Program of the I-Bank (the "Construction Financing Loan Program");

**WHEREAS**, in order to (i) evidence and secure the repayment obligation of the Local Unit to the I-Bank with respect to the Construction Loan and (ii) satisfy the requirements of the Construction Financing Loan Program, it is the desire of the Local Unit to issue and sell to the I-Bank the "Note Relating to the Construction Financing Loan Program of the New Jersey Infrastructure Bank" in an aggregate principal amount of up to \$6,550,000 (collectively the "Note");

**WHEREAS**, it is the desire of the Local Unit to authorize, execute, attest and deliver the Note or Notes to the I-Bank pursuant to the terms of the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the Revised Statutes of the State of New Jersey (the "Local Bond Law"), and other applicable law; and

**WHEREAS**, on December 17, 2018 the Local Unit adopted bond ordinance #MC-5168, which amends and restates bond ordinance #MC-5098 finally adopted March 13, 2018 (collectively, the "Local Unit Bond Ordinance") pursuant to the provisions of the Local Bond Law;

**WHEREAS**, Section 28 of the Local Bond Law allows for the sale of the Note or Notes to the I-Bank, without any public offering, and N.J.S.A. 58:11B-9 allows for the sale of the Note or Notes to the I-Bank without any public offering, all under the terms and conditions set forth therein.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Local Unit as follows:

**Section 1.** In accordance with the provisions of the Local Bond Law, the Infrastructure Trust Act and the Local Unit Bond Ordinance, the Local Unit hereby authorizes the issuance, sale and award of the Notes in accordance with the provisions hereof. The obligations represented by the Notes have been appropriated and authorized by the Local Unit Bond Ordinance, at which time a quorum was present and acted throughout, all in accordance with the Local Bond Law and other applicable law.

**Section 2.** The Director of Finance/Chief Financial Officer of the Local Unit (the "Director of Finance/Chief Financial Officer") is hereby authorized to determine, pursuant to the terms and conditions hereof, (i) the final principal amount of the Note or Notes (subject to the maximum limitation set forth in Section 4(a) hereof), and (ii) the dated date of the Note or Notes.

**Section 3.** Any determination made by the Director of Finance/Chief Financial Officer pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of



the Note or Notes by the parties authorized pursuant to Section 4(h) hereof.

**Section 4.** The Local Unit hereby determines that certain terms of the Note or Notes shall be as follows:

- (a) the aggregate principal amount of the Note or Notes to be issued shall be an amount not to exceed \$6,550,000;
- (b) the maturity of the Note or Notes shall be as determined by the I-Bank;
- (c) the interest rate of the Note or Notes shall be as determined by the I-Bank;
- (d) the purchase price for the Note or Notes shall be par;
- (e) the Note or Notes shall be subject to prepayment prior to its stated maturity in accordance with the terms and conditions of the Note or Notes;
- (f) the Notes shall each be issued in a single denomination and shall be numbered "CFP-2023-[ ]";
- (g) the Note or Notes shall be issued in fully registered form and shall be payable to the registered owner thereof as to both principal and interest in lawful money of the United States of America; and
- (h) the Note or Notes shall be executed by the manual or facsimile signatures of the Mayor and the Director of Finance/Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Local Unit Clerk; and
- (i) the Note or Notes may be issued in one or more series as may be deemed necessary by the I-Bank.

**Section 5.** The Notes shall be substantially in the form on file with the Local Unit Clerk, together with such additions, deletions and other modifications required by the I-Bank and agreed to by the Local Unit upon consultation with counsel and any advisors to the Local Unit, such determinations being conclusively evidenced by the execution of the Note or Notes by the Authorized Officers (as defined herein).

**Section 6.** The law firm of McManimon, Scotland and Baumann, LLC is hereby authorized to arrange for the printing of the Note or Notes, which law firm may authorize McCarter & English, LLP, bond counsel to the I-Bank for the Construction Loan Financing Program, to arrange for same.

**Section 7.** The Local Unit Mayor, Director of Finance/Chief Financial Officer and Local Unit Clerk (each an "Authorized Officer") of the Local Unit are each hereby further severally authorized to (i) execute and deliver, and the Local Unit Clerk is hereby further authorized to attest to such execution and to affix the corporate seal of the Local Unit to, any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers, in their respective sole discretion, after consultation with counsel and any advisors to the Local Unit and after further consultation with the I-Bank and its representatives, agents, counsel and advisors, to be executed in connection with the issuance and sale of the Note or Notes and the participation of the Local Unit in the Construction Financing Loan Program, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery of the Note or Notes and the participation of the Local Unit in the Construction Financing Loan Program.

**Section 8.** This resolution shall take effect immediately.

**Section 9.** Upon the adoption hereof, the Local Unit Clerk shall forward certified copies of this resolution to McManimon, Scotland & Baumann, LLC, bond counsel to the Local Unit, David Zimmer, Executive Director of the I-Bank, and Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the I-Bank.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST:

\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

**RESOLUTION OF THE CITY OF CAMDEN, IN THE COUNTY OF CAMDEN, NEW JERSEY, DETERMINING THE FORM AND OTHER DETAILS OF ONE OR MORE NOTES RELATING TO THE CONSTRUCTION FINANCING LOAN PROGRAM OF THE NEW JERSEY INFRASTRUCTURE BANK, TO BE ISSUED IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$9,000,000, PROVIDING FOR THE ISSUANCE AND SALE OF SUCH NOTES TO THE NEW JERSEY INFRASTRUCTURE BANK, AND AUTHORIZING THE EXECUTION AND DELIVERY OF SUCH NOTES BY THE CITY IN FAVOR OF THE NEW JERSEY INFRASTRUCTURE BANK, ALL PURSUANT TO THE NEW JERSEY INFRASTRUCTURE BANK CONSTRUCTION FINANCING LOAN PROGRAM.**

**WHEREAS**, the City of Camden, in the County of Camden, New Jersey (the "Local Unit"), intends to undertake the rehabilitation of the combined sewer and stormwater outfalls and regulator chambers, including all work and materials necessary therefor and incidental thereto (collectively, the "Project"), and it is the desire of the Local Unit to obtain financing for such Project through participation in the environmental infrastructure financing program of the New Jersey Infrastructure Bank (the "I-Bank");

**WHEREAS**, the Local Unit has determined to temporarily finance the undertaking of the Project prior to the closing with respect to the I-Bank, and to undertake such temporary financing with the proceeds of a short-term loan (or loans) to be made by the I-Bank (collectively the "Construction Loan") to the Local Unit, pursuant to the Construction Financing Loan Program of the I-Bank (the "Construction Financing Loan Program");

**WHEREAS**, in order to (i) evidence and secure the repayment obligation of the Local Unit to the I-Bank with respect to the Construction Loan and (ii) satisfy the requirements of the Construction Financing Loan Program, it is the desire of the Local Unit to issue and sell to the I-Bank the "Note Relating to the Construction Financing Loan Program of the New Jersey Infrastructure Bank" in an aggregate principal amount of up to \$9,000,000 (collectively the "Note");

**WHEREAS**, it is the desire of the Local Unit to authorize, execute, attest and deliver the Note or Notes to the I-Bank pursuant to the terms of the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the Revised Statutes of the State of New Jersey (the "Local Bond Law"), and other applicable law; and

**WHEREAS**, on December 17, 2018 the Local Unit adopted bond ordinance #MC-5170, which amends and restates bond ordinance #MC-5063 finally adopted July 18, 2017 (collectively, the "Local Unit Bond Ordinance") pursuant to the provisions of the Local Bond Law;

**WHEREAS**, Section 28 of the Local Bond Law allows for the sale of the Note or Notes to the I-Bank, without any public offering, and N.J.S.A. 58:11B-9 allows for the sale of the Note or Notes to the I-Bank without any public offering, all under the terms and conditions set forth therein.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Local Unit as follows:

**Section 1.** In accordance with the provisions of the Local Bond Law, the Infrastructure Trust Act and the Local Unit Bond Ordinance, the Local Unit hereby authorizes the issuance, sale and award of the Notes in accordance with the provisions hereof. The obligations represented by the Notes have been appropriated and authorized by the Local Unit Bond Ordinance, at which time a quorum was present and acted throughout, all in accordance with the Local Bond Law and other applicable law.

**Section 2.** The Director of Finance/Chief Financial Officer of the Local Unit (the "Director of Finance/Chief Financial Officer") is hereby authorized to determine, pursuant to the terms and conditions hereof, (i) the final principal amount of the Note or Notes (subject to the maximum limitation set forth in Section 4(a) hereof), and (ii) the dated date of the Note or Notes.

**Section 3.** Any determination made by the Director of Finance/Chief Financial Officer

pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Note or Notes by the parties authorized pursuant to Section 4(h) hereof.

**Section 4.** The Local Unit hereby determines that certain terms of the Note or Notes shall be as follows:

- (a) the aggregate principal amount of the Note or Notes to be issued shall be an amount not to exceed \$9,000,000;
- (b) the maturity of the Note or Notes shall be as determined by the I-Bank;
- (c) the interest rate of the Note or Notes shall be as determined by the I-Bank;
- (d) the purchase price for the Note or Notes shall be par;
- (e) the Note or Notes shall be subject to prepayment prior to its stated maturity in accordance with the terms and conditions of the Note or Notes;
- (f) the Notes shall each be issued in a single denomination and shall be numbered "CFP-2023-□";
- (g) the Note or Notes shall be issued in fully registered form and shall be payable to the registered owner thereof as to both principal and interest in lawful money of the United States of America; and
- (h) the Note or Notes shall be executed by the manual or facsimile signatures of the Mayor and the Director of Finance/Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Local Unit Clerk; and
- (i) the Note or Notes may be issued in one or more series as may be deemed necessary by the I-Bank.

**Section 5.** The Notes shall be substantially in the form on file with the Local Unit Clerk, together with such additions, deletions and other modifications required by the I-Bank and agreed to by the Local Unit upon consultation with counsel and any advisors to the Local Unit, such determinations being conclusively evidenced by the execution of the Note or Notes by the Authorized Officers (as defined herein).

**Section 6.** The law firm of McManimon, Scotland and Baumann, LLC is hereby authorized to arrange for the printing of the Note or Notes, which law firm may authorize McCarter & English, LLP, bond counsel to the I-Bank for the Construction Loan Financing Program, to arrange for same.

**Section 7.** The Local Unit Mayor, Director of Finance/Chief Financial Officer and Local Unit Clerk (each an "Authorized Officer") of the Local Unit are each hereby further severally authorized to (i) execute and deliver, and the Local Unit Clerk is hereby further authorized to attest to such execution and to affix the corporate seal of the Local Unit to, any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers, in their respective sole discretion, after consultation with counsel and any advisors to the Local Unit and after further consultation with the I-Bank and its representatives, agents, counsel and advisors, to be executed in connection with the issuance and sale of the Note or Notes and the participation of the Local Unit in the Construction Financing Loan Program, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery of the Note or Notes and the participation of the Local Unit in the Construction Financing Loan Program.


**Section 8.** This resolution shall take effect immediately.

**Section 9.** Upon the adoption hereof, the Local Unit Clerk shall forward certified copies of this resolution to McManimon, Scotland & Baumann, LLC, bond counsel to the Local Unit, David Zimmer, Executive Director of the I-Bank, and Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the I-Bank.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

R-16

DB:dh  
06-13-23

**RESOLUTION AUTHORIZING THE CITY OF CAMDEN TO ENTER INTO AN AGREEMENT WITH AND ACCEPT A DONATION FROM DOORDASH, INC. FOR THE DOORDASH COMMUNITY CREDIT PROGRAM AIMED AT IMPROVING FOOD ACCESS AS OUTLINED IN THE WHITE HOUSE/BIDEN-HARRIS NATIONAL STRATEGY ON HUNGER**

WHEREAS, DoorDash, Inc. is offering to provide \$35,000 to the City of Camden in community credits to help reduce food insecurity and improve access to food resources; and

WHEREAS, The DoorDash Community Credits program supports food access to communities through the use of the DoorDash platform/app; and

WHEREAS, the City of Camden will receive an in-kind donation of DoorDash gift cards in the amount of \$17,500 in 2023 and \$17,500 in 2024 for issue to residents for use in local stores and restaurants on the DoorDash platform/app in order to increase food access in the City of Camden; and

WHEREAS, this program is aligned with the White House/Biden-Harris National Strategy on Hunger, Nutrition, and Health and aims to establish public-private partnerships in order to provide food access to underserved communities; and

WHEREAS, this program is entirely free to the City of Camden; and

WHEREAS, this Resolution does not constitute an endorsement, either express or implied, of any product sold or marketed by DoorDash, Inc. by the City of Camden; and

WHEREAS, the City Council of the City of Camden has determined that it is in the best interest of the City of Camden to enter into an agreement with Door Dash, Inc. in order to accept said donation; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden that the proper City Officials of the City of Camden are authorized execute all necessary documents to accept the donation of DoorDash gift cards in the amount of \$17,500 in 2023 and \$17,500 in 2024 and develop policies and procedures for issue to residents in order to increase food access in the City of Camden.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed and approved as to form.

  
\_\_\_\_\_  
DANIEL BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE, 13, 2023

TO: City Council  
FROM: Department of Administration

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing the City of Camden to enter into an agreement with and accept a donation from DoorDash, Inc. for the DoorDash Community Credit Program aimed at improving food access as outlined in the White House/Biden-Harris National Strategy on Hunger.

Point of Contact:	Vincent Basara	Mayor's Office	856-757-7200	vibasara@ci.camden.nj.us
	Name	Department-Division- Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
<b>Responsible</b>				
<b>Department Director</b>				
<b>Supporting Department Director (if necessary)</b>				
<b>Director of Grants Management</b>				
<b>Qualified Purchasing Agent</b>				
<b>Director of Finance</b>				

Approved by:  
Business Administrator

Signature

Date

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (if applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

Received by:  
City Attorney

Signature

JUN 05 2023

Date

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing the City of Camden to enter into an agreement with and accept a donation from DoorDash, Inc. for the DoorDash Community Credit Program aimed at improving food access as outlined in the White House/Biden-Harris National Strategy on Hunger.

### FACTS/BACKGROUND:

- DoorDash, Inc. would like to provide \$35,000 to the City of Camden in community credits to help reduce food insecurity and improve access to
- The DoorDash Community Credits program supports food access to communities through the use of the DoorDash platform/app.
- Upon entering into the agreement, the City of Camden will receive an in-kind donation of DoorDash gift cards (\$17,500 issued for 2023 and \$17,500 issued for 2024), which can be issues to residents (in various values) and used to support local stores and restaurants on the DoorDash platform/app.
- The program is 100% free to Camden residents.
- The gift cards can be used as a sole payment method; a credit card is not required as long as the gift cards covers the order total.
- This program is aligned with the White House/Biden-Harris National Strategy on Hunger, Nutrition, and Health and aims to establish public-private partnerships in order to provide food access to underserved communities.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$0.00

### IMPACT STATEMENT:

- The project will result in increased food access across the City of Camden.
- \$35,000 to the City of Camden in community credits to help reduce food insecurity and improve access for Camden residents.
- There is no cost to the City of Camden.
- If the request in not approved, the City will for forfeit the opportunity to receive the 35,000 in community credits.

### SUBJECT MATTER EXPERTS/ADVOCATES:

- - Attendance: (Tentative).

### COORDINATION:

- City of Camden (Mayor's Office & Human Services), DoorDash, & Community Partners

Prepared by: Vincent Basara

856-757-7200/vibasara@ci.camden.nj.us

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Name

Phone/Email



**DOORDASH COMMUNITY CREDITS DONATION FORM**

<b>Partner (Full Legal Name)</b>	City of Camden, New Jersey
<b>Donation Purpose</b>	Community Credits provide cities with DoorDash gift cards in order to help them empower the communities they serve, reduce food insecurity as a barrier, and encourage participation in programs that expand access to opportunity.
<b>Contribution</b>	\$35,000  (\$17,500 issued January 2023 and \$17,500 issued January 2024)
<b>Effective Date</b>	November 1, 2022

Founded in 2013, DoorDash, Inc. (“**DoorDash**”) is the market leader in third-party delivery and logistics in the United States. Headquartered in San Francisco, DoorDash operates in all fifty states, as well as Canada and Australia.

DoorDash's mission is to grow and empower local economies. Today, the platform offers an easy way to order delivery in minutes from local businesses – saving time, hassle, and facilitating connection to the best our cities have to offer.

The DoorDash Community Credits program supports organizations with innovative ideas for using DoorDash gift cards\* to enhance their initiatives and increase access for their community. Partners receive in-kind donations of DoorDash gift cards, which can be used to support local stores and restaurants on the DoorDash platform. Note that gift cards can be used as a sole payment method; a credit card is not required as long as the gift cards covers the order total.

\*Gift cards are redeemable towards eligible orders placed on [www.doordash.com](http://www.doordash.com) or in the DoorDash app. Gift Cards are made available and provided by DoorDash, Inc. Gift Cards are not redeemable for cash except when required by applicable law. For more information on the Gift Card Terms and Conditions, please see the full terms and conditions for your region: [US Gift Cards Terms and Conditions](#), the [Canada Gift Cards Terms and Conditions](#), and the [Australia Gift Cards Terms and Conditions](#).

**1. Legal Terms:**

- a. *DoorDash requires approval from its communications department before any announcement using DoorDash’s name can be published.*
- b. Each gift card code will be used as stated by Partner in the application if applicable, and generally in support of local businesses and restaurants on the DoorDash platform.
- c. Other than providing the above stated contribution in the form of DoorDash gift cards, DoorDash has no further obligations to Partner.

- d. Partner agrees that it will comply with applicable law in the use of DoorDash gift cards.
- e. **Governing Law and Arbitration.** This Agreement and any dispute arising hereunder shall be governed by the laws of the state of New Jersey. Any dispute, controversy or claim arising out of, relating to or in connection with this contract, including the breach, termination or validity thereof, shall be finally resolved by binding arbitration, rather than in court, except that either party may seek equitable relief in court for infringement or other misuse of intellectual property rights (such as trademarks, trade dress, domain names, trade secrets, copyrights, and patents). This Section shall be binding upon and enforceable by not only the parties, but also their affiliates, and their owners, officers, directors, managers and employees. This Section is governed by the Federal Arbitration Act in all respects. The arbitration will be conducted by JAMS under its rules and pursuant to the terms of this Agreement. Payment of all filing, administration, and arbitration fees will be governed by JAMS's rules. If JAMS is not available to arbitrate, the parties will select an alternative arbitral forum. Legal notices to DoorDash shall be sent to the address on the first page, with a copy to [legal@doordash.com](mailto:legal@doordash.com).
- f. **Government Ethics:** DoorDash is offering to provide \$XX in Community Credits to your City as a donation. These will be gifted to your City over two years, with XX provided in January of 2023 & 2024. The City understands that DoorDash may be a vendor and/or lobbyist employer and that DoorDash employees may be registered lobbyists. The City confirms it may accept, and DoorDash may provide, Community Credits under all applicable laws. Further, the City confirms that the Community Credits will not prevent DoorDash from providing products or services in the future to the City.
- g. **Miscellaneous.** Any amendments shall be effective only if made in writing signed by a representative of the respective parties. Both parties agree that this Agreement is the complete and exclusive statement of the mutual understanding of the parties, and supersedes and cancels all previous written and oral agreements and communications relating to the subject matter of this Agreement.

As City Attorney of the City of Camden, I am responsible for advising the City on governmental ethics and compliance matters.

<b>DoorDash, Inc.</b>	<b>Partner: City of Camden, NJ</b>
Signature:	Signature:
Name:	Name: <b>Daniel S. Blackburn, Esq.</b>
Title:	Title: <b>City Attorney</b>



Date:	Date:
-------	-------

**Partner Attachments:**

- Governmental information letter (describing that the City is exempt from Federal income tax)

R-17

MBS:dg  
06-13-23

**RESOLUTION AUTHORIZING THE CITY OF CAMDEN TO ENTER INTO A LICENSE AGREEMENT WITH 2K FOUNDATION FOR THE IMPROVEMENT OF THE BASKETBALL COURTS AT ELIJAH PERRY PARK**

**WHEREAS**, the City of Camden desires to enter into a License Agreement with 2K Foundation to allow them to access the City owned property known as the Elijah Perry Park located at 9<sup>th</sup> and Ferry Avenue for the purpose of renovating the basketball courts in said park; and

**WHEREAS**, EPA has committed \$3.5 Million in grant funds for the park rehabilitation; and

**WHEREAS**, 2K Foundation has partnered with Camden High School Basketball player DJ Wagner to renovate the basketball courts at 9<sup>th</sup> & Ferry Avenue; and

**WHEREAS**, the City desires to enter into an appropriate license agreement with the 2K Foundation to authorize the 2K Foundation to access the Elijah Perry Park basketball courts located at 9<sup>th</sup> & Ferry Avenue, for the purposes of making renovations including new glass backboards, bleachers, upgraded lighting, public art installment and a fully resurfaced playing court; and

**WHEREAS**, the necessary license agreement will be terminable at the will of licensor City. Licensee 2K Foundation will completely indemnify and hold harmless the City from all of 2K Foundation's and their licensee's and contractor's activities conducted thereon with respect to and during the renovation project; and


**WHEREAS**, the City of Camden has determined that it is in the best interest of the City of Camden to enter into said License Agreement with 2K Foundation; now, therefore

**BE IT RESOLVED**, by the City Council of the City of Camden, that the proper officers be and are hereby authorized to execute a License Agreement with 2K Foundation for access to the Elijah Perry Park basketball courts located at located at 9<sup>th</sup> & Ferry Avenue, for the purposes and according to the terms discussed above.

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
\_\_\_\_\_  
DANIELS. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE, 13, 2023

TO: City Council  
FROM: Department of Administration

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing the City of Camden to enter into a Licensee Agreement with 2K Foundation for the improvement of the basketball courts at Elijah Perry Park.

Point of Contact:	Vincent Basara	Mayor's Office	856-757-7200	vibasara@ci.camden.nj.us
	Name	Department-Division- Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
<b>Responsible</b>				
<b>Department Director</b>				
<b>Supporting Department Director (if necessary)</b>				
<b>Director of Grants Management</b>				
<b>Qualified Purchasing Agent</b>				
<b>Director of Finance</b>				

Approved by:  
Business Administrator

Signature

Date

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

Received by:  
City Attorney

Signature

JUN 05 2023

Date

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing the City of Camden to enter into a Licensee Agreement with 2K Foundation for the improvement of the basketball courts at Elijah Perry Park.

### FACTS/BACKGROUND:

- Elijah Perry Park is a City owned park located in the Centerville neighborhood.
- EPA has committed \$3.5 Million in grant funds for the park rehabilitation.
- The rehabilitation project is scheduled to kick-off in Summer 2023.
- The basketball courts located at 9th and Ferry Ave. are in high use by the community.
- The courts (2) are in disrepair but not included in the rehabilitation scope of work.
- The 2K Foundation has partnered with Camden High School basketball standout DJ Wagner. They wish to renovate the basketball courts (at 9<sup>th</sup> & Ferry Ave.) and plan to engage local Camden-based artists with the courts design.
- 2K set a 60-day construction schedule with a project completion by late August 2023.
- The completion of the court renovations will culminate with a community celebration.
- City Council approval is required in order to meet the August 2023 completion deadline.
- The court improvements are based upon on-site estimates completed by 2k Foundation.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$0.00

### IMPACT STATEMENT:

- The project will result in two fully renovated basketball courts for free public use.
- Improvements included: new glass backboards, bleachers, upgraded lighting, a public art installment, and a fully resurfaced playing court.
- There is no cost to the City of Camden.
- 2K Foundation committed to purchase equipment, hire contractors, pay for all construction related costs, and support future maintenance of the court improvements.
- The basketball court renovation will leverage \$3.5 Million in EPA grant monies.
- If the request is not approved, the basketball courts will not be renovated. All repairs and future maintenance will be the sole responsibility of the City of Camden.

### SUBJECT MATTER EXPERTS/ADVOCATES:

- Kathy Cullen, Camden Community Partnership
  - Attendance: (Tentative).

### COORDINATION:

- Camden Community Partnership, Brownfield Redevelopment Solutions & 2K Foundation

Prepared by: Vincent Basara

856-757-7200/vibasara@ci.camden.nj.us

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Name

Phone/Email



CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

~~RECEIVED~~

R-18

COUNCIL MEETING DATE: 06/13/2023

TO: City Council  
FROM: L. CHANDLER, ADMINISTRATION/PURCHASING

**TITLE OF ORDINANCE/RESOLUTION: RESOLUTION APPROVING THE ESTABLISHMENT OF A LIST OF PREQUALIFIED ENGINEERING FIRMS FOR THE PROVISION OF PROFESSIONAL ENGINEERING SERVICES TO BE ASSIGNED AS NEEDED FOR A PERIOD OF ONE YEAR [TBD]**

Point of Contact: Lateefah Admin-Purchasing 856-757-7475 lachandl@ci.camden.nj.us  
Chandler

Name	Department- Division- Bureau	Phone	Email
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**ENDORSEMENTS**

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director				
Supporting Department Director (if necessary)				
Grants Management				
Qualified Purchasing Agent	Y		5/23/2023	
Director of Finance			5/23/23	
Approved by: Business Administrator			5/23	

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

**"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.**

Received by: \_\_\_\_\_  
City Attorney Signature Date

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION: RESOLUTION APPROVING THE ESTABLISHMENT OF A LIST OF PREQUALIFIED ENGINEERING FIRMS FOR THE PROVISION OF PROFESSIONAL ENGINEERING SERVICES TO BE ASSIGNED AS NEEDED FOR A PERIOD OF ONE YEAR**

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- TBD.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL: N/A**  
**APPROPRIATION NUMBER: 3-01-E5-661-906**  
**PROCUREMENT: RFP 23-09**

**IMPACT STATEMENT:**

- TBD

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- N/A

**COORDINATION:**

- N/A

**Prepared by: LATEEAH CHANDLER**

**856-757-7159**

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Name

Phone/Email



**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	CITY OF CAMDEN
--------------	----------------

Professional Service or EUS Type	N/A
Name of Vendor	VARIOUS
Purpose or Need for service:	LIST OF PREQUALIFIED ENGINEERS
Contract Award Amount	N/A
Term of Contract	12 MONTHS
Temporary or Seasonal	N/A
Grant Funded (attach appropriate documentation allowing for service through grant funds)	NO
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	RFP #23-09
Were other proposals received? If so, please attach the names and amounts for each proposal received?	TBD

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature

Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_



R-19

DB:dh  
06-13-23

**RESOLUTION AUTHORIZING THE REIMBURSEMENT OF A PERMIT FEE  
TO OWNER TYREECE L. SISCO FOR THE PROPERTY LOCATED AT  
929 NO. FRONT STREET IN THE AMOUNT OF \$1,356.00  
DUE TO DEMOLITION OF PROPERTY**

WHEREAS, Tyreece L. Sisco, lien holder paid the required fee for the Construction Permit for the property located at 929 No. Front Street on February 8, 2023; and

WHEREAS, as per Construction Official, the property is being demolished; and

WHEREAS, it is necessary to refund the Construction Permit Fee to the lien holder in the amount of \$1,356.00; and

WHEREAS, the Director of Code Enforcement has requested that City Council authorize the issuance of a refund to Tyreece L. Sisco in the amount of \$1,356.00 for the Construction Permit payment; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden that the Director of Finance is hereby authorized to issue a refund in the amount of \$1,356.00 as follows:

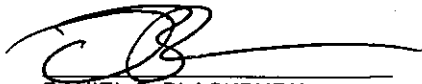
Refund to: Tyreece L. Sisco  
8 Ablett Village  
Camden, NJ 08102

Refund Amount: \$1,356.00

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGELL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Gabriel Camacho, Director of Code Enforcement

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing the reimbursement of permit fee to owner Tyreece L. Sisco for the property located at 929 No. Front Street in the amount of \$1,356.00.

Point of Contact:	Gabriel Camacho	Code Enforcement	856-757-7345	GaCamach@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y		5-24-23	
Supporting Department Director (if necessary)				
Director of Grants Management				
Qualified Purchasing Agent				
Director of Finance				

Approved by: \_\_\_\_\_  
 Business Administrator \_\_\_\_\_  
 Signature \_\_\_\_\_ Date 5/27

- Attachments (list and attach all available):
1. Direct Voucher
  2. Construction Permit
  3. Receipt to Tyreece Sisco

**“Walk-on” note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.**

Received by: \_\_\_\_\_  
 City Attorney \_\_\_\_\_  
 Signature \_\_\_\_\_ Date JUN 01 2023

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing the reimbursement of permit fee to owner Tyreece L. Sisco for the property located at 929 No. Front Street in the amount of \$1,356.00.

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- Mr. Tyreece Sisco, Assignment Lien Holder of 929 N. Front Street
- Purchase Building Permit for Repairs to Property
- Property is being demolished, per Construction Official

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$1,356.00

### IMPACT STATEMENT:

Mr. Tyreece L. Sisco, Assignment Lien Holder of 929 No. Front Street, purchased a permit for repairs to the property. As per the Construction Official, James Rizzo, the property is going to be demolished and the Lien Holder reimbursed for the permit fee.

### SUBJECT MATTER EXPERTS/ADVOCATES:

- James Rizzo, Construction Official
  - Attendance: (Y/N/Tentative). Confirmed?

### COORDINATION:

- Department of Code Enforcement

Prepared by: Mrs. Terry Britt

TeBritt@ci.camden.nj.us

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Name

Phone/Email

## Sadie Smith

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**From:** James Rizzo  
**Sent:** Thursday, April 27, 2023 9:46 AM  
**To:** Sadie Smith  
**Cc:** James Rizzo  
**Subject:** REFUND FOR PERMIT 23-CP-0196 929 NO FRONT ST APRIL 27, 2023

Sadie,

Please refund the applicant for the permit 23=CP-0196--- 929 NO FRONT ST, which has been voided

This property is going to be demolished and therefore I am refunding his permit fee.

Thanks

*JAMES R RIZZO, CONSTRUCTION OFFICIAL  
520 MARKET ST  
BUILDING BUREAU, ROOM 403  
CITY HALL, CAMDEN NJ 08102  
JARIZZO@CI.CAMDEN.NJ.US*



**CITY OF CAMDEN**  
**520 MARKET STREET**  
**CAMDEN, NJ 08101**  
 Phone: (856)757-7032  
 Fax: (856) 757-7259

Permit Number: 23-CP-0196  
 Update Number:  
 Control Number: 2023-0331  
 Application Date: 1/31/2023  
 Permit Date: 2/8/2023

**CONSTRUCTION PERMIT**

**IDENTIFICATION**

**OWNER/ PROPERTY DETAILS**

Block: 12 Lot: 11 Qualifier:

Work Site Location **929 NO FRONT ST**  
**CAMDEN NJ**

Owner in Fee **TYREECE SISCO**

Telephone

Address **8 ABLETT VILLAGE**  
**CAMDEN NJ 08102**

Use Group(s): **R-5**

Contractor **WYCHE CONSTRUCTION**  
 Telephone **(267)259-4806**  
 Address **1434 PRINCESS AVENUE**  
**CAMDEN NJ 08103**

Lic. No. / Bldrs. Reg. No **13VH06373800**  
 Federal Emp. No. **262098507**

is hereby granted permission to perform the following work:

Building

DESCRIPTION OF WORK:  
**REPAIR REAR EXTERIOR WALL WITH THE MATERIALS.**  
**STUCCO**

ESTIMATED COST OF WORK:

Cost of Construction: **\$0.00**

Cost of Alteration: **\$40,000.00**

Cost of Demolition: **\$0.00**

**Total Cost: \$40,000.00**

If construction does not commence within one year of date of issuance, or if construction ceases for a period of six months, this permit is void

**JAMES RIZZO**  
**CONSTRUCTION OFFICIAL**

Date: **2/8/2023**

James Rizzo

Construction Official

- :: Failure to obtain all required inspections may result in administrative action
- :: Final inspections are required before final payment is to be made to contractor
- :: An approved set of plans must be kept at the worksite at all times

Notes:

**PAYMENTS (Office Use Only)**

Building	<b>\$1,280.00</b>
Electrical	
Plumbing	
Fire Protection	
Elevator Devices	
Mechanical	
VolFee (DCA)	
AltFee (DCA)	<b>\$76.00</b>
DCA Minimum Fee	
Other Fees	
CO Fee	
CCO Fee	
Minimum Fee	
<b>Total</b>	<b>\$1,356.00</b>
No Fees Waived	

**Amount to be Paid: \$0.00**

Credit Card Amount: **\$1,356.00**  
 Payment Date: **2/8/2023**  
 Collected By: **Amanda Roman**  
 Reference No: **5191**

**Total Credit Card Amount \$1,356.00**

**Grand Total: \$1,356.00**



CITY OF CAMDEN

# BUILDING SUBCODE TECHNICAL SECTION #1



**A. IDENTIFICATION - APPLICANT:** COMPLETE ALL APPLICABLE INFORMATION. WHEN CHANGING CONTRACTORS, NOTIFY THIS OFFICE. CALL UTILITY DIG NO: 1-800-272-1000.

Block 12 Lot 11 Qualification Code  
 Work Site Location 929 NO FRONT ST  
 Owner In Fee TYREECE SISCO  
 Telephone e-mail  
 Address 8 ABLETT VILLAGE, CAMDEN NJ 08102  
 Contractor WYCHE CONSTRUCTION  
 Telephone e-mail (267)259-4806  
 Address 1434 PRINCESS AVENUE, CAMDEN NJ 08103  
 Contractor License No. or Builder Registration Number 13VH06373800 Exp. Date 12/31/2020  
 Home Improvement Contractor Registration No. or Exemption Reason  
 Federal Emp. ID No. 262098507 Fax

JOB SUMMARY (Office Use Only)		INSPECTIONS		Dates (Month/Day)	
PLAN REVIEW	Date	Type:	Failure	Approval	Initial
<input type="checkbox"/> No Plans Required		Footing			
<input type="checkbox"/> All		Footing Bonding			
<input type="checkbox"/> Footings/ Foundations		Foundation			
<input type="checkbox"/> Structural/ Framework		Slab			
<input type="checkbox"/> Exterior		Frame			
<input type="checkbox"/> Interior		Truss Sys./ Bracing			
Joint Plan Review Required:		Barrier-Free			
<input type="checkbox"/> Elec. [ ] Plumb. [ ] Fire [ ] Elevator		Insulation			
SUBCODE APPROVAL for PERMIT		Finishes-Base Layer			
Date:		Finishes-Final			
Approved by:		Energy			
SUBCODE APPROVAL for CERTIFICATE		Mechanical			
[ ] CO [ ] CCO [ ] CA		TCO			
Date:		Other			
Approved by:		Final			
		Barrier-Free			

**B. BUILDING CHARACTERISTICS**

Use Group Present R-5 Proposed  
 No. of Stories  
 Height of Structure ft.  
 Area- Largest Floor sq. ft.  
 New Bldg. Area/All Floors sq. ft.  
 Volume of New Structure cu. ft.  
 Total Land Area Distributed sq. ft.  
 Max. Live Load Max. Occupancy Load

Constr. Class Present Proposed  
 If Industrialized Building: State Approved [ ] HUD [ ]

**Est. Cost of Bldg. Work:**

- New Building \$ 40,000.00
- Rehabilitation
- Demolition
- Total (1+2+3) \$ 40,000.00

Date Received 1/31/2023  
 Control # 2023-0331  
 Date Issued 2/8/2023  
 Permit # 23-CP-0196

### C. CERTIFICATION IN LIEU OF OATH

I hereby certify that I am the (agent of) owner of record and am authorized to make this application.

Sign here: \_\_\_\_\_  
 Print name here: \_\_\_\_\_

### D. TECHNICAL SITE DATA

DESCRIPTION OF WORK  
 ROOF & SIDING

### TYPE OF WORK:

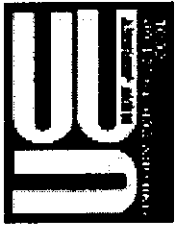
- New Building
- Addition
- Rehabilitation
- Roofing
- Siding
- Fence Height (exceeds 6')
- Pylon Sign Sq. Ft.
- Ground or Wall Sign Sq. Ft.
- Pool (above ground)
- Pool (below ground)
- Retaining Wall Sq. ft.
- Asbestos Abatement subchapter 8
- Lead Haz. Abatement NJAC 5:17
- Radon Remediation
- Other 1
- Other 2
- Other 3
- Other 4
- Other 5
- Other 6
- Demolition

FEE (Office Use Only)

\$ 1,280.00

Administrative Surcharge Minimum Fee  
 State Permit Surcharge Fee (Volume)  
 State Permit Surcharge Fee (Alterations)  
**TOTAL FEE \$ 1,356.00**





Date Issued: 2/8/2023

Permit #: 23-CP-0196

## CONSTRUCTION PERMIT NOTICE

Block: 12 \_\_\_\_\_ Lot: 11 \_\_\_\_\_ Qualification Code: \_\_\_\_\_

Work Site Location: 929 NO FRONT ST. \_\_\_\_\_

**AUTHORIZED FOR:**

- BUILDING**
- PLUMBING**
- ELEVATOR DEVICES**
- OTHER** \_\_\_\_\_
- ELECTRICAL**
- FIRE PROTECTION**
- MECHANICAL**
- DEMOLITION**

**Description of Work:**

REPAIR REAR EXTERIOR WALL WITH THE MATERIALS. STUCCO

This notice shall be posted conspicuously at the work site and shall remain so until issuance of a certificate.



**CITY OF CAMDEN**  
520 MARKET STREET  
CAMDEN, NJ 08101  
Phone: (856)757-7032  
Fax: (856) 757-7259  
E-mail:

February 8, 2023

TYREECE SISCO  
929 NO FRONT ST  
CAMDEN, NJ

Block/Lot/Qual: 12 11  
Permit: 23-CP-0196

The CITY OF CAMDEN hereby issues a RECEIPT to TYREECE SISCO regarding: Construction Permit.

**Fees Due:**

State Permit Surcharge (Bldg)	76.00
Building Permit Fee	1,280.00

**Total Fees:**

1,356.00

**Adjustments:**

**Amount of Payment Applied:** \$1,356.00

**Balance Due:**

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**Payment Information: Payment - Permit**

Remit Type:	Credit Card	Payment Amount:	\$1,356.00
Receipt ID:	2023-EN-000410	Reference Date:	2/8/2023
Reference:	5191		
Recorded By:	Amanda Roman	Recorded Date:	2/8/2023

Reference ID: 2023-0331



CITY OF CAMDEN  
520 MARKET STREET  
CITY HALL, ROOM 403  
CAMDEN, NJ 08101

Page 1 of 1

INVOICE

Reference: 2023-0331

Invoice Date: 2/1/2023

Name: TYREECE SISCO Block/Lot: 12 11  
Address: 8 ABLETT VILLAGE  
CAMDEN NJ 08102 Site Address: 929 NO FRONT ST  
CAMDEN, NJ

The charges below for the application referenced are due. Failure to pay for and obtain Permit/Update/CCO prior to performing work may result in a Violation and/or Penalty.

Charge	Description	Date	Amount of Charge	Payments or Adjustments	Balance Due
State Permit Surcharge (Bldg)		1/31/2023	76.00	0.00	76.00
Building Permit Fee		1/31/2023	1,280.00	0.00	1,280.00

Total Amount Due: \$1,356.00

You may send in a check or money order made out to the CITY OF CAMDEN to the address below. Please include the reference number: Application2023-0331 on your payment. Please do not send cash through the mail, cash payments must be made in person.

REMIT PAYMENT TO: CITY OF CAMDEN  
520 MARKET STREET  
CITY HALL, ROOM 403  
CAMDEN, NJ 08101

CITY OF CAMDEN  
PAID

FEB 08 2023

CASHIER #14

CODE:EG

DB:dh  
06-13-23

R-20

**RESOLUTION AUTHORIZING CHANGE ORDER #1 AN INCREASE  
IN THE AMOUNT OF \$50,186.13 TO CONSTRUCTION CONTRACT #10-22-174  
WITH LEVY CONSTRUCTION CO., IN CONNECTION WITH THE REHABILITATION  
OF THREE (3) COMMUNITY CENTERS PROJECT**

WHEREAS, on October 11, 2022, the Council of the City of Camden by MC-22:8670 awarded Contract #10-22-174 to Levy Construction Co., in the amount of \$2,840,800.00 for the rehabilitation of three (3) community centers located in the City; and

WHEREAS, it is necessary to amend Contract #10-22-174 by Amendment #1 to reflect Change Order #1, an increase in the amount of \$50,186.13 due to unforeseen conditions discovered throughout the project; and

WHEREAS, pursuant to the directive of the Division of Local Government Services, a certification has been attached hereto which certifies that the funds for this expenditure are available and appropriated under the budget of the City of Camden, under line item(s) "G-02-41-765-024", said certification has been signed by the Chief Financial Officer and approved as to form by the City Attorney; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden, that Contract #10-22-174 with Levy Construction Co. is hereby amended by Amendment #1 to reflect Change Order #1, an increase in the amount of \$50,186.13 making the total amount of the contract an amount not to exceed \$2,890,986.13.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST:

\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

CITY OF CAMDEN

CERTIFICATION AS TO THE AVAILABILITY OF FUNDS

I CERTIFY, DIRECTOR FOR THE FINANCE DEPARTMENT FOR THE CITY OF CAMDEN, THAT WITH RESPECT TO THE AWARD OF A CONTRACT OR EXPENDITURE OF FUNDS TO: LEVY CONSTRUCTION CO.

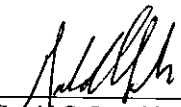
THAT THE FUNDS ARE AVAILABLE AS OF THE DATE OF THIS RESOLUTION/CERTIFICATION, FROM ONE OF THE FOLLOWING:

- BUDGET APPROPRIATION:  
AMOUNT: \$  
RESERVE:  
AMOUNT: \$
- DEDICATED BY RIDER:  
AMOUNT: \$
- RESERVE FOR STATE AND FEDERAL GRANT: G-02-41-765-024  
AMOUNT: \$ 50,186.13
- CAPITAL ORDINANCE  
AMOUNT: \$
- TRUST ACCOUNT:  
AMOUNT: \$

DETERMINATION OF VALUE CERTIFICATION

I CERTIFY, AS CHIEF FINANCIAL OFFICER, THAT THE ANTICIPATED VALUE OF THE CONTRACT, OVER THE FULL LIFE, WILL BE \$ 50,186.13

DESCRIPTION OF THE GOODS AND SERVICES TO BE PROCURED: RESOLUTION AUTHORIZING CHANGE ORDER #1 , AN INCREASE IN THE AMOUNT OF \$50,186.13 TO CONSTRUCTION CONTRACT #10-22-174 WITH LEVY COSTRUCTION CO., IN CONNECTION WITH THE REHABILITAION OF THREE (3) COMMUNITY CENTERS PROJECT.

  
\_\_\_\_\_  
Gerald C. Seneski  
*Director of Finance*  
Date: 5/2/23



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: MAY 9, 2023

*June  
MTG.*

TO: City Council

FROM: Edward Williams, Director Planning & Development/Office of Capital Improvements

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing Change Order #1, an increase in the amount of \$50,186.13 to Construction Contract #10-22-174 with Levy Construction Co., in connection with the Rehabilitation of Three (3) Community Centers project.

Point of Contact: Orion Joyner  
Capital Improvements (856) 757-7680  
OrionJ@ci.camden.nj.us

Name	Department-Division-Bureau	Phone	Email
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## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y	<i>[Signature]</i>	4/24/23	
Supporting Department Director (if necessary)	N			
Director of Grants Management	N	<i>[Signature]</i>	4/27/23	
Qualified Purchasing Agent	N	<i>[Signature]</i>	5/2/2023	
Director of Finance	Y	<i>[Signature]</i>	4/28/23	

Approved by:  
Business Administrator

*[Signature]*      5/2/23  
Signature      Date

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

**"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.**

Received by:  
City Attorney

*[Signature]*      JUN 05 2023  
Signature      Date

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

FORM 25 FR 2:4

**CAMDEN CITY**

529 MARKET STREET  
 P O BOX 95120  
 CAMDEN, NJ 08101-5120  
 TEL (856)757-7000

REQUISITION	
NO.	23-00944

S H I P T O	PLANNING & DEVELOPMENT DIVISION OF CAPITAL IMPROVEMTS 520 MARKET ST. 3RD FL RM 325 CAMDEN, NEW JERSEY 08101
V E N D O R	VENDOR #: LEV01 LEVY CONSTRUCTION CO 800 Newton Avenue Oaklyn, NJ 08107

ORDER DATE: 04/24/23  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

*includes approx 6  
 Different adjustments  
 ceiling tiles  
 insulation  
 Mechanical*

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	CHANGE ORDER #1 IN CONNECTION WITH THE REHABILITATION OF THREE (3) COMMUNITY CENTERS PROJECT.  CONTRACT #10-22-174  <i>Original \$2,840,800                      CO # 1      50,186.13                      -----                      2,890,986.13</i>	G-02-41-765-024	50,186.1300	50,186.13
			TOTAL	50,186.13

*4-26-23*

Approved:

I hereby certify that the work or supplies specified are necessary for the proper transaction of the business of this bureau or office.

Department Head \_\_\_\_\_ Date *4/24/23*

Receiver of Goods \_\_\_\_\_ Date *4/24/23*

**THIS COPY OF THE REQUISITION TO BE FORWARDED TO THE PURCHASING BUREAU**

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing Change Order #1 in amount of \$50,186.13 to Construction Contract #10-22-174 with Levy Construction Co., in connection with the Rehabilitation of Three (3) Community Centers project.

### FACTS/BACKGROUND:

- Rehabilitation of Three (3) Community Centers in the City of Camden
- Levy Construction Company was lowest responsible bidder & awarded contract
- Unforeseen conditions at Community Centers

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$50,186.13(change order)

### IMPACT STATEMENT:

- Unforeseen condition determined while project was underway
- City Council approval of this legislation will improve Community Centers in City of Camden
- If not approved by Council corrective and preventative action to Community Centers will not be properly addressed

### SUBJECT MATTER EXPERTS/ADVOCATES:

- Orion Joyner, City Engineer
  - Attendance: (Y/N/Tentative). Confirmed?
- Edward Williams, Director Planning & Development
  - Attendance: (Y/N/Tentative). Confirmed?

### COORDINATION:

- Ultimately, City of Camden residents will be impacted by approval of this Council request.

**Prepared by:** Tytanya Ray (856) 757-7680 tyray@ci.camden.nj.us

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Name

Phone/Email



**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	City of Camden
--------------	----------------

Professional Service or EUS Type	Change Order #1
Name of Vendor	Levy Construction Company
Purpose or Need for service:	Change Order #1. Due to unforeseen conditions determined while project was underway.
Contract Award Amount	\$50,186.13
Term of Contract	
Temporary or Seasonal	N/A
Grant Funded (attach appropriate documentation allowing for service through grant funds)	No
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	N/A
Were other proposals received? If so, please attach the names and amounts for each proposal received?	No

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*

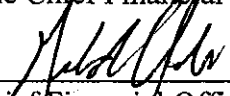
Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_

\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Chief Financial Officer affirms that there is adequate funding available for this personnel action.

  
\_\_\_\_\_  
Chief Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

N/A  
\_\_\_\_\_  
Certifying Officer

Date 5/2/2020

**For LGS use only:**  
 Approved  Denied

\_\_\_\_\_  
Date \_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Number Assigned \_\_\_\_\_

Range of Accounts: G-02-41-765-024 to G-02-41-765-024  
 Current Period: 04/01/23 to 04/24/23  
 Audit Report Type: Standard  
 Include Cap Accounts: Yes  
 Skip Zero Activity: Yes  
 AS Of: 04/24/23

Note: Transaction Beginning Balance includes all Adds/changes occurring on or prior to the AS of Date  
 \* Transaction is included in Previous and/or Begin Balance  
 \*\* Transaction is not included in Balance  
 En = PO Line Item First Encumbrance Date  
 BC = Blanket Control  
 BS = Blanket Sub

Account No	Description	Adopted	Amended	Transfers	Modified	Balance YTD	Used	Trans Amount	Trans Balance	User
Date	Transaction Data/Comment	Expended YTD	Expended Curr	Reimbrsd YTD	Reimbrsd Curr	Unexpended				
				Vendor/Reference	Pd/Chrgd YTD					

G-02-41-765-024 ARP SLFRF 3 Community Center  
 0.00 0.00 2,330,433.00 2,330,433.00 589,396.20 75  
 43,128.48 1,697,908.32 0.00 0.00 2,287,304.52  
 43,128.48 0.00 0.00 1,741,036.80

Begin Balance: 04/01/23  
 04/21/23 PO C2204619 8 Paid CK140004 PAYMENT #5 4/12/23 LEV01 LEVY CONSTRUCTION CO En 11/02/22 BS 43,128.48- \* 589,396.20  
 589,396.20 NHW  
 Control: MOC Total 0.00 0.00 2,330,433.00 2,330,433.00 589,396.20 75  
 43,128.48 1,697,908.32 0.00 0.00 2,287,304.52  
 43,128.48 0.00 0.00 1,741,036.80

Department: 765 ARP Coronavirus St & Loc Rec Fund Total  
 0.00 0.00 2,330,433.00 2,330,433.00 589,396.20 75  
 43,128.48 1,697,908.32 0.00 0.00 2,287,304.52  
 43,128.48 0.00 0.00 1,741,036.80

CAFR: 41 Federal and State Grants Total  
 0.00 0.00 2,330,433.00 2,330,433.00 589,396.20 75  
 43,128.48 1,697,908.32 0.00 0.00 2,287,304.52  
 43,128.48 0.00 0.00 1,741,036.80

Account No	Description	Adopted Expended YTD	Amended Encumber YTD	Transfers Reimbrsd YTD	Modified Pd/Chrgd YTD	Balance YTD %Used Unexpended	Trans Amount	Trans Balance	User
Fund: 02	Federal-State Grant Fund Budgeted Total	0.00	0.00	2,330,433.00	2,330,433.00	589,396.20	75		
		43,128.48	1,697,908.32	0.00	0.00	2,287,304.52			
		43,128.48		0.00	1,741,036.80				
Fund: 02	Federal-State Grant Fund Non-Budgeted Total	0.00	0.00	0.00	0.00	0.00	0		
		0.00	0.00	0.00	0.00	0.00			
		0.00	0.00	0.00	0.00	0.00			
Fund: 02	Federal-State Grant Fund Total	0.00	0.00	2,330,433.00	2,330,433.00	589,396.20	75		
		43,128.48	1,697,908.32	0.00	0.00	2,287,304.52			
		43,128.48		0.00	1,741,036.80				
Final Budgeted		0.00	0.00	2,330,433.00	2,330,433.00	589,396.20	75		
		43,128.48	1,697,908.32	0.00	0.00	2,287,304.52			
		43,128.48		0.00	1,741,036.80				
Final Non-Budgeted		0.00	0.00	0.00	0.00	0.00	0		
		0.00	0.00	0.00	0.00	0.00			
		0.00	0.00	0.00	0.00	0.00			
Final Total		0.00	0.00	2,330,433.00	2,330,433.00	589,396.20	75		
		43,128.48	1,697,908.32	0.00	0.00	2,287,304.52			
		43,128.48		0.00	1,741,036.80				

**Bureau of Grants Management Grant Summary Form****Grant Status Code: G**

(green - g; yellow - y; red - r)

Department: Planning and Development/Capital ImprovementsGrant Analyst: Tytanya RayContact #: 757-7628

Grant/Project Name:		North Camden Community Center Rehabilitation Design and Construction of 3 Community Centers – Change Order #1 - \$50,186.13			
Grant #:		CDBG- G-BG-F20-055 & <b>ARP Funds – G-02-41-765-024</b>			
City Contract Date:		City Contract #:			
Application Resolution #:		Appropriation Code:			
Funding Source:		CDBG (Community Development Block Grant & ARP (American Recovery Plan) Funds			
Pass Through:		N	Source:	Community Development Block Grant (CDBG) & American Recovery Plan (ARP)	
Amount of Grant:		2,840,800.00			
Local Match:	Y	N	Cash:	In-Kind:	
Budget Insertion Resolution # & Date:		Accepting Grant Resolution # MC:			
Term of Grant:		Location of Activity:		City of Camden	
Date of Analysis:	04-26-23		Reviewed By:	Barbara Johnson	

**-Summary:** The Development of Planning and Development/Capital Improvements is requesting a resolution authorizing change order #1, an increase in the amount of \$50,186.13 to contract # 10-22-174 with Levy Construction in connection with the Rehabilitation of three Community Centers.

The Development of Planning and Development/Capital Improvements is requesting a resolution authorizing an award to Levey Construction Company Inc. in the amount of \$2,840,800.00 for the Rehabilitation of Three (3) Community Centers.

Bid Process - On Thursday, July 14, 2022, the Division of Capital Improvements and the Project Management in conjunction with the Purchasing Bureau/Purchasing Agent reviewed on (1) bid for the Rehabilitation of the three (3) Community Centers Project.

*As per the Purchasing Agent, Requisition #C2201235 encumbered part of the contract amount (\$1,099,763.20) and the balance (1,741,036.800 will be added after the ARP funds are set up in the system.*

**Bureau of Grants Management  
Grant Summary Form**

Department: Planning & Development

Revised: 4/24/23

Grant Administrator: Tytanya Ray

Grant Administrator #: 757-7628

Grant/Project Name:		Rehabilitation of Three (3) Community Centers: Malandra Hall, MLK and Isabel Miller (Construction)			
Grant #:		G-BG-F20-055 G-02-41-765-024			
City Contract Date:		10/11/22	City Contract #:		10-22-174
Application Resolution #:			Appropriation Code #:		G-BG-F20-055 G-02-41-765-024
Funding Source:		ARP (Coronavirus American Rescue Plan) & CDBG			
Pass Through:	Y	N	Source:	N/A	
Amount:		\$1,741,036.80 ARP and \$1,099,763.20 CDBG			
Local Match:	N	N	Cash:	N/A	In-Kind N/A
Budget Insertion Resolution # & Date:		N/A		Accepting Grant Resolution # MC:	N/A
Term of Grant:				Location of Activity:	3 Community Centers
Date of Analysis:		4/24/23	Reviewed By:		Tytanya Ray

**Summary: 4/24/2023:** Seeking Council approval for Change Order #1 in the amount of \$50,186.13 to contract #10-22-174 with Levy Construction Co., in connection with the Rehabilitation of Three (3) Community Centers.

Original Contract Amount	\$2,840,800.00
Change Order #1	<u>50,186.13</u>
New Contract Amount	\$2,890,986.13

**4/12/2023:** Transmitting construction invoice #5 in the amount of \$149,858.66 to Levy Construction Co., in connection with the Rehabilitation of Three (3) Community Centers project.

To be paid from the following account codes:

G-BG-F20-055	\$106,730.18
G-02-41-765-024	<u>43,128.48</u>
<b>Total Pay</b>	<b>\$149,858.66</b>

**3/1/2023:** Please pay Professional Services invoice #DAC438323 in the amount of \$350.44 to T&M Associates, in connection with the project. To be paid from account code: G-BG-F17-071.

**3/1/2023:** Forwarding construction invoice #4 in the amount of \$257,771.36 to Levy Construction, Co., in connection with the Rehabilitation of Three (3) Community Centers project. To be paid from account code: G-BG-F20-055.

**Bureau of Grants Management  
Grant Summary Form**

**1/30/2023:** Transmitting construction invoice #3 in the amount of \$204,354.50 to Levy Construction Co., in connection with the Rehabilitation of Three (3) Community Centers project. To be paid from account code: G-BG-F20-055.

**1/26/2023:** Please pay construction invoice #2 in the amount of \$279,836.06 to Levy Construction Co., in connection with the Rehabilitation of Three (3) Community Centers project. To be paid from account code: G-BG-F20-055.

**1/26/2023:** Forwarding professional services payment to T&M Associates in the amount of \$665.68 in connection with 2021 Rehabilitation of Three (3) Community Centers project. To be paid from account code: G-BG-F17-071.

**1/5/2023:** Transmitting construction invoice #1 in the amount of \$251,071.10 for Levy Construction Co., in connection with the Rehabilitation of Three (3) Community Centers project. To be paid from account code: G-BG-F20-055.

**9/22/2022:** Please pay Design payment to T&M Associates in the amount of \$1,170.58 for Professional Services in connection with 2021 Rehabilitation of Three (3) Community Centers in the City of Camden.

**8/12/2022:** Forwarding Design payment for T&M Associates in the amount of \$950.21 in connection with the project.

**7/12/2022:** Transmitting Design payment to T&M Associates in the amount of \$1,939.50 for Professional Services in connection with 2021 Rehabilitation of Three(3) Community Centers in the City of Camden.

**5/19/2022:** Please pay design payment to T&M Associates in amount of \$5,914.90 for Professional Services in connection with 2021 Rehabilitation of Three (3) Community Centers in the City of Camden.

**5/6/2022:** Forwarding Design payment in amount of \$2,013.00 to T&M Associates for Professional Services in connection with 2021 Rehabilitation of Three (3) Community Centers in the City of Camden.

**4/4/2022:** Transmitting Design payment to T&M Associates in amount Of \$68,465.57 for services in connection with 2021 Rehabilitation of Three (3) Community Centers in the City of Camden.

**3/7/2022:** Please pay design payment to T&M Associates in amount of \$10,595.92 for services in connection with 2021 Rehabilitation of Three (3) Community Centers in the City of Camden.

**2/24/2022:** Forwarding Design payment in amount of \$19,957.50 to T&M Associates for services in connection with 2021 Rehabilitation of Three (3) Community Centers in the City of Camden.

Location	Project Limits Street/from	Limits/to
----------	-------------------------------	-----------

**Bureau of Grants Management  
Grant Summary Form**

Malandra Hall  
Isabel Miller  
Cramer Hill

**Timelines:** *pending*

**Problem Areas/Recommendations:** N/A

Cabinet #	Drawer #
Utilities (1)	Utilities (1)

word:a\grant info 2\summary.doc





# AIA Document G701™ - 2001

## Change Order

PROJECT: (Name and address)  
City of Camden  
Rehabilitation of Three (3) Community Centers

CHANGE ORDER NUMBER: 1  
DATE: 03/30/23  
ARCHITECT'S PROJECT NUMBER:  
CONTRACT DATE:  
CONTRACT FOR: General Construction

OWNER   
ARCHITECT   
CONTRACTOR   
FIELD   
OTHER

TO CONTRACTOR: (Name and address)  
Levy Construction Co., Inc.  
800 Newton Ave  
Oaklyn, NJ 08107

The Contract is changed as follows:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Various work associated with CORs 1,2,4,5,6,7,8,9,10,11,12

The original (Contract Sum) ( <del>Contracted Maximum Price</del> ) was	\$ 2,840,800.00
The net change by previously authorized Change Orders	\$ 0.00
The (Contract Sum) ( <del>Contracted Maximum Price</del> ) prior to this Change Order was	\$ 2,840,800.00
The (Contract Sum) ( <del>Contracted Maximum Price</del> ) will be (increased) ( <del>decreased</del> ) ( <del>unchanged</del> ) by this Change Order in the amount of	\$ 50,186.13
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$ 2,891,986.13
The Contract Time will be (increased) ( <del>decreased</del> ) ( <del>unchanged</del> ) by	( 19 ) days

The date of Substantial Completion as of the date of this Change Order therefore is \*this time extension request only accounts for time needed to complete. Not delays in waiting for change order approval/direction.

(Note: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.)

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

ARCHITECT (Firm name)	Levy Construction Co Inc CONTRACTOR (Firm name)	City of Camden OWNER (Firm name)
ADDRESS	800 Newton Ave, Oaklyn, NJ 08107 ADDRESS	520 Market St., Camden, NJ ADDRESS
BY (Signature)	<i>Josh Levy</i> BY (Signature)	BY (Signature)
(Typed name)	Josh Levy (Typed name)	(Typed name)
DATE	03/30/23 DATE	DATE

**CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.**

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DB:dh  
06-13-23

**RESOLUTION REFERRING A COUNCIL ACTION TO THE PLANNING BOARD  
RELATIVE TO THE PROPOSED ORDINANCE AMENDING THE CAMDEN CITY CODE  
TO REPEAL SECTION 870-258N (PREVIOUSLY CHAPTER 577) RELATING TO  
FLOOD PLAIN MANAGEMENT AND ADOPT NEW SECTION 870-258 WITH  
CHANGES MANDATED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY**

**WHEREAS**, the Federal Emergency Management Agency (FEMA) reviewed the New Jersey model flood damage prevention ordinance and recommended State of New Jersey, Department of Environmental Protection (NJDEP) ensure all 553 New Jersey participating community ordinances comply with the National Flood Insurance Program (NFIP); and

**WHEREAS**, FEMA directed the development of new model ordinances incorporating higher State standards found in the Flood Hazard Area Control Act and the Uniform Construction Code; and

**WHEREAS**, NJDEP issued a letter dated January 13, 2023 recommending the City of Camden, Camden County comply with the adoption of a new Model Code Coordinated Ordinance before July 17, 2023; and

**WHEREAS**, the City Council of the City of Camden must refer to the Planning Board of the City of Camden, pursuant to N.J.S.A. 40:55D-26 and 64, the below proposed amendments to the City Code in order to review the proposed ordinance amending the Camden City code to:

1. Repeal section 870-258n (previously chapter 577) of the Camden City code, and amended by mc-4995 adopted on august 9, 2016;
2. adopt a new section 870-258;
3. adopt flood hazard maps;
4. designate a Floodplain Administrator;
5. provide for severability;

**WHEREAS**, City Council considers it to be in the best interest of the City of Camden to refer the herein proposed ordinance to the Planning Board to review the aforesaid amendments to the City Code, now, therefore

**BE IT RESOLVED**, by the City Council of the City of Camden, the attached Exhibit "A" proposed ordinance amending the Camden City code described *supra* in this resolution is referred to the Planning Board of the City of Camden for review and, directs the Planning Board to report its findings and proposed recommendations to City Council within 35 days of the date of this Resolution, pursuant to N.J.S.A. 40:55D-26 and 64.

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST:

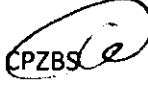
\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

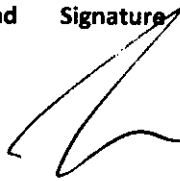
TO: City Council

FROM: Dr. Edward Williams, PP, AICP, CSI, AHP, CZO, CPZBS 

**TITLE OF ORDINANCE/RESOLUTION:** A resolution by the City Council referring to the Planning Board to review proposed ordinance amending the Camden City Code to repeal Section 870-258, which previously was Chapter 577 of the Camden City Code, and amended by MC-4995, adopted on August 9, 2016; to adopt a new section 870-258; to adopt Flood Hazard Maps; to designate a Floodplain Administrator and provide for severability and an effective date.

Point of Contact:	Dr. Ed Williams	DPD- P& Z	7135	edwillia@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
<b>Responsible Department Director</b>	Yes		5-22-23	
<b>Supporting Department Director (if necessary)</b>				
<b>Director of Grants Management</b>				
<b>Qualified Purchasing Agent</b>				
<b>Director of Finance</b>				

Approved by:  
Business Administrator

  
Signature

  
Date

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (if applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

Received by:  
City Attorney

A handwritten signature in black ink, consisting of a large, stylized 'C' followed by a series of loops and a long horizontal stroke extending to the right.

Signature

JUN 01 2023

Date



# State of New Jersey

## DEPARTMENT OF ENVIRONMENTAL PROTECTION

### WATERSHED AND LAND MANAGEMENT

#### DIVISION OF RESILIENCE ENGINEERING & CONSTRUCTION

#### OFFICE OF DAM SAFETY & FLOOD ENGINEERING

44 S. Clinton Avenue, 3<sup>rd</sup> Fl.

P.O. Box 420, Mail Code 44-03A

Trenton, New Jersey 08625-0420

Tel. (609) 292-2296 • Fax (609) 984-1908

<http://www.nj.gov/dep/damsafety>

**PHILIP D. MURPHY**

*Governor*

**SHEILA Y. OLIVER**

*Lt. Governor*

**SHAWN M. LATOURETTE**

*Commissioner*

January 13, 2023

Certified #: \_\_\_\_\_

Mr. Luis Pastoriza, Clerk

City of Camden

520 Market Street

Camden, NJ 008101

Re: City of Camden, Camden County  
Flood Damage Prevention Ordinance  
Community ID # 340128

Dear Mr. Pastoriza:

Recently, the Federal Emergency Management Agency (FEMA) reviewed the New Jersey model flood damage prevention ordinance and recommended that the New Jersey Department of Environmental Protection (DEP) revise it to ensure that all 553 New Jersey participating community ordinances are compliant with the National Flood Insurance Program (NFIP). As an outcome of this audit, FEMA directed that new model ordinances be developed which incorporate the higher State standards found in the Flood Hazard Area Control Act and the Uniform Construction Code. This recommendation is in addition to a post-Superstorm Sandy recommendation that the DEP's model ordinance transition to a FEMA-approved version that coordinates with State building codes enforced by local Construction Officials. Over the past year, DEP has revised the flood damage prevention ordinance and has offered training to local officials on the new ordinance. Your county has now been selected for a mandatory county-wide adoption. Adoption of a new Model Code Coordinated Ordinance must be completed within 180 days of the date of this letter, **July 17, 2023**.

The new Model Code Coordinated Ordinance is available at <https://www.nj.gov/dep/floodcontrol/modelord.htm>. A benefit of coordinating these regulations allowed the streamlining of more than 6 models into two "Coastal" and "Riverine" options. Your community should adopt the "Coastal" model. Text in the model ordinance is color coded to identify sections where community-specific information must be included and/or optional higher standards may be incorporated to customize your ordinance to meet your community's needs. Yellow-highlighted text is community-specific information. Blue-highlighted text notes optional higher standards that may be considered by the municipality to incorporate resiliency and

adaptation objectives into local decision-making. If the City of Camden is interested in adopting higher standards that are not included in the model ordinance, please reach out to my staff to discuss how these can be incorporated while meeting all NFIP, State, and local floodplain regulations.

The ordinance must reference the Flood Insurance Study (FIS) dated August 17, 2016, index map, and Flood Insurance Rate Maps (FIRMs) with the following panel numbers and dates below. Additionally, your current preliminary maps (if any) will need to be referenced.

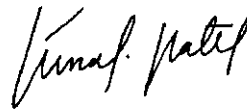
<b>Effective FRIMs</b>	<b>Effective Date</b>	<b>Preliminary FIRMs</b>	<b>Effective Date</b>
34007C0009F	August 17, 2016	NA	NA
34007C0017F	August 17, 2016		
34007C0027F	August 17, 2016		
34007C0028F	August 17, 2016		
34007C0029F	August 17, 2016		
34007C0036F	August 17, 2016		
34007C0037F	August 17, 2016		
34007C0038F	August 17, 2016		

Within ten (10) days of receiving this letter, please forward the name and contact information for a designated contact person who will be handling ordinance adoption. My staff will be reaching out to this person with registration details for an information session scheduled for **February 14, 2023** at 1:00PM.

To ensure that your community's ordinance is enacted in a timely fashion, please forward a draft copy of the ordinance to my office for review by **April 17, 2023** prior to introduction to your governing body. If the City of Camden is interested in incorporating higher standards or including language from previous ordinance models, please meet with my staff prior to the April 17, 2023 deadline.

Once the ordinance has been adopted, please forward one (1) **certified, signed and sealed** copies of the ordinance to this office so I can report to FEMA that your municipality has adopted an ordinance that is fully compliant with current NFIP floodplain management regulations. To provide the name of your contact person, please coordinate with **George Ibrahim** at **George.Ibrahim@dep.nj.gov**. Mr. Ibrahim will also be able to provide the registration link for the information session. Please do not hesitate to contact him with any questions you may have regarding the new model code coordinated ordinance document or the ordinance adoption process.

Sincerely,



Kunal Patel, Ph.D., P.E., CFM  
State NFIP Coordinator  
Office of Dam Safety and Flood  
Engineering



- C: File  
Keith L. Walker – Floodplain Administrator (email)  
William McDonnell, Deputy Director, Region II Mitigation Division (email)  
Marianne Luhrs, Acting Branch Manager, Region II Floodplain Management &  
Insurance Branch  
Dennis Reinknecht, Director - Division of Resilience Engineering and Construction





## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** An ordinance amending the Camden City Code to repeal Section 870-258, which previously was Chapter 577 of the Camden City Code, and amended by MC-4995, adopted on August 9, 2016; to adopt a new section 870-258; to adopt Flood Hazard Maps; to designate a Floodplain Administrator and provide for severability and an effective date.

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- Relevant facts/history. 5Ws. Include geography if applicable.
  - NJDEP is requiring all municipalities within New Jersey to adopt updated Flood Damage Control Ordinances pursuant to a review by the Federal Emergency Management Agency (FEMA) as a result of post Super Storm Sandy recommendation that the DEP model ordinance transition to a FEMA approved version coordinates with the State building codes enforced by local construction officials.
  - DPD staff attended an informational session on February 17, 2023 to understand the importance of the Model ordinance.
  - The DPD has worked with NJDEP and FEMA to review and develop draft ordinances for their review and approval from March 2023 to Present.
  - Drafts of the ordinance were sent to key city department heads – Public Works, Code Enforcement, Law Department and Counsel to City Council for review and comments.
  - NJDEP and FEMA provided their final review of the draft ordinance on May 19, 2023 and clearance to send the final draft to City Council and the Planning Board for their review, respectively.
- Time constraints, if any. (Why does the Council need to act now?)
  - NJDEP and FEMA requires that the City Council approve the Flood Hazard Model Ordinance by July 17, 2023. Attached please find said letter from NJDEP.
- How was the value of the transaction obtained (if applicable?) **Not applicable**

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** Not applicable

**IMPACT STATEMENT:**

- What will happen if the City Council approves this legislation? or,
  - **The City will possess a document that conforms to NJDEP and FEMA Flood Control Standards.**
- What changes and by how much if the City Council approves this proposal?

- The ordinance includes higher standards for development in the flood hazard areas and fines for non-compliance. It also changes the position of the flood plain administrator from the Director of Public Works to the Zoning Officer and potential appeals to the Planning Board for variances.
- Why Should the City Council approve this legislation?
  - The approval of this legislation will provide a streamlined approach to the enforcement of the flood hazard ordinance and provide protection to city residents and developers in their development and or rehabilitation efforts.
- What will happen if the City Council does not approve this legislation?
  - The City may be subject to penalty by NJDEP and or FEMA for failure to adopt the Flood Model Ordinance Standards.

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- Dr. Ed Williams - DPD
  - Attendance: (Y/N/Tentative). Confirmed? **Will be in attendance**
- Name, Organization 2.
  - Attendance: (Y/N/Tentative). Confirmed?
- Additional as required...

**COORDINATION:**

- Who is impacted/has action if the legislation is passed? Key government officials – Code Enforcement, Planning and Development, City residents, Community Development, Economic Development, and Private developers.

Prepared by:

7135

Edwillia@ci.camden.nj.s

---

Name

Phone/Email

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF CAMDEN AMENDING THE CAMDEN CITY CODE TO REPEAL SECTION 870-258, WHICH PREVIOUSLY WAS CHAPTER 577 OF THE CAMDEN CITY CODE, AND AMENDED BY MC-4995, ADOPTED ON AUGUST 9, 2016; TO ADOPT A NEW SECTION 870-258; TO ADOPT FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN ADMINISTRATOR AND PROVIDE 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 the City of Camden, New Jersey 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 Camden was accepted for participation in the National Flood Insurance Program on December 01, 1981 and the City Council of the City of Camden 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 Camden is required, pursuant to N.J.A.C. 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 Camden 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 Camden 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 Council of the City of Camden 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): Repeal Section 870-258 of the Camden City Code, which previously was Chapter 577 of the Camden City Code, amended by MC-4995, which was adopted on August 9, 2016 and replace with Section 870-258 titled "Floodplain Management."

## **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 Camden (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 Camden administer and enforce the State building codes, the City Council of the City of Camden 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 violation 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 \$2,000 under N.J.S.A 40:49-5, imprisonment for a term not exceeding ninety (90) days or a period of community service not exceeding 90 days.

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 up to \$2,000 under N.J.S.A 40:49-5 may be imposed if the court has not determined otherwise, or if upon re-inspection 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.

**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 \$2,500 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 Camden was accepted for participation in the National Flood Insurance Program on December 01, 1981.

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 Division of Planning and Zoning, Department of Planning and Development, 600 Market Street, Camden, New Jersey 08102.

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, Camden County, New Jersey (All Jurisdictions)” dated August 17, 2016 and the accompanying Flood Insurance Rate Maps (FIRM) identified in Table 102.2(1) whose effective date is August 17, 2016 are hereby adopted by reference.

Table 102.2(1)

Map Panel #	Effective Date	Suffix	Map Panel #	Effective Date	Suffix
34007C0009	August 17, 2016	F	34007C0029	August 17, 2016	F
34007C0017	August 17, 2016	F	34007C0036	August 17, 2016	F
34007C0027	August 17, 2016	F	34007C0037	August 17, 2016	F
34007C0028	August 17, 2016	F	34007C0038	August 17, 2016	F

- 2) **Federal Best Available Information.** The City of Camden 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
<i>None as of the date of this ordinance</i>	

- 3) **Other Best Available Data.** The City of Camden 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 Camden. 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. This information shall be used for floodplain regulation purposes only.

- 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. The following is a list of New Jersey State studied waters in this community under the FHACA, and their respective map identification numbers.

Table 102.2(3) List of State Studied Waters

Name of Studied Water	File Name	Map Number
<i>None as of the date of this ordinance</i>		



### **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 one foot or as described by N.J.A.C. 7:13 of freeboard; 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 one foot of freeboard and any additional freeboard as required by ASCE 24; 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) plus one foot of freeboard and any additional freeboard as required by ASCE 24. Any determination using these methods must be 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 of freeboard. If no depth number is specified, the Local Design Flood Elevation is three (3) 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 1 foot of freeboard in accordance with ASCE 24.

## **SECTION 103 DUTIES AND POWERS OF THE FLOODPLAIN ADMINISTRATOR**

**103.1 Floodplain Administrator Designation.** The Zoning Officer 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 Camden 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 101.5, 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. This determination requires the evaluation of previous permits issued for improvements and repairs over a period of 10 years prior to the permit application or substantial damage

determination as specified in the definition of substantial improvement. This determination shall also include the evaluation of flood related damages over a 10 year period to determine if the costs of repairs at the times of each flood constitutes a repetitive loss as defined by this ordinance.

- (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 Planning Board shall hear and decide requests for variances. The 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 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 for an independent determination concerning the violation. Subsequent to the expiration of the 30-day period, a fine up to \$2,000.00 under N.J.S.A. 40:49-5 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 City Council of the City of Camden 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 tax assessor's office, 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.

**REPETITIVE LOSS** – any flood-related damage sustained by a structure on two separate occasions during a 10 year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds 25 percent of the market value of the structure before the damage occurred.

**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 reconstruction, rehabilitation, addition, or other improvement of a structure taking place over a 10 year period, the cumulative cost of which equals or exceeds 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 that is permanent subsequent to 10 years prior. This term includes structures which have incurred “substantial damage”, regardless of the actual repair work performed. This term also includes structures which have incurred “repetitive loss” or “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 official 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 foundations as specified by the manufacturer only if the manufacturer's installation instructions specify that the home has been designed for flood-resistant considerations and provides the conditions of applicability for velocities, depths, or wave action as required by 24 CFR Part 3285-302. The Floodplain Administrator is authorized to determine whether the design meets or exceeds the performance necessary based upon the proposed site location conditions as a precondition of issuing a flood damage prevention permit. If the Floodplain Administrator determines that the home's performance standards will not withstand the flood loads in the proposed location, the applicant must propose a design certified by a New Jersey licensed design professional and in accordance with 24 CFR 3285.301 (c) and (d) which conforms with ASCE 24, the accepted standard of engineering practice for flood resistant design and construction.

**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 and Section 501.3.

## 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)iii 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 run up 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 run up 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 run up 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 this ordinance is, for any reason, declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole, or any part thereof, other than the part so declared. Furthermore, the other provisions of this ordinance are deemed to be severable and remain in full force and effect.

### **SECTION 4. EFFECTIVE DATE.**

This ordinance shall take effect twenty (20) days after its final passage and publication as provided by law.

**BE IT FURTHER ORDAINED** that all ordinances or parts of ordinances inconsistent with the

provisions of this ordinance are hereby repealed as to such inconsistency only.

**BE IT FURTHER ORDAINED** that pursuant to N.J.S.A. 52:27BBB-23 and N.J.S.A. 40:69A-41, a true copy of this Ordinance shall be forwarded to the Mayor, who shall have ten (10) days from the receipt thereof to approve or veto this Ordinance. Additionally, pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Ordinance shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Ordinance, and the action by the Commissioner regarding this Ordinance shall supersede any action by the Mayor on the same Ordinance. All notices of approval and/or veto shall be filed in the Office of the Municipal Clerk.

The above has been reviewed  
and approved as to form.

\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President City Council

\_\_\_\_\_  
VICTOR CARSTARPHEN  
Mayor

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

R-22

DB:dh  
06-13-23

**RESOLUTION AUTHORIZING AN APPLICATION FOR FUNDING FROM THE  
URBAN ENTERPRISE ZONE AUTHORITY IN THE AMOUNT OF \$346,572 FOR THE  
2024 FISCAL YEAR PROGRAM BUDGET**

WHEREAS, the City of Camden desires to submit an application to the Urban Enterprise Zone Authority for anticipated UEZ assistance in the amount of \$346,572.00 for the purpose of funding the FY 2024 UEZ Administration budget of the City of Camden's Urban Enterprise Zone Authority; and

WHEREAS, City Council believes that the submission of such grant application is in the best interest of the residents of the City of Camden; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden, that the proper officers be and are authorized to submit an application to the New Jersey Urban Enterprise Zone Authority for anticipated UEZ assistance in the amount of Three Hundred Forty-Six Thousand Five Hundred Seventy-Two Dollars (\$346,572.00) for the funding of the Administration budget of the City of Camden Urban Enterprise Zone Authority for Fiscal Year 2024, in accordance with all pertinent terms, conditions and requirements which may be established for such an application.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Dr. Edward C. Williams, PP, AICP, CSI, AHP, CZO, Director  
Planning & Development

**TITLE OF ORDINANCE/RESOLUTION AUTHORIZING THE CITY OF CAMDEN TO APPLY FOR FUNDING FROM THE URABN FOR THE AMOUNT OF \$346,572.00 FOR THE FISCAL YEAR ADMIN BUDGET 2024** → UEZ Administration Grant

Point of Contact: Joseph Thomas Planning & Development 3531 JoThomas@ci.camden.nj.us

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	YES		5/6/23	
Supporting Department Director (if necessary)	Y		5/18/23	
Director of Grants Management				
Qualified Purchasing Agent				
Director of Finance			5/22/23	
Approved by: Business Administrator			5/22	

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval – Attachment G
2. Notification memorandum of DCA of board approval
3. Grant Summary Form; Grant application

**“Walk-on” note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.**

Received by: City Attorney

JUN 01 2023

Signature

Date

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** RESOLUTION AUTHORIZING THE CITY OF CAMDEN TO APPLY FOR FUNDING FROM THE URABN FOR THE AMOUNT OF \$346,572.00 FOR THE FISCAL YEAR ADMIN BUDGET 2024

**FACTS/BACKGROUND:** (Executive level details. Short, concise bullets)

- Administrative budget to support ongoing efforts in promoting job creation

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$346,572.00

**IMPACT STATEMENT:**

- This program builds upon previously funded efforts targeting the commercial corridor with business incentives.
- It will allow Camden to market its business corridors to attract a more significant foot traffic

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- Name, Organization 1. N/A
  - Attendance: (Y/N/Tentative). Confirmed?
- Name, Organization 2.N/A
  - Attendance: (Y/N/Tentative). Confirmed?
- N/A

**COORDINATION:**

- The City of Camden and Camden Business Corridors, local businesses, and community partners are impacted.

**Prepared by:**

Joseph Thomas

x3531 JoThomas@ci.camden.nj.us

Name

Phone/Email

STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS

DIVISION OF LOCAL GOVERNMENT SERVICES  
GRANT APPROVAL FORM

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

**PLEASE EXPLAIN THE JUSTIFICATION FOR THE GRANT. PLEASE FULLY EXPLAIN COST ASSOCIATED WITH THE AWARD OF THE GRANT AS WELL AS ANY MATCHING FUNDS OR EMPLOYMENT OBLIGATIONS AS A TERM OF THE GRANT. PLEASE EXPLAIN THE BENEFITS OF THE GRANT OF THE MUNICIPALITY AND THE RESIDENTS. ATTACH THE GRANT APPLICATION AND GRANT AWARD LETTER.**

THE CITY OF CAMDEN TO APPLY FOR FUNDING FROM THE URABN FOR THE AMOUNT OF \$346,572.00 FOR THE FISCAL YEAR ADMIN BUDGET 2024

Information of key municipal employees or agent applying for grants and responsible for its use:

Name	Joe Thomas
Title	Economic Development Rep / UEZ Coordinator
Telephone Number	856-968-3531
Email	jothomas@ci.camden.nj.us

If the grant is received and fully expended, what will the continuing financial obligations of the municipality be with respect to staffing, insurance, liability, operations, and/or maintenance?

NA

What will the source of funds be for staffing, insurance, liability, operations, and /or maintenance?

Funds from the UEZ will provide administration resources, fringe and other operating expense to effectively maintain the program

\_\_\_\_\_  
Mayor's Signature

Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_

Name, email and fax of contact person for this form:

\_\_\_\_\_

**For LGS use only:**

Approved                       Denied

\_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Date \_\_\_\_\_



Number Assigned \_\_\_\_\_

Initial Report  Revised Report  Closing Report   
**Bureau of Grants Management Grant Summary Form**

Grant Status Code: G  
 (green - g; yellow - y; red - r)

Department: Planning and Development

Grant Administrator: Joseph Thomas

Grant Administrator #: 968-3531

Grant/Project Name:			Urban Enterprise Zone Authority (UEZA Administration 23)		
Grant #:			UEZA FY 24 (July 1 2023 – June 30, 2024)		
City Contract Date:			City Contract #:		
Application Resolution #:			Appropriation Code :		
Funding Source:			Urban Enterprise Zone Authority		
Pass Through:	Y	N	Source:	City	
Amount of Grant:			\$346,572.00		
Local Match:	Y	N	Cash:		In-Kind:
Budget Insertion Resolution # & Date:			Accepting Grant Resolution # MC:		
Term of Grant:		7/1/23 – 6/30/24		Location of Activity:	
Date of Analysis:		8-May-23		Reviewed By:	Kelly Mobley

**Summary:**

19-May-23: The Department of Planning and Development - Camden UEZA Office is requesting council authorization to submit an application for funding in the amount of \$346,572.00 to the NJ Urban Enterprise Zone Authority for administrative cost associated with administering the Camden UEZA Program. The requested budget is as follows:

Personnel:	\$236,122.00
Fringe:	\$12,950.00
Materials	\$1,500.00
Marketing/Advertisement:	\$25,000.00
Equipment/Transportation:	\$45,000.00
Other (Professional Services)	\$26,000.00

75% of the UEZA Coordinator's salary will be charged to the grant and 25% of approximately 5 other City Staff salaries will be charged to the grant for time allocated to this program. This includes two hires (Admin Secretary and Program Monitor); Candice Walker, Dolly Marshall and Nural Williams. 25% of the Coordinator's Salary and 75% of the other City Staff Salaries will serve as the Municipal Match. Based on the regulations, the match is not required but was included on the budget.

**Time Lines:**

The resolution is needed prior to presentation before the State UEZA Board in July.

**Problematic Areas/Recommendations:** Any funding not utilized once awarded will be returned to the State and made available for future use.

**Bureau of Grants Management Grant Summary Form****Grant Status Code: G**

(green - g; yellow - y; red - r)

Department: Development and Planning (Housing Services)Grant Administrator: Joe ThomasGrant Administrator #: 968-3531

Community De- v. Corp

Grant/Project Name:		Urban Enterprise Zone Authority (UEZA administration 2024)					
Grant #:		UEZA					
City Contract Date:							
Application Resolution #:			Appropriation Code				
Funding Source:		UEZ					
Pass-Through:	Y	N	Source:	City			
Amount of Grant:		\$346,572.00					
Local Match:	Y	N	Cash:		In-Kind:		
Budget Insertion Resolution # & Date:				Accepting Grant Resolution # MC:			
Term of Grant:		TBD		Location of Activity:			
Date of Analysis:		5/1/2023		Reviewed By:		Joe Thomas	

**Summary:**

**5/15/2024.** The Department of Development and Planning/UEZ requests counsel authorization to submit an application for funding in the amount of \$346,572.00 to the NJ Urban Enterprise Zone Authority for administration costs associated with administering the Camden Strong UEZ

**New Jersey Department of Community Affairs  
APPLICATION FOR GRANT FUNDS**

STANDARD GRANT COVER SHEET

2022-08004-1644

<b>1. DCA Program to Which Applicant is Applying:</b> Urban Enterprise Zone - Camden 2022			
<b>2. Name of Applicant Agency</b> Camden City			
<b>3. Street Address</b> City Hall 520 Market Street			
<b>City</b> Camden	<b>State</b> New Jersey	<b>Zip Code</b> 08101-5120	<b>County</b> Camden
<b>4. Official Contact Person</b> Ms. Kelly Mobley		<b>Title</b> Coordinator for Federal a	<b>Phone number</b> (856) 757-7689
<b>5. Program Contact Person</b> Mr. Joseph Thomas		<b>Title</b> UEZ Coordinator	<b>Phone Number</b> (856) 968-3531
<b>6. Proposed Project/Grant Title</b> CAMDEN UEZ ADMIN BUDGET FOR FY23: 07-01-23 TO 06-30-24			
<b>Program Type</b> Administrative Budget: Joseph Thomas			
<b>7. Total Cost of the Project</b> \$486,252	<b>8. Requested Amount</b> \$346,572		<b>9. Funds from Other Sources</b> \$139,680
<b>10. Project Location (if Different from Applicant Agency)</b> 520 Market street			
<b>Street Address</b> Camden			
<b>City</b> Camden	<b>State</b> New Jersey	<b>Zip</b> 08102-004	<b>Room Number</b> 222
<b>11. Vendor Number</b> 216000418-09	<b>12. Employer ID</b> 216000418		<b>13. Tax Exempt ID</b> 216000418
<b>14. Area(s) Benefiting:</b> City of Camden,			
<b>15. Briefly describe the project for which you are seeking funds.</b> to provide funds for continued growth toward the municipality's projected Fiscal Year total 2024 total Urban Enterprise Zone administrative budget for the allocation ending in 2024			

## OBJECTIVES

Objective Number: 1

Short Description: Membership Implementation

### Detailed Description

Despite the challenging economic climate, the Camden UEZ Office is committed to increasing its membership. Camden's goal for 2024 is to increase membership by 20% (roughly 20 members). The second goal is successfully implementing the projected projects identified in this budget. These projects will significantly impact the local economy by providing much-needed services, job creation, and small businesses.

### Methods

Membership will be increased by continuing proven-successful practices such as; print advertising, site visits, direct mailings, phone, and the Internet. Camden anticipates increasing membership recruitment via the new Advertising Campaign. With the support of the NJUEZA, Camden plans on implementing these referenced projects. Some projects (years 3 or 4) are established and will build on past success. The others are partnerships with viable Camden agencies with proven capacity.

### Evaluation

Membership goals will be tracked weekly and re-evaluated every quarter. Projects are also tracked on a quarterly base by the NJUEZA via Sage. Monthly project reports will be submitted to the Camden office.

Application Program Component: Joseph Thomas

Budget Detail

Administrative Budget: Joseph Thomas

Camden City

Budget Category	UEZ Assistance	Anticipated UEZ Assistance	Municipal Funds	Other Funds	Total Budget
ADM - Personnel					
Salaries/Wages					
UEZ Coordinator Joe Thomas FTE.75	\$72,048.00		\$24,017.00		\$96,065.00
Admin secretary .25	\$53,172.00		\$10,950.00		\$64,122.00
Program Monitor .25	\$59,950.00		\$10,950.00		\$70,900.00
Candance Walker .25	\$21,762.00		\$6,193.00		\$27,955.00
Dolly Marshal Historic Business Development F.25	\$13,440.00		\$40,320.00		\$53,760.00
Nural Willaims Fiscal analyst FTE.25	\$15,750.00		\$47,250.00		\$63,000.00
Minor Category Sub-Total	\$236,122.00	\$0.00	\$139,680.00	\$0.00	\$375,802.00
Fringe Benefits					
Director \Economic Development Program FTE.75	\$6,950.00				\$6,950.00
TBD for new hires	\$6,000.00				\$6,000.00
Minor Category Sub-Total	\$12,950.00	\$0.00	\$0.00	\$0.00	\$12,950.00
Major Category Sub-Total	\$249,072.00	\$0.00	\$139,680.00	\$0.00	\$388,752.00
ADM - Operating Cost					
Advertising					
Marketing and Advertising	\$25,000.00				\$25,000.00
Minor Category Sub-Total	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00
Other					
Professional Service	\$25,000.00				\$25,000.00
MISC expense	\$1,000.00				\$1,000.00
Minor Category Sub-Total	\$26,000.00	\$0.00	\$0.00	\$0.00	\$26,000.00
Equipment Purchase					
UEZ trans portion and office equipment	\$45,000.00				\$45,000.00



Urban Enterprise Zone - Camden 2022  
FUTURE UEZ PROPOSALS

Estimated UEZ cost of proposal \$500,000.00

Anticipated number of jobs created 15

**Anticipated impact on municipal tax base**

Standard's buildings in Camden are located in the Gateway Redevelopment Zone and are potentially subject to the eminent domain at the behest of the Master Re developer, Campbell Soup Co. ("CSC"). To avoid eminent domain and to be able to remain and continue to operate in its current facilities, Standard has agreed with CSC and the Camden Redevelopment Agency ("CRA") to perform specific cosmetic improvements to its building to make that building fit better architecturally with the office park which is expected to be constructed in the Zone and in very close proximity to that building. Provided these improvements are made, CSC, as the Master developer, has agreed not to request or approve the taking of Standard's buildings. The benefit, therefore, to Standard, from completion of the improvements, is a fulfillment of the agreement with CSC and CRA and the consequent ability to continue to employ residents.

Can measurable be quantified? Yes No  N/A



Urban Enterprise Zone - Camden 2022  
ATTACHMENTS (ADMINISTRATIVE BUDGET)

1a. Fully executed City Council Resolution

I will...

- Mail this attachment
- Hand deliver this attachment

1b. Zone Board Resolution

I will...

- Mail this attachment
- Hand deliver this attachment

2. Agreement(s) between the Zone and Firm

I will...

- Upload this attachment
- Mail this attachment
- Fax this attachment
- Hand deliver this attachment
- Not applicable

Urban Enterprise Zone - Camden 2022  
SCHEDULE A: PERSONNEL

Name of Employee Joseph Thomas  
Position/Title uez Coordinator FTE.75  
Date of Hire 1/1/2012  
Eligible for Overtime? Yes  No   
 Full Time Part Time  
Standard Weekly Work Hours 35  
Number of Weekly Hours Dedicated to UEZ 27  
Annual Salary \$96,065.00  
Annual Salary Requested from UEZ \$72,048.00  
Municipal Salary subsidy (if applicable)  
Annual Fringe Benefits \$10,950.00  
Annual Fringe Benefits Requested from UEZ \$10,950.00

Submit Job Description 402886-289059-joe e.docx

I will...

- Upload this attachment
- Mail this attachment
- Fax this attachment
- Hand deliver this attachment
- Not applicable

Submit Resume

I will...

- Upload this attachment
- Mail this attachment
- Fax this attachment
- Hand deliver this attachment
- Not applicable

Urban Enterprise Zone - Camden 2022  
SCHEDULE A: PERSONNEL

Name of Employee	Candance Walker FTE .25
Position/Title	Senior Admin Clerk
Date of Hire	1/1/2023
Eligible for Overtime?	Yes <input checked="" type="checkbox"/> No
	Full Time <input checked="" type="checkbox"/> Part Time
Standard Weekly Work Hours	35
Number of Weekly Hours Dedicated to UEZ	9
Annual Salary	\$89,700.00
Annual Salary Requested from UEZ	\$27,762.00
Municipal Salary subsidy (if applicable)	
Annual Fringe Benefits	\$0.00
Annual Fringe Benefits Requested from UEZ	\$0.00
Submit Job Description	402891-289059-senior administrative clerk
I will...	Upload this attachment Mail this attachment Fax this attachment <input checked="" type="checkbox"/> Hand deliver this attachment Not applicable
Submit Resume	402891-289055-candice jefferson_resume_20
I will...	Upload this attachment Mail this attachment Fax this attachment Hand deliver this attachment <input checked="" type="checkbox"/> Not applicable



Urban Enterprise Zone - Camden 2022  
 CERTIFICATION SHEETS

ATTACHMENTS	
<b>Certification Regarding Debarment and Suspension - Schedule G</b>	
I will upload this attachment <input type="checkbox"/>	Not applicable <input checked="" type="checkbox"/>
<b>Certification Regarding Lobbying - Schedule H</b>	
I will upload this attachment <input type="checkbox"/>	Not applicable <input checked="" type="checkbox"/>
<b>Resolution - Schedule I Or Local Match Only - Schedule I</b>	
I will upload this attachment <input type="checkbox"/>	Not applicable <input checked="" type="checkbox"/>
<b>IRS Determination Letter (New Applicants, Non-profit, Non-government only)</b>	
I will upload this attachment <input type="checkbox"/>	Not applicable <input checked="" type="checkbox"/>
<b>Organizational Chart (Non-government only)</b>	
I will upload this attachment <input type="checkbox"/>	Not applicable <input checked="" type="checkbox"/>
<b>Application Cover Page</b>	
I will upload this attachment <input type="checkbox"/>	Not applicable <input checked="" type="checkbox"/>
<b>Please upload any third party agreement(s) that may be pertinent to this grant.                      (see application instructions for specific details)</b>	

DB:dh  
06-13-23

R-23

**RESOLUTION APPROVING THE RELEASE OF PERFORMANCE GUARANTY IN THE AMOUNT OF \$251,589.60 TO COOPER LANNING SQUARE RENAISSANCE SCHOOL FACILITIES, INC. -KIPP COOPER NORCROSS ACADEMY AT SUMMER, 1600 S. 8<sup>TH</sup> STREET, (BLOCK 444 LOT: 1, 3, 4, 22, 24, 25 & 33)**

WHEREAS, a request has been received by the City of Camden ("City") from Cooper Lanning Square Renaissance School Facilities, Inc. for the project located at (Block 444 Lot: 1, 3, 4, 22, 24, 25 & 33) KIPP Cooper Norcross Academy at Summer seeking the respective release of the amount required to be posted under the Performance Guaranty in the amount of \$251,589.60; and

WHEREAS, the project at (Block 444 Lot: 1, 3, 4, 22, 24, 25 & 33) KIPP Cooper Norcross Academy at Summer is completed and has requested the City of Camden to release Cooper Lanning Square Renaissance School Facilities, Inc. guarantees under said Performance and Maintenance Guaranties; and

WHEREAS, the City Planning Board's Engineer, Remington & Vernick Engineers (R&V), has reviewed the developer's request. As detailed in its June 23, 2021 letter to the City, after R&V's inspection of the Project it recommends: (1) the release of \$251,589.60 of the original amount required to be posted by Cooper Lanning Square Renaissance School Facilities, Inc. under its Performance Guaranty, contingent upon the payment of all outstanding R&V vouchers and (2) the activation of the Maintenance Guarantee in the amount of \$37,738.44, representing 15% of the construction cost amount to be held for a period of two (2) years; now therefore; now therefore

BE IT RESOLVED, by the City Council of the City of Camden that, for all the reasons set forth above, the authorized City of Camden officials are hereby authorized and directed to release **Two Hundred Fifty-One Thousand Five Hundred Eighty-Nine Dollars And Sixty Cents (\$251,589.60)** of the original amount required to be posted by Cooper Lanning Sq. Renaissance School Facilities, Inc. under its Performance Guaranty; and the activation of the Maintenance Guarantee in the amount of \$37,738.44, representing 15% of the construction cost amount to be held for a period of two (2) years.

BE IT FURTHER RESOLVED that the above release of Performance Guaranty is contingent upon the payment of all outstanding Remington & Vernick Engineers vouchers, as provided under said Performance Guaranty.

BE IT FURTHER RESOLVED that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

ANGEL FUENTES  
President, City Council


ATTEST:

LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

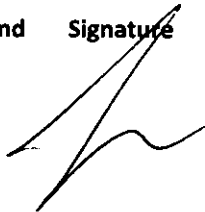
COUNCIL MEETING DATE: JUNE 13, 2023


TO: City Council  
FROM: Dr. Edward Williams, PP, AICP, CSI, AHP, CZO, CPZBS 

**TITLE OF ORDINANCE/RESOLUTION: A resolution approving the release of a Public Facilities Performance Guarantee in the amount of \$251,589.60 to Cooper Lanning Sq. Renaissance School Facilities, Inc. (KIPP Cooper Norcross Academy at Sumner), 1600 S. 8<sup>th</sup> St, due to the completion of said project.**

Point of Contact:	Dr. Ed Williams	DPD- P& Z	7135	edwillia@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	YES		5/24/23	
Supporting Department Director (if necessary)				
Director of Grants Management				
Qualified Purchasing Agent				
Director of Finance				

Approved by: \_\_\_\_\_  
 Business Administrator  \_\_\_\_\_  
 Signature Date

- Attachments (list and attach all available):
1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
  2. Certification of Funds<sup>2</sup>
  3. Addition supporting documents.

***“Walk-on” note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

<sup>1</sup> For Example: Form “A” - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form “D” - Contract Request, Form “E” - Creation/Extension of Services, Form “G” - Grant Approval, Form “H” - Bond Ordinance or Contract Request, Form “I”, “Best Price Insurance Contracting” Model Ordinance  
<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

Received by:  
City Attorney

A handwritten signature in black ink, appearing to be the initials 'CA' followed by a long horizontal stroke.

JUN 01 2023

---

Signature

Date



## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** A resolution approving the release of a Public Facilities Performance Guarantee in the amount of \$251,589.60 to Cooper Lanning Sq. Renaissance School Facilities, Inc. (KIPP Cooper Norcross Academy at Sumner), 1600 S. 8<sup>th</sup> St due to the completion of said project.

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- Relevant facts/history. 5Ws. Include geography if applicable.
  - **The applicant, Cooper Lanning Sq. Renaissance School Facilities, Inc. constructed an addition to existing charter school (Whitter School) at 8<sup>th</sup> and Chestnut. There was a need to post the required public facilities performance guarantee to cover the on site improvements. The project is complete and there is a need to release said bond to the applicant.**
- Time constraints, if any. (Why does the Council need to act now?)
  - **There are no particular time constraints regarding said release**
- How was the value of the transaction obtained (if applicable?) **Not applicable**

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$251,589.60

**IMPACT STATEMENT:**

- What will happen if the City Council approves this legislation? or,
  - **The City will formally release a performance guarantee that is assigned to the applicant. The City must recommend the activation of a Public Facilities Maintenance Guarantee in the amount \$37,738.44.**
- What changes and by how much if the City Council approves this proposal?
  - **There are no particular changes affecting the project if City Council does not approve the release of the performance guarantee.**
- Why Should the City Council approve this legislation?
  - **The approval of this legislation is necessary due to the completion of the project.**
- What will happen if the City Council does not approve this legislation?
  - **The performance guarantee will remain with the department.**

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- **Dr. Ed Williams - DPD**
  - Attendance: (Y/N/Tentative). Confirmed? **Will be in attendance**
- Name, Organization 2.
  - Attendance: (Y/N/Tentative). Confirmed?

- Additional as required...

**COORDINATION:**

- Who is impacted/has action if the legislation is passed? Key government officials – Code Enforcement, Planning and Development, City residents, Community Development, Economic Development, and Private developers.

**Prepared by:**

**7135**

**Edwillia@ci.camden.nj.s**

---

Name

Phone/Email



REMINGTON  
& VERNICK  
ENGINEERS

RVE HQ:  
2059 Springdale Road  
Cherry Hill, NJ 08003  
O: (856) 795-9595  
F: (856) 795-1882

May 8, 2023 (Revised Date)

Dr. Edward Williams, PP, AICP  
Department of Planning & Development  
City of Camden  
Room 420, City Hall  
Camden, NJ 08101

**Re: City of Camden  
Cooper Lanning Sq. Renaissance School Facilities, Inc.  
KIPP Cooper Norcross Academy at Summer  
1600 South 8th Street  
Block 444, Lots 1,3,4,22,24,25 & 33  
Performance Guarantee Release  
Our File #04-08-I-866**

Dear Dr. Williams:

At the request of the applicant, our office has conducted an inspection to the above-referenced project. Based upon our investigation, we recommend the release of the Public Facilities Performance Guarantee established in the amount of **\$251,589.60**. Also, we recommend the activation of the Public Facilities Maintenance Guarantee in the amount of **\$37,738.44**, representing 15% of the Public Facilities Performance Guarantee amount to be held for a period of two (2) years.

**The release of the Performance Guarantee is contingent upon the payment of all-outstanding Remington & Vernick Engineers' Vouchers.** If you should have any questions, please contact Steven D. Fini, Regional Field Supervisor, at 856-795-9595.

Sincerely,  
**REMINGTON & VERNICK ENGINEERS**

Lenny Cinaglia, MBA, CEFM  
Senior Associate, Department Head Municipal CM/CI

Dena M. Johnson, P.E., C.M.E

LC:DMJ:sdf

cc: Orion Joyner, PE, CME, Senior Municipal Engineer  
Angela Miller, Planning Board Secretary; <AnMiller@ci.camden.nj.us>  
Luis Pastoriza, M.S.M, R.M.C., C.M.R  
Kevin Sheehan, Esq., Parker McCay P.A., 9000 Midlantic Dr.- Suite 300, P.O. Box 5054, Mt. Laurel, NJ 08054-5054; ksheehan@parkermccay.com  
Cooper Lanning Sq. Renaissance Facilities, Inc., 200 Federal St., Camden, NJ 08103

DB:dh  
06-13-23

R-24

**RESOLUTION APPROVING THE RELEASE OF A PUBLIC FACILITIES PERFORMANCE GUARANTEE IN THE AMOUNT OF \$93,314.40 AND A SAFETY AND STABILIZATION BOND IN THE AMOUNT OF \$5,000 TO COOPER LANNING SQUARE RENAISSANCE SCHOOL FACILITIES, INC. -KIPP COOPER NORCROSS ACADEMY AT WHITTIER, 740 CHESTNUT STREET, DUE TO COMPLETION OF SAID PROJECT**

WHEREAS, a request has been received by the City of Camden ("City") from Cooper Lanning Square Renaissance School Facilities, Inc. for the project located at 740 Chestnut Street-KIPP Cooper Norcross Academy at Whittier seeking the respective release of the amount required to be posted under the Performance Guaranty in the amount of \$93,314.40, and the safety and stabilization bond amount of \$5,000.00; and

WHEREAS, the project at 740 Chestnut Street -KIPP Cooper Norcross Academy at Whittier is completed and has requested the City of Camden to release Cooper Lanning Square Renaissance School Facilities, Inc. guarantees under said Performance and Maintenance Guaranties; and

WHEREAS, the City Planning Board's Engineer, Remington & Vernick Engineers (R&V), has reviewed the developer's request. As detailed in its April 29, 2023 letter to the City, after R&V's inspection of the Project it recommends: (1) the release of \$93,314.40 of the original amount required to be posted by Cooper Lanning Square Renaissance School Facilities, Inc. under its Performance Guaranty, contingent upon the payment of all outstanding R&V vouchers and (2) the activation of the Maintenance Guarantee in the amount of \$13,997.16 and the Stormwater Management in the amount of \$787.50 representing 15% of their respective guarantees, which the cost amount to be held for a period of two (2) years; now therefore

BE IT RESOLVED, by the City Council of the City of Camden that, for all the reasons set forth above, the authorized City of Camden officials are hereby authorized and directed to release Ninety-Three Thousand Three Hundred Fourteen Dollars and Forty Cents (\$93,314.40) of the original amount required to be posted by Cooper Lanning Sq. Renaissance School Facilities, Inc. under its Performance Guaranty; and the Safety and Stabilization bond in the amount of Five Thousand Dollars (\$5,000.00) and the activation of the Maintenance Guarantee in the amount of \$13,997.16, and the Stormwater Management in the amount of \$787.50 representing 15% of the construction cost amount to be held for a period of two (2) years.

BE IT FURTHER RESOLVED that the above release of Performance Guaranty is contingent upon the payment of all outstanding Remington & Vernick Engineers vouchers, as provided under said Performance Guaranty.

BE IT FURTHER RESOLVED that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

ANGEL FUENTES  
President, City Council

ATTEST:

LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

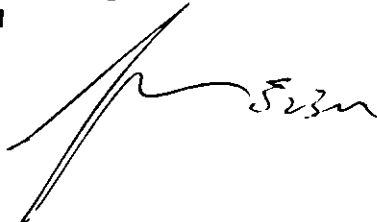
COUNCIL MEETING DATE: JUNE 13, 2023

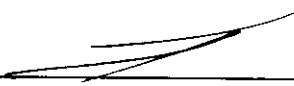
TO: City Council  
FROM: Dr. Edward Williams, PP, AICP, CSI, AHP, CZO, CPZBS 

**TITLE OF ORDINANCE/RESOLUTION: A resolution approving the release of a Public Facilities Performance Guarantee in the amount of \$93,314.40 and a Safety and Stablization Bond in the amount of \$5,000.00 to Cooper Lanning Sq. Renaissance School Facilities, Inc. (KIPP Cooper Norcross Academy at Sumner), 740 Chestnut St, due to the completion of said project.**

Point of Contact:	Dr. Ed Williams	DPD- P& Z	7135	edwillia@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Yes		5/23/23	
Supporting Department Director (if necessary)				
Director of Grants Management				
Qualified Purchasing Agent				
Director of Finance				

Approved by: \_\_\_\_\_  
 Business Administrator  \_\_\_\_\_  
 Signature Date 5/24

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

***“Walk-on” note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

<sup>1</sup> For Example: Form “A” - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form “D” - Contract Request, Form “E” - Creation/Extension of Services, Form “G” - Grant Approval, Form “H” - Bond Ordinance or Contract Request, Form “I”, “Best Price Insurance Contracting” Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

Received by:  
City Attorney

A handwritten signature in black ink, consisting of a large, stylized 'C' followed by a series of loops and a long horizontal stroke extending to the right.

Signature

JUN 01 2023

Date

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** A resolution approving the release of a Public Facilities Performance Guarantee in the amount of \$93,314.40 and the Safety and Stabilization Bond in the amount of \$5,000.00 to Cooper Lanning Sq. Renaissance School Facilities, Inc. (KIPP Cooper Norcross Academy at Sumner), 740 Chestnut St due to the completion of said project.

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- Relevant facts/history. 5Ws. Include geography if applicable.
  - **The applicant, Cooper Lanning Sq. Renaissance School Facilities, Inc. constructed an addition to existing charter school (Whitter School) at 740 Chestnut St. There was a need to post the required public facilities performance guarantee to cover the on site improvements. The project is complete and there is a need to release said bond to the applicant.**
- Time constraints, if any. (Why does the Council need to act now?)
  - **There are no particular time constraints regarding said release**
- How was the value of the transaction obtained (if applicable?) **Not applicable**

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$93,314.40

**IMPACT STATEMENT:**

- What will happen if the City Council approves this legislation? or,
  - **The City will formally release a performance guarantee that is assigned to the applicant. The City must recommend the activation of a Public Facilities Maintenance Bond in the amount of \$13,997.16 and a Stormwater Management bond in the amount \$787.50.**
- What changes and by how much if the City Council approves this proposal?
  - **There are no particular changes affecting the project if City Council does not approve the release of the performance guarantee.**
- Why Should the City Council approve this legislation?
  - **The approval of this legislation is necessary due to the completion of the project.**
- What will happen if the City Council does not approve this legislation?
  - **The performance guarantee will remain with the department.**

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- **Dr. Ed Williams - DPD**
  - Attendance: (Y/N/Tentative). Confirmed? **Will be in attendance**
- Name, Organization 2.

- Attendance: (Y/N/Tentative). Confirmed?
- Additional as required...

**COORDINATION:**

- Who is impacted/has action if the legislation is passed? Key government officials – Code Enforcement, Planning and Development, City residents, Community Development, Economic Development, and Private developers.

**Prepared by:**

**7135**

**Edwillia@ci.camden.nj.s**

---

Name

Phone/Email





REMINGTON  
& VERNICK  
ENGINEERS

RVE HQ:  
2059 Springdale Road  
Cherry Hill, NJ 08003  
O: (856) 795-9595  
F: (856) 795-1882

April 29, 2023

Dr. Edward Williams, PP, AICP  
Department of Planning & Development  
City of Camden  
Room 420, City Hall  
Camden, NJ 08101

**Re: City of Camden  
Cooper Lanning Square Renaissance Facilities, Inc.  
KIPP Cooper Norcross Academy School at Whittier  
740 Chestnut Street  
Block 390, Lots 12,13 & 35  
Block 391, Lots 1 & 9  
Performance Guarantee Release  
Our File #04-08-I-913**

Dear Dr. Williams:

At the request of the applicant, our office has conducted an inspection to the above-referenced project. Based upon our investigation and in accordance with the new regulations, we recommend the release of the following Performance Guarantees: Public Facilities established in the amount of **\$93,314.40**, and the Safety and Stabilization established in the amount of **\$5,000.00**.

Prior to the release, we also recommend the activation of the Maintenance Guarantees for the Public Facilities in the amount of **\$13,997.16** and the Stormwater Management in the amount of **\$787.50**. These amounts represent 15% of their respective Guarantees, which will be held for a period of two (2) years.

**The release of the Performance Guarantee is contingent upon the payment of all-outstanding Remington & Vernick Engineers' Vouchers.** If you should have any questions, please contact Steven D. Fini, Regional Field Supervisor, at 856-795-9595.

Sincerely,  
**REMINGTON & VERNICK ENGINEERS**

Lenny Cinaglia, MBA, CEFM  
Senior Associate, Department Head Municipal CM/CI

Dena M. Johnson, P.E., C.M.E

LC:DMJ:sdf

cc:: Orion Joyner, PE, CME, Senior Municipal Engineer  
Angela Miller, Planning Board Secretary; <AnMiller@ci.camden.nj.us>  
Luis Pastoriza, M.S.M, R.M.C., C.M.R  
Kevin Sheehan, Esq., Parker McCay P.A., 9000 Midlantic Dr. - Suite 300, P.O. Box 5054, Mt. Laurel, NJ 08054-5054; [ksheehan@parkermccay.com](mailto:ksheehan@parkermccay.com)  
Cooper Lanning Sq. Renaissance Facilities, Inc., 200 Federal St., Camden, NJ 08103



# PARKER McCAY

Parker McCay P.A.  
9000 Midlantic Drive, Suite 300  
P.O. Box 5054  
Mount Laurel, New Jersey 08054-5054

P: 856.596.8900  
F: 856.596.9631  
www.parkermccay.com

**Kevin D. Sheehan, Esquire**  
P: 856-985-4020  
F: 856-596-9631  
ksheehan@parkermccay.com

April 28, 2023

File No. 15216-10

**VIA CERTIFIED MAIL**

Mr. Luis Pastoriza, M.S.M., R.M.C., C.MR.  
Municipal Clerk  
520 Market Street  
City Hall, Room 105  
Camden, New Jersey 08101-5120

**Re: Request for Release of Performance Guarantee  
Cooper Lanning Square Renaissance School Facilities, Inc.  
Safety and Stabilization & Site Improvement Bonds  
Block 390 Lots 12, 13 and 35; Block 391 Lots 1 & 9  
File #04-08-P-913 (Kipp Whittier School)**

Dear Mr. Pastoriza:

This office represents Cooper Lanning Square Renaissance School Facilities, Inc. (the "Developer") with regard to the development of the above-referenced property. Developer had posted a Site Improvement Performance Surety Bond #7901023485 in the amount of \$93,314.40 ("Performance Bond") and Site Stabilization Bond #7901023486 in the amount of \$5,000 ("Stabilization Bond") for the above-referenced project located at 740 Chestnut Street, Camden, New Jersey, in accordance with the cost estimate for site improvements prepared by Remington & Vernick Engineers dated May 26, 2021. A copy of each Bond is attached and cost estimate is attached hereto.

Construction of all site improvements covered by the performance bond for the project is now complete. Pursuant to N.J.S.A. 40:55D-53.d(1), Developer kindly requests that the municipal engineer prepare a list of any uncompleted or unsatisfactory completed improvements in accordance with the itemized cost estimate appended to the performance guarantee and that the governing body authorize the release of the performance bond. A copy of this request is also being provided to the Municipal Engineer, Planning Board Engineer and Planning Director.

Thank you for your anticipated cooperation in this matter. Should you have any questions or concerns, please feel free to contact me.

COUNSEL WHEN IT MATTERS.™

Mount Laurel, New Jersey | Hamilton, New Jersey | Atlantic City, New Jersey | Camden, New Jersey



**PARKER McCAY**

Page 2  
April 28, 2023

Very truly yours,



KEVIN D. SHEEHAN

KDS/rr

cc: Orion Joyner, P.E., City Engineer, City of Camden (*via overnight and certified mail*)  
Dr. Edward Williams, Director of Planning & Development (*via regular mail*)  
Dena Moore Johnson, P.E., Planning Board Engineer (*via overnight mail*)  
David Millman, MPD (*via e-mail only*)

## STANDARDIZED FORMS FOR PERFORMANCE GUARANTEES

## 5:36-4.1 Performance surety bonds

The standardized form of performance surety bond required by an approving authority pursuant to section 41 of P.L. 1975, c.291 (N.J.S.A. 40:55D-53) shall be as follows:

Block(s) 390 Lot(s) 12, 13 and 35  
Block(s) 391 Lot(s) 1 and 9

## PERFORMANCE SURETY BOND

We, Cooper Lanning Square Renaissance School Facilities, Inc., having offices at Sheridan Pavilion, 3 Cooper Plaza, Suite 500, Camden, NJ 08103, as principal, and Nationwide Mutual Insurance Company, having offices at 239 Taunton Blvd., Suite B, Medford, NJ 08055, a corporation duly licensed to transact a surety business in the State of New Jersey, as surety, are indebted to the municipality of City of Camden in the county of Camden, Obligee, in the sum of \$5,000.00., for which payment we bind ourselves and our respective heirs, legal representatives, successors, and assigns, jointly and severally.

On June 7, 2021 (date), principal was granted approval by the Planning Board (approving authority) of the City of Camden for Safety and Stabilization: KIPP Cooper Norcross Academy School At Whittier, 740 Chestnut Street, Camden, NJ, Block 390, Lots 12, 13 and 35 and Block 391, Lots 1 and 9 (include reference to specific job and resolution of approval). The estimate by the municipal engineer of the cost of this work and the resolution of approval are attached hereto and made a part hereof. Pursuant to municipal ordinance, adopted under authority of the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the principal hereby furnishes a performance surety bond in the amount of \$5,000.00 (not to exceed 120 percent of the cost of the improvements, as certified by the municipal engineer), written by Nationwide Mutual Insurance Company, a surety licensed in the State of New Jersey, guarantying full and faithful completion of improvements approved by the approving authority, in lieu of completing the required improvements prior to the granting of final approval. This bond shall remain in full force and effect until such time as all improvements covered by the bond have been approved or accepted by resolution of the municipal governing body, except that in those instances where some of the improvements are approved or accepted by resolution of the governing body upon certification by the municipal engineer, partial release from the bond shall be granted in accordance with N.J.S.A. 40:55D-53. The amount of the bond remaining shall be sufficient to secure provision of the improvements not yet approved; provided, however, that the municipality may require that 30 percent of the amount of the bond be retained to ensure completion of all improvements.

This bond shall remain in full force and effect until released by resolution of the municipal governing body.

This bond is issued subject to the following expressed conditions:

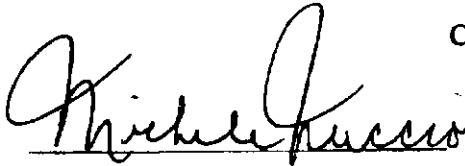
1. This bond shall not be subject to cancellation either by the principal or by the surety for any reason until such time as all improvements subject to the bond have been accepted by the municipality, in accordance with the applicable provisions of the Municipal Land Use Law.

2. This bond shall be deemed to be continuous in form and shall remain in full force and effect until the improvements are accepted by the municipality and the bond is released, or until default is declared, or until the bond is replaced by another bond meeting applicable legal requirements. Upon approval or acceptance of all improvements by the municipality, or upon replacement of this bond by another bond, liability under this bond shall cease. Upon approval or acceptance of some, but not all, of the required improvements by the municipality, partial release from the bond shall be granted in accordance with N.J.S.A. 40:55D-53; provided, however, that the portion of the bond amount sufficient to secure completion of the improvements shall continue in effect and the municipality may retain 30 percent of the bond amount posted in order to ensure such completion.
3. The aggregate liability of the surety shall not exceed the sum set forth above.
4. In the event that the improvements subject to this bond are not completed within the time allowed under the conditions of the final approval issued pursuant to the Municipal Land Use Law, including such extensions as may be allowed by the approving authority, the municipal governing body may, at its option, and upon at least 30 days prior written notice to the principal and to the surety by personal delivery or by certified or registered mail or courier, declare the principal to be in default and, in the event that the surety fails or refuses to complete the work in accordance with the terms and conditions of the original approval, claim payment under this bond for the cost of completion of the work. In the event that any action is brought against the principal under this bond, written notice of such action shall be given to the surety by the municipality by personal delivery or by registered or certified mail or courier at the same time.
5. The surety shall have the right to complete the work in accordance with the terms and conditions of the original approval, either with its own employees or in conjunction with the principal or another contractor; provided, however, that the surety, in its sole discretion, may make a monetary settlement with the municipality as an alternative to completing the work.
6. In the event that the principal and the approving authority agree to changes in the scope of work, the obligations of the surety under this bond shall not be affected so long as the cost of the work does not exceed 120 percent of the municipal engineer's certified estimate, attached hereto and made a part hereof, which 120 percent of the estimate shall be the limit of the surety's obligation under this bond in any case. If the cost of the work exceeds 120 percent of the certified estimate, the principal shall secure a rider from a surety for the additional amount; provided, however, that this provision shall not be construed as requiring a surety to provide additional coverage.
7. This bond shall inure to the benefit of the municipality only and no other party shall acquire any rights hereunder.

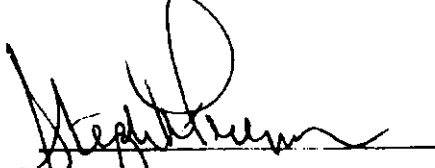
8. In the event that this bond shall for any reason cease to be effective prior to the approval or acceptance of all improvements, a cease and desist order may be issued by the governing body, in which case all work shall stop until such time as a replacement guarantee acceptable to the approving authority becomes effective.

Date: June 7, 2021

Witness/Attest

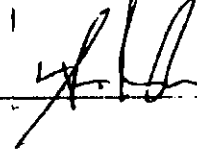
  
\_\_\_\_\_

Witness/Attest

  
\_\_\_\_\_  
Stephen W. Freeman

Principal

Cooper Lanning Square Renaissance School Facilities, Inc.

By:   
\_\_\_\_\_

Surety

Nationwide Mutual Insurance Company

By:   
\_\_\_\_\_  
Diane M. DiMartino, Attorney-in-fact



**REMINGTON  
& VERNICK  
ENGINEERS**

RVE HQ:  
232 Kings Highway East  
Haddonfield, NJ 08033  
O: (856) 795-9595  
F: (856) 795-1882

May 26, 2021

Dr. Edward Williams, P.P., AICP  
Department of Planning & Development  
City of Camden  
Room 224 - City Hall  
Camden, NJ 08101

**Re: Guarantee & Escrow  
Cooper Lanning Square Renaissance Facilities, Inc.  
KIPP Cooper Norcross Academy School at Whittier  
740 Chestnut Street  
Block 390, Lots 12, 13 and 35  
Block 391, Lots 1 and 9  
Our file #04-08-P-913**

Dear Dr. Williams:

For your information, I am enclosing a copy of the cost estimate for the proposed improvements for the above referenced project which conform to the recent change to the Municipal Land Use Law. The following amounts are to be posted:

Public Facilities Performance Guarantee	\$93,314.40
Safety and Stabilization Bond	\$5,000.00
Maintenance Guarantee (Public Facilities)	\$13,997.16
Stormwater Management Maintenance Guarantee	\$787.50
Engineering Inspection Escrow**	\$36,585.40

The Public Facilities Performance and Safety and Stabilization Guarantees must be secured prior to the filing of the issuance of permits. The Engineering Inspection Escrow must be posted in conformance to the M.L.U.L. prior to the issuance of permits and/or start of any work on the site. The Maintenance Guarantees must be posted prior to the acceptance of any finished work.

Ten (10) copies of the final site plan must be submitted to our office for signature, once all outstanding items in the May 26, 2021 review letter have been satisfied. The final approved site plan must be signed by the Planning Board Engineer, Planning Board Secretary, Planning Board Chairman, and the Zoning/Administrative Officer. All outstanding Planning Board engineering and attorney invoices must be paid prior to the start of construction.

Page 2  
City of Camden  
May 26, 2021

Currently our information indicates that the developer/applicant for this project is Cooper Lanning Square Renaissance Facilities, Inc. at 200 Federal Street, Camden, New Jersey 08103, (856) 342-2760. If this information is incorrect, please have the applicant notify our office in writing as soon as possible of the correct address to which copies of our invoices should be sent. **The M.L.U.L. requires the applicant to notify the municipality and the engineer of any changes in ownership of a project.**

The developer must notify our Inspection Department (Senior Inspector for Camden City at 856-795-9595 extension 1131) at least three (3) working days in advance of starting work on the site in order to arrange for a preconstruction meeting.

Inspections of potable water/sanitary sewer utilities shall be performed by the City of Camden's Division of Capital Improvement and Project Management (856-757-7030/7680).

**The applicant should contact the Planning & Development Department at (856) 757-7214 to schedule an appointment for the payment of the performance guarantee and inspection escrow fee.**

If you have any questions, please do not hesitate to call.

Sincerely yours,

**REMINGTON & VERNICK ENGINEERS, INC.**



Dena M. Johnson, P.E., C.M.E.

DMJ/mcb

cc: Cooper Lanning Square Renaissance Facilities, Inc.  
Christopher Hager, P.E., LEED-AP (via e-mail only)  
Kevin Sheehan, Esq. (via e-mail only)  
Kyle Eingorn, Esq. (via e-mail)  
Orion Joyner, P.E., Municipal Engineer (via e-mail)



Remington & Vernick Engineers

COST ESTIMATE

26-May-21

CITY OF CAMDEN  
 COOPER LANNING SQUARE RENAISSANCE FACILITIES, INC.  
 KIPP COOPER NORCROSS ACADEMY SCHOOL AT WHITTIER  
 740 CHESTNUT STREET  
 BLOCK 390, LOTS 12, 13 and 35; BLOCK 391, LOTS 1 and 9

R&V NO.: 04-08-P-913

QTY	UNIT	ITEM	UNIT COST	PRICE	GUARANTEE TYPE
<b>EXCAVATION &amp; CLEARING</b>					
1	LS	Site Clearing (Light brush)	\$2,500.00	\$2,500.00	
5	UNIT	Tree & Stump Removal (<24" caliper)	\$1,000.00	\$5,000.00	
20	CY	On-Site Cut to Fill	\$25.00	\$500.00	
1000	CY	Import Topsoil	\$50.00	\$50,000.00	
2410	CY	Export & Disposal of Excess Soil	\$90.00	\$216,900.00	
5560	SY	Rough & Fine Grading	\$5.00	\$27,800.00	
<b>SOIL EROSION &amp; SEDIMENT CONTROL</b>					
1000	LF	Silt Fence	\$2.50	\$2,500.00	
50	LF	Tree Protection Fence	\$2.50	\$125.00	
16	UNIT	Collar/Stone Inlet Protection	\$150.00	\$2,400.00	
4	UNIT	Collar/Stone Inlet Protection	\$150.00	\$600.00	Public
1	LS	Dust Control	\$6,500.00	\$6,500.00	
1	UNIT	Construction Entrance	\$1,500.00	\$1,500.00	
<b>PAVING &amp; CONCRETE</b>					
1880	SY	2" Bituminous Surface Course-1	\$10.50	\$19,740.00	
350	SY	2" Bituminous Surface Course-1	\$10.50	\$3,675.00	Public
210	SY	4" Stabilized Base	\$20.70	\$4,347.00	
350	SY	6" Stabilized Base	\$31.10	\$10,885.00	Public
350	SY	6" Dense Graded Aggregate	\$12.00	\$4,200.00	Public
210	SY	8" Dense Graded Aggregate	\$14.00	\$2,940.00	
35	SF	5" Concrete Sidewalk (Private)	\$8.00	\$280.00	
1800	SF	5" Concrete Sidewalk (Public)	\$8.00	\$14,400.00	Public
1700	SY	HMA Milling, 2"	\$8.00	\$13,600.00	
200	LF	7"x8"x18" Concrete Curbing (Public)	\$30.00	\$6,000.00	Public
1200	SF	6" Concrete, Reinforced	\$15.00	\$18,000.00	
1800	SF	Sidewalk Removal & Disposal	\$12.00	\$21,600.00	Public
1100	SF	Sidewalk Removal & Disposal	\$12.00	\$13,200.00	
285	CY	Pavement Removal & Disposal	\$30.00	\$8,550.00	
7	CY	Pavement Removal & Disposal	\$30.00	\$210.00	Public
340	CY	Stone Subbase	\$20.00	\$6,800.00	

Remington & Vernick Engineers

COST ESTIMATE

26-May-21

CITY OF CAMDEN  
 COOPER LANNING SQUARE RENAISSANCE FACILITIES, INC.  
 KIPP COOPER NORCROSS ACADEMY SCHOOL AT WHITTIER  
 740 CHESTNUT STREET  
 BLOCK 390, LOTS 12, 13 and 35; BLOCK 391, LOTS 1 and 9

R&V NO.: 04-08-P-913

QTY	UNIT	ITEM	UNIT COST	PRICE	GUARANTEE TYPE
<b>STORM SEWER</b>					
30	LF	15" RCP, Class III	\$70.00	\$2,100.00	
42	LF	10" High Density Polyethylene Pipe (Solid)	\$47.00	\$1,974.00	
27	LF	15" High Density Polyethylene Pipe (Solid)	\$70.00	\$1,890.00	
1	UNIT	Subsurface Detention System w/ Piping	\$120,000.00	\$120,000.00	
1	UNIT	Bioretention System w/ Piping	\$18,000.00	\$18,000.00	
1	UNIT	Bioretention System Cleanout	\$202.00	\$202.00	
1	UNIT	Roof Drain Cleanout	\$202.00	\$202.00	
7	UNIT	Yard Inlet	\$144.00	\$1,008.00	
<b>STORM SEWER STRUCTURES</b>					
1	UNIT	Basin Outlet Control Structure (0'-6' Depth)	\$5,250.00	\$5,250.00	Storm
1	UNIT	Storm Manhole 4' Diameter (0'-6' Depth)	\$4,000.00	\$4,000.00	
1	UNIT	Storm Manhole 4' Diameter (0'-6' Depth)	\$4,000.00	\$4,000.00	Public
27	LF	Trench Drain	\$250.00	\$6,750.00	
<b>SANITARY SEWER</b>					
5	LF	6" PVC 0'-7' Deep	\$71.00	\$355.00	
52	LF	6" PVC 0'-7' Deep	\$71.00	\$3,692.00	Public
1	UNIT	Connection to Existing Manhole	\$8,500.00	\$8,500.00	Public
2	UNIT	4" Sanitary Cleanout (in grass)	\$230.00	\$460.00	
<b>PLANTING</b>					
11	UNIT	Ornamental Tree (Private)	\$300.00	\$3,300.00	
9	UNIT	Evergreen Tree (Private)	\$350.00	\$3,150.00	
207	UNIT	Shrubs (Private)	\$50.00	\$10,350.00	
191	UNIT	Groundcover/Perennial/Ornamental Grass for Bioretention System	\$30.00	\$5,730.00	
1	LS	Topsoil/Fertilizer/Seed	\$1,500.00	\$1,500.00	
<b>LIGHTING</b>					
2	UNIT	206 Watt LED Pole Mounted Light	\$3,025.00	\$6,050.00	
13	UNIT	30 Watt LED Wall Sconce	\$1,050.00	\$13,650.00	

Remington & Vernick Engineers

COST ESTIMATE

26-May-21

CITY OF CAMDEN  
 COOPER LANNING SQUARE RENAISSANCE FACILITIES, INC.  
 KIPP COOPER NORCROSS ACADEMY SCHOOL AT WHITTIER  
 740 CHESTNUT STREET  
 BLOCK 390, LOTS 12, 13 and 35; BLOCK 391, LOTS 1 and 9

R&V NO.: 04-08-P-913

QTY	UNIT	ITEM	UNIT COST	PRICE	GUARANTEE TYPE
<b>MISCELLANEOUS</b>					
8	UNIT	Steel Bollards	\$1,050.00	\$8,400.00	
1	UNIT	Trash Enclosure	\$10,500.00	\$10,500.00	
1	UNIT	Sliding Metal Gate	\$5,250.00	\$5,250.00	
1300	LF	Traffic Stripes, Thermoplastic, 4"wide	\$5.00	\$6,500.00	
2	UNIT	Bicycle Racks	\$300.00	\$600.00	
1	LS	Site work for transformer & electrical ductwork construction	\$6,500.00	\$6,500.00	
41	UNIT	Concrete Wheel Stops, Pinned	\$173.00	\$7,093.00	

**TOTALS:**

SUBTOTAL CONSTRUCTION COST:	\$731,708.00
20% CONTINGENCIES:	\$146,341.60
<b>TOTAL CONSTRUCTION COST:</b>	<b>\$878,049.60</b>
5% INSPECTION ESCROW:	\$36,585.40

(Based on the greater of \$500.00 or 5% of the construction cost pursuant to NJSA 40:55D-53.h)

**Guarantees:**

<b>Public</b>	Public Facilities Performance Guarantee	\$93,314.40
	Public Facilities Maintenance Guarantee	\$13,997.16
<b>Storm</b>	Safety & Stabilization Guarantee	\$5,000.00
<b>Storm</b>	Stormwater Management Maintenance Guarantee	\$787.50
<b>TCO</b>	TCO Required Item Guarantee	\$0.00

REV.8-01

This Estimate Of The Costs Of Improvements Has Been Prepared Pursuant To Section 40:55D-53.4 Of The Municipal Land Use Law And Is Based On Documented Construction Cost For Public Improvements Which Prevail In The Vicinity Of The Municipality

Bond By: DMJ  
 Reduction By:  
 Estimate #1, Date: May 26, 2021

**RESOLUTION OF THE CITY OF CAMDEN ZONING BOARD OF ADJUSTMENT  
APPLICANT: COOPER LANNING SQUARE RENAISSANCE FACILITIES, INC.  
740 CHESTNUT STREET  
BLOCK 390, LOTS 12, 13 & 35; BLOCK 391, LOTS 1 & 9  
CITY OF CAMDEN, NEW JERSEY  
Use Variance, Bulk Variance and Preliminary and Final Site Plan Approval  
DATE OF ACTION: April 5, 2021**

**WHEREAS**, the Applicant, Cooper Lanning Square Renaissance Facilities, Inc. (the "Applicant"), has filed an application for use variance approval, bulk variance approval and preliminary and final site plan approval associated with the proposed expansion and renovations to the Whittier School located at 740 Chestnut Street, Camden, New Jersey (the "Property"); and

**WHEREAS**, the Applicant is requesting use variance approval related to the height of the proposed addition, a bulk variance for off-street parking, as well as preliminary and final site plan approval; and

**WHEREAS**, the Property is located in the R-2 Zoning District; and

**WHEREAS**, the Application was heard by the City of Camden Zoning Board of Adjustment on April 5, 2021; and

**WHEREAS**, public notice of the hearing was provided in accordance with the requirements of Municipal Land Use Law, N.J.S.A. 40:55D-12; and

**WHEREAS**, the Applicant is requesting use variance approval for the height of the proposed building, bulk variance approval for parking, and preliminary and final site plan approval. The Application does not fully meet the criteria established in the Land Development Ordinance for as listed below:

1. Height. Applicant proposes to construct a three-story addition that will be forty-two feet and ten inches (43', 10") in height, which exceeds the permitted maximum height in the R-2 zone of thirty-five (35') by more than ten percent (10%).
2. Parking Spaces. Applicant proposes ninety-five (95) spaces where 173 are required.
3. Site Plan. The Applicant seeks preliminary and final site plan approval and the following bulk variances appurtenant thereto:
  - a. From Ordinance Section 577-56 for Maximum Lot Area;
  - b. From Ordinance Section 577-56 for Building Coverage;
  - c. From Ordinance Section 577-56 for Impervious Coverage;
  - d. From Ordinance Section 577-56 for Building Height;
  - e. From Ordinance Section 577-197.F for Fence Height;
  - f. From Ordinance Section 577-230.F for Number of Parking Spaces;
  - g. From Ordinance Section 577-230.K for Loading Area In Front Yard;

- h. From Ordinance Section 577-230.L for Off-Premises Parking Area;
- i. From Ordinance Section 577-243.A.10 for Lighting Levels At Property Line; and
- j. From Ordinance Section 577-243.A.15 for Lighting Levels For Walkways.

The Applicant also seeks the following waivers:

- a. From Ordinance Section 577-224.B.13 for Loading Area Screening;
- b. From Ordinance Section 577-244.C.6 for Foundation Plantings;
- c. From Ordinance Section 577-244.A for Buffering; and
- d. From Stormwater Design for 2-year peak flow rate (quantity).

**WHEREAS**, in support of the application, the Applicant has submitted the following, which information was reviewed by the Zoning Board Professionals for conformance with the Zoning Ordinance:

- 1. Zoning Permit Application dated March 5, 2021;
- 2. Zoning Permit Denial dated March 29, 2021;
- 3. Zoning and Site Plan Application dated February 12, 2021;
- 4. Site Plans consisting of 14 sheets dated January 22, 2021 and prepared by Christopher Hager, P.E.;
- 5. Topographic Survey dated January 11, 2021 prepared by John E. Romano, P.L.S.;
- 6. Stormwater Management Memo dated January 22, 2021 and prepared by Christopher Hager, P.E.;
- 7. Environmental Impact Assessment Addendum Memo dated January 22, 2021 and prepared by Christopher Hager, P.E.;
- 8. Transportation Assessment dated January 21, 2021 and prepared by Bryan Proska, P.E.;
- 9. Community Impact Assessment Visual Impact Assessment dated May 21, 2016 and prepared by Angelo Alberto, R.A., P.P.;
- 10. Architectural, Lighting and Landscaping Plans prepared by Angelo Alberto, R.A., P.P.; and
- 11. All documents submitted by the Applicant during the meeting.

**WHEREAS**, the Applicant's representatives and the Applicant's professionals appeared in support of the application. The names and addresses of the Applicant's professionals and representatives are more accurately set forth on the record.

**WHEREAS**, the Zoning Board made its decision in this matter based on the documentation and exhibits set forth above, the testimony of the Applicant's representatives made at the time of the hearing, and upon each of the following:

- 1. The comments of the City of Camden Zoning Board Engineer made at the time of the hearing and in her review letter dated March 19, 2021;
- 2. The comments of the City of Camden Zoning Board professional staff made at the time of the hearing.
- 3. The comments of the City of Camden Engineer as may have been set forth in any

review memorandum; and

WHEREAS, based upon the above, the Board finds as follows:

1. The Applicant was represented by Kevin Sheehan, Esquire of Parker McCay, P.A., who produced the Applicant's representative, Ranjana Reddy, as well as the Applicant's professionals: Angelo Alberto, P.P., R.A.; John Hubert, R.A.; Christopher Hager, P.E.; Bryan Proska, P.E.; and Mike Sencindiver, Project Manager. Counsel provided the Board an overview of the proposed project, which is the expansion and renovation of the Whittier School, which upon completion will be converted into a high school.

2. The Applicant's professionals addressed in detail the Zoning Board Engineer's review letter on the record to the satisfaction of the Zoning Board and Zoning Board Engineer.

3. Mr. Alberto testified that the proposed addition will be forty-two feet, ten inches (42', 10") in height, which exceeds the maximum permitted height by more than ten percent (10%). Mr. Alberto noted that although the proposed addition will exceed the maximum height restriction, it will be shorter than the pre-existing building, which is fifty feet (50') in height, with some chimneys reaching almost sixty feet (60') in height. Mr. Alberto then addressed the D-6 Variance standard, including that the use is inherently beneficial, promotes purposes of zoning, the proposed addition is consistent with the existing school, and that the proposed construction will promote a desirable visual environment. Mr. Alberto noted that the Property is located in an R-2 where there are no bulk standards for non-residential buildings; however, looking to bulk standards in non-residential zones, such as the commercial zone, the proposed construction would not exceed the maximum height restriction of forty-five feet (45'). Mr. Alberto testified that the proposed construction would occur on a currently vacant lot and will be setback from the street to such an extent to reduce the visual impact of the proposed height.

4. Ms. Ranjana Reddy, the Applicant's managing director, testified in support of the application that the Property will not have sufficient parking to meet the Ordinance requirements. The Applicant has parking for fifty-two (52) cars but will lease forty-three (43) additional spaces from the St. Bartholomew Church and prohibit students from driving to school. As part of the process of limiting student traffic, the Applicant will provide bus vouchers and have limited courtesy busing for qualified students. Ms. Reddy testified that based upon the Applicant's experience in operating Newark Collegiate Academy in Newark, New Jersey, the transportation policy will ensure there is ample parking for teachers and staff.

5. The Applicant agreed to comply with all terms and conditions of the Zoning Board Engineer's review letter dated March 19, 2021, except as noted on the record and in this Resolution.

6. The Application was opened to the public and no public comment was received regarding either the use variance or the site plan portions of the Application.

7. The Zoning Board accepted the testimony and analysis of the Applicant and its professionals as well as the legal argument of Counsel that the proposed use variance will be a

benefit to the community and as such, the proposal of the Applicant will serve the public good and the intent of the zone plan. The Board notes that the proposed height is not only shorter than the existing building but will be mitigated by the proposed setback. Appropriate testimony was provided by the Applicant's Professionals to support the requested variances and waivers associated with the site plan. It was the finding of the Zoning Board that the bulk variances could be granted without substantial detriment to the public good and without impairment to the zone plan and zoning ordinances of the City of Camden given existing site conditions.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Camden Zoning Board of Adjustment that the application for use variance approval, is herewith GRANTED by a vote of five (5) in favor and one (1) opposed for the reasons set forth on the record and in this Resolution, and that preliminary and final site plan approval and related bulk variances and waivers are herewith GRANTED by a vote of five (5) in favor and one (1) abstention, subject to the following terms and conditions:

1. The Applicant must comply with all terms and conditions of the Zoning Board Engineer's review letter dated March 19, 2021 except as noted on the record and in this Resolution and all review letters and review comments as prepared by the City of Camden Engineer.

2. All agreements and/or representations made by the Applicant as set forth at the hearing in this matter or as contained in this Resolution must be fully satisfied by the Applicant.

3. All the initial findings of fact, conclusions and conditions as set forth in the "WHEREAS" recital paragraphs of this Resolution and in paragraphs 1 through 7 as set forth above are hereby incorporated by reference herein as further findings of fact and conditions as applicable.

4. The Applicant will be required to obtain all other governmental permits, licenses and approvals deemed necessary.

5. A copy of this Resolution be forwarded to the Zoning Officer, City Planning and Zoning Officer, Fire Marshall, Licenses and Inspections, Planning Board, and all other interested parties.


6. Pursuant to N.J.S.A. 52:27BBB-6, a true copy of this Resolution shall be forwarded to the Mayor who shall have ten (10) days from receipt thereof to veto this Resolution. Notices of veto shall be filed in the Office of the Municipal Clerk.

7. The Applicant must submit a certification that all taxes on the property have been paid to date, if applicable.

8. Any and all conditions as made part of this approval, including those noted by reference in any reports of the consultants or as set forth in this Resolution must be satisfied by the Applicant.

I hereby certify that this is a True Copy of the Resolution adopted by the City of Camden

Zoning Board of Adjustment on the 7th day of June 2021.

  
EVITA MUHAMMAD, Secretary



Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:

KATHLEEN M ROWE, GARY B KOHAN, DIANE M DIMARTINO

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

UNLIMITED

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 27<sup>th</sup> day of February, 2019.

*Antonio C. Albanese*

Antonio C. Albanese, Vice President of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK, COUNTY OF NEW YORK: ss  
On this 27<sup>th</sup> day of February, 2019, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.



Suzanne C. Oelle  
Notary Public, State of New York  
No. 02066126648  
Qualified in Westchester County  
Commission Expires September 14, 2021

*Suzanne C. Oelle*  
Notary Public  
My Commission Expires  
September 14, 2021

CERTIFICATE

I, Laura B. Guy, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 7<sup>th</sup> day of June, 2021

*Laura B. Guy*

Assistant Secretary

**NATIONWIDE MUTUAL INSURANCE COMPANY  
AND SUBSIDIARIES AND AFFILIATES**

Consolidated and Combined Statutory Statements of Admitted Assets, Liabilities and Surplus

<i>(In millions)</i>	December 31,	
	2020	2019
<b>Admitted assets</b>		
<b>Invested assets</b>		
Bonds	\$ 17,725	\$ 17,249
Stocks	8,352	8,031
Mortgage loans, net of allowance	1,892	2,126
Owner occupied real estate, at cost (less accumulated depreciation of \$457 and \$453 as of December 31, 2020 and 2019, respectively)	404	454
Cash, cash equivalents and short-term investments	1,187	718
Other invested assets	5,357	4,914
<b>Total invested assets</b>	<b>\$ 34,917</b>	<b>\$ 33,492</b>
Premiums in course of collection	4,182	4,079
Accrued investment income	135	143
Corporate-owned life insurance	1,580	1,506
Deferred federal income tax asset	1,990	1,784
Other assets	963	1,159
<b>Total admitted assets</b>	<b>\$ 43,767</b>	<b>\$ 42,143</b>
<b>Liabilities and surplus</b>		
<b>Liabilities</b>		
Losses and loss expense reserves	\$ 14,792	\$ 14,189
Unearned premiums	7,972	7,718
Accrued expenses and taxes, other than federal income taxes	803	692
Agents' security compensation plan reserve	1,085	1,146
Other liabilities	2,630	2,650
<b>Total liabilities</b>	<b>\$ 27,282</b>	<b>\$ 26,395</b>
<b>Surplus</b>		
Surplus notes, net of unamortized issue discount of \$9 and \$7 as of December 31, 2020 and 2019, respectively	\$ 3,545	\$ 2,197
Unassigned surplus	12,940	13,551
<b>Total surplus</b>	<b>\$ 16,485</b>	<b>\$ 15,748</b>
<b>Total liabilities and surplus</b>	<b>\$ 43,767</b>	<b>\$ 42,143</b>

**Certification**

I, Jennifer Kemp, VP, Controller, do hereby certify that the foregoing is a true and correct statement of the statutory balance sheet of said Corporation as of December 31, 2020 and 2019 to the best of my knowledge and belief.

Jennifer Kemp  
Jennifer Kemp



JEFFREY BOYD  
Notary Public, State of Ohio  
My Commission Expires 08-22-2021

Jeffrey Boyd  
3-25-2021



On Your Side™

# Nationwide Mutual Insurance Company

Home Office: Columbus, Ohio  
Surety Administrative Office:  
7 World Trade Center, 37<sup>th</sup> Floor  
250 Greenwich Street  
New York, NY 10007-0033

1-888-800-0147 • Fax (480) 905-5454

## SURETY DISCLOSURE STATEMENT AND CERTIFICATION

Nationwide Mutual Insurance Company, surety on the attached bond, hereby certifies the following:

- (1) The surety meets the applicable capital and surplus requirements of R.S.17:17-6 or R.S.17:17-7 as of the surety's most current annual filing with the New Jersey Department of Insurance.
- (2) The capital and surplus, as determined in accordance with the applicable laws of this State, of the surety participating in the issuance of the attached bond is in the following amount as of December 31, 2019, which amounts have been certified as indicated by certified public accountants KPMG, and will be included in the Annual Statement to be filed with the New Jersey Department of Insurance, 20 West State Street CN-325, Trenton, New Jersey 08625-0325

**Capital (common Stock): \$0**

**Surplus: \$13,551,233,305**

- (3) (a) With respect to each surety participating in the issuance of the attached bond that has received from the United States Secretary of the Treasury a certificate of authority pursuant to 31 U.S.C. § 9305, the underwriting limitation established therein and the date as of which that limitation was effective is as follows:

**Nationwide Mutual Insurance Company**

**\$1,260,052,000**

**July 1, 2020**

- (b) With respect to each surety participating in the issuance of the attached bond that has not received such a certificate of authority from the United States Secretary of the Treasury, the underwriting limitation of that surety as established pursuant to R.S.17:18-9 as of (date on which such limitation was so established) is as follows (indicating for each such surety that surety's underwriting limitation and the date on which that limitation was established):

**Not Applicable**

- (4) The amount of the bond to which this statement and certification is attached is **\$5,000.00**

- (5) If, by virtue of one or more contracts of reinsurance, the amount of the bond indicated under item (4) above exceeds the total underwriting limitation of all sureties on the bond as set forth in items (3)(a) or (3)(b) above, or both, then for each such contract of reinsurance:

- (a) The name and address of each such reinsurer under that contract and the amount of that reinsurer's participation in the contract is as follows:

Reinsure	Address	Amount
----------	---------	--------

**Not Applicable**

- (b) Each surety that is party to any such contract of reinsurance certifies that each reinsurer listed under item (5)(a) satisfies the credit for reinsurance requirement established under P.L. 1993, c. 243 (C.17:51B-1 et seq.) and any applicable regulations in effect as of the date on which the bond to which this statement and certification is attached shall have been filed with the appropriate public agency.

### CERTIFICATE

I, Diane M. DiMartino, as **Attorney-in-Fact** of Nationwide Mutual Insurance Company, a mutual insurance company domiciled in Ohio, DO HEREBY CERTIFY that, to the best of my knowledge, the foregoing statements made by me are true, and ACKNOWLEDGE that, if any of those statements are false, this bond is VOIDABLE.

(Signature of certifying agent/officer)

Diane M. DiMartino  
(Printed name of certifying agent/officer)

Attorney-in-Fact  
(Title of certifying agent)

Dated: June 7, 2021  
(month, day, year)

**SURETY ACKNOWLEDGMENT**

STATE OF     New Jersey    

COUNTY OF     Burlington    

On this 7<sup>th</sup> day of June 2021

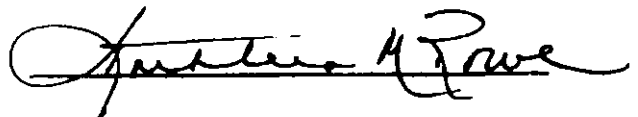
before me personally came     Diane M. DiMartino    

to me known, who, being by me duly sworn, did depose and say that she resides in:

    Medford Lakes, New Jersey    

that she is the     Attorney-in-Fact for         Nationwide Mutual Insurance Company    

the corporation described in and which executed the foregoing instrument; that she knows the seal of said corporation; that one of the seals affixed to said instrument is such seal; that it was so affixed by said corporation, and that she signed her name thereto by like order.



Notary Public  
Kathleen M. Rowe

Kathleen M Rowe  
Notary Public  
New Jersey  
My Commission Expires 3-12-2025  
No. 2451917

## STANDARDIZED FORMS FOR PERFORMANCE GUARANTEES

## 5:36-4.1 Performance surety bonds

The standardized form of performance surety bond required by an approving authority pursuant to section 41 of P.L. 1975, c.291 (N.J.S.A. 40:55D-53) shall be as follows:

Block(s) 390 Lot(s) 12, 13 and 35  
Block(s) 391 Lot(s) 1 and 9

## PERFORMANCE SURETY BOND

We, Cooper Lanning Square Renaissance School Facilities, Inc., having offices at Sheridan Pavilion, 3 Cooper Plaza, Suite 500, Camden, NJ 08103, as principal, and Nationwide Mutual Insurance Company, having offices at 239 Taunton Blvd., Suite B, Medford, NJ 08055, a corporation duly licensed to transact a surety business in the State of New Jersey, as surety, are indebted to the municipality of City of Camden in the county of Camden, Obligee, in the sum of \$93,314.40, for which payment we bind ourselves and our respective heirs, legal representatives, successors, and assigns, jointly and severally.

On June 7, 2021 (date), principal was granted approval by the Planning Board (approving authority) of the City of Camden for Site Improvements: KIPP Cooper Norcross Academy School At Whittier, 740 Chestnut Street, Camden, NJ, Block 390, Lots 12, 13 and 35 and Block 391, Lots 1 and 9 (include reference to specific job and resolution of approval). The estimate by the municipal engineer of the cost of this work and the resolution of approval are attached hereto and made a part hereof. Pursuant to municipal ordinance, adopted under authority of the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the principal hereby furnishes a performance surety bond in the amount of \$93,314.40 (not to exceed 120 percent of the cost of the improvements, as certified by the municipal engineer), written by Nationwide Mutual Insurance Company, a surety licensed in the State of New Jersey, guarantying full and faithful completion of improvements approved by the approving authority, in lieu of completing the required improvements prior to the granting of final approval. This bond shall remain in full force and effect until such time as all improvements covered by the bond have been approved or accepted by resolution of the municipal governing body, except that in those instances where some of the improvements are approved or accepted by resolution of the governing body upon certification by the municipal engineer, partial release from the bond shall be granted in accordance with N.J.S.A. 40:55D-53. The amount of the bond remaining shall be sufficient to secure provision of the improvements not yet approved; provided, however, that the municipality may require that 30 percent of the amount of the bond be retained to ensure completion of all improvements.

This bond shall remain in full force and effect until released by resolution of the municipal governing body.

This bond is issued subject to the following expressed conditions:

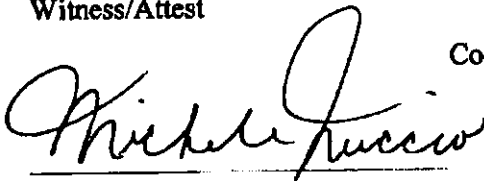
1. This bond shall not be subject to cancellation either by the principal or by the surety for any reason until such time as all improvements subject to the bond have been accepted by the municipality, in accordance with the applicable provisions of the Municipal Land Use Law.

2. This bond shall be deemed to be continuous in form and shall remain in full force and effect until the improvements are accepted by the municipality and the bond is released, or until default is declared, or until the bond is replaced by another bond meeting applicable legal requirements. Upon approval or acceptance of all improvements by the municipality, or upon replacement of this bond by another bond, liability under this bond shall cease. Upon approval or acceptance of some, but not all, of the required improvements by the municipality, partial release from the bond shall be granted in accordance with N.J.S.A. 40:55D-53; provided, however, that the portion of the bond amount sufficient to secure completion of the improvements shall continue in effect and the municipality may retain 30 percent of the bond amount posted in order to ensure such completion.
3. The aggregate liability of the surety shall not exceed the sum set forth above.
4. In the event that the improvements subject to this bond are not completed within the time allowed under the conditions of the final approval issued pursuant to the Municipal Land Use Law, including such extensions as may be allowed by the approving authority, the municipal governing body may, at its option, and upon at least 30 days prior written notice to the principal and to the surety by personal delivery or by certified or registered mail or courier, declare the principal to be in default and, in the event that the surety fails or refuses to complete the work in accordance with the terms and conditions of the original approval, claim payment under this bond for the cost of completion of the work. In the event that any action is brought against the principal under this bond, written notice of such action shall be given to the surety by the municipality by personal delivery or by registered or certified mail or courier at the same time.
5. The surety shall have the right to complete the work in accordance with the terms and conditions of the original approval, either with its own employees or in conjunction with the principal or another contractor; provided, however, that the surety, in its sole discretion, may make a monetary settlement with the municipality as an alternative to completing the work.
6. In the event that the principal and the approving authority agree to changes in the scope of work, the obligations of the surety under this bond shall not be affected so long as the cost of the work does not exceed 120 percent of the municipal engineer's certified estimate, attached hereto and made a part hereof, which 120 percent of the estimate shall be the limit of the surety's obligation under this bond in any case. If the cost of the work exceeds 120 percent of the certified estimate, the principal shall secure a rider from a surety for the additional amount; provided, however, that this provision shall not be construed as requiring a surety to provide additional coverage.
7. This bond shall inure to the benefit of the municipality only and no other party shall acquire any rights hereunder.

8. In the event that this bond shall for any reason cease to be effective prior to the approval or acceptance of all improvements, a cease and desist order may be issued by the governing body, in which case all work shall stop until such time as a replacement guarantee acceptable to the approving authority becomes effective.

Date: June 7, 2021

Witness/Attest

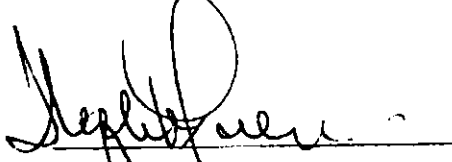
  
\_\_\_\_\_

Principal  
Cooper Lanning Square Renaissance School Facilities, Inc.

By: \_\_\_\_\_



Witness/Attest

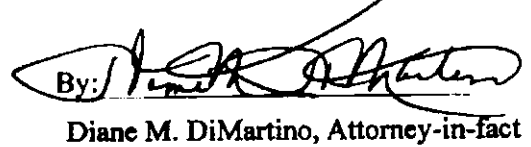
  
\_\_\_\_\_

Stephen W. Freeman

Surety

Nationwide Mutual Insurance Company

By: \_\_\_\_\_

  
Diane M. DiMartino, Attorney-in-fact



**REMINGTON  
& VERNICK  
ENGINEERS**

RVE HQ:  
232 Kings Highway East  
Haddonfield, NJ 08033  
O: (856) 795-9595  
F: (856) 795-1882

May 26, 2021

Dr. Edward Williams, P.P., AICP  
Department of Planning & Development  
City of Camden  
Room 224 - City Hall  
Camden, NJ 08101

**Re: Guarantee & Escrow  
Cooper Lanning Square Renaissance Facilities, Inc.  
KIPP Cooper Norcross Academy School at Whittier  
740 Chestnut Street  
Block 390, Lots 12, 13 and 35  
Block 391, Lots 1 and 9  
Our file #04-08-P-913**

Dear Dr. Williams:

For your information, I am enclosing a copy of the cost estimate for the proposed improvements for the above referenced project which conform to the recent change to the Municipal Land Use Law. The following amounts are to be posted:

Public Facilities Performance Guarantee	\$93,314.40
Safety and Stabilization Bond	\$5,000.00
Maintenance Guarantee (Public Facilities)	\$13,997.16
Stormwater Management Maintenance Guarantee	\$787.50
Engineering Inspection Escrow**	\$36,585.40

The Public Facilities Performance and Safety and Stabilization Guarantees must be secured prior to the filing of the issuance of permits. The Engineering Inspection Escrow must be posted in conformance to the M.L.U.L. prior to the issuance of permits and/or start of any work on the site. The Maintenance Guarantees must be posted prior to the acceptance of any finished work.

Ten (10) copies of the final site plan must be submitted to our office for signature, once all outstanding items in the May 26, 2021 review letter have been satisfied. The final approved site plan must be signed by the Planning Board Engineer, Planning Board Secretary, Planning Board Chairman, and the Zoning/Administrative Officer. All outstanding Planning Board engineering and attorney invoices must be paid prior to the start of construction.



Page 2  
City of Camden  
May 26, 2021

Currently our information indicates that the developer/applicant for this project is Cooper Lanning Square Renaissance Facilities, Inc. at 200 Federal Street, Camden, New Jersey 08103, (856) 342-2760. If this information is incorrect, please have the applicant notify our office in writing as soon as possible of the correct address to which copies of our invoices should be sent. **The M.L.U.L. requires the applicant to notify the municipality and the engineer of any changes in ownership of a project.**

The developer must notify our Inspection Department (Senior Inspector for Camden City at 856-795-9595 extension 1131) at least three (3) working days in advance of starting work on the site in order to arrange for a preconstruction meeting.

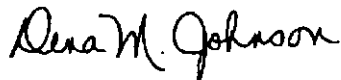
Inspections of potable water/sanitary sewer utilities shall be performed by the City of Camden's Division of Capital Improvement and Project Management (856-757-7030/7680).

**The applicant should contact the Planning & Development Department at (856) 757-7214 to schedule an appointment for the payment of the performance guarantee and inspection escrow fee.**

If you have any questions, please do not hesitate to call.

Sincerely yours,

**REMINGTON & VERNICK ENGINEERS, INC.**



Dena M. Johnson, P.E., C.M.E.

DMJ/mcb

cc: Cooper Lanning Square Renaissance Facilities, Inc.  
Christopher Hager, P.E., LEED-AP (via e-mail only)  
Kevin Sheehan, Esq. (via e-mail only)  
Kyle Eingorn, Esq. (via e-mail)  
Orion Joyner, P.E., Municipal Engineer (via e-mail)

Remington & Vernick Engineers

COST ESTIMATE

26-May-21

CITY OF CAMDEN  
 COOPER LANNING SQUARE RENAISSANCE FACILITIES, INC.  
 KIPP COOPER NORCROSS ACADEMY SCHOOL AT WHITTIER  
 740 CHESTNUT STREET  
 BLOCK 390, LOTS 12, 13 and 35; BLOCK 391, LOTS 1 and 9

R&V NO.: 04-08-P-913

QTY	UNIT	ITEM	UNIT COST	PRICE	GUARANTEE TYPE
<b>EXCAVATION &amp; CLEARING</b>					
1	LS	Site Clearing (Light brush)	\$2,500.00	\$2,500.00	
5	UNIT	Tree & Stump Removal (<24" caliper)	\$1,000.00	\$5,000.00	
20	CY	On-Site Cut to Fill	\$25.00	\$500.00	
1000	CY	Import Topsoil	\$50.00	\$50,000.00	
2410	CY	Export & Disposal of Excess Soil	\$90.00	\$216,900.00	
5560	SY	Rough & Fine Grading	\$5.00	\$27,800.00	
<b>SOIL EROSION &amp; SEDIMENT CONTROL</b>					
1000	LF	Silt Fence	\$2.50	\$2,500.00	
50	LF	Tree Protection Fence	\$2.50	\$125.00	
16	UNIT	Collar/Stone Inlet Protection	\$150.00	\$2,400.00	
4	UNIT	Collar/Stone Inlet Protection	\$150.00	\$600.00	Public
1	LS	Dust Control	\$6,500.00	\$6,500.00	
1	UNIT	Construction Entrance	\$1,500.00	\$1,500.00	
<b>PAVING &amp; CONCRETE</b>					
1880	SY	2" Bituminous Surface Course-1	\$10.50	\$19,740.00	
350	SY	2" Bituminous Surface Course-1	\$10.50	\$3,675.00	Public
210	SY	4" Stabilized Base	\$20.70	\$4,347.00	
350	SY	6" Stabilized Base	\$31.10	\$10,885.00	Public
350	SY	6" Dense Graded Aggregate	\$12.00	\$4,200.00	Public
210	SY	8" Dense Graded Aggregate	\$14.00	\$2,940.00	
35	SF	5" Concrete Sidewalk (Private)	\$8.00	\$280.00	
1800	SF	5" Concrete Sidewalk (Public)	\$8.00	\$14,400.00	Public
1700	SY	HMA Milling, 2"	\$8.00	\$13,600.00	
200	LF	7"x8"x18" Concrete Curbing (Public)	\$30.00	\$6,000.00	Public
1200	SF	6" Concrete, Reinforced	\$15.00	\$18,000.00	
1800	SF	Sidewalk Removal & Disposal	\$12.00	\$21,600.00	Public
1100	SF	Sidewalk Removal & Disposal	\$12.00	\$13,200.00	
285	CY	Pavement Removal & Disposal	\$30.00	\$8,550.00	
7	CY	Pavement Removal & Disposal	\$30.00	\$210.00	Public
340	CY	Stone Subbase	\$20.00	\$6,800.00	

Remington & Vernick Engineers

COST ESTIMATE

26-May-21

CITY OF CAMDEN  
 COOPER LANNING SQUARE RENAISSANCE FACILITIES, INC.  
 KIPP COOPER NORCROSS ACADEMY SCHOOL AT WHITTIER  
 740 CHESTNUT STREET  
 BLOCK 390, LOTS 12, 13 and 35; BLOCK 391, LOTS 1 and 9

R&V NO.: 04-08-P-913

QTY	UNIT	ITEM	UNIT COST	PRICE	GUARANTEE TYPE
<b>STORM SEWER</b>					
30	LF	15" RCP, Class III	\$70.00	\$2,100.00	
42	LF	10" High Density Polyethylene Pipe (Solid)	\$47.00	\$1,974.00	
27	LF	15" High Density Polyethylene Pipe (Solid)	\$70.00	\$1,890.00	
1	UNIT	Subsurface Detention System w/ Piping	\$120,000.00	\$120,000.00	
1	UNIT	Bioretention System w/ Piping	\$18,000.00	\$18,000.00	
1	UNIT	Bioretention System Cleanout	\$202.00	\$202.00	
1	UNIT	Roof Drain Cleanout	\$202.00	\$202.00	
7	UNIT	Yard Inlet	\$144.00	\$1,008.00	
<b>STORM SEWER STRUCTURES</b>					
1	UNIT	Basin Outlet Control Structure (0'-6' Depth)	\$5,250.00	\$5,250.00	Storm
1	UNIT	Storm Manhole 4' Diameter (0'-6' Depth)	\$4,000.00	\$4,000.00	
1	UNIT	Storm Manhole 4' Diameter (0'-6' Depth)	\$4,000.00	\$4,000.00	Public
27	LF	Trench Drain	\$250.00	\$6,750.00	
<b>SANITARY SEWER</b>					
5	LF	6" PVC 0'-7' Deep	\$71.00	\$355.00	
52	LF	6" PVC 0'-7' Deep	\$71.00	\$3,692.00	Public
1	UNIT	Connection to Existing Manhole	\$8,500.00	\$8,500.00	Public
2	UNIT	4" Sanitary Cleanout (in grass)	\$230.00	\$460.00	
<b>PLANTING</b>					
11	UNIT	Ornamental Tree (Private)	\$300.00	\$3,300.00	
9	UNIT	Evergreen Tree (Private)	\$350.00	\$3,150.00	
207	UNIT	Shrubs (Private)	\$50.00	\$10,350.00	
191	UNIT	Groundcover/Perennial/Ornamental Grass for Bioretention System	\$30.00	\$5,730.00	
1	LS	Topsoil/Fertilizer/Seed	\$1,500.00	\$1,500.00	
<b>LIGHTING</b>					
2	UNIT	206 Watt LED Pole Mounted Light	\$3,025.00	\$6,050.00	
13	UNIT	30 Watt LED Wall Sconce	\$1,050.00	\$13,650.00	

Remington & Vernick Engineers

COST ESTIMATE

26-May-21

CITY OF CAMDEN  
 COOPER LANNING SQUARE RENAISSANCE FACILITIES, INC.  
 KIPP COOPER NORCROSS ACADEMY SCHOOL AT WHITTIER  
 740 CHESTNUT STREET  
 BLOCK 390, LOTS 12, 13 and 35; BLOCK 391, LOTS 1 and 9

R&V NO.: 04-08-P-913

QTY	UNIT	ITEM	UNIT COST	PRICE	GUARANTEE TYPE
<b>MISCELLANEOUS</b>					
8	UNIT	Steel Bollards	\$1,050.00	\$8,400.00	
1	UNIT	Trash Enclosure	\$10,500.00	\$10,500.00	
1	UNIT	Sliding Metal Gate	\$5,250.00	\$5,250.00	
1300	LF	Traffic Stripes, Thermoplastic, 4"wide	\$5.00	\$6,500.00	
2	UNIT	Bicycle Racks	\$300.00	\$600.00	
1	LS	Site work for transformer & electrical ductwork construction	\$6,500.00	\$6,500.00	
41	UNIT	Concrete Wheel Stops, Pinned	\$173.00	\$7,093.00	

**TOTALS**

SUBTOTAL CONSTRUCTION COST:	\$731,708.00
20% CONTINGENCIES:	\$146,341.60
<b>TOTAL CONSTRUCTION COST:</b>	<b>\$878,049.60</b>
5% INSPECTION ESCROW:	\$36,585.40

(Based on the greater of \$500.00 or 5% of the construction cost pursuant to NJSA 40:55D-53.h)

Guarantees:

<b>Public</b>	Public Facilities Performance Guarantee	\$93,314.40
	Public Facilities Maintenance Guarantee	\$13,997.16
<b>Safety</b>	Safety & Stabilization Guarantee	\$5,000.00
<b>Storm</b>	Stormwater Management Maintenance Guarantee	\$787.50
<b>TCO</b>	TCO Required Item Guarantee	\$0.00

REV.8-01

This Estimate Of The Costs Of Improvements Has Been Prepared Pursuant To Section 40:55D-53.4 Of The Municipal Land Use Law And Is Based On Documented Construction Cost For Public Improvements Which Prevail In The Vicinity Of The Municipality

Bond By: DMJ  
 Reduction By:  
 Estimate #1, Date: May 26, 2021

**RESOLUTION OF THE CITY OF CAMDEN ZONING BOARD OF ADJUSTMENT  
APPLICANT: COOPER LANNING SQUARE RENAISSANCE FACILITIES, INC.**

**740 CHESTNUT STREET**

**BLOCK 390, LOTS 12, 13 & 35; BLOCK 391, LOTS 1 & 9**

**CITY OF CAMDEN, NEW JERSEY**

**Use Variance, Bulk Variance and Preliminary and Final Site Plan Approval**

**DATE OF ACTION: April 5, 2021**

**WHEREAS**, the Applicant, Cooper Lanning Square Renaissance Facilities, Inc. (the "Applicant"), has filed an application for use variance approval, bulk variance approval and preliminary and final site plan approval associated with the proposed expansion and renovations to the Whittier School located at 740 Chestnut Street, Camden, New Jersey (the "Property"); and

**WHEREAS**, the Applicant is requesting use variance approval related to the height of the proposed addition, a bulk variance for off-street parking, as well as preliminary and final site plan approval; and

**WHEREAS**, the Property is located in the R-2 Zoning District; and

**WHEREAS**, the Application was heard by the City of Camden Zoning Board of Adjustment on April 5, 2021; and

**WHEREAS**, public notice of the hearing was provided in accordance with the requirements of Municipal Land Use Law, N.J.S.A. 40:55D-12; and

**WHEREAS**, the Applicant is requesting use variance approval for the height of the proposed building, bulk variance approval for parking, and preliminary and final site plan approval. The Application does not fully meet the criteria established in the Land Development Ordinance for as listed below:

1. Height. Applicant proposes to construct a three-story addition that will be forty-two feet and ten inches (43', 10") in height, which exceeds the permitted maximum height in the R-2 zone of thirty-five (35') by more than ten percent (10%).

2. Parking Spaces. Applicant proposes ninety-five (95) spaces where 173 are required.

3. Site Plan. The Applicant seeks preliminary and final site plan approval and the following bulk variances appurtenant thereto:

- a. From Ordinance Section 577-56 for Maximum Lot Area;
- b. From Ordinance Section 577-56 for Building Coverage;
- c. From Ordinance Section 577-56 for Impervious Coverage;
- d. From Ordinance Section 577-56 for Building Height;
- e. From Ordinance Section 577-197.F for Fence Height;
- f. From Ordinance Section 577-230.F for Number of Parking Spaces;
- g. From Ordinance Section 577-230.K for Loading Area In Front Yard;

- h. From Ordinance Section 577-230.L for Off-Premises Parking Area;
- i. From Ordinance Section 577-243.A.10 for Lighting Levels At Property Line; and
- j. From Ordinance Section 577-243.A.15 for Lighting Levels For Walkways.

The Applicant also seeks the following waivers:

- a. From Ordinance Section 577-224.B.13 for Loading Area Screening;
- b. From Ordinance Section 577-244.C.6 for Foundation Plantings;
- c. From Ordinance Section 577-244.A for Buffering; and
- d. From Stormwater Design for 2-year peak flow rate (quantity).

**WHEREAS**, in support of the application, the Applicant has submitted the following, which information was reviewed by the Zoning Board Professionals for conformance with the Zoning Ordinance:

- 1. Zoning Permit Application dated March 5, 2021;
- 2. Zoning Permit Denial dated March 29, 2021;
- 3. Zoning and Site Plan Application dated February 12, 2021;
- 4. Site Plans consisting of 14 sheets dated January 22, 2021 and prepared by Christopher Hager, P.E.;
- 5. Topographic Survey dated January 11, 2021 prepared by John E. Romano, P.L.S.;
- 6. Stormwater Management Memo dated January 22, 2021 and prepared by Christopher Hager, P.E.;
- 7. Environmental Impact Assessment Addendum Memo dated January 22, 2021 and prepared by Christopher Hager, P.E.;
- 8. Transportation Assessment dated January 21, 2021 and prepared by Bryan Proska, P.E.;
- 9. Community Impact Assessment Visual Impact Assessment dated May 21, 2016 and prepared by Angelo Alberto, R.A., P.P.;
- 10. Architectural, Lighting and Landscaping Plans prepared by Angelo Alberto, R.A., P.P.; and
- 11. All documents submitted by the Applicant during the meeting.

**WHEREAS**, the Applicant's representatives and the Applicant's professionals appeared in support of the application. The names and addresses of the Applicant's professionals and representatives are more accurately set forth on the record.

**WHEREAS**, the Zoning Board made its decision in this matter based on the documentation and exhibits set forth above, the testimony of the Applicant's representatives made at the time of the hearing, and upon each of the following:

- 1. The comments of the City of Camden Zoning Board Engineer made at the time of the hearing and in her review letter dated March 19, 2021;
- 2. The comments of the City of Camden Zoning Board professional staff made at the time of the hearing.
- 3. The comments of the City of Camden Engineer as may have been set forth in any

review memorandum; and

**WHEREAS**, based upon the above, the Board finds as follows:

1. The Applicant was represented by Kevin Sheehan, Esquire of Parker McCay, P.A., who produced the Applicant's representative, Ranjana Reddy, as well as the Applicant's professionals: Angelo Alberto, P.P., R.A.; John Hubert, R.A.; Christopher Hager, P.E.; Bryan Proska, P.E.; and Mike Sencindiver, Project Manager. Counsel provided the Board an overview of the proposed project, which is the expansion and renovation of the Whittier School, which upon completion will be converted into a high school.

2. The Applicant's professionals addressed in detail the Zoning Board Engineer's review letter on the record to the satisfaction of the Zoning Board and Zoning Board Engineer.

3. Mr. Alberto testified that the proposed addition will be forty-two feet, ten inches (42', 10") in height, which exceeds the maximum permitted height by more than ten percent (10%). Mr. Alberto noted that although the proposed addition will exceed the maximum height restriction, it will be shorter than the pre-existing building, which is fifty feet (50') in height, with some chimneys reaching almost sixty feet (60') in height. Mr. Alberto then addressed the D-6 Variance standard, including that the use is inherently beneficial, promotes purposes of zoning, the proposed addition is consistent with the existing school, and that the proposed construction will promote a desirable visual environment. Mr. Alberto noted that the Property is located in an R-2 where there are no bulk standards for non-residential buildings; however, looking to bulk standards in non-residential zones, such as the commercial zone, the proposed construction would not exceed the maximum height restriction of forty-five feet (45'). Mr. Alberto testified that the proposed construction would occur on a currently vacant lot and will be setback from the street to such an extent to reduce the visual impact of the proposed height.

4. Ms. Ranjana Reddy, the Applicant's managing director, testified in support of the application that the Property will not have sufficient parking to meet the Ordinance requirements. The Applicant has parking for fifty-two (52) cars but will lease forty-three (43) additional spaces from the St. Bartholomew Church and prohibit students from driving to school. As part of the process of limiting student traffic, the Applicant will provide bus vouchers and have limited courtesy busing for qualified students. Ms. Reddy testified that based upon the Applicant's experience in operating Newark Collegiate Academy in Newark, New Jersey, the transportation policy will ensure there is ample parking for teachers and staff.

5. The Applicant agreed to comply with all terms and conditions of the Zoning Board Engineer's review letter dated March 19, 2021, except as noted on the record and in this Resolution.

6. The Application was opened to the public and no public comment was received regarding either the use variance or the site plan portions of the Application.

7. The Zoning Board accepted the testimony and analysis of the Applicant and its professionals as well as the legal argument of Counsel that the proposed use variance will be a

benefit to the community and as such, the proposal of the Applicant will serve the public good and the intent of the zone plan. The Board notes that the proposed height is not only shorter than the existing building but will be mitigated by the proposed setback. Appropriate testimony was provided by the Applicant's Professionals to support the requested variances and waivers associated with the site plan. It was the finding of the Zoning Board that the bulk variances could be granted without substantial detriment to the public good and without impairment to the zone plan and zoning ordinances of the City of Camden given existing site conditions.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Camden Zoning Board of Adjustment that the application for use variance approval, is herewith **GRANTED** by a vote of five (5) in favor and one (1) opposed for the reasons set forth on the record and in this Resolution, and that preliminary and final site plan approval and related bulk variances and waivers are herewith **GRANTED** by a vote of five (5) in favor and one (1) abstention, subject to the following terms and conditions:

1. The Applicant must comply with all terms and conditions of the Zoning Board Engineer's review letter dated March 19, 2021 except as noted on the record and in this Resolution and all review letters and review comments as prepared by the City of Camden Engineer.

2. All agreements and/or representations made by the Applicant as set forth at the hearing in this matter or as contained in this Resolution must be fully satisfied by the Applicant.

3. All the initial findings of fact, conclusions and conditions as set forth in the "WHEREAS" recital paragraphs of this Resolution and in paragraphs 1 through 7 as set forth above are hereby incorporated by reference herein as further findings of fact and conditions as applicable.

4. The Applicant will be required to obtain all other governmental permits, licenses and approvals deemed necessary.

5. A copy of this Resolution be forwarded to the Zoning Officer, City Planning and Zoning Officer, Fire Marshall, Licenses and Inspections, Planning Board, and all other interested parties.

6. Pursuant to N.J.S.A. 52:27BBB-6, a true copy of this Resolution shall be forwarded to the Mayor who shall have ten (10) days from receipt thereof to veto this Resolution. Notices of veto shall be filed in the Office of the Municipal Clerk.


7. The Applicant must submit a certification that all taxes on the property have been paid to date, if applicable.

8. Any and all conditions as made part of this approval, including those noted by reference in any reports of the consultants or as set forth in this Resolution must be satisfied by the Applicant.

I hereby certify that this is a True Copy of the Resolution adopted by the City of Camden



Zoning Board of Adjustment on the 7th day of June 2021.

  
EVITA MUHAMMAD, Secretary

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:

**KATHLEEN M ROWE, GARY B KOHAN, DIANE M DIMARTINO**

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

**UNLIMITED**

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company:

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

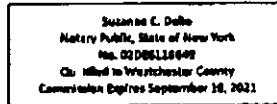
IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 27<sup>th</sup> day of February, 2019.

Antonio C. Albanese, Vice President of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK, COUNTY OF NEW YORK: ss

On this 27<sup>th</sup> day of February, 2019, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.



CERTIFICATE

I, Laura B. Guy, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 7<sup>th</sup> day of June, 2021.

Assistant Secretary

**NATIONWIDE MUTUAL INSURANCE COMPANY  
AND SUBSIDIARIES AND AFFILIATES**

Consolidated and Combined Statutory Statements of Admitted Assets, Liabilities and Surplus

<i>(In millions)</i>	December 31,	
	2020	2019
<b>Admitted assets</b>		
<b>Invested assets</b>		
Bonds	\$ 17,725	\$ 17,249
Stocks	8,352	8,031
Mortgage loans, net of allowance	1,892	2,126
Owner occupied real estate, at cost (less accumulated depreciation of \$457 and \$453 as of December 31, 2020 and 2019, respectively)	404	454
Cash, cash equivalents and short-term investments	1,187	718
Other invested assets	5,357	4,914
<b>Total invested assets</b>	<b>\$ 34,917</b>	<b>\$ 33,482</b>
Premiums in course of collection	4,182	4,079
Accrued investment income	135	143
Corporate-owned life insurance	1,580	1,508
Deferred federal income tax asset	1,990	1,764
Other assets	963	1,159
<b>Total admitted assets</b>	<b>\$ 43,767</b>	<b>\$ 42,143</b>
<b>Liabilities and surplus</b>		
<b>Liabilities</b>		
Losses and loss expense reserves	\$ 14,792	\$ 14,189
Unearned premiums	7,972	7,718
Accrued expenses and taxes, other than federal income taxes	803	692
Agents' security compensation plan reserve	1,085	1,146
Other liabilities	2,630	2,650
<b>Total liabilities</b>	<b>\$ 27,282</b>	<b>\$ 26,395</b>
<b>Surplus</b>		
Surplus notes, net of unamortized issue discount of \$9 and \$7 as of December 31, 2020 and 2019, respectively	\$ 3,545	\$ 2,197
Unassigned surplus	12,940	13,551
<b>Total surplus</b>	<b>\$ 16,485</b>	<b>\$ 15,748</b>
<b>Total liabilities and surplus</b>	<b>\$ 43,767</b>	<b>\$ 42,143</b>

**Certification**

I, Jennifer Kemp, VP, Controller, do hereby certify that the foregoing is a true and correct statement of the statutory balance sheet of said Corporation as of December 31, 2020 and 2019 to the best of my knowledge and belief.

*Jennifer Kemp*  
Jennifer Kemp



JEFFREY BOYD  
Notary Public, State of Ohio  
My Commission Expires 08-22-2021

*Jeffrey Boyd*  
3-25-2021



On Your Side®

# Nationwide Mutual Insurance Company

Home Office: Columbus, Ohio  
Surety Administrative Office:  
7 World Trade Center, 37<sup>th</sup> Floor  
250 Greenwich Street  
New York, NY 10007-0033

1-888-800-0147 • Fax (480) 905-5454

## SURETY DISCLOSURE STATEMENT AND CERTIFICATION

Nationwide Mutual Insurance Company, surety on the attached bond, hereby certifies the following:

(1) The surety meets the applicable capital and surplus requirements of R.S.17:17-6 or R.S.17:17-7 as of the surety's most current annual filing with the New Jersey Department of Insurance.

(2) The capital and surplus, as determined in accordance with the applicable laws of this State, of the surety participating in the issuance of the attached bond is in the following amount as of December 31, 2019, which amounts have been certified as indicated by certified public accountants KPMG, and will be included in the Annual Statement to be filed with the New Jersey Department of Insurance, 20 West State Street CN-325, Trenton, New Jersey 08625-0325

Capital (common Stock): \$0

Surplus: \$13,551,233,305

(3) (a) With respect to each surety participating in the issuance of the attached bond that has received from the United States Secretary of the Treasury a certificate of authority pursuant to 31 U.S.C. § 9305, the underwriting limitation established therein and the date as of which that limitation was effective is as follows:

Nationwide Mutual Insurance Company

\$1,260,052,000

July 1, 2020

(b) With respect to each surety participating in the issuance of the attached bond that has not received such a certificate of authority from the United States Secretary of the Treasury, the underwriting limitation of that surety as established pursuant to R.S.17:18-9 as of (date on which such limitation was so established) is as follows (indicating for each such surety that surety's underwriting limitation and the date on which that limitation was established):

Not Applicable

(4) The amount of the bond to which this statement and certification is attached is \$93,314.40

(5) If, by virtue of one or more contracts of reinsurance, the amount of the bond indicated under item (4) above exceeds the total underwriting limitation of all sureties on the bond as set forth in items (3)(a) or (3)(b) above, or both, then for each such contract of reinsurance:

(a) The name and address of each such reinsurer under that contract and the amount of that reinsurer's participation in the contract is as follows:

Reinsure	Address	Amount
Not Applicable		

(b) Each surety that is party to any such contract of reinsurance certifies that each reinsurer listed under item (5)(a) satisfies the credit for reinsurance requirement established under P.L.1993, c. 243 (C.17:51B-1 et seq.) and any applicable regulations in effect as of the date on which the bond to which this statement and certification is attached shall have been filed with the appropriate public agency.

### CERTIFICATE

I, Diane M. DiMartino, as Attorney-in-Fact of Nationwide Mutual Insurance Company, a mutual insurance company domiciled in Ohio, DO HEREBY CERTIFY that, to the best of my knowledge, the foregoing statements made by me are true, and ACKNOWLEDGE that, if any of those statements are false, this bond is VOIDABLE.

(Signature of certifying agent/officer)

Diane M. DiMartino

(Printed name of certifying agent/officer)

Attorney-in-Fact  
(Title of certifying agent)

Dated: June 7, 2021

(month, day, year)

**SURETY ACKNOWLEDGMENT**

STATE OF     New Jersey    

COUNTY OF     Burlington    

On this 7th day of June 2021

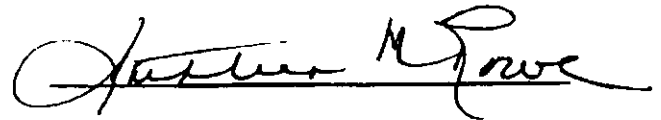
before me personally came     Diane M. DiMartino    

to me known, who, being by me duly sworn, did depose and say that she resides in:

    Medford Lakes, New Jersey    

that she is the     Attorney-in-Fact for         Nationwide Mutual Insurance Company    

the corporation described in and which executed the foregoing instrument; that she knows the seal of said corporation; that one of the seals affixed to said instrument is such seal; that it was so affixed by said corporation, and that she signed her name thereto by like order.



Notary Public  
Kathleen M. Rowe

Kathleen M Rowe  
Notary Public  
New Jersey  
My Commission Expires 3-12-2025  
No. 2451917

DB:dh  
06-13-23

R-25

**RESOLUTION AUTHORIZING AMENDMENT #1 TO CONTRACT # 09-21-138 TO  
EXTEND THE TERM OF THE SUBRECIPIENT AGREEMENT WITH CAMDEN  
COMMUNITY PARTNERSHIP, INC., THROUGH 2025 IN CONNECTION WITH THE  
7<sup>TH</sup> STREET BIKEWAY IMPLEMENTATION PROJECT**

WHEREAS, on September 14, 2021, the Council of the City of Camden by MC-21:8139 authorized Contract #09-21-138, a Subrecipient Agreement with Camden Community Partnership Inc., ("CCP") for \$180,000.00 in connection with the 7<sup>th</sup> Street Bikeway Implementation Project; and

WHEREAS, it is necessary to amend Contract #09-21-138 with CCP by Amendment #1 to extend the term through February 28, 2025 due to ongoing construction; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden that Contract #09-21-138 between the City of Camden and Camden Community Partnership Inc. be amended by Amendment #1 to extend the term through February 28, 2025.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
 FROM: Edward Williams, Director Planning & Development/Office of Capital Improvements  
**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing Change Order #1, a time extension through 2/28/25 for Subrecipient Agreement Contract #09-21-138 with Camden Community Partnership, Inc., in connection with the 7<sup>th</sup> Street Bikeway Implementation project.  
 Point of Contact: Orion Joyner Capital Improvements (856) 757-7680 OrionJ@ci.camden.nj.us

Name	Department-Division-Bureau	Phone	Email
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## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y		5/22	
Supporting Department Director (if necessary)	N			
Director of Grants Management	Y			
Qualified Purchasing Agent	N			
Director of Finance	Y		5/23/23	

Approved by:  
 Business Administrator

Signature

Date

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

Received by:  
 City Attorney

Signature

JUN 05 2023  
 Date

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing Change Order #1, a time extension through 2/28/25 for Subrecipient Agreement Contract #09-21-138 with Camden Community Partnership, Inc., in connection with the 7<sup>th</sup> Street Bikeway Implementation project.

### FACTS/BACKGROUND:

- On 9/14/21 Council authorized a Subrecipient Agreement between Camden Community Partnership and the City of Camden for 7<sup>th</sup> Street Bikeway Implementation project
- CCP secured funding from USEDA and NJEDA for construction of project
- Construction is ongoing and time extension/change order #1 is needed for CCP to continue managing funds

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** N/A

### IMPACT STATEMENT:

- Charles Marandino was awarded construction contract and work is ongoing
- Per Camden Community Partnership (CCP), additional time is needed due to above mentioned
- City Council approval of this legislation will improve bike lane (see attached memo from CCP dated 5/16/23)
- If not approved by Council corrective and preventative action to City bike lane will not be properly addressed

### SUBJECT MATTER EXPERTS/ADVOCATES:

- Orion Joyner, City Engineer
  - Attendance: (Y/N/Tentative). Confirmed?
- Edward Williams, Director Planning & Development
  - Attendance: (Y/N/Tentative). Confirmed?

### COORDINATION:

- Ultimately, City of Camden residents will be impacted by approval of this Council request.

**Prepared by:** Tytanya Ray (856) 757-7680 tyray@ci.camden.nj.us

---

Name

Phone/Email



**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	City of Camden
--------------	----------------

Professional Service or EUS Type	Change Order #1
Name of Vendor	Camden Community Partnership, Inc. (CCP)
Purpose or Need for service:	Change Order #1. A no cost contract extension through 2/28/25 in connection with 7 <sup>th</sup> Street Bikeway Implementation Project in the City of Camden.
Contract Award Amount	N/A
Term of Contract	
Temporary or Seasonal	N/A
Grant Funded (attach appropriate documentation allowing for service through grant funds)	No
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	N/A
Were other proposals received? If so, please attach the names and amounts for each proposal received?	No

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
 Mayor's Signature\* Date \_\_\_\_\_

\_\_\_\_\_  
 Business Administrator/Manager Signature Date \_\_\_\_\_

\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Chief Financial Officer affirms that there is adequate funding available for this personnel action.

\_\_\_\_\_  
Chief Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

\_\_\_\_\_  
Certifying Officer

Date \_\_\_\_\_

***For LGS use only:***

Approved                       Denied

\_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Date \_\_\_\_\_

Number Assigned \_\_\_\_\_



**To:** Mr. Orion Joyner, Municipal Engineer

**From:** Kathy Cullen

**Date:** May 16, 2023

**Re:** 7<sup>th</sup> Street Gateway Streetscape Enhancement Project - Subrecipient Agreement Request

---

The 7<sup>th</sup> Street Gateway Streetscape Enhancement Project was identified as a priority project in the community-driven 2008 North Camden Neighborhood Plan. 7<sup>th</sup> Street is the primary entrance into the North Camden neighborhood from downtown Camden. In addition, vehicles use 7<sup>th</sup> Street to access the Ben Franklin Bridge from downtown Camden and North Camden. It is heavily used by all modes of transportation, but due to failing infrastructure, traveling on 7<sup>th</sup> Street is unpleasant and dangerous for bikers, walkers, wheelchair users and drivers. This project will transform this busy yet deteriorating thoroughfare into a gateway that improves the public image of the neighborhood and at the same time calms traffic and increases public safety.

Camden Community Partnership (CCP) secured funding from the US Economic Development Administration (USEDA) and NJ Economic Development Authority (NJEDA) to fund construction of improvements to 7<sup>th</sup> Street from Linden Street to Elm Street.

On behalf of the City of Camden, CCP applied for and was awarded a grant of \$180,000 through the NJDOT FY2015 Bikeway Program. This grant will allow for the construction of bike lanes along 7<sup>th</sup> Street, between Linden and Elm Streets. The NJDOT Bikeways Award requires a subrecipient agreement between the City of Camden and Camden Community Partnership to enable CCP to manage the Bikeway grant award. The City approved a subrecipient agreement with a one-year term, (R-6 dated 9/14/21) which expired in February 2023.

In 2021, CCP advertised for construction and awarded a contract to Charles Marandino, LLC. Construction started in October 2021 and has been on-going. An extension of time for the subrecipient agreement is needed to allow for completion of the the project and closeout.

CCP respectfully requests a two-year timeframe in the subrecipient agreement to cover the project through construction and project closeout. If you require any additional information, do not hesitate to contact me at 856.757.9154.



OFFICE OF THE CITY ATTORNEY  
CITY OF CAMDEN  
NEW JERSEY

VICTOR CARSTARPHEN  
MAYOR

MICHELLE BANKS-SPEARMAN  
CITY ATTORNEY  
TEL: 856-757-7170  
FAX: 856-342-7728  
EMAIL: LAW@CI.CAMDEN.NJ.US  
WEBSITE: WWW.CI.CAMDEN.NJ.US

March 1, 2022

Camden Community Partnership, Inc.  
Attn: Joseph Myers, Vice President & COO  
2 Riverside Drive – Suite 501  
Camden, NJ 08103

Re: Contract #09-21-138

Dear Sir/Madam:

MAR 11 2022

Enclosed for your files please find a fully-executed copy of Agreement #09-21-138 with the City of Camden for the 7<sup>th</sup> Street Bikeway Implementation Project in the City of Camden.

Sincerely,  
Michelle Banks-Spearman  
City Attorney

By:

Amia I. Valentine  
Assistant City Attorney

MBS/AIV  
Encl.  
Cc: Purchasing Dept.

**RESOLUTION MC-21: 0130**  
*On Motion Of: Chris Collins*  
**APPROVED September 14<sup>th</sup>, 2021**

R-10

MBS dh  
09-14-21

**RESOLUTION AUTHORIZING A SUBRECIPIENT AGREEMENT BETWEEN  
THE CITY OF CAMDEN AND CAMDEN COMMUNITY PARTNERSHIP INC. FOR  
NORTH 7<sup>TH</sup> STREET PROJECT (LINDEN STREET TO ELM STREET)  
BIKEWAY IMPLEMENTATION PROJECT**

WHEREAS, the Department of Development and Planning/Housing Services is participating in an agreement between the City of Camden and Camden Community Partnership Inc f/k/a Cooper's Ferry Partnership, Inc.; and

WHEREAS, the City of Camden was awarded funding through the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2015 Local Aid Bikeway Program in the amount of \$180,000 for the 7<sup>th</sup> Street Bikeway Improvement Project in the City of Camden ("Project"); and

WHEREAS, the City of Camden entered into a Subrecipient Agreement with Coopers Ferry Partnership, Inc , n/k/a Camden Community Partners dated February 23, 2016 which was authorized by City Council Resolution MC-16 4886 on February 9, 2016 in connection with the 7<sup>th</sup> Street Bikeway Implementation Project, which has since expired, and

WHEREAS, the Project has not yet been completed and the NJDOT funding is still available for this Project; and

WHEREAS, in July 2021 Coopers Ferry Partnership, Inc. changed its name to Camden Community Partnership, Inc , and

WHEREAS, the City desires to enter into a new Subrecipient Agreement with Camden Community Partnership, Inc respecting the Project on the same terms and conditions as the previous Subrecipient Agreement, and

WHEREAS, the Subrecipient Agreement will serve to specify individual and collective responsibility over design and use of project funds; and

WHEREAS, the City of Camden desires to enter into a subrecipient agreement between the City of Camden and Camden Community Partnership Inc for an amount not to exceed ONE HUNDRED EIGHTY THOUSAND DOLLARS (\$180,000.00) for the provision of said services for a term of one (1) year; and

WHEREAS, pursuant to the directive of the Division of Local Government Services, a certification has been attached hereto which certifies that the funds for this expenditure are available and appropriated under the reserve for state and federal grant budget of the City of Camden under line item G-16-707-999 and said certification has been signed by the Chief Financial Officer and approved as to form by the City Attorney; now, therefore

BE IT RESOLVED by the City Council of the City of Camden that the proper City Officers be and are hereby authorized to enter into a subrecipient agreement between the City of Camden and Camden Community Partnership Inc , for an amount not to exceed ONE HUNDRED EIGHTY THOUSAND DOLLARS (\$180,000.00).

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk

Date of Introduction. September 14, 2021

**SUBRECIPIENT AGREEMENT BY AND  
BETWEEN THE CITY OF CAMDEN AND  
CAMDEN COMMUNITY PARTNERSHIP, INC.**

This AGREEMENT made this 23<sup>rd</sup> day of February, 2022, by and between the CITY OF CAMDEN with a business address at 520 Market Street, Camden, NJ 08101 (hereinafter referred to as the "CITY") a body politic of the State of New Jersey, and CAMDEN COMMUNITY PARTNERSHIP, INC., with offices located at One Port Center, 2 Riverside Drive, Suite 501, Camden, NJ 08103 (hereinafter, "CCP"):

WITNESSETH

WHEREAS, the CITY and CCP each engage in infrastructure improvement activities;  
and

WHEREAS, the City of Camden has been awarded funding through the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2015 Local Aid Bikeway Program in the amount of \$180,000.00 for the 7<sup>th</sup> Street Bikeway Implementation Project in the City of Camden ("Project"); and

WHEREAS, the CITY supports these objectives of infrastructure improvement activities within the City of Camden; and

WHEREAS, CCP has submitted a proposal in connection with the 7<sup>th</sup> Street Bikeway Implementation Project in the City of Camden ("Project"); and

WHEREAS, by resolution number R-6 dated September 14, 2021, the CITY agreed to enter into a sub-recipient agreement with CCP, to specify individual and collective responsibility over design and use of project funds; now therefore

FOR AND IN CONSIDERATION an amount not to exceed One Hundred Eighty Thousand Dollars (\$180,000.00), it is agreed as follows:

1. Scope of Work:

1.1 Consistent with the sub-recipient agreement between the City of Camden and CCP, the project shall consist of the following activities below and as more delineated in the Proposal attached hereto and made a part hereof:

a. Manage the design and construction of improvements to the roadway and streetscape along 7<sup>th</sup> Street between Linden Street and Elm Street which shall include but not be limited to the following:

- i. street resurfacing;
- ii. new sidewalks;
- iii. bike lanes;

- iv. a widened median;
- v. crosswalks;
- vi. lighting;
- vii. pedestrian safety measures;
- viii. curbing;
- ix. and other related pedestrian amenity upgrades and replacements of utilities within the area, potentially including the separation of storm and sanitary sewers and upgrade of inlets.

b. CCP shall further complete the tasks under this agreement as outlined in the attached Proposal.

2. Compensation:

2.1 The CITY agrees to provide funding to the CCP in an amount not to exceed One Hundred Eighty Thousand Dollars (\$180,000.00) for the services set forth herein and in the attachment, contingent upon the CITY's receipt of funding from NJDOT.

3. Requests for Funding:

3.1 CCP shall submit a written "Request for Funding" to the CITY no more than once every thirty (30) days for payment for expenses generated by the project. The "Request for Funding" shall be consistent with the project scope and budget. The Request for Funding shall be supported by an Application and Certificate for Payment and/or other documentation acceptable in form to the CITY. Copies of invoices approved by the CCP will be forwarded to the CITY in support of each request for reimbursement for a particular project activity. The CITY shall use its best efforts to pay all properly documented invoices from CCP within thirty (30) days after receiving the request for payment. The CITY may, in its discretion, withhold payment and request additional documentation demonstrating the completion of the services by the contractor or vendor.

4. Payment by the CITY:

4.1 The CITY shall submit a payment to CCP after receipt by the CITY of a written "Request for Funding" which shall be deducted from the One Hundred Eighty Thousand Dollars (\$180,000.00) grant. All funding is contingent upon the receipt of funding by the CITY from the Department of Transportation. All funding is contingent upon compliance by CCP with the terms specified in the attached Proposal. All "Request for Funding" and supporting documentation shall be sent by CCP to:

Orion Joyner, City Engineer  
City of Camden Department of Development & Planning  
City Hall, Room 325  
520 Market Street  
Camden, New Jersey 08102

5. Time of Performance:

5.1 The term of the Agreement shall be for a period of one (1) year.

6. Submission of Progress Reports:

6.1 CCP shall submit to the CITY every thirty (30) days following the execution of this Agreement a "Progress Report" detailing the status of the project activities. CCP shall also deliver to the CITY such other information related to the project as the CITY may reasonably require from time to time. Additionally, CCP must hold a monthly project meeting with the CITY and all project stakeholders.

7. Save and Hold Harmless:

7.1 CCP agrees to defend, indemnify, protect and hold harmless the CITY and State of New Jersey, its officers, commissioners, members, agents, servants and employees from and against any and all suits, claims, demands or damages, of whatsoever kind or nature arising from, out of, or in connection with the performance of this Agreement, including but not limited to, expenditures for and costs of investigations, hiring of expert witnesses, court costs, counsel fees, settlements, judgments or otherwise.

7.2 CCP shall require all contractors, subcontractors, consultants, and subconsultants performing the work set forth under this Agreement to defend, indemnify, protect and hold harmless the CITY and State of New Jersey, its officers, commissioners, members, agents, servants and employees from and against any and all suits, claims, demands or damages, of whatsoever kind or nature arising from, out of, or in connection with the performance of the Work.

8. Insurance:

8.1 The minimum requirements of insurance to be carried by CCP for the duration of this Agreement shall be as follows:

a. General Liability Insurance

Public Liability Insurance in an amount not less than One Million Dollars (\$1,000,000.00) combined single limit, or the equivalent, as respect to Bodily and Personal Injury and Property Damage in any one occurrence.

Contractual Liability to include coverage of the liabilities assumed under Section B, entitled "Save and Hold Harmless," in an amount not less than One Million Dollars (\$1,000,000.00). Acceptance of coverage in this amount of the CITY and State of New Jersey does not release CCP of full responsibility for all liabilities set forth in the indemnification clause in Section 8, "Save and Hold Harmless."



b. Contractor/Consultant and Subcontractor/Subconsultant Insurance:

CCP shall be responsible for each contractor, consultant, subcontractor, and subconsultant performing services under this Agreement maintaining the following insurance: Commercial General Liability Insurance, Contractual Liability Insurance, Business Automobile Liability Insurance, and Professional Liability Insurance (for professional consultants or subconsultants) in a form and amounts acceptable to CITY and State of New Jersey.

All insurance policies shall be maintained in full force and effect until all projects funded under this Agreement are completed. Each policy shall contain the provision that thirty (30) days' prior written notice will be given to the CITY and State of New Jersey in the event of cancellation or material change in the policy.

CCP shall furnish the CITY and State of New Jersey with certificates of insurance indicating that the required coverage is in force. Insurance companies providing such coverage shall be authorized to do business in the State of New Jersey. Neither approval nor failure to disapprove insurance certificates furnished by CCP, shall release CCP of the full responsibility for liabilities set forth in the indemnification clause in Section 8, "Save and Hold Harmless."

9. Termination:

9.1 It is understood and agreed that the CITY hereby reserves unto itself the right to terminate or modify this Agreement at any time, for any reason whatsoever, upon giving not less than thirty (30) days prior written notice to CCP. CITY has the right to terminate this Agreement at any time, if the CITY does not receive funding from the Department of Energy as identified in Exhibit "A." In the event of the CITY's exercising such right of termination, the CITY shall be without further liability whatsoever to CCP under this Agreement. In the event that the CITY exercises its right to modify this Agreement, CCP shall have only such rights as may be stated in the Modified Agreement and shall retain no other rights. CCP agrees that it shall not be entitled to any damages of any nature whatsoever in the event of such termination or modifications.

10. Public Convenience & Safety:

10.1 The safety, protection, and convenience are of primary importance and shall be provided for by CCP in an adequate and satisfactory manner. CCP shall at all times exercise caution for the protection of persons and property.

11. Political Payments and/or Contributions:

11.1 CCP warrants to the CITY that neither CCP nor anyone authorized to act on CCP's behalf has made any payment or contribution to any political candidate, political committee, public official or any other person or entity, for the purpose of influencing the award of this Agreement. CCP agrees that if the CITY decides, after such hearing as it deems necessary, that this warranty has been breached, CCP shall, within thirty (30) days of this decision, pay to the CITY liquidated damages equal to twenty-five percent (25%) of the face

amount of this Agreement. The CITY's decision shall be final, unless CCP seeks a review thereof in a commercial arbitration proceeding conducted by the American Arbitration Association, instituted by CCP within fifteen (15) days of receipt of the decision. CCP further agrees that it shall be ineligible to receive any award of any contract or purchase order from the CITY for a period of one (1) year from the date of any final decision unfavorable to it.

12. Application of Laws and Regulations:

- a. This Agreement shall be deemed to be a contract under, and for all purposes shall be governed by and construed and interpreted in accordance with the laws of the State of the New Jersey. Except as specified in Section 12, "Political Payments and/ or Contributions," The Courts of the State of New Jersey shall have sole jurisdiction to resolve any disputes arising hereunder.
- b. CCP shall comply with all applicable laws of all local, state, and federal government agencies or bodies with jurisdiction over any of the activities set forth in this Agreement. CCP shall require its contractors, consultants, or subconsultants to comply with all applicable laws and to obtain all required permits or approvals from any governmental body.

13. Audit and Inspection of Records:

13.1 CCP shall permit the authorized representatives of the CITY to inspect and audit all data and records of CCP relating to CCP's performance under this Agreement.

14. Project Closeout:

14.1 CCP shall submit to the CITY all required documentation for project close-out within thirty (30) days of the project completion.

15. Contractor/Subcontractor Agreements:

a. Professional Services:

CCP and the City shall either jointly agree that CCP advertise in a newspaper of general circulation a request for proposal or jointly agree on a list of no less than three firms from whom to solicit proposals for professional services including engineering and construction management services. Thereafter, CCP and the City shall jointly review the proposals, and shall jointly agree on the firm(s) to be selected. CCP shall then submit this proposal for approval to its Board of Directors or by its Executive Committee, and a copy of the resolution approving the contract shall then be forwarded to the City before CCP issues a notice to proceed to the selected firm. In the event that CCP and the City are unable to jointly agree on the firm(s) to be selected then, and in that event, the City and CCP agree to move onto the next highest ranked firm on the collected score sheets. Furthermore, CCP agrees that it shall comply with any and all procurement procedures as required by NJDOT.

b. Contractors:

CCP shall oversee the preparation of bid specifications for the work to be performed, and shall submit a draft copy of the specifications to the City for approval. CCP and the City shall jointly review the bids and jointly determine the lowest responsible bidder. CCP shall then submit the bid from the lowest responsible bidder for approval to its Board of Directors or by its Executive Committee, and a copy of the resolution approving the contract shall then be forwarded to City Council for its concurrence of the award before CCP issues a notice to proceed to the successful firm. In the event that CCP and City are unable to jointly determine the lowest responsible bidder then, and in that event, the decision of the City in such regard shall be final and binding. Furthermore, CCP agrees that it shall comply with any and all procurement procedures as required by NJDOT.

16. Notice:

16.1 All notices required or permitted to be given hereunder shall be in writing and shall be deemed to have been given when mailed by certified mail, return receipt requested, addressed to the intended recipient as follows:

If to CCP: Joseph Myers  
Kathy Cullen, Project Manager  
Camden Community Partnership, Inc.  
One Port Center  
2 Riverside Drive, Suite 501  
Camden, NJ 08103  
Phone (856) 757-9154  
Fax (856-963-0177)

If to CITY: Dr. Edward Williams, Director  
City of Camden Department of Development & Planning  
City Hall, Room 224  
520 Market Street  
Camden, New Jersey 08101

With Copy to: Timothy J. Cunningham, Business Administrator  
Administration  
Fourth Floor, City Hall  
P.O. Box 95120  
Camden, New Jersey 08101


17. Miscellaneous:

- a. This Agreement may not be amended except upon written consent of both parties hereto.

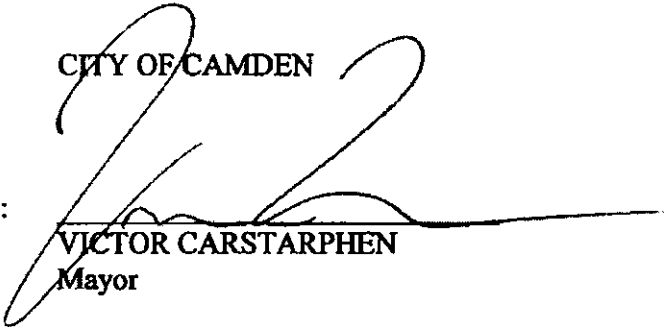
- b. Except upon prior written approval of the CITY or, otherwise specified herein, CCP shall not furnish or disclose to any person or organization, (i) any report, studies, data, or other information provided by, or obtained from, the CITY in connection with this Agreement; (ii) any report, studies, recommendations, data or information relating to, or made or developed in the course of the performance of this Agreement; or (iii) the result of the performance of this Agreement.
  
- d. This agreement represents the entire Agreement for the Scope of Work for the Project between CCP and CITY and supersedes all prior negotiations, representations or agreements, either written or oral.

IN WITNESS WHEREOF, and intending to be bound hereby, the parties hereto have caused this Agreement to be duly executed, effective as of the day and year first above written.


ATTEST:

  
\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

CITY OF CAMDEN


By:   
\_\_\_\_\_  
VICTOR CARSTARPHEN  
Mayor

Approved as to Form:

  
\_\_\_\_\_  
MICHELLE BANKS-SPEARMAN  
City Attorney

CAMDEN COMMUNITY  
PARTNERSHIP, INC.

By:   
\_\_\_\_\_  
(SIGN)

  
\_\_\_\_\_  
PRINT

R-26

DB:dh  
06-13-23

**RESOLUTION AUTHORIZING THE AWARD OF A \$382,790.40 CONSTRUCTION CONTRACT TO ASPHALT PAVING SYSTEMS, INC. OF HAMMONTON, NJ FOR THE IMPROVEMENTS TO CITY PARKING LOT AT 1100 NEWTON AVENUE PROJECT**

WHEREAS, there exists a need for improvements to a City parking lot located at 1100 Newton Avenue; and

WHEREAS, pursuant to Bid No. 23-06 one (1) bid was received on May 9, 2023 by Asphalt Paving Systems, Inc.; and

WHEREAS, the Purchasing Agent and the Business Administrator have recommended to the Council of the City of Camden that Council award a contract to Asphalt Paving Systems, Inc. for the improvements to the City parking lot at 1100 Newton Avenue for the total sum of THREE HUNDRED EIGHTY-TWO THOUSAND SEVEN HUNDRED NINETY DOLLARS (\$382,790.00); and

WHEREAS, pursuant to the directive of the Division of Local Government Services, a certification has been attached hereto which certifies that the funds for this expenditure are available and appropriated under the adopted budget account of the City of Camden under line item "2-01-C2-886-874", and said certification has been signed by the Chief Financial Officer and approved as to form by the City Attorney; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden, that the City Council awards a contract to the lowest responsible bidder Asphalt Paving Systems, Inc. for an amount not to exceed THREE HUNDRED EIGHTY-TWO THOUSAND SEVEN HUNDRED NINETY DOLLARS (\$382,790.00), for the improvements to City parking lot at 1100 Newton Avenue, according to Public Contracts Law, P.L. 1971, Chapter 198, and that the Mayor and the City Clerk shall execute said contract on behalf of the City of Camden.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed and approved as to form

  
\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

CITY OF CAMDEN

**CERTIFICATION AS TO THE AVAILABILITY OF FUNDS**

I CERTIFY, DIRECTOR FOR THE FINANCE DEPARTMENT FOR THE CITY OF CAMDEN, THAT WITH RESPECT TO THE AWARD OF A CONTRACT OR EXPENDITURE OF FUNDS TO: ASPHALT PAVING SYSTEMS

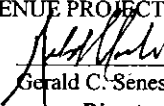
THAT THE FUNDS ARE AVAILABLE AS OF THE DATE OF THIS RESOLUTION/CERTIFICATION, FROM ONE OF THE FOLLOWING:

- BUDGET APPROPRIATION: 2-01-C2886-874  
AMOUNT: \$ 382,790.00  
APPROPRIATION RESERVE:  
AMOUNT: \$
- DEDICATED BY RIDER:  
AMOUNT: \$
- RESERVE FOR STATE AND FEDERAL GRANT:  
AMOUNT: \$
- CAPITAL ORDINANCE  
AMOUNT: \$
- TRUST ACCOUNT:  
AMOUNT: \$

**DETERMINATION OF VALUE CERTIFICATION**

I CERTIFY, AS CHIEF FINANCIAL OFFICER, THAT THE ANTICIPATED VALUE OF THE CONTRACT, OVER THE FULL LIFE, WILL BE \$382,790.00

DESCRIPTION OF THE GOODS AND SERVICES TO BE PROCURED: RESOLUTION AUTHORIZING THE AWARD OF \$382,790.40 CONSTRUCTION CONTRACT TO ASPHALT PAVING SYSTEMS, INC OF HAMMONTON, NJ FOR THE IMPROVEMENTS TO CITY PARKING LOT AT 1100 EWTON AVENUE PROJECT

  
\_\_\_\_\_  
Gerald C. Seneski  
Director of Finance  
Date: 5/3/23



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council

FROM: Edward Williams, Director Planning & Development/Office of Capital Improvements

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing the Award of a \$382,790.40

Construction Contract to Asphalt Paving Systems, Inc. of Hammonton, NJ, for the Improvements to City Parking Lot at 1100 Newton Avenue project.

Point of Contact: Orion Joyner  
Capital Improvements (856) 757-7680  
OrionJ@ci.camden.nj.us

Name	Department-Division-Bureau	Phone	Email
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## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y		5/23	
Supporting Department Director (if necessary)	N			
Director of Grants Management	N			
Qualified Purchasing Agent	Y		5/23/23	
Director of Finance	Y		5/23/23	

Approved by:  
Business Administrator

Signature

Date

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

**"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.**

Received by:  
City Attorney

Signature

Date

JUN 05 2023

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing the Award of a \$382,790.40 Construction Contract to Asphalt Paving Systems, Inc., in connection with the Improvements to City Parking Lot at 1100 Newton Avenue project.

### FACTS/BACKGROUND:

- Parking Lot in the City of Camden needs various improvements
- Asphalt Paving Systems was lowest responsible bidder & awarded contract
- Improvements include pulverization, stabilization, and overlay of existing asphalt

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$382,790.40 (contract award)

### IMPACT STATEMENT:

- Parking Lot is in need of various improvements (see attached letter from RVE dated 5/16/23)
- City Council approval of this legislation will improve Parking Lot in City of Camden, located at 1100 Newton Avenue
- If not approved by Council corrective and preventative action to City Parking Lot will not be properly addressed

### SUBJECT MATTER EXPERTS/ADVOCATES:

- Orion Joyner, City Engineer
  - Attendance: (Y/N/Tentative). Confirmed?
- Edward Williams, Director Planning & Development
  - Attendance: (Y/N/Tentative). Confirmed?

### COORDINATION:

- Ultimately, City of Camden residents will be impacted by approval of this Council request.

**Prepared by:** Tytanya Ray (856) 757-7680 tyray@ci.camden.nj.us

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Name

Phone/Email



**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	City of Camden
--------------	----------------

Professional Service or EUS Type	Award of Construction Contract
Name of Vendor	Asphalt Paving Systems, Inc.
Purpose or Need for service:	Award of Construction Contract for Improvements to City Parking Lot at 1100 Newton Avenue. Improvements include pulverization, stabilization and overlay of existing asphalt.
Contract Award Amount	\$382,790.00
Term of Contract	
Temporary or Seasonal	N/A
Grant Funded (attach appropriate documentation allowing for service through grant funds)	No
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	Bids received <i>BID #23-06</i>
Were other proposals received? If so, please attach the names and amounts for each proposal received?	<i>NO</i>

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*

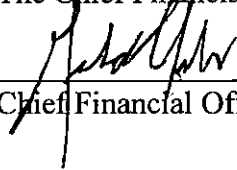
Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_

\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Chief Financial Officer affirms that there is adequate funding available for this personnel action.

  
\_\_\_\_\_  
Chief Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

NIA BID #23-00 Date \_\_\_\_\_  
Certifying Officer

**For LGS use only:**

Approved  Denied

\_\_\_\_\_  
Date \_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Number Assigned \_\_\_\_\_



**CAMDEN CITY**  
 520 MARKET STREET  
 P O BOX 95120  
 CAMDEN, NJ 08101-5120  
 TEL (856)757-7000

REQUISITION	
NO.	23-01155

SHIP TO	PLANNING & DEVELOPMENT DIVISION OF CAPITAL IMPROVEMTS 520 MARKET ST. 3RD FL RM 325 CAMDEN, NEW JERSEY 08101
	VENDOR #: ASP10 ASPHALT PAVING SYSTEMS P. O. BOX 530 HAMMONTON, NJ 08037

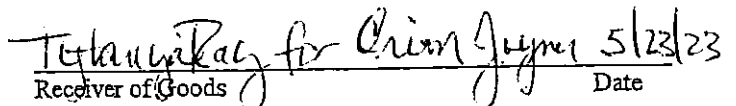
ORDER DATE: 05/22/23  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	AWARD OF CONTRACT FOR IMPROVEMENTS TO CITY PARKING LOT AT 1100 NEWTON AVENUE.  AWARD FROM ACCOUNT CODE: 2-01-C2-886-874  AMOUNT \$382,790.40	<del>3-01-E5-661-901</del>	0.0000	0.00
			TOTAL	0.00

Approved:   
  
 Department Head

5-23  
 Date

I hereby certify that the work or supplies specified are necessary for the proper transaction of the business of this bureau or office.

  
 Receiver of Goods Date

**THIS COPY OF THE REQUISITION TO BE FORWARDED TO THE PURCHASING BUREAU**



REMINGTON  
& VERNICK  
ENGINEERS

RVE HQ:  
2059 Springdale Road  
Cherry Hill, NJ 08003  
O: (856) 795-9595  
F: (856) 795-1882

May 16, 2023

Mr. Timothy J. Cunningham, Business Administrator  
City of Camden  
520 Market Street  
City Hall, Room 409  
P.O. Box 95120  
Camden, New Jersey 08101

Re: **City of Camden  
Improvements to the City Parking Lot at 1100 Newton Avenue, Recommendation to Award  
RVE No. 0408 T 194**

Dear Mr. Cunningham:

Our office has received the tabulation of bids prepared by the City of Camden on May 9, 2023, regarding the above-referenced project. This project consists of improvements to the existing parking lot at 1100 Newton Avenue consisting of the pulverization, stabilization, and overlay of the existing asphalt parking lot, installation of site lighting, installation of an automatic sliding cantilever gate and 8' high PVC coated chain link fence at the site.

A copy of the bid tabulation is enclosed for your review.

In accordance with Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq, the contract should be awarded to the lowest and responsible bidder, which appears to be Asphalt Paving Systems, Inc., 500 N Egg Harbor Road, Hammonton, NJ 08037.

Should the City decide to award the improvements, the resolution should indicate award to: Asphalt Paving Systems, Inc., 500 N Egg Harbor Road, Hammonton, NJ 08037, in the amount of \$382,790.40 representing Items 1 through 38 of Base Bid No. 1.

Any award should be contingent upon review and approval by the City Attorney, and funding being available. If you have any questions, please feel free to call Mr. Anthony Morici at (856) 375-4220.

Sincerely,  
REMINGTON & VERNICK ENGINEERS

K. Wendell Bibbs, P.E., C.M.E.  
Executive Vice President

KWB/am

Enclosures

cc: Lateefa Chandler, Purchasing Agent;  
Orion Joyner, City Engineer;  
Doug Johnson, RVE;  
Anthony Morici, RVE

# 23-06 - CITY IMPROVEMENTS TO THE CITY PARKING LOT AT 1100 NEWTON AVENUE2

Opening Date: April 25, 2023 9:15 AM

Closing Date: May 9, 2023 11:00 AM

## Vendor Details

Company Name: Asphalt Paving Systems, Inc.  
Does your company conduct  
business under any other name? If NJ  
yes, please state:  
Address: PO Box 530  
555 N Egg Harbor Road  
Hammononton, NJ 08037  
Contact: Laura DeStefano  
Email: laura@asphaltpavingsystems.com  
Phone: 609-561-4161 206  
Fax: 609-561-4161  
HST#:

## Submission Details

Created On: Monday May 01, 2023 16:07:04  
Submitted On: Tuesday May 09, 2023 10:18:14  
Submitted By: Laura DeStefano  
Email: laura@asphaltpavingsystems.com  
Transaction #: ed8008a3-2564-470a-9e10-85945fecba1a  
Submitter's IP Address: 73.197.156.128

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**Schedule of Prices**

The Respondent hereby Bids and offers to enter into the Contract referred to and to supply and perform all or any part of the Work which is set out or called for in these specifications, at the unit prices, and/or lump sums, hereinafter stated.

\*Denotes a "MANDATORY" field

Do not enter \$0.00 dollars unless you are providing the line item at zero dollars to the Owner.

If the line item and/or table is "NON-MANDATORY" and you are not bidding on it, leave the table and/or line item blank. Do not enter a \$0.00 dollar value.

**Base Bid No. 1**

The undersigned hereby declare(s) that he (it, they) has (have) carefully examined the Advertisement, Proposal, Information for Bidders, General Conditions, Construction Specifications, Supplementary Specifications, Appendix, Drawings, Plans and Form of Contract and Bond for the Project named above; that he (it, they) has (have) carefully examined the sites of the Project, and that he (it, they) will contract to carry out and complete said Project, as specified and delineated at the price per unit of measure for each scheduled item of work stated in the Schedule of Prices following.

It is understood that the quantities stated in this Schedule of Prices for the various items are estimates only and may be increased or decreased as provided in the Specifications.

Prospective bidders are hereby notified that they have the option of bidding on both Base Bid No. 1 and Base Bid No. 2, or Base Bid No. 1 ONLY or Base Bid No. 2 ONLY.

Either Base Bid No. 1 or Base Bid No. 2 will be compared and selected on the basis of the TOTAL AMOUNT OF EACH BASE BID, as determined by the City of Camden.

Where the price in figures differs from the price in words, the price in words will be accepted as the amount bid and amounts computed and adjusted accordingly.

Estimated quantities where given, are approximate and are for the purpose of rating the proposals only.

The Owner reserves the right to omit or add to the construction of any portion or portions of the work heretofore enumerated or shown on the plans.

Furthermore, the Owner reserves the right to omit in its entirety any one or more items of this Contract without forfeiture of Contract or claims for loss of anticipated profits or any other claims by the Contractor on account of such omissions.

The bidder, by submitting a response to this solicitation, hereby agrees to complete all of the work shown or specified within Contract Time: **45 Calendar Days** from the date of the receipt of written notice to begin work, and (it, they) further agree(s) that the City may retain from the monies that are or may become due for each and every day, where the completion of the work may be delayed as stipulated below:

**Schedule of Liquidated Damages:**

- One (1) to Fifteen (15) Days: **\$500 per calendar day**
- Sixteen (16) to Thirty (30) Days: **\$1,000.00 per calendar day**
- Greater Than Thirty (30) Days: **\$2,000.00 per calendar day**

And such amount so to be retained is hereby agreed to be for the costs of the Inspection and Engineering as liquidated damages accruing to the City of Camden incident to such delay. Also, refer to the General Conditions.

**I. We will not be submitting for Base Bid No. 1**

Item	Description	Units	Est. Qty	Unit Price in words dollars and cents	Unit Price in Numerals	Total
1	BREAKAWAY BARRICADES, IF & WHERE DIRECTED	UN	5	One Dollar and Zero Cents	\$1.0000	\$ 5.00
2	DRUMS, IF & WHERE DIRECTED	UN	10	One Dollar and Zero Cents	\$1.0000	\$ 10.00
3	TRAFFIC CONE, IF & WHERE DIRECTED	UN	150	One Dollar and Zero Cents	\$1.0000	\$ 150.00
4	CONSTRUCTION SIGN, IF & WHERE DIRECTED	SF	365	One Dollar and Zero Cents	\$1.0000	\$ 365.00
9	NO ITEM	N/A	0	Zero	\$0.0000	\$ 0.00
10	STABILIZED SOIL AGGREGATE BASE COURSE, ROAD-MIXED, 6" THICK	SY	3000	Nineteen Dollars and Fifty Cents	\$19.5000	\$ 58,500.00
11	STABILIZING AGENT, BITUMINOUS MATERIAL	GAL	8115	Three Dollars and Seventy Five Cents	\$3.7500	\$ 34,181.25
12	STABILIZING AGENT, PORTLAND CEMENT, IF AND WHERE DIRECTED	TON	100	Fifty Dollars and Zero Cents	\$50.0000	\$ 5,000.00
13	TACK COAT	GAL	475	No Dollars and One Cents	\$0.0100	\$ 4.75
14	HOT MIX ASPHALT 12.5 M 84 SURFACE COURSE, 2" THICK	TON	360	One Hundred and Twenty Five Dollars and Zero Cents	\$125.0000	\$ 45,000.00
15	CONCRETE SIDEWALK, 5" THICK	SY	25	One Hundred Fifty Dollars and Zero Cents	\$150.0000	\$ 3,750.00
16	CONCRETE DRIVEWAY, 6" THICK, REINFORCED	SY	35	One Hundred and Seventy Dollars and Zero Cents	\$170.0000	\$ 5,950.00
17	9"X18" CONCRETE VERTICAL CURB	LF	60	One Hundred Twenty Dollars and Zero Cents	\$120.0000	\$ 7,200.00
18	NO ITEM	N/A	0	Zero	\$0.0000	\$ 0.00
19	TRAFFIC MARKINGS, LINES, LONG LIFE, THERMOPLASTIC, 4" WIDE	LF	3100	Two Dollars and Zero Cents	\$2.0000	\$ 6,200.00
20	BOLLARD	UN	4	Eight Hundred Seventy Five Dollars and Zero Cents	\$875.0000	\$ 3,500.00
21	TRAFFIC MARKINGS SYMBOLS	SF	25	Twenty Dollars and Zero Cents	\$20.0000	\$ 500.00
22	REGULATORY AND WARNING SIGNS	SF	10	Ninety Five Dollars and Zero Cents	\$95.0000	\$ 950.00
23	CHAIN-LINK FENCE, PVC-COATED STEEL, 8' HIGH, BLACK	LF	785	Seventy Five Dollars and Zero Cents	\$75.0000	\$ 58,875.00

24	SLIDING GATE, CANTILEVER, SECURITY FENCE, DURAGATE CGS-350.8P OR APPROVED EQUAL, 24" WIDE, COMPLETE AND INSTALLED	UN	1	Nineteen Thousand Five Hundred Dollars and Zero Cents	\$19,500.0000	\$ 19,500.00
25	CONCRETE WHEEL STOP	UN	41	One Hundred Eighty Five Dollars and Zero Cents	\$185.0000	\$ 7,585.00
26	AS-BUILT DRAWINGS	LS	1	One Hundred Dollars and Zero Cents	\$100.0000	\$ 100.00
27	BASIC ELECTRICAL MATERIALS & METHODS	LS	1	One Thousand Two Hundred Dollars and Zero Cents	\$1,200.0000	\$ 1,200.00
28	CONDUCTORS & CABLES	LS	1	Eight Thousand Seven Hundred Fifty Dollars and Zero Cents	\$8,750.0000	\$ 8,750.00
29	GROUNDING & BONDING	LS	1	One Thousand Eight Hundred Dollars and Zero Cents	\$1,800.0000	\$ 1,800.00
30	RACEWAYS & BOXES	LS	1	Two Thousand Four Hundred Dollars and Zero Cents	\$2,400.0000	\$ 2,400.00
31	UNDERGROUND DUCTS AND RACEWAYS FOR ELECTRICAL SYS.	LS	1	Fifteen Thousand Dollars and Zero Cents	\$15,000.0000	\$ 15,000.00
32	ELECTRICAL IDENTIFICATION	LS	1	Two Hundred Dollars and Zero Cents	\$200.0000	\$ 200.00
33	LIGHTING CONTROL DEVICES	LS	1	Two Thousand Seven Hundred Dollars and Zero Cents	\$2,700.0000	\$ 2,700.00
34	LED EXTERIOR LIGHTING	LS	1	Seventy Eight Thousand Dollars and Zero Cents	\$78,000.0000	\$ 78,000.00
35	CONDUCTORS AND CABLES FOR ELECTRONIC DATA-IT SAFETY AND SECURITY	LS	1	Five Thousand Seven Hundred Dollars and Zero Cents	\$5,700.0000	\$ 5,700.00
36	BORROW TOPSOIL	CY	10	One Hundred Dollars and Zero Cents	\$100.0000	\$ 1,000.00
37	TOPSOIL SPREADING, 4" THICK	SY	50	Ten Dollars and Zero Cents	\$10.0000	\$ 500.00
38	FERTILIZING & SEEDING, TYPE A-3	SY	50	Ten Dollars and Zero Cents	\$10.0000	\$ 500.00
Subtotal:						\$ 375,076.00

**Base Bid No. 1 - Part II (Allowances)**

The undersigned hereby declare(s) that he (it, they) has (have) carefully examined the Advertisement, Proposal, Information for Bidders, General Conditions, Construction Specifications, Supplementary Specifications, Appendix, Drawings, Plans and Form of Contract and Bond for the Project named above; that he (it, they) has (have) carefully examined the sites of the Project, and that he (it, they) will contract to carry out and complete said Project, as specified and delineated at the price per unit of measure for each scheduled item of work stated in the Schedule of Prices following.

It is understood that the quantities stated in this Schedule of Prices for the various items are estimates only and may be increased or decreased as provided in the Specifications.

Prospective bidders are hereby notified that they have the option of bidding on both Base Bid No. 1 and Base Bid No. 2, or Base Bid No. 1 ONLY or Base Bid No. 2 ONLY.

Either Base Bid No. 1 or Base Bid No. 2 will be compared and selected on the basis of the TOTAL AMOUNT OF EACH BASE BID, as determined by the City of Camden.

Where the price in figures differs from the price in words, the price in words will be accepted as the amount bid and amounts computed and adjusted accordingly.

Estimated quantities where given, are approximate and are for the purpose of rating the proposals only.

The Owner reserves the right to omit or add to the construction of any portion or portions of the work heretofore enumerated or shown on the plans.

Furthermore, the Owner reserves the right to omit in its entirety any one or more items of this Contract without forfeiture of Contract or claims for loss of anticipated profits or any other claims by the Contractor on account of such omissions.

The bidder, by submitting a response to this solicitation, hereby agrees to complete all of the work shown or specified within Contract Time: **45 Calendar Days** from the date of the receipt of written notice to begin work, and (it, they) further agree(s) that the City may retain from the monies that are or may become due for each and every day, where the completion of the work may be delayed as stipulated below:

**Schedule of Liquidated Damages:**

- One (1) to Fifteen (15) Days: **\$500 per calendar day**
- Sixteen (16) to Thirty (30) Days: **\$1,000.00 per calendar day**
- Greater Than Thirty (30) Days: **\$2,000.00 per calendar day**

And such amount so to be retained is hereby agreed to be for the costs of the Inspection and Engineering as liquidated damages accruing to the City of Camden incident to such delay. Also, refer to the General Conditions.

**F. We will not be submitting for Base Bid No. 1 - Part II (Allowances)**

Item	Description	Units	Est. Qty	Unit Price in words dollars and cents	Unit Price in Numerals	Total
5	TRAFFIC SAFETY OFFICERS, IF & WHERE DIRECTED	MH	40	EIGHTY-THREE DOLLARS AND NINETY-THREE CENTS	\$83.9300	\$ 3,357.20
6	TRAFFIC DIRECTOR, FLAGGER, IF & WHERE DIRECTED	MH	40	EIGHTY-THREE DOLLARS AND NINETY-THREE CENTS	\$83.9300	\$ 3,357.20
7	FUEL PRICE ADJUSTMENT	DOLL	500	FIVE HUNDERED DOLLARS AND ZERO CENTS	\$1.0000	\$ 500.00
8	ASPHALT PRICE ADJUSTMENT	DOLL	500	FIVE HUNDERED DOLLARS AND ZERO CENTS	\$1.0000	\$ 500.00
Subtotal:						\$ 7,714.40

**Base Bid No. 2 - Part II (Allowances)**

The undersigned hereby declare(s) that he (it, they) has (have) carefully examined the Advertisement, Proposal, Information for Bidders, General Conditions, Construction Specifications, Supplementary Specifications, Appendix, Drawings, Plans and Form of Contract and Bond for the Project named above; that he (it, they) has (have) carefully examined the sites of the Project, and that he (it, they) will contract to carry out and complete said Project, as specified and delineated at the price per unit of measure for each scheduled item of work stated in the Schedule of Prices following.

It is understood that the quantities stated in this Schedule of Prices for the various items are estimates only and may be increased or decreased as provided in the Specifications.

Prospective bidders are hereby notified that they have the option of bidding on both Base Bid No. 1 and Base Bid No. 2, or Base Bid No. 1 ONLY or Base Bid No. 2 ONLY.

Either Base Bid No. 1 or Base Bid No. 2 will be compared and selected on the basis of the TOTAL AMOUNT OF EACH BASE BID, as determined by the City of Camden.

Where the price in figures differs from the price in words, the price in words will be accepted as the amount bid and amounts computed and adjusted accordingly.

Estimated quantities where given, are approximate and are for the purpose of rating the proposals only.

The Owner reserves the right to omit or add to the construction of any portion or portions of the work heretofore enumerated or shown on the plans.

Furthermore, the Owner reserves the right to omit in its entirety any one or more items of this Contract without forfeiture of Contract or claims for loss of anticipated profits or any other claims by the Contractor on account of such omissions.

The bidder, by submitting a response to this solicitation, hereby agrees to complete all of the work shown or specified within Contract Time: **45 Calendar Days** from the date of the receipt of written notice to begin work, and (it, they) further agree(s) that the City may retain from the monies that are or may become due for each and every day, where the completion of the work may be delayed as stipulated below:

Schedule of Liquidated Damages:

- One (1) to Fifteen (15) Days: **\$500 per calendar day**
- Sixteen (16) to Thirty (30) Days: **\$1,000.00 per calendar day**
- Greater Than Thirty (30) Days: **\$2,000.00 per calendar day**

And such amount so to be retained is hereby agreed to be for the costs of the Inspection and Engineering as liquidated damages accruing to the City of Camden incident to such delay. Also, refer to the General Conditions.

We will not be submitting for Base Bid No. 2 - Part II (Allowances)

Item	Description	Units	Est. Qty	Unit Price in words dollars and cents	Unit Price in Numerals	Total
5	TRAFFIC SAFETY OFFICERS, IF & WHERE DIRECTED	MH	40	EIGHTY-THREE DOLLARS AND NINETY-THREE CENTS	\$83.9300	\$ 3,357.20
6	TRAFFIC DIRECTOR, FLAGGER, IF & WHERE DIRECTED	MH	40	EIGHTY-THREE DOLLARS AND NINETY-THREE CENTS	\$83.9300	\$ 3,357.20
7	FUEL PRICE ADJUSTMENT	DOLL	500	FIVE-THOUSAND DOLLARS AND ZERO CENTS	\$1.0000	\$ 500.00
8	ASPHALT PRICE ADJUSTMENT	DOLL	500	TWO-THOUSAND DOLLARS AND ZERO CENTS	\$1.0000	\$ 500.00
Subtotal:						Not Submitting

**Summary Table**

Bid Form	Amount
Base Bid No. 1	\$ 375,076.00
Base Bid No. 1 - Part II (Allowances)	\$ 7,714.40
Base Bid No. 2	Not Submitting
Base Bid No. 2 - Part II (Allowances)	Not Submitting
Subtotal Contract Amount:	\$ 382,790.40



Certificate Number  
617084

Registration Date: 06/11/2021  
Expiration Date: 06/10/2023



# State of New Jersey

## Department of Labor and Workforce Development Division of Wage and Hour Compliance

### Public Works Contractor Registration Act

Pursuant to N.J.S.A. 34:11-56.48, et seq. of the Public Works Contractor Registration Act, this certificate of registration is issued for purposes of bidding on any contract for public work or for engaging in the performance of any public work to:

Responsible Representative(s):  
Robert Capoferri, President

Asphalt  
2021  
Inc.

Handwritten signature of Robert Asaro-Angelo.

Robert Asaro-Angelo, Commissioner  
Department of Labor and Workforce Development

This certificate may not be transferred or assigned and may be revoked for cause by the Commissioner of Labor and Workforce Development.

NON TRANSFERABLE

DB:dh  
06-13-23

R-27

**RESOLUTION AUTHORIZING AN AMENDMENT #2 TO CONTRACT #02-22-102  
WITH PENNONI ASSOCIATES, INC., FOR CONSTRUCTION MANAGEMENT AND  
ADMINISTRATION OF 2019 AND 2020 ROAD RESURFACING OF PROJECTS  
THEREBY INCREASING FUNDING IN THE AMOUNT OF \$44,280.00 AND  
EXTENDING THE TIMELINE FOR COMPLETION TO JULY 31, 2023**

WHEREAS, on February 8, 2022, the Council of the City of Camden by MC-22:8309, awarded Contract #02-22-102 in the amount of \$77,320.00 to Pennoni Associates, Inc. ("Pennoni") for construction management and administration services related to FY2019 and FY2020 resurfacing of various streets projects; and

WHEREAS, on March 14, 2023, the Council of the City of Camden by MC:23-8880 amended Contract #02-22-102 by Amendment #1 to increase the contract amount by 39,720.00 due to necessary work that was not covered in the specifications; and

WHEREAS, it is now necessary to further amend Contract #02-22-102 by Amendment #2 to increase the contract amount for an amount not to exceed \$44,280.00, and to extend the contract term through July 31, 2023 for completion of the project; and


WHEREAS, pursuant to the directive of the Division of Local Government Services, a certification has been attached hereto which certifies that the funds for this expenditure are available and appropriated under the adopted budget of the City of Camden under line item "3-01-E5-661-908" and said certification has been signed by the Chief Financial Officer and approved as to form by the City Attorney; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden that Contract #02-22-102 between the City and Pennoni be amended to reflect Amendment #2 to increase the contract amount by \$44,280.00 for a total contract amount of \$161,320.00, and to extend the contract term through July 31, 2023.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

**CITY OF CAMDEN**

**CERTIFICATION AS TO THE AVAILABILITY OF FUNDS**

I CERTIFY, DIRECTOR FOR THE FINANCE DEPARTMENT FOR THE CITY OF CAMDEN, THAT WITH RESPECT TO THE AWARD OF A CONTRACT OR EXPENDITURE OF FUNDS TO: PENNONI ASSOCIATES

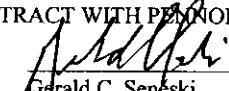
THAT THE FUNDS ARE AVAILABLE AS OF THE DATE OF THIS RESOLUTION/CERTIFICATION, FROM ONE OF THE FOLLOWING:

- BUDGET APPROPRIATION: 3-01-E5-661-908  
AMOUNT: \$ 44,280.00  
APPROPRIATION RESERVE:  
AMOUNT: \$
- DEDICATED BY RIDER:  
AMOUNT: \$
- RESERVE FOR STATE AND FEDERAL GRANT:  
AMOUNT: \$
- CAPITAL ORDINANCE  
AMOUNT: \$
- TRUST ACCOUNT:  
AMOUNT: \$

**DETERMINATION OF VALUE CERTIFICATION**

I CERTIFY, AS CHIEF FINANCIAL OFFICER, THAT THE ANTICIPATED VALUE OF THE CONTRACT, OVER THE FULL LIFE, WILL BE \$44,280.00

DESCRIPTION OF THE GOODS AND SERVICES TO BE PROCURED: RESOLUTION AUTHORIZING AMENDMENT #2 IN THE AMOUNT OF \$44,280.00 TO CONTRACT #02-22-102, AS WELL AS TIME EXTENSION THROUGH JULY 31, 2023. IN CONNECTION WITH THE PROFESSIONAL SERVICES CONTRACT WITH PENNONI

  
\_\_\_\_\_  
Gerald C. Seneski  
*Director of Finance*  
Date: 5/25/23



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council

FROM: Edward Williams, Director Planning & Development/Office of Capital Improvements

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing Amendment #2 in the amount of \$44,280.00 to contract #02-22-102, as well as time extension through July 31, 2023. In connection with the Professional Services contract with Pennoni Associates, for Construction Management & Administration of FY 2019 Resurfacing of Various Streets and FY 2020 Resurfacing of Various Streets projects.

Point of Contact: Orion Joyner  
Capital Improvements (856) 757-7680  
OrionJ@ci.camden.nj.us

Name	Department-Division-Bureau	Phone	Email
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## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y		5/30	
Supporting Department Director (if necessary)	N			
Director of Grants Management	Y			
Qualified Purchasing Agent	Y		5/29/23	
Director of Finance	Y			

Approved by:  
Business Administrator

5.31.23  
Date

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

**"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.**

Received by:  
City Attorney

JUN 05 2023

Date

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing Amendment #2 in the amount of \$44,280.00 to contract #02-22-102, as well as time extension through July 31, 2023. In connection with the Professional Services contract with Pennoni Associates, for Construction Management & Administration of FY 2019 Resurfacing of Various Streets and FY 2020 Resurfacing of Various Streets projects.

### FACTS/BACKGROUND:

- On 2/8/22 Council authorized the award of a Professional Services contract to Pennoni Associates for above listed projects.
- Pennoni Associates are providing Construction Management & Administration services
- Due to delays in PSE&G work, Contractor and CM services require extending
- Construction is ongoing therefore, Amendment #2 and a time extension is needed for continued services from Pennoni Associates

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** N/A

### IMPACT STATEMENT:

- Construction services have been extended to complete projects, making extension of CM & Administration services also necessary
- City Council approval of this legislation will ensure projects are completed as outlined in contract. Also, please see copy of change to scope/schedule/fee from Pennoni Associates, dated 5/22/23
- If not approved by Council construction inspections, observations, meetings, etc. will not be properly handled

### SUBJECT MATTER EXPERTS/ADVOCATES:

- Orion Joyner, City Engineer
  - Attendance: (Y/N/Tentative). Confirmed?
- Edward Williams, Director Planning & Development
  - Attendance: (Y/N/Tentative). Confirmed?

### COORDINATION:

- Ultimately, City of Camden residents will be impacted by approval of this Council request.

**Prepared by:** Tytanya Ray (856) 757-7680 tyray@ci.camden.nj.us

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Name

Phone/Email

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	City of Camden
--------------	----------------

Professional Service or EUS Type	Amendment #2
Name of Vendor	Pennoni Associates
Purpose or Need for service:	Amendment #2. Increasing contract #02-22-102 by additional \$44,280.00 and time extension through July 31, 2023 for Professional Services in connection with FY 2019 and FY 2020 Resurfacing of Various Streets Projects in the City of Camden.
Contract Award Amount	\$44,280.00 (Amendment #2)
Term of Contract	
Temporary or Seasonal	N/A
Grant Funded (attach appropriate documentation allowing for service through grant funds)	No
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	N/A
Were other proposals received? If so, please attach the names and amounts for each proposal received?	No

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*

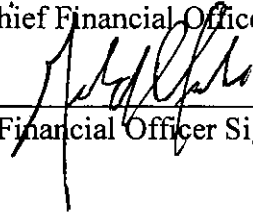
Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_

\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Chief Financial Officer affirms that there is adequate funding available for this personnel action.

  
\_\_\_\_\_  
Chief Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

Pending  
\_\_\_\_\_  
Certifying Officer

Date \_\_\_\_\_

**For LGS use only:**

Approved

Denied

\_\_\_\_\_  
Date \_\_\_\_\_

Director or Designee,  
Division of Local Government Services

Number Assigned \_\_\_\_\_

**CAMDEN CITY**  
 520 MARKET STREET  
 P O BOX 95120  
 CAMDEN, NJ 08101-5120  
 TEL (856)757-7000

REQUISITION	
NO.	23-01172

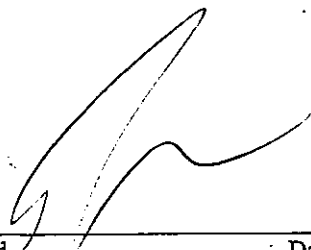
SHIP TO	PLANNING & DEVELOPMENT DIVISION OF CAPITAL IMPROVEMTS 520 MARKET ST. 3RD FL RM 325 CAMDEN, NEW JERSEY 08101
	VENDOR # : PEN31 PENNONI ASSOCIATES, INC CONSULTING ENGINEERS 515 GROVE ST, SUITE 2A HADDON HEIGHTS, NJ 08035-1756

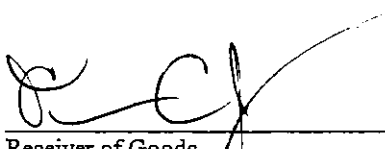
ORDER DATE: 05/24/23  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	AMENDMENT #2 FOR CONSTRUCTION MANAGEMENT & ADMINISTRATION OF FY 2019 AND FY 2020 RESURFACING OF VARIOUS STREETS IN THE CITY OF CAMDEN.  CONTRACT #02-22-102	3-01-E5-661-908	44,280.0000	44,280.00
			TOTAL	44,280.00

Approved:

I hereby certify that the work or supplies specified are necessary for the proper transaction of the business of this bureau or office.

  
 \_\_\_\_\_  
 Department Head Date

 5/24/23  
 \_\_\_\_\_  
 Receiver of Goods Date

**THIS COPY OF THE REQUISITION TO BE FORWARDED TO THE PURCHASING BUREAU**



Range of Accounts: 3-01-E5-661-908 to 3-01-E5-661-908  
 Current Period: 05/01/23 to 05/24/23  
 Audit Report Type: Standard  
 Include Cap Accounts: Yes  
 Skip Zero Activity: Yes  
 AS of: 05/24/23

Note: Transaction Beginning Balance includes all Adds/changes occurring on or prior to the AS of Date  
 \* Transaction is included in Previous and/or Begin Balance  
 \*\* Transaction is not included in Balance  
 En = PO Line Item First Encumbrance Date  
 BC = Blanket Control  
 BS = Blanket Sub

Account No	Description	Adopted	Amended	Transfers	Modified	Balance YTD	Trans Amount	Trans Balance	User
Date	Transaction Data/Comment	Expended YTD	Encumber YTD	Reimbrsd YTD	Cancelled	Unexpended			
		Expended Curr		Reimbrsd Curr	Pd/Chrgd YTD				

3-01-E5-661-908	OTHER SERVICES	280,000.00	0.00	0.00	280,000.00	115,500.00	59		
		0.00	164,500.00	0.00	0.00	280,000.00			
		0.00		0.00	164,500.00				

Begin Balance: 05/01/23  
 05/08/23 PO 23-01818 1 Open CHANGE ORDER #2 IN CONNECTION LEX02 LEXA CONCRETE LLC 14,500.00- 280,000.00 52P  
 05/08/23 PO 23-01820 1 Open AMENDMENT #2 FOR PROFESSIONAL REM02 REMINGTON & VERNICK ENGINEERS 150,000.00- 115,500.00 52P

Control: NOC	Total	280,000.00	0.00	0.00	280,000.00	115,500.00	59		
		0.00	164,500.00	0.00	0.00	280,000.00			
		0.00		0.00	164,500.00				

Department: 661	Total	280,000.00	0.00	0.00	280,000.00	115,500.00	59		
		0.00	164,500.00	0.00	0.00	280,000.00			
		0.00		0.00	164,500.00				

CAFR: E5	Expenses - Planning Total	280,000.00	0.00	0.00	280,000.00	115,500.00	59		
		0.00	164,500.00	0.00	0.00	280,000.00			
		0.00		0.00	164,500.00				

Account No	Description	Adopted Expended YTD	Amended Encumber YTD	Transfers Reimbrsd YTD	Modified Canceled pd/Chrgd YTD	Balance YTD %Used Unexpended	Trans Amount	Trans Balance	User
Fund: 01	Current Fund Budgeted Total	280,000.00	0.00	0.00	280,000.00	115,500.00	59		
		0.00	164,500.00	0.00	0.00	280,000.00			
Fund: 01	Current Fund Non-Budgeted Total	0.00	0.00	0.00	164,500.00	0.00	0		
		0.00	0.00	0.00	0.00	0.00			
Fund: 01	Current Fund Total	280,000.00	0.00	0.00	280,000.00	115,500.00	59		
		0.00	164,500.00	0.00	164,500.00	280,000.00			
Final Budgeted		280,000.00	0.00	0.00	280,000.00	115,500.00	59		
		0.00	164,500.00	0.00	164,500.00	280,000.00			
Final Non-Budgeted		0.00	0.00	0.00	0.00	0.00	0		
		0.00	0.00	0.00	0.00	0.00			
Final Total		280,000.00	0.00	0.00	280,000.00	115,500.00	59		
		0.00	164,500.00	0.00	164,500.00	280,000.00			

**Department of Planning & Development- Office of Capital Improvements/Project Management  
Grant Summary Form**

Department: Planning & Development Revised: 5/24/2023  
Capital Improvements/Project Management

Grant Administrator: Tytanya C. Ray Grant Administrator #: 757-7628

Grant/Project Name:		2019 Resurfacing of Various Streets			
Grant #:		G-21-666-998			
City Contract Date:		11/9/2021 constr. 2/8/22 CM	City Contract #:		09-21-142 constr. 02-22-102 CM
Application Resolution #:		Appropriation Code #:		G-21-666-998 1-01-661-908 3-01-E5-661-906	
Funding Source:		FY 2019 NJDOT Transportation Trust Fund Authority (TTFA)- Municipal Aid			
Pass Through:	Y	N	Source:		
Amount of Grant:		\$1,208,473.00 constr.			
Local Match:	N	N	Cash:		In-Kind
Budget Insertion Resolution # & Date:		R-11 MC-21:8144 9/14/21	Accepting Grant Resolution # MC:		
Term of Grant:		Location of Activity:		See below	
Date of Analysis:		5/24/23	Reviewed By:		Tytanya C. Ray

**Summary: 5/24/2023:** Seeking Council authorization on Amendment #2 for contract #02-22-102 with Pennoni Associates. Amendment amount of \$44,280.00 as well as time extension through July 31,2023, for Construction Management & Administration of FY 2019 and FY 2020 Resurfacing of Various Streets project in the City of Camden. Amendment amount to be charged to 3-01-E5-661-908, Capital Improvements, Other Services line item.

Original Contract Amount	\$77,320.00
Amendment #1	39,720.00
<b>Amendment #2</b>	<u>44,280.00</u>
<b>New Contract Total</b>	<b>\$161,320.00</b>

**4/24/2023:** Transmitting construction invoice #6 to Lexa Concrete in the amount of \$44,434.20 in connection with FY 2019 Resurfacing of Various Streets. To be paid from appropriation code: G-21-666-998.

**4/13/2023:** Seeking Council authorization for the following requests in connection with FY 2019 Resurfacing of Various Streets:

- Change Order #2 Increase of \$14,500.00
  - Change Order #3 Decrease of (\$310,571.24)
  - Change Order #4 Increase of \$271,375.90
- New Contract Total \$1,183,777.63**

**Department of Planning & Development- Office of Capital Improvements/Project Management  
Grant Summary Form**

**3/7/2023:** Seeking Council authorization for Change Order #1 for contract #09-21-142 with Lexa Concrete, LLC. Due to additional field work done by PSE&G, a no cost time extension through 7/31/23 is needed in connection with FY 2019 Resurfacing of Various Streets.

**1/20/2023:** Please pay construction invoice #5 to Lexa Concrete in the amount of \$134,849.73 in connection with FY 2019 Resurfacing of Various Streets. To be paid from appropriation code G-21-666-998.

**1/20/2023:** Seeking Council authorization on Amendment #1 for contract #02-22-102 with Pennoni Associates. Amendment amount of \$39,720.00 is for Professional Construction Management & Administration of FY 2019 and FY 2020 Resurfacing of Various Streets projects in the City of Camden.

Original Contract Amount	\$77,320.00
<b>Amendment #1</b>	<u>39,720.00</u>
New Contract Total	\$117,040.00

**11/1/2022:** Forwarding invoice #4 to Lexa Concrete in the amount of \$152,893.97 for construction in connection with FY 2019 Resurfacing of Various Streets project. To be paid from appropriation code G-21-666-998.

**10/4/2022:** Forwarding invoice #3 to Lexa Concrete in the amount of \$63,260.96 for construction in connection with FY 2019 Resurfacing of Various Streets project. To be paid from appropriation code G-21-666-998.

**8/24/2022:** Transmitting invoice #2 to Lexa Concrete in the amount of \$242,452.00 for construction in connection with the project. To be paid from appropriation G-21-666-998.

**8/01/2022:** Please pay invoice #1 to Lexa Concrete in the amount of \$192,295.40 for construction work in connection with FY 2019 Resurfacing of Various Streets project.

**1/27/22:** Council approval is requested at the Next Available meeting to award a Professional Services contract to Pennoni Associates, Inc. in the amount of \$77,320.00 for Construction Management & Administration of the FY 2019 and FY 2020 Resurfacing of Various Streets project.

**10/28/21:** Seeking Council authorization to award a \$1,208,473.00 Construction contract to Lexa Concrete, LLC in connection with the FY 2019 Resurfacing of Various Streets project. Award being made from two separate appropriation codes:

G-21-666-998	\$1,000,000.00
1-01-661-908	<u>208,473.00</u>
<b>TOTAL</b>	<b>\$1,208,473.00</b>

**8/26/2021:** Council approval is requested for the following actions in connection with the FY 2019 Resurfacing of Various Streets project:

- Acceptance of NJDOT award in amount of \$1,000,000.00
- Insert NJDOT funds in amount of \$1,000,000.00 into City Budget

**Department of Planning & Development- Office of Capital Improvements/Project Management  
Grant Summary Form**

**12/18/18:** On behalf of the City, the Department of Planning & Development, Division of Capital Improvements/Project Management will be applying for FY 2019 NJDOT Transportation Trust Fund Authority (TTFA) Municipal Aid for Design, Construction and Inspection of a Roadway Improvement project in the City of Camden. Council action authorizing submission of an application for funding is requested for the February 12, 2019 Council meeting.

**Project Limits: TO BE DETERMINED**

<b>Street</b>	<b>From</b>	<b>To</b>
Eutaw Avenue		
Mickle Street		
Berkley Street		
Bailey Street		
8 <sup>th</sup> Street		
9 <sup>th</sup> Street		
Grant Street		
7 <sup>th</sup> Street		
York Street		
Dudley Street		
Fremont Avenue		
Federal Street		

**Timelines:** pending

**Problem Areas/Recommendations:** Pending

Cabinet #	Drawer #
Capital Impr (1)	Capital Impr (1)



# CHANGE TO SCOPE/SCHEDULE/FEE

Date: 5/22/2023

Pennoni Project #: COCMX21005 & COCMX22004  
Scope Change #: 2

Project Title: FY2019 Milling & Resurfacing of Various Streets & FY2020 Milling & Resurfacing of Various Streets  
Project Location: Various Streets, Camden, NJ  
Client Responsible Party: City of Camden  
Client Address: Division of Capital Improvements & Project Management, 520 Market St, Suite 325, Camden, NJ 08103  
Client Phone: 856-757-7680 Fax: \_\_\_\_\_ Email: OrionJ@ci.camden.nj.us

### Description of Change(s):

Change Order #2 outlines the scope and fees to address extension of time for the FY2019 & FY2020 Milling & Resurfacing of Various Streets project from November 19, 2022 to July 31, 2023. The original contract provided 120 calendar days from the Notice to Proceed Date (March 21, 2022) and Change Order #1 was approved up to November 18, 2022. Due to delays in PSE&G work located within project limits and material supply delays, the contractor has requested time extension to complete project. PSE&G work consisted of upgrading their gas mains and installing new gas services to residents on several roads located within the project area. The end date for construction is now July 31, 2023. Our office will require additional effort for construction management services to cover construction schedule extension. This change order covers the following activities:

- Additional Construction Management Services.
- Full Time Resident Engineer & Inspection Staff (includes construction inspections/observations, attend bi-weekly construction meetings, prepare construction meeting minutes, prepare agendas for construction meetings, review & prepare recommendation letters for contractor's payment applications, correspondence & coordination between client & contractor)
- Perform more Change Order Reviews

The above will be completed for a lump sum fee outlined below:

<b>FY2019 Milling &amp; Resurfacing of Various Streets</b>	
• Full Time Resident Engineer & Inspection Staff.....	\$ 17,640.00
• Change Order Review.....	\$ 3,300.00
<b>FY2020 Milling &amp; Resurfacing of Various Streets</b>	
• Full Time Resident Engineer & Inspection Staff.....	\$ 20,040.00
• Change Order Review.....	\$ 3,300.00

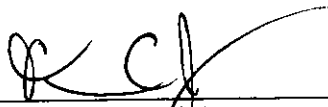
Revised Due Date: \_\_\_\_\_

Original Contract Amount	\$ 77,320.00
Amount of Other Scope Changes	\$ 39,720.00
Amount of this Scope Change	\$ 44,280.00
<b>New Contract Total</b>	<b>\$ 161,320.00</b>

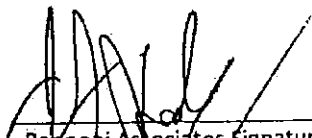
PAYMENT/FEES:  TIME/MATERIALS  UNIT RATE ATTACHED  ESTIMATED FEE  LUMP SUM

Services will be completed in accordance with the terms and conditions agreed upon in the original contract.

- This document serves as an addendum to the original contract.
- Please sign below and return to us. This will serve as our agreement and becomes effective immediately to proceed with the change(s) described above.

  
 \_\_\_\_\_  
 Client Authorized Signature  
Orion Joyner, City Engineer  
 Client Name/Title (printed)

5/24/23  
Date

  
 \_\_\_\_\_  
 Pennoni Associates Signature  
Joe Raday, PE Camden Office Manager  
 Pennoni Associates Name/Title (printed)

5/22/2023  
Date

DB:dh  
06-13-23

R-28

**RESOLUTION AUTHORIZING REFUNDS TO VARIOUS LIEN HOLDERS,  
PROPERTY OWNERS, AND MORTGAGE COMPANIES FOR VARIOUS  
PROPERTIES**

WHEREAS, the individuals or business organizations listed below overpaid, made duplicate payments, or are otherwise due refunds resulting from transactions with the City of Camden or are tax exempt; and

WHEREAS, the Tax Collector has verified that the overpayments, duplications of payments, or unapplied cash are valid and the individuals or business organizations listed below are due refunds; and

WHEREAS, the Tax Collector has verified that the applicable properties are tax exempt; and

WHEREAS, the Tax Collector has requested the City Council authorize her to issue a refund to individuals and business organizations in the amount listed below and or cancel taxes as indicated below; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden that the Tax Collector is hereby authorized take the following actions:

Name	Amount	Reason
Pro Cap 8 FBO Firstrust Bank PO Box 774 Fort Washington, PA 19034	\$69.85	Amended to MC #8927 Certificate #21-01102 B/L 1051/17 (2919 Berkley St.) lawful interest not paid
Bergen Square Comm. Devel. 940 Ye Greate St Greenwich NJ 08323	Duplicate Certificates	Duplicate Certificate Request for Cert # 08-00046 B/L 31/42 (48 York St.) Cert #10-02113 B/L 1339/89 (1478 Mt Ephm. Ave) Cert # 10-01214 B/L 932/34 (958 N 27 <sup>th</sup> St)
Fig Capital Investments, LLC 1000 Riverside Ave., Suite 400 Jacksonville, FL 32204	\$686.02	Sub payment not collected prior to redemption. B/L 1294/60 (1347 Princess Ave). Cert no 20-01941.
Tyreece Sisco 8 Ablette Village Camden, NJ 08103	\$10,281.65	Refund for B/L 12/11 (929 No Front St). Due to property being assigned and being on the demolition list.
Corelogic 3001 Hackberry Rd Irving, TX 75063	\$1,855.22	Refund for B/L 1282/57 (1532 Greenwood Ave) due to owner being a 100% Disabled Vet and has been tax exempt as of 2/28/22. 3 <sup>rd</sup> / 4th qtr. 2022 and 1 <sup>st</sup> / 2nd qtr. 2023 taxes were paid by mortgage company who is now due for a refund.
April O'Neal 101 Crescent Ave. Woodbury, NJ 08096	\$6,502.64	Refund B/L 553/95 (1736 Mulford St), Cert no 19-00612. Lien was paid in error. Deed was not official.
Bergen Square Comm Develop 940 Ye Greate St Greenwich NJ 08323	Duplicate Certificates	Duplicate Certificate Request for Cert 7A-00526 B/L 420/72 (SS Fairmount 83 E 9 St.) Cert 020736 B/L 955/6 (ES Lois 100 S Hayes Ave) Cert 3-0952 B/L (ES Lois 160 S Hayes Ave) Cert 971213 B/L 955/10 (ES Lois 180 S Hayes) Cert 08-02236 B/L 1245/31 (2304 Baird Blvd)
SLK Global Solutions America 2727 LBJ Freeway Suite 806 Dallas, TX 75235	\$6,857.16	Refund B/L - 1123/8 C001, 1123/8 C002, 1123/8 C003, 1123/8 C004, 1123/8 C005, 1123/8 C006. 2 <sup>nd</sup> Quarter 2023 are already paid on this properties.
National Integrity LLC One Holtec Drive, Suite 102 Marlton, NJ 08053	\$626.83	Refund B/L - 627/15 (1094 Macarthur Dr.) due to Title Co. making 2 <sup>nd</sup> qtr. 2023 payment as well as the mortgage company.
MTAG Services, LLC Operating Account 111 Coleman Blvd, Ste. 400 Mount Pleasant, SC 29464	\$300.00	Cert # 011930,08-019447,09-02275 Refund to MTAG for duplicate Cert fees. Certs have already been endorsed and returned.
Norman Lee 3119 E Ironside Rd. Camden, NJ 08104	\$5250.00	Refund to Lien Holder for B/L 107/7 (332 N 10 <sup>th</sup> St) due to block and lot error. Assessor cannot find the parcel and therefore there is no billing.
Cooper Square Acquisitions 900 Haddon Ave Ste. 438 Collingswood, NJ 08108	\$1044.43	Refund to Cooper Square for B/L 1428/1 -C0011- (700 New St unit 202) due to owner paying taxes as well as the Lien Holder.

Pro Cap 8, LLC PO Box 774 Fort Washington, PA 19034	\$4,120.32	Refund to Pro Cap 8, LLC for B/L 1416/7 (578 Clinton St) due to property being in bankruptcy and sub payments were paid in error by the lien holder.
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BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

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Date: June 13, 2023

The above has been reviewed  
and approved as to form.



---

DANIEL S. BLACKBUURN  
City Attorney

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ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk





CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council
FROM: Gerald C. Seneski, Director of Finance
TITLE OF ORDINANCE/RESOLUTION: Resolution authorizing refunds to various lien holders, property owners and mortgage companies for various properties.

Point of Contact: Lydia Laracuente Finance-Revenue Collection 7003 LyLaracu@ci.camden.nj.us
Name Department-Division-Bureau Phone Email

ENDORSEMENTS

Table with 5 columns: Recommend Approval (Y/N), Signature, Date, Comments. Includes rows for Responsible (Department Director, Supporting Department Director, etc.) and Business Administrator approval with handwritten signatures and dates.

Attachments (list and attach all available):

- 1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)1
2. Certification of Funds2
3. Addition supporting documents.

“Walk-on” note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.

Received by: [Signature] JUN 01 2023

1 For Example: Form “A” - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form “D” - Contract Request, Form “E” - Creation/Extension of Services, Form “G” - Grant Approval, Form “H” - Bond Ordinance or Contract Request, Form “I”, “Best Price Insurance Contracting” Model Ordinance
2 Mandatory for any financial commitment to the City or expenditure of City Funds.

City Attorney

Signature

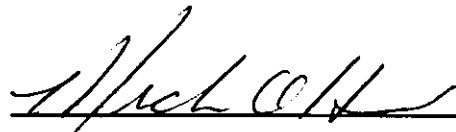
Date

City of Camden  
Finance Department  
Bureau of Revenue Collection

**CERTIFICATION BY  
THE TAX COLLECTOR**

I, as the Tax Collector, do certify that the following titled Resolution, that is attached, to be presented to Council for consideration, is correct to the best of my knowledge:

“RESOLUTION TO CANCEL/TRANSFER”



5/18/2023

Michelle D. Hill, Tax Collector

Date

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing refunds to various lien holders, property owners and mortgage companies for various properties.

**FACTS/BACKGROUND:**

Title/ Mortgage Companies and/or homeowner/ lien holder have made excess payments to various accounts per attached spreadsheet.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** N/A

**IMPACT STATEMENT:** N/A

**SUBJECT MATTER EXPERTS/ADVOCATES:** N/A

**COORDINATION:** N/A

**Prepared by:**

Lydia Laboy-Laracuate

7003 LyLaracu@ci.camden.nj.us

Name

Phone/Email

**TITLE OF RESOLUTION/ORDINANCE:** Resolution to refund.

**BRIEF DESCRIPTION OF ACTION:** Resolution authorizing refunds to various lien holders, property owners and mortgage companies for various properties. Please see attached.

Prepared By: Michelle Hill 7003

Contact Person: Lydia Laboy-Laracuente 7003

Name	Amount	Reason
Pro Cap 8 FBO Firsttrust Bank PO Box 774 Fort Washington, PA 19034	\$69.85	Amended to MC #8927 Certificate #21-01102 B/L 1051/17 (2919 Berkley St.) lawful interest not paid
Bergen Square Comm. Devel. 940 Ye Greate St Greenwich NJ 08323	Duplicate Certificates	Duplicate Certificate Request for Cert # 08-00046 B/L 31/42 (48 York St.) Cert #10-02113 B/L 1339/89 (1478 Mt Ephm. Ave) Cert # 10-01214 B/L 932/34 (958 N 27 <sup>th</sup> St)
Fig Capital Investments, LLC 1000 Riverside Ave., Suite 400 Jacksonville, FL 32204	\$686.02	Sub payment not collected prior to redemption. B/L 1294/60 (1347 Princess Ave). Cert no 20-01941.
Tyreece Sisco 8 Ablette Village Camden, NJ 08103	\$10,281.65	Refund for B/L 12/11 (929 No Front St). Due to property being assigned and being on the demolition list.
Corelogic 3001 Hackberry Rd Irving, TX 75063	\$1,855.22	Refund for B/L 1282/57 (1532 Greenwood Ave) due to owner being a 100% Disabled Vet and has been tax exempt as of 2/28/22. 3 <sup>rd</sup> / 4th qtr. 2022 and 1 <sup>st</sup> / 2nd qtr. 2023 taxes were paid by mortgage company who is now due for a refund.
April O'Neal 101 Crescent Ave. Woodbury, NJ 08096	\$6,502.64	Refund B/L 553/95 (1736 Mulford St), Cert no 19-00612. Lien was paid in error. Deed was not official.
Bergen Square Comm Develop 940 Ye Greate St Greenwich NJ 08323	Duplicate Certificates	Duplicate Certificate Request for Cert 7A-00526 B/L 420/72 (SS Fairmount 83 E 9 St.) Cert 020736 B/L 955/6 (ES Lois 100 S Hayes Ave) Cert 3-0952 B/L (ES Lois 160 S Hayes Ave) Cert 971213 B/L 955/10 (ES Lois 180 S Hayes) Cert 08-02236 B/L 1245/31 (2304 Baird Blvd)
SLK Global Solutions America 2727 LBJ Freeway Suite 806 Dallas, TX 75235	\$6,857.16	Refund B/L – 1123/8 C001, 1123/8 C002, 1123/8 C003, 1123/8 C004, 1123/8 C005, 1123/8 C006. 2 <sup>nd</sup> Quarter 2023 are already paid on this properties.
National Integrity LLC One Holtec Drive, Suite 102 Marlton, NJ 08053	\$626.83	Refund B/L – 627/15 (1094 Macarthur Dr.) due to Title Co. making 2 <sup>nd</sup> qtr. 2023 payment as well as the mortgage company.
MTAG Services, LLC Operating Account 111 Coleman Blvd, Ste. 400 Mount Pleasant, SC 29464	\$300.00	Cert # 011930,08-019447,09-02275 Refund to MTAG for duplicate Cert fees. Certs have already been endorsed and returned.

**Please note that the Contact Person is the point person for providing pertinent information regarding request.**

**If request is a walk-on, the Contact Person will be responsible for picking up the Council request(s) from the City Attorney's Office to make necessary copies for Council Meeting.**

**\*\*\*\*Please attach all supporting documents\*\*\*\***

Norman Lee 3119 E Ironside Rd. Camden, NJ 08104	\$5250.00	Refund to Lien Holder for B/L 107/7 (332 N 10 <sup>th</sup> St) due to block and lot error. Assessor cannot find the parcel and therefore there is no billing.
Cooper Square Acquisitions 900 Haddon Ave Ste. 438 Collingswood, NJ 08108	\$1044.43	Refund to Cooper Square for B/L 1428/1 – C0011- - (700 New St unit 202) due to owner paying taxes as well as the Lien Holder.
Pro Cap 8, LLC PO Box 774 Fort Washington, PA 19034	\$4,120.32	Refund to Pro Cap 8, LLC for B/L 1416/7 (578 Clinton St) due to property being in bankruptcy and sub payments were paid in error by the lien holder.

Please note that the Contact Person is the point person for providing pertinent information regarding request.

If request is a walk-on, the Contact Person will be responsible for picking up the Council request(s) from the City Attorney's Office to make necessary copies for Council Meeting.

**\*\*\*\*Please attach all supporting documents\*\*\*\***

MBS:dh  
06-13-23

R-29

**RESOLUTION AUTHORIZING CANCELLATION OF LIENS/TAXES AND TO  
TRANSFER CREDITS TO VARIOUS LIEN HOLDERS, PROPERTY OWNERS,  
AND MORTGAGE COMPANIES FOR VARIOUS PROPERTIES**

WHEREAS, the individuals or business organizations listed below overpaid, made duplicate payments, or are otherwise due refunds resulting from transactions with the City of Camden or are tax exempt; and

WHEREAS, the Tax Collector has verified that the overpayments, duplications of payments, or unapplied cash are valid and the individuals or business organizations listed below are due refunds; and

WHEREAS, the Tax Collector has verified that the applicable properties are tax exempt; and

WHEREAS, the Tax Collector has requested the City Council authorize her to issue a refund to individuals and business organizations in the amount listed below and or cancel taxes as indicated below; now, therefore


BE IT RESOLVED, by the City Council of the City of Camden that the Tax Collector is hereby authorized take the following actions:

Name	Reason
Cancel current charges for B/L 30774 (915 Broadway)	Property is now approved for tax exemption
Cancel cert. #20A01793 for B/L 1199/9 (1830-1834 Federal St)	Property was combined with B/L 1199/4 CCMUA lien charges will be reopened on their account

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed and approved as to form.

  
DANIEL S. BLACKBUURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Gerald C. Seneski, Director of Finance

**TITLE OF ORDINANCE/RESOLUTION: Resolution authorizing the cancellation of liens/taxes and to transfer credits to various lien holders, property owners and mortgage companies for various properties.**

Point of Contact:	Lydia Laracuente	Finance-Revenue Collection	7003	LyLaracu@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

Responsible	Recommend Approval (Y/N)	Signature	Date	Comments
Department Director Supporting Department Director (if necessary) Director of Grants Management Qualified Purchasing Agent Director of Finance			5/22/23	
Approved by: Business Administrator			5/22	

Attachments (list and attach all available):

1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)<sup>1</sup>
2. Certification of Funds<sup>2</sup>
3. Addition supporting documents.

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

Received by:

JUN 01 2023

<sup>1</sup> For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance

<sup>2</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.



City Attorney

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Signature

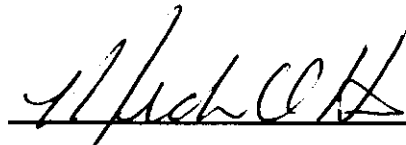
Date

City of Camden  
Finance Department  
Bureau of Revenue Collection

**CERTIFICATION BY  
THE TAX COLLECTOR**

I, as the Tax Collector, do certify that the following titled Resolution, that is attached, to be presented to Council for consideration, is correct to the best of my knowledge:

“RESOLUTION TO REFUND”



Michelle D. Hill, Tax Collector

5/18/2023

Date

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing the cancellation of liens/taxes and to transfer credits to various lien holders, property owners and mortgage companies for various properties.

**FACTS/BACKGROUND:**

Cancel and/or transfer credits on multiple properties for various reason per attached spreadsheet.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** N/A

**IMPACT STATEMENT:** N/A

**SUBJECT MATTER EXPERTS/ADVOCATES:** N/A

**COORDINATION:** N/A

**Prepared by:**

Lydia Laboy-Laracuente

Name

7003

LyLaracu@ci.camden.nj.us

Phone/Email

**TITLE OF RESOLUTION/ORDINANCE:** Resolution to cancel/transfer.

**BRIEF DESCRIPTION OF ACTION:** Resolution authorizing the cancellation of liens/taxes and to transfer credits to various lien holders, property owners and mortgage companies for various properties. Please see attached.

Prepared by: Lydia Laboy-Laracuente 7003

Contact Person: Lydia Laboy-Laracuente 7003

Name	Reason
Cancel current charges B/L 307/74 (915 Broadway)	Property is now approved for tax exemption
Cancel Cert 20A01793 B/L 1199/9 (1830-1834 Federal St)	Property was combined with B/L 1199/4 CCMUA lien charges will be reopened on their account

Please note that the Contact Person is the point person for providing pertinent information regarding request.

If request is a walk-on, the Contact Person will be responsible for picking up the Council request(s) from the City Attorney's Office to make necessary copies for Council Meeting.

**\*\*\*\*Please attach all supporting documents\*\*\*\***

R-30

DB:dh  
06-13-23

**RESOLUTION AUTHORIZING A BUDGET AMENDMENT PURSUANT TO  
N.J.S.A. 40A:4-87 IN THE AMOUNT OF \$155,000 FROM THE  
CAMDEN COUNTY CODE BLUE GRANT**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services (Director) may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by any public or private funding source and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, Camden County awarded the City a \$155,000.00 Code Blue grant in after the adoption of the City's 2023 budget; and

WHEREAS, pursuant to N.J.S.A., 40A:4-87 the Director may approve the insertion of the Camden County grant award as a special item of revenue in the 2023 budget; now, therefore

BE IT RESOLVED, that the City Council of the City of Camden hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2023 in the sum of \$155,000.00, which is now available from Camden County to reimburse the City for Code Blue Shelter expenditures.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council
FROM: Gerald C. Seneski

TITLE OF ORDINANCE/RESOLUTION: Resolution authorizing a Budget Amendment pursuant to NJSA 40A:4-87 in the amount of \$155,000 from the County of Camden for a grant entitled "Code Blue"

Point of Contact: Al Dyer Human Services

Name Department-Division- Bureau Phone Email

ENDORSEMENTS

Table with 5 columns: Recommendation Approval (Y/N), Signature, Date, Comments. Rows include Responsible Department Director, Supporting Department Director (if necessary), Director of Grants Management, Qualified Purchasing Agent, and Director of Finance.

Approved by: Business Administrator. Includes signature and date 5/27/23.

Attachments (list and attach all available):

- 1. Grant Award Letter.

"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.

Received by: City Attorney. Includes signature and date JUN 05 2023.

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing a Budget Amendment pursuant to NJSA 40A:4-87 in the amount of \$155,000 from the County of Camden for a grant entitled "Code Blue"

### FACTS/BACKGROUND:

- The grant reimburses the City for Emergency Services for Homeless expenditures form December 1, 2022 through March 31, 2023.
- (Why does the Council need to act now?) – Funds have already been spent. No action = no reimbursement.
- How was the value of the transaction obtained? – Grant Award Letter approving submittal of city invoices to the county

### AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:

Total Program is a \$155,000 Grant Award.

### IMPACT STATEMENT:

- What will happen if the City Council approves this legislation?
  - The City will be reimbursed for expenditures already incurred
- Why Should the City Council approve this legislation?
  - The City Budget cannot absorb expenses available for County reimbursement.
- What will happen if the City Council does not approve this legislation?
  - The City Taxpayers will absorb a \$155,000 expense that would have otherwise been reimbursed by the County

### SUBJECT MATTER EXPERTS/ADVOCATES:

- Al Dyer, Department of Human Services

### COORDINATION:

- Who is impacted/has action if the legislation is passed? Include Government and Non-Government entities


Prepared by: Scott Z. Parker

(856) 757-6405

---

Name

Phone/Email

 <p>City of Camden Department of Finance 520 Market Street, Room Camden, NJ 08102</p>	Fund:  Agreement #: Other Sponsor Ref #: Title:  Agreement Amount: <b>155,000.00</b>	Agreement Start Date: <b>1/1/2023</b>  Agreement End Date: <b>3/31/2023</b>	Invoice # <b>2</b>  Monthly Expenditure Report Final Report
	Division of Community Development <i>Camden</i> City of Camden, 6th Floor 520 Market Street Camden, NJ 08102		Current Amount Due: <b>\$110,163.25</b> Prior Outstanding Balance: Total Amount Due: <b>\$110,163.25</b>

<u>Budget Category</u>	<u>Awarded Amount</u>	<u>Reported Amount</u>	<u>Cumulative Expenses Reported</u>	<u>Balance Remaining</u>
Code Blue Shelter	<u>\$155,000</u>	<u>110,163.25</u>	<u>110,163.25</u>	<u>44,836.75</u>
Total Expenses				

# of Code Blue Nights in Reporting Period **39**

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the agreement.

  
 Scott Z. Parker  
 Asst. Director of Finance

Phone: 856-757-7582  
 Email: [ScParker@ci.camden.nj.us](mailto:ScParker@ci.camden.nj.us)

Date: 4/18/2023




Initial Report  Revised Report  Closing Report   
**Bureau of Grants Management Grant Summary Form**  
**Grant Status Code: G**  
(green - g; yellow - y; red - r)

Department: Human Services

Grant Analyst: Darryl Dozier

Contact #: 757-7194

Grant/Project Name:		Code Blue Program (Warming Center for Winter Months) – (Budget Amendment)			
Grant #:					
City Contract Date:			City Contract #:		
Application Resolution #:			Appropriation Code:		
Funding Source:		Camden County (New Jersey Division of Family Development)			
Pass Through:	N	Source:			
Amount of Grant:		\$155,000.00			
Local Match:	Y N	Cash:		In-Kind:	
Budget Insertion Resolution # & Date:			Accepting Grant Resolution # MC:		
Term of Grant:	1-1-2023 – 3-31-2023		Location of Activity:	Camden City	
Date of Analysis:	05-23-2023		Reviewed By:	Barbara Johnson 	

**Summary:** The Department of Finance is requesting a resolution authorizing a Budget Amendment pursuant to NJSA 40A:4-87 in the amount of \$155,000.00 from the County of Camden for the grant entitled, "Code Blue", this grant is for the Warming Centers for the Winter Months.

The Department of Human Services is requesting to a resolution to enter into an agreement between the City of Camden and the County of Camden in the amount of \$155,000.00. The funding is from the County of Camden-NJ Division of Family Development for the Code Blue Program-Warming Center for the Winter months.

**See Appendix B for the Scope of Services for the CODE BLUE WARMING SHELTERS**

**Time Lines:** Service Period of the Grant was December 1, 2023 to March 31, 2023



City of Camden  
 Department of Finance  
 520 Market Street, Room  
 Camden, NJ 08102

Fund: \_\_\_\_\_  
 Agreement # - \_\_\_\_\_  
 Other Sponsor Ref #: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Agreement Amount: 155,000.00

Agreement Start Date: 1/1/2023  
 Agreement End Date: 3/31/2023

Invoice # \_\_\_\_\_  
 Monthly Expenditure Report \_\_\_\_\_  
 Final Report \_\_\_\_\_

Division of Community Development  
 City of Camden, 6th Floor  
 520 Market Street  
 Camden, NJ 08102

Current Amount Due: \$110,163.25  
 Prior Outstanding Balance: \_\_\_\_\_  
 Total Amount Due: \$110,163.25

<u>Budget Category</u>	<u>Awarded Amount</u>	<u>Reported Amount</u>	<u>Cumulative Expenses Reported</u>	<u>Balance Remaining</u>
Code Blue Shelter	\$155,000	110,163.25	110,163.25	44,836.75
Total Expenses				

# of Code Blue Nights in Reporting Period 39

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the agreement.

Scott Parker  
 Scott Z. Parker  
 Asst. Director of Finance

Phone: 856-757-7582  
 Email: [ScParker@ci.camden.nj.us](mailto:ScParker@ci.camden.nj.us)

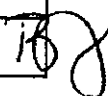
Date: 4/18/2023

Initial Report  Revised Report  Closing Report   
**Bureau of Grants Management Grant Summary Form**  
**Grant Status Code: G**  
(green - g; yellow - y; red - r)

Department: Human Services

Grant Analyst: Darryl Dozier

Contact #: 757-7194

Grant/Project Name:		Code Blue Program (Warming Center for Winter Months) – (Budget Amendment)			
Grant #:					
City Contract Date:			City Contract #:		
Application Resolution #:			Appropriation Code:		
Funding Source:		Camden County (New Jersey Division of Family Development)			
Pass Through:	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	Source:			
Amount of Grant:		\$155,000.00			
Local Match:	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	Cash:		In-Kind:	
Budget Insertion Resolution # & Date:				Accepting Grant Resolution # MC:	
Term of Grant:	1-1-2023 – 3-31-2023		Location of Activity:	Camden City	
Date of Analysis:	05-23-2023		Reviewed By:	Barbara Johnson 	

**Summary:** The Department of Finance is requesting a resolution authorizing a Budget Amendment pursuant to NJSA 40A:4-87 in the amount of \$155,000.00 from the County of Camden for the grant entitled, "Code Blue", this grant is for the Warming Centers for the Winter Months.

The Department of Human Services is requesting to a resolution to enter into an agreement between the City of Camden and the County of Camden in the amount of \$155,000.00. The funding is from the County of Camden-NJ Division of Family Development for the Code Blue Program-Warming Center for the Winter months.

**See Appendix B for the Scope of Services for the CODE BLUE WARMING SHELTERS**

**Time Lines:** Service Period of the Grant was December 1, 2023 to March 31, 2023

DB:dh  
06-13-23

R-31

**RESOLUTION AUTHORIZING A BUDGET AMENDMENT PURSUANT TO  
N.J.S.A. 40A:4-87 IN THE AMOUNT OF \$138,503.55 FROM THE  
STATE OF NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION  
"CLEAN COMMUNITIES GRANT"**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services (Director) may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by any public or private funding source and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the New Jersey Department of Environmental Protection ("NJDEP") awarded the City a *Clean Communities Grant* in the amount of \$138,503.55; and

WHEREAS, the aforesaid grant award was not determined prior to the adoption of the City's 2023 Budget; and


WHEREAS, pursuant to N.J.S.A. 40A:4-87 the Director may approve the insertion of the grant award as a special item of revenue in the City's 2023 Budget; now, therefore

BE IT RESOLVED, that the City Council of the City of Camden hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the City's 2023 Budget in the sum of \$138,503.55, which is now available from NJDEP.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST:

\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Gerald C. Seneski

- TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing a Budget Amendment pursuant to NJSA 40A:4-87 in the amount of \$138,503.55 from the State of New Jersey, Department of Environmental Protection for a grant entitled "Clean Communities Grant"

Point of Contact:	Keith Walker	Public Works	856-757-7393	KeWalker@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

Responsible	Recommend Approval (Y/N)	Signature	Date	Comments
Department Director	Y		5-23-23	
Supporting Department Director (if necessary)	N			
Director of Grants Management	Y		5/23/23	
Qualified Purchasing Agent	N			
Director of Finance	Y		5/23	

Approved by: Business Administrator 5/24  
Signature Date

Attachments (list and attach all available):

### Grant Award Letter

**"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.**

Received by: City Attorney JUN 05 2023  
Signature Date

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing a Budget Amendment pursuant to NJSA 40A:4-87 in the amount of \$138,503.55 from the State of New Jersey, Department of Environmental Protection for a grant entitled "Clean Communities Grant"

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- Relevant facts/history. 5Ws. Include geography if applicable.  
This grant is calculated by the State based upon Tonnage reports at the Landfill. There is no application for funds. These funds can be spent for anything related to keeping the City clean, other than the direct hauler of regular municipal waste.
- Time constraints, if any. (Why does the Council need to act now?)  
Cleanup programs tend to be more active in the Spring and summer months. We are already posting notices about cemetery cleanup dates.
- How was the value of the transaction obtained (if applicable?)  
State Grant Award Letter

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:**

**IMPACT STATEMENT:**

- What will happen if the City Council approves this legislation? or,  
Cleanup programs will be funded by the State
- What changes and by how much if the City Council approves this proposal?  
Cleaner City, for areas where grant funds are used
- Why Should the City Council approve this legislation?  
There is a definite need for cleaner neighborhoods
- What will happen if the City Council does not approve this legislation?  
Areas that would have been cleaned using grant funds will not be cleaned

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- Keith Walker, Public Works Director

**COORDINATION:**

- Who is impacted/has action if the legislation is passed? Include Government and Non-Government entities

Prepared by:

Scott Parker		scparker@ci.camden.nj.us
Name	Phone	Email

## BUREAU OF GRANTS MANAGEMENT GRANT SUMMARY FORM

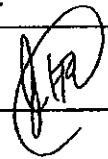
INITIAL REPORT \_\_\_ REVISED REPORT \_\_\_ CLOSING REPORT \_\_\_  
**BUREAU OF GRANTS MANAGEMENT GRANT SUMMARY FORM**

GRANT STATUS CODE: \_\_\_  
 (GREEN-G, YELLOW-Y, RED-R)

**DEPARTMENT:** \_\_\_\_\_

**GRANT ADMINISTRATOR:** \_\_\_\_\_

**GRANT ADMINISTRATOR #** \_\_\_\_\_

<b>GRANT/PROJECT NAME:</b>			2023 NJ CLEAN COMMUNITIES			
<b>GRANT #:</b>						
<b>CITY CONTRACT DATE:</b>			<b>CITY CONTRACT #:</b>			
<b>APPLICATION RESOLUTION #:</b>			<b>APPROPRIATION CODE</b>			
<b>FUNDING SOURCE:</b>			NJ DEPARTMENT OF ENVIRONMENTAL PROTECTION			
<b>PASS THROUGH:</b>	<input type="checkbox"/> Y	<input type="checkbox"/> N	<b>SOURCE:</b>			
<b>AMOUNT OF GRANT:</b>			\$138,503.55			
<b>LOCAL MATCH:</b>	<input type="checkbox"/> Y	<input type="checkbox"/> N	<b>CASH:</b>		<b>IN-KIND:</b>	
<b>BUDGET INSERTION RESOLUTION # &amp; DATE:</b>			<b>ACCEPTING GRANT RESOLUTION # MC:</b>			
<b>TERM OF GRANT:</b>			<b>LOCATION OF ACTIVITY:</b>		101 NEWTON AVENUE CAMDEN NJ 08102	
<b>DATE OF ANALYSIS:</b>			<b>REVIEWED BY:</b>		Johanna Herrera 	

**Summary:**

05/23/2023- The Department of Finance is requesting a Resolution authorizing a Budget Amendment pursuant to NJSA 40A:4-87 in the amount of \$138,503.55 from the State of New Jersey, Department of Environmental Protection for a grant entitled "Clean Communities Grant"

**STATE OF NEW JERSEY**  
Department of the Treasury  
New Jersey Comprehensive Financial System  
PO BOX 221  
Trenton, NJ 08625-0221

**Payment Details**

<b>Vendor Name:</b>	CAMDEN CITY
<b>Vendor Code:</b>	XXXXX0418(00)
<b>Payment Type:</b>	Check
<b>Scheduled Payment Date:</b>	Saturday, May 13, 2023

**Payment Line Details**

<b>Trans Code:</b>	UA
<b>Voucher Agency:</b>	ENVIRONMENTAL PROTECTION
<b>Voucher Number:</b>	4900CC22323
<b>Payee Reference:</b>	FY2023 CLEAN COMMUNITIES GRANT
<b>Line Number:</b>	01
<b>Line Amount:</b>	\$138,503.55

**Additional Information**

<b>Budget Fiscal Year:</b>	2023
<b>Fund:</b>	765
<b>Agency:</b>	ENVIRONMENTAL PROTECTION
<b>Organization:</b>	SOLID WASTE ADMINISTRATION
<b>Appr Unit:</b>	004
<b>Object:</b>	6020
<b>Revenue Source:</b>	N/A
<b>Purchase Order #:</b>	N/A
<b>Contract Number:</b>	N/A
<b>CFDA Number:</b>	N/A
<b>CFDA Description:</b>	N/A



STATE OF NEW JERSEY  
DEPARTMENT OF THE TREASURY - TRENTON, NEW JERSEY 08625-0221

**REMITTANCE ADVICE**

ORGANIZATION NAME PAYMENT NAME	CONTACT INFORMATION	DOCUMENT NUMBER CHECK NUMBER	COUNT
SOLID WASTE ADMINISTRATION FY2023 CLEAN COMMUNITIES GRANT	609-940-4115	4980CC22823 4900-765-092-4900-084-V42Y-6029	13850355

QUESTIONS SHOULD BE DIRECTED TO APPROPRIATE STATE ORGANIZATION LISTED ABOVE.

TOTAL 13850355

CHECK NUMBER 0T002180281 DATE 05/15/23 PAYEE CAMDEN CITY

DETACH BEFORE CASHING CHECK AND RETAIN AS EVIDENCE OF PAYMENT

REMOVE DOCUMENT ALONG THIS PERFORATION



THE FACE OF THIS DOCUMENT HAS A MULTI-COLORED BACKGROUND AND MULTIPLE SECURITY FEATURES

Department of the Treasury  
STATE OF NEW JERSEY  
Trenton, New Jersey 08625-0221  
CLEAN COMMUNITIES ACCOUNT FD

11-25  
2016

CHECK NUMBER  
T 0002180281  
DATE: MAY 15, 2023  
VOID 180 Days After This Date

PAY One Hundred Thirty Eight Thousand Five Hundred Three and 55/100 Dollars

PAY TO THE ORDER OF: CAMDEN CITY  
620 MARKET STREET  
P O BOX 95120  
CAMDEN NJ 08101 6120

\$ \*\*\*\*\*138,503.55  
Audited, Allowed and Payment Warranted

*Lynette Zarch*  
Acting Director  
Payment Director  
*Elizabeth M. Musis*  
State Treasurer

WELLS FARGO BANK, N.A.  
2000031126744

⑈0002180281⑈ 15121000248⑈ 2000031126744⑈

CLEAN COMMUNITIES GRANTS  
DISTRIBUTION FOR COUNTIES  
FY23

COUNTY	FY 23 DISTRIBUTION
ATLANTIC	\$ 147,008.70
BERGEN	\$ 174,461.76
BURLINGTON	\$ 199,491.88
CAMDEN	\$ 156,552.91
CAPE MAY	\$ 83,494.88
CUMBERLAND	\$ 213,001.22
ESSEX	\$ 84,648.57
GLOUCESTER	\$ 163,411.19
HUDSON	\$ 22,013.46
HUNTERDON	\$ 95,764.87
MERCER	\$ 70,483.68
MIDDLESEX	\$ 124,285.91
MONMOUTH	\$ 149,714.55
MORRIS	\$ 112,781.08
OCEAN	\$ 243,080.42
PASSAIC	\$ 97,231.37
SALEM	\$ 141,852.04
SOMERSET	\$ 98,195.76
SUSSEX	\$ 123,779.81
UNION	\$ 71,081.44
WARREN	\$ 103,284.87
TOTAL	<u>\$ 2,676,618.13</u>

**CLEAN COMMUNITIES GRANTS  
DISTRIBUTION FOR MUNICIPALITIES  
FY23**

MUNICIPALITY	COUNTY	FY 23 DISTRIBUTION
ABSECON CITY	ATLANTIC	\$ 23,793.86
ATLANTIC CITY	ATLANTIC	\$ 96,915.85
BRIGANTINE CITY	ATLANTIC	\$ 49,964.06
BUENA BORO	ATLANTIC	\$ 13,759.26
BUENA VISTA TWP	ATLANTIC	\$ 35,600.28
CORBIN CITY	ATLANTIC	\$ 4,000.00
EGG HARBOR CITY	ATLANTIC	\$ 16,994.51
EGG HARBOR TWP	ATLANTIC	\$ 124,162.28
ESTELL MANOR CITY	ATLANTIC	\$ 8,834.87
FOLSOM BORO	ATLANTIC	\$ 7,309.71
GALLOWAY TWP	ATLANTIC	\$ 103,698.43
HAMILTON TWP	ATLANTIC	\$ 89,756.43
HAMMONTON TOWN	ATLANTIC	\$ 42,470.71
LINWOOD CITY	ATLANTIC	\$ 20,607.57
LONGPORT BORO	ATLANTIC	\$ 9,384.80
MARGATE CITY	ATLANTIC	\$ 36,439.07
MULLICA TWP	ATLANTIC	\$ 25,155.19
NORTHFIELD CITY	ATLANTIC	\$ 21,890.52
PLEASANTVILLE CITY	ATLANTIC	\$ 42,993.39
PORT REPUBLIC CITY	ATLANTIC	\$ 4,000.00
SOMERS POINT CITY	ATLANTIC	\$ 32,183.97
VENTNOR CITY	ATLANTIC	\$ 37,678.93
WEYMOUTH TWP	ATLANTIC	\$ 11,822.47
ALLENDALE BORO	BERGEN	\$ 15,658.01
ALPINE BORO	BERGEN	\$ 7,354.50
BERGENFIELD BORO	BERGEN	\$ 48,576.65
BOGOTA BORO	BERGEN	\$ 14,893.79
CARLSTADT BORO	BERGEN	\$ 15,024.88
CLIFFSIDE PARK BORO	BERGEN	\$ 46,228.85
CLOSTER BORO	BERGEN	\$ 19,749.17
CRESSKILL BORO	BERGEN	\$ 20,574.24
DEMAREST BORO	BERGEN	\$ 11,968.71
DUMONT BORO	BERGEN	\$ 35,424.78
EAST RUTHERFORD BORO	BERGEN	\$ 22,320.39
EDGEWATER BORO	BERGEN	\$ 27,765.70
ELMWOOD PARK BORO	BERGEN	\$ 39,861.74
EMERSON BORO	BERGEN	\$ 17,176.69
ENGLEWOOD CITY	BERGEN	\$ 68,466.34
ENGLEWOOD CLIFFS BORO	BERGEN	\$ 14,726.31
FAIR LAWN BORO	BERGEN	\$ 68,292.77
FAIRVIEW BORO	BERGEN	\$ 22,543.06
FORT LEE BORO	BERGEN	\$ 80,460.09
FRANKLIN LAKES BORO	BERGEN	\$ 35,309.84
GARFIELD CITY	BERGEN	\$ 55,939.82
GLEN ROCK BORO	BERGEN	\$ 24,192.55
HACKENSACK CITY	BERGEN	\$ 89,344.56
HARRINGTON PARK BORO	BERGEN	\$ 11,690.59
HASBROUCK HEIGHTS BORO	BERGEN	\$ 24,908.25
HAWORTH BORO	BERGEN	\$ 9,548.49
HILLSDALE BORO	BERGEN	\$ 23,521.45
HO-HO-KUS BORO	BERGEN	\$ 10,658.24

MUNICIPALITY	COUNTY	FY 23 DISTRIBUTION
LEONIA BORO	BERGEN	\$ 17,788.86
LITTLE FERRY BORO	BERGEN	\$ 20,517.00
LODI BORO	BERGEN	\$ 45,975.53
LYNDHURST TWP	BERGEN	\$ 44,294.51
MAHWAH TWP	BERGEN	\$ 59,029.50
MAYWOOD BORO	BERGEN	\$ 19,460.03
MIDLAND PARK BORO	BERGEN	\$ 16,284.15
MONTVALE BORO	BERGEN	\$ 21,329.52
MOONACHIE BORO	BERGEN	\$ 6,816.43
NEW MILFORD BORO	BERGEN	\$ 34,699.33
NORTH ARLINGTON BORO	BERGEN	\$ 31,177.73
NORTHVALE BORO	BERGEN	\$ 11,581.87
NORWOOD BORO	BERGEN	\$ 12,409.84
OAKLAND BORO	BERGEN	\$ 31,546.79
OLD TAPPAN BORO	BERGEN	\$ 15,062.21
ORADELL BORO	BERGEN	\$ 18,487.80
PALISADES PARK BORO	BERGEN	\$ 33,678.98
PARAMUS BORO	BERGEN	\$ 56,470.76
PARK RIDGE BORO	BERGEN	\$ 21,162.51
RAMSEY BORO	BERGEN	\$ 34,672.75
RIDGEFIELD BORO	BERGEN	\$ 20,920.23
RIDGEFIELD PARK VILLAGE	BERGEN	\$ 24,735.79
RIDGEWOOD VILLAGE	BERGEN	\$ 53,667.44
RIVER EDGE BORO	BERGEN	\$ 23,648.44
RIVER VALE TWP	BERGEN	\$ 23,472.71
ROCHELLE PARK TWP	BERGEN	\$ 11,621.90
RUTHERFORD BORO	BERGEN	\$ 36,327.82
SADDLE BROOK TWP	BERGEN	\$ 28,727.81
SADDLE RIVER BORO	BERGEN	\$ 12,672.68
SOUTH HACKENSACK TWP	BERGEN	\$ 5,703.35
TEANECK TWP	BERGEN	\$ 80,188.84
TENAFLY BORO	BERGEN	\$ 33,631.44
UPPER SADDLE RIVER BORO	BERGEN	\$ 24,240.02
WALDWICK BORO	BERGEN	\$ 21,975.45
WALLINGTON BORO	BERGEN	\$ 22,613.89
WASHINGTON TWP	BERGEN	\$ 21,660.18
WESTWOOD BORO	BERGEN	\$ 25,440.55
WOODCLIFF LAKE BORO	BERGEN	\$ 17,733.77
WOOD-RIDGE BORO	BERGEN	\$ 19,042.53
WYCKOFF TWP	BERGEN	\$ 42,090.38
BASS RIVER TWP	BURLINGTON	\$ 8,562.78
BEVERLY CITY	BURLINGTON	\$ 6,888.13
BORDENTOWN CITY	BURLINGTON	\$ 8,940.70
BORDENTOWN TWP	BURLINGTON	\$ 27,930.17
BURLINGTON CITY	BURLINGTON	\$ 25,981.37
BURLINGTON TWP	BURLINGTON	\$ 52,582.99
CHESTERFIELD TWP	BURLINGTON	\$ 19,312.86
CINNAMINSON TWP	BURLINGTON	\$ 43,027.66
DELANCO TWP	BURLINGTON	\$ 11,696.76
DELTRAN TWP	BURLINGTON	\$ 38,585.49
EASTAMPTON TWP	BURLINGTON	\$ 14,619.64
EDGEWATER PARK TWP	BURLINGTON	\$ 19,984.68
EVESHAM TWP	BURLINGTON	\$ 114,320.54
FIELDSBORO BORO	BURLINGTON	\$ 4,000.00
FLORENCE TWP	BURLINGTON	\$ 32,977.16

MUNICIPALITY	COUNTY	FY 23 DISTRIBUTION
HAINESPORT TWP	BURLINGTON	\$ 17,072.09
LUMBERTON TWP	BURLINGTON	\$ 30,393.17
MANSFIELD TWP	BURLINGTON	\$ 23,074.12
MAPLE SHADE TWP	BURLINGTON	\$ 44,969.07
MEDFORD LAKES BORO	BURLINGTON	\$ 12,836.99
MEDFORD TWP	BURLINGTON	\$ 78,898.25
MOORESTOWN TWP	BURLINGTON	\$ 55,920.99
MOUNT HOLLY TWP	BURLINGTON	\$ 22,875.73
MOUNT LAUREL TWP	BURLINGTON	\$ 102,725.17
NEW HANOVER TWP	BURLINGTON	\$ 8,718.04
NORTH HANOVER TWP	BURLINGTON	\$ 17,282.68
PALMYRA BORO	BURLINGTON	\$ 18,637.73
PEMBERTON BORO	BURLINGTON	\$ 4,000.00
PEMBERTON TWP	BURLINGTON	\$ 83,127.97
RIVERSIDE TWP	BURLINGTON	\$ 17,932.48
RIVERTON BORO	BURLINGTON	\$ 7,350.62
SHAMONG TWP	BURLINGTON	\$ 23,098.71
SOUTHAMPTON TWP	BURLINGTON	\$ 38,537.92
SPRINGFIELD TWP	BURLINGTON	\$ 13,822.66
TABERNACLE TWP	BURLINGTON	\$ 29,481.13
WASHINGTON TWP	BURLINGTON	\$ 9,349.20
WESTAMPTON TWP	BURLINGTON	\$ 20,736.68
WILLINGBORO TWP	BURLINGTON	\$ 72,797.13
WOODLAND TWP	BURLINGTON	\$ 14,315.09
WRIGHTSTOWN BORO	BURLINGTON	\$ 4,000.00
AUDUBON BORO	CAMDEN	\$ 19,659.31
AUDUBON PARK BORO	CAMDEN	\$ 4,000.00
BARRINGTON BORO	CAMDEN	\$ 17,124.16
BELLMAWR BORO	CAMDEN	\$ 27,330.02
BERLIN BORO	CAMDEN	\$ 18,287.75
BERLIN TWP	CAMDEN	\$ 16,151.39
BROOKLAWN BORO	CAMDEN	\$ 4,559.83
CAMDEN CITY	CAMDEN	\$ 138,503.55
CHERRY HILL TWP	CAMDEN	\$ 174,480.31
CHESILHURST BORO	CAMDEN	\$ 6,243.87
CLEMENTON BORO	CAMDEN	\$ 12,735.43
COLLINGSWOOD BORO	CAMDEN	\$ 33,099.39
GIBBSBORO BORO	CAMDEN	\$ 5,788.15
GLOUCESTER CITY	CAMDEN	\$ 24,253.13
GLOUCESTER TWP	CAMDEN	\$ 144,901.15
HADDON HEIGHTS BORO	CAMDEN	\$ 17,279.74
HADDON TWP	CAMDEN	\$ 35,967.18
HADDONFIELD BORO	CAMDEN	\$ 27,159.31
HI-NELLA BORO	CAMDEN	\$ 4,000.00
LAUREL SPRINGS BORO	CAMDEN	\$ 5,198.15
LAWNSIDE BORO	CAMDEN	\$ 7,372.05
LINDENWOLD BORO	CAMDEN	\$ 43,416.19
MAGNOLIA BORO	CAMDEN	\$ 10,378.83
MERCHANTVILLE BORO	CAMDEN	\$ 8,366.31
MOUNT EPHRAIM BORO	CAMDEN	\$ 10,868.95
OAKLYN BORO	CAMDEN	\$ 8,887.08
PENNSAUKEN TWP	CAMDEN	\$ 79,288.73
PINE HILL BORO	CAMDEN	\$ 23,314.90
RUNNEMEDE BORO	CAMDEN	\$ 19,610.78
SOMERDALE BORO	CAMDEN	\$ 14,046.84

R-32

DB:dh  
06-13-23

**RESOLUTION AUTHORIZING A BUDGET AMENDMENT PURSUANT  
TO N.J.S.A. 40A:4-87 IN THE AMOUNT OF \$125,000 FROM THE  
NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY  
FOOD SECURITY PLANNING GRANT INCLUDING  
A CHANGE IN TITLE AND TEXT IN THE AMOUNT OF \$25,000  
FOR THE CITY'S REQUIRED CASH MATCH**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services (Director) may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by any public or private funding source and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, N.J.S.A. 40A:4-85 provides that the Director may, at the request of the governing body, correct the title, text, or amount of any item of appropriation in the adopted budget as necessary to make said item of appropriation available for the specific purpose required by the municipality; and

WHEREAS, the New Jersey Economic Development Authority ("NJEDA") awarded the City a Food Security Planning Grant in the amount of \$125,000.00 after the adoption of the City's 2023 budget; and

WHEREAS, the grant requires a \$25,000.00 cash match and it is necessary to change the title and text of the item of appropriation in the City's 2023 Budget to reflect the required cash match; now, therefore

BE IT RESOLVED, that the City Council of the City of Camden hereby requests the Director of the Division of Local Government Services approve the insertion of an item of revenue in the Budget of the year 2023 in the sum of \$125,000.00, which is now available from NJEDA and change the title and text of an item appropriation in the 2023 Budget in the amount of \$25,000.00 to reflect the grant's required cash match.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Gerald C. Seneski

**TITLE OF ORDINANCE/RESOLUTION: Resolution authorizing a Budget Amendment pursuant to NJSA 40A:4-87 in the amount of \$125,000 from the New Jersey Economic Development Authority for a grant entitled "Food Security Planning Grant" including a change in title and text in the amount of \$25,000 for the City's required Cash Match**

Point of Contact:	DR. Ed Williams	Planning & Development	(856)757-7214	EdWillia@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y			
Supporting Department Director (if necessary)	N			
Director of Grants Management	Y		5/23/23	
Qualified Purchasing Agent	N			
Director of Finance	Y		5/23	

Approved by: \_\_\_\_\_  
 Business Administrator  5/23/23  
 Signature Date

Attachments (list and attach all available):  
1. Grant Award Letter.

*"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.*

Received by: \_\_\_\_\_ JUN 05 2023  
 City Attorney  Date

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION: Resolution authorizing a Budget Amendment pursuant to NJSA 40A:4-87 in the amount of \$125,000 from the New Jersey Economic Development Authority for a grant entitled "Food Security Planning Grant including a change in title and text in the amount of \$25,000 for the City's required Cash Match**

### FACTS/BACKGROUND:

- **The grant will fund the development of an action-oriented plan leveraging the identified distressed asset to improve food access and food security for the North, Central and South food desert community Time constraints, if any. Requires a \$25,000 cash match from City funds.**
- (Why does the Council need to act now?) - **Grant has been approved. No funds can be spent until the budget is amended.**
- How was the value of the transaction obtained? – **Grant Award Letter**

### AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:

**Total Program is \$150,000 = \$125,000 Grant Award + a \$25,000 cash match from the City. Limited funds are available to cover matching requirements, sufficient to accept this grant.**

### IMPACT STATEMENT:

- What will happen if the City Council approves this legislation?
  - **\$150,000 will be appropriated to spend for Food Security Planning**
- Why Should the City Council approve this legislation?
  - **A need was determined at the time when the application for this Grant was approved by Council.**
- What will happen if the City Council does not approve this legislation?
  - **\$125,000 stays with the State and the \$25,000 match is also not spent**

### SUBJECT MATTER EXPERTS/ADVOCATES:

- **Marc Riondino , City of Camden**

### COORDINATION:

- Who is impacted/has action if the legislation is passed? Include Government and Non-Government entities

Prepared by: Scott Z. Parker

(856) 757-6405

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Name

Phone/Email



## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution authorizing a Budget Amendment pursuant to NJSA 40A:4-87 in the amount of \$125,000 from the New Jersey Economic Development Authority for a grant entitled "Food Security Planning Grant including a change in title and text in the amount of \$25,000 for the City's required Cash Match

### FACTS/BACKGROUND:

- The grant will fund the development of an action-oriented plan leveraging the identified distressed asset to improve food access and food security for the North, Central and South food desert community Time constraints, if any. Requires a \$25,000 cash match from City funds.
- (Why does the Council need to act now?) - Grant has been approved. No funds can be spent until the budget is amended.
- How was the value of the transaction obtained? – Grant Award Letter

### AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:

Total Program is \$150,000 = \$125,000 Grant Award + a \$25,000 cash match from the City. Limited funds are available to cover matching requirements, sufficient to accept this grant.

### IMPACT STATEMENT:

- What will happen if the City Council approves this legislation?
  - \$150,000 will be appropriated to spend for Food Security Planning
- Why Should the City Council approve this legislation?
  - A need was determined at the time when the application for this Grant was approved by Council.
- What will happen if the City Council does not approve this legislation?
  - \$125,000 stays with the State and the \$25,000 match is also not spent

### SUBJECT MATTER EXPERTS/ADVOCATES:

- Marc Riondino , City of Camden

### COORDINATION:

- Who is impacted/has action if the legislation is passed? Include Government and Non-Government entities

Prepared by: Scott Z. Parker

(856) 757-6405

---

Name

Phone/Email



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM


COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Gerald C. Seneski

**TITLE OF ORDINANCE/RESOLUTION: Resolution authorizing a Budget Amendment pursuant to NJSA 40A:4-87 in the amount of \$125,000 from the New Jersey Economic Development Authority for a grant entitled "Food Security Planning Grant" including a change in title and text in the amount of \$25,000 for the City's required Cash Match**

Point of Contact:	DR. Ed Williams	Planning & Development	(856)757-7214	<a href="mailto:EdWillia@ci.camden.nj.us">EdWillia@ci.camden.nj.us</a>
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y			
Supporting Department Director (if necessary)	N			
Director of Grants Management	Y			
Qualified Purchasing Agent	N			
Director of Finance	Y		5/23	

Approved by:  
Business Administrator

Signature

Date

Attachments (list and attach all available):

1. Grant Award Letter.

***"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.***

Received by:  
City Attorney

Signature

Date

Initial Report  Revised Report  Closing Report

## Bureau of Grants Management Grant Summary Form

Grant Status Code: G

(green - g; yellow - y; red - r)

Department: Planning and Development – Capital Improvement

Grant Administrator: Tytanya Ray

Grant Administrator #: 856-757-7628

Grant/Project Name:		Food Security Planning Grant			
Grant #:		New Jersey Economic Development Authority (NJEDA)			
City Contract Date:		City Contract #:			
Application Resolution #:		Appropriation Code :			
Funding Source:		NJEDA			
Pass Through:	Y	N	Source:	City	
Amount of Grant:		\$125,000.00			
Local Match:	Y	N	Cash:	\$25,000.00	In-Kind:
Budget Insertion Resolution # & Date:		Accepting Grant Resolution # MC:			
Term of Grant:		Not available		Location of Activity:	
Date of Analysis:		28-Jan-22		Reviewed By:	Kelly Mobley

**Summary:**

23-May-23: The Department of Planning and Development – Division of Planning is requesting council authorization to accept and amend the budget to include a special item of revenue in the amount of \$125,000 from NJEDA for the purpose of awarding a planning grant (Food Security Planning Grant). Funding will be utilized for the purpose of developing preliminary building plans, market and feasibility study as well as legal services/financing structure for all participating partners. The 20% match requirement will be utilized to cover costs for consultants for plans and study.

It is the City's intent to develop an indoor vertical farm (Fish and Produce). Vertical farming is the practice of cultivating large amounts of produce in a small space by growing it in stacked layers. Vertically farmed produce is typically grown in tightly climate-controlled indoor environments where conditions can be closely optimized for maximum efficiency. Growing crops indoors right where the food is needed provides an alternative solution to bring fresh food to food deserts.

300 Delaware Avenue in Camden is slated to be rebuilt into a state-of-the-art multipurpose food market, eatery, and indoor farm facility capable of feeding thousands per day.

**Time Lines:**

No agreement is available . The term and reporting is not clear; however, based on the award letter 50% of the grant will be processed upon execution of the agreement and the balance will be forwarded at the completion of the project and review of invoices.

**Problematic Areas/Recommendations:**

Food Security Planning Grant



May 16, 2023

*Via Email*

City Of Camden  
P.O Box 95120, Camden, NJ 95120  
Mayor@ci.camden.nj.us  
(856) 757-7200

**Re: Grant Award for the Food Security Planning Grant**

Dear Mayor Victor Carstarphen,

I am pleased to inform you that the New Jersey Economic Development Authority ("NJEDA" or "Authority") has approved City of Camden's ("Grantee") application for a grant under the Food Security Planning Grant ("Program"). The grant is in the amount of \$125,000 (One hundred and twenty-five thousand dollars).

The grant will fund the development of an action-oriented plan leveraging the identified distressed asset to improve food access and food security for the North, Central and South food desert community.

The approval is conditioned upon Grantee submitting the following documents within 30 business days

1. A copy of the most recent Tax Clearance Certificate
2. A completed and signed copy of the Russia Belarus Form and

Grantee must also sign and return a Food Security Planning Grant Agreement ("Agreement") within 90 business days. Please note that as part of the closing requirement, Grantee must obtain a resolution: 1) authorizing Grantee to enter into the Grant Agreement; 2) to accept the Grant; and 3) designating the Authorized Representative/s that can execute the closing documents adopted by City of Camden ("Resolution"). The Resolution must be certified by an Authorized Representative of the Grantee and submitted with the signed Agreement. Extension of up to 90 business days can be requested by the grantee and may be issued at the sole discretion of the authority.

Failure to provide the items listed above in the time provided will result in the expiration of the Authority's approval without need of further action by the Authority.

The Food Security Planning Grant award will be disbursed to the Grantee as follows:

- The first disbursement, equal to 50% of the Grant Amount, will be disbursed upon the Effective Date of the Grant Agreement; and
- The second disbursement, equal to 50% of the Grant Amount will be made upon receipt, review and acceptance of the Final Plan and Final Report by the Authority, and prior to the end of the Grant Term.

You will be contacted by a representative from the NJEDA to facilitate the execution of the Agreement. Please note that the terms and conditions of the Agreement will govern if there is a conflict between this letter and the Agreement.



Please respond to this letter via reply all to this email as soon possible and no later than 10 business days after the date on this letter to accept your application approval. If we do not receive your acceptance within 10 business days, this approval will terminate without the need for further action and the Authority will have no further obligation.

If for any reason you do not wish to participate in the Food Security Planning Grant; please reply: "I do not accept" to this email.

Thank you again, and we look forward to your continued participation in the Program.

Sincerely,

**Tara Colton,**  
**Executive Vice President, Economic Security**  
**New Jersey Economic Development Authority**

Sen  
R-33

DB:dh  
06-03-23

**RESOLUTION AUTHORIZING THE ASSIGNMENT OF  
(27) TAX SALE CERTIFICATES AT FULL VALUE**

WHEREAS, the City of Camden has acquired the tax sale certificates at full value for Twenty-Seven (27) properties located in the City of Camden; and

WHEREAS, N.J.S.A. 54:5-113 provides that after a municipality has purchased tax sale certificates upon delinquency, the governing body thereof may by resolution authorize a private sale of the tax sale certificate for not less than the amount of lien charges against the real estate, provided that before the assignment, notice shall be mailed to the owner at the address appearing on the tax books of the municipality at least five (5) days prior to the taking of action; public notice shall be posted in three public places in the municipality at the time of the mailing of the notice; and public notices shall be published at least once in a newspaper published or circulated in the municipality within five (5) days prior to taking action; and


WHEREAS, notice by regular and certified mail was sent to the owner(s) of record and public notices were posted on June 9, 2023; and such notice was published in the Courier Post on June 9, 2023; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden that the proper officers of the City of Camden are hereby authorized to execute the proper documents necessary to assign tax sale certificates to various individuals listed in consideration for full payment plus advertising costs in the amounts listed attached hereto as Exhibit "A".

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council
FROM: Gerald C. Seneski, Director of Finance
TITLE OF ORDINANCE/RESOLUTION: Resolution to assign 27 Municipal Liens at Full Value.

Point of Contact: De'Yonna Jackson, Finance-Revenue Collection, 856-757-7003, DeJackso@ci.camden.nj.us

ENDORSEMENTS

Table with 5 columns: Responsible, Recommend Approval (Y/N), Signature, Date, Comments. Includes handwritten signature and date 5/23/23.

Approved by: Business Administrator

Handwritten signature and date 5/23/23 for Business Administrator.

Attachments (list and attach all available):

- 1. Waiver Request Form Attached for State DCA/DLGS Approval - (If applicable)1
2. Certification of Funds2
3. Addition supporting documents.

Walk-on note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.

Received by: City Attorney

Handwritten signature for City Attorney.

JUN 01 2023

Date

1 For Example: Form "A" - Request for approval of Employees Requiring Advice and Consent of Governing Body, Form "D" - Contract Request, Form "E" - Creation/Extension of Services, Form "G" - Grant Approval, Form "H" - Bond Ordinance or Contract Request, Form "I", "Best Price Insurance Contracting" Model Ordinance
2 Mandatory for any financial commitment to the City or expenditure of City Funds.

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** Resolution to assign 27 Municipal Liens at Full Value.

**FACTS/BACKGROUND:** (Executive level details. Short concise bullets)

- Tax office received 27 request from individuals seeing to purchase assignments.
- Request were reviewed and given a provisional okay to move to Council approval.

Total value for the city is 570,028.14.

- 

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:**

**IMPACT STATEMENT:** N/A

Please see the attached spreadsheet

**SUBJECT MATTER EXPERTS/ADVOCATES:** N/A

**COORDINATION:** N/A

**Prepared by:**

De'Yonna Jackson

856-757-7003

DeJackso@ci.camden.nj.us

Name

Phone/Email

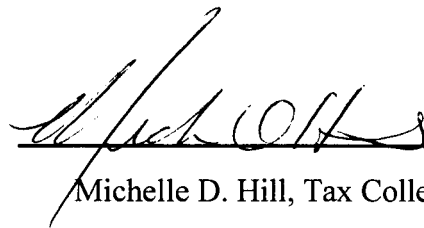


City of Camden  
Finance Department  
Bureau of Revenue Collection

**CERTIFICATION BY  
THE TAX COLLECTOR**

I, as the Tax Collector, do certify that the following titled Resolution, that is attached, to be presented to Council for consideration, is correct to the best of my knowledge:

“RESOLUTION TO ASSIGN MUNICIPAL LIENS AT FULL VALUE”



---

Michelle D. Hill, Tax Collector

05/23/2023

Date

R-34

DB:dh  
06-13-23

**RESOLUTION ACCEPTING A GRANT FROM THE STATE OF NEW JERSEY  
DEPARTMENT OF AGRICULTURE, BUREAU OF CHILD NUTRITION IN THE  
AMOUNT OF \$245,769.19 FOR THE 2023 SUMMER FOOD SERVICE PROGRAM**

WHEREAS, the State of New Jersey, Department of Agriculture, Bureau of Child Nutrition has issued the City of Camden a grant in the amount of \$245,769.19 for the implementation of its 2023 Summer Food Service Program; and

WHEREAS, it is in the best interest of the City of Camden to accept said grant; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden that the City is hereby authorized to accept said grant in the amount of \$245,769.19 from the State of New Jersey, Department of Agriculture, Bureau of Child Nutrition.

BE IT FURTHER RESOLVED that the Mayor or his designee is hereby authorized to execute such documentation as is necessary to receive such Grant.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST:

\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM





COUNCIL MEETING DATE: MARCH 14, 2023

TO: City Council  
FROM: Almar Dyer, Acting Director of Human Services

**TITLE OF ORDINANCE/RESOLUTION:** "Resolution accepting a grant from the State of New Jersey Department of Agriculture, Bureau of Child Nutrition in the amount of **\$245,769.19** for the 2023 Summer Food Service Program."

Point of Contact:	<b>Janean Gooden</b>	<b>Human Services</b>	<b>X6406</b>	jagooden@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y			
Supporting Department Director (if necessary)	Y			
Director of Grants Management	Y		5/25/23	
Qualified Purchasing Agent	Y			
Director of Finance	Y		5/25/23	
Approved by: Business Administrator			5.25.23	
		Signature	Date	

Attachments (list and attach all available):

1. N/A
- 2.
- 3.

**"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.**

Received by:  
City Attorney



Signature

Date

JUN 05 2023

CITY OF CAMDEN  
GRANTS MANAGEMENT  
2023 MAR 24 AM 11:2

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** "Resolution accepting a grant from the State of New Jersey Department of Agriculture, Bureau of Child Nutrition in the amount of **\$245,769.19** for the 2023 Summer Food Service Program."

### **FACTS/BACKGROUND:**

This resolution will provide funding for the Department of Human Service to implement its 2023 Summer Food Service Program. This program provides breakfasts and lunches to youth under 18 years of age throughout the City of Camden.

### **AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:**

### **IMPACT STATEMENT:**

Provision to apply, accept and insert 2023 Grant for Summer Food Service Program (SFSP).

The 2023 Summer Food Service Program (SFSP) provides free, nutritious meals and snacks to help children in low-income areas get the nutrition they need to learn, play and grow throughout the summer months when they are out of school.

- Funding pays for pre-packaged delivered meals (breakfast & lunch)
- Staffing for operate (6) Recreation Sites, and (16) feeding sites. Approximately 20-25 sites sponsored by the city to feed youth 18 and under.

### **SUBJECT MATTER EXPERTS/ADVOCATES:**

- Name, Organization 1.
  - Attendance: (Y/N/Tentative). Confirmed?
- Name, Organization 2.
  - Attendance: (Y/N/Tentative). Confirmed?
- Additional as required...

### **COORDINATION:**

Prepared by:

**Janean L. Gooden**

**X6406**

Name

Phone/Email

STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS

DIVISION OF LOCAL GOVERNMENT SERVICES  
GRANT APPROVAL FORM

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

**PLEASE EXPLAIN THE JUSTIFICATION FOR THE GRANT. PLEASE FULLY EXPLAIN COST ASSOCIATED WITH THE AWARD OF THE GRANT AS WELL AS ANY MATCHING FUNDS OR EMPLOYMENT OBLIGATIONS AS A TERM OF THE GRANT. PLEASE EXPLAIN THE BENEFITS OF THE GRANT OF THE MUNICIPALITY AND THE RESIDENTS. ATTACH THE GRANT APPLICATION AND GRANT AWARD LETTER.**

Provision to apply, accept and insert 2023 Grant for Summer Food Service Program (SFSP).

The 2023 Summer Food Service Program (SFSP) provides free, nutritious meals and snacks to help children in low-income areas get the nutrition they need to learn, play and grow throughout the summer months when they are out of school.

- Funding pays for pre-packaged delivered meals (breakfast & lunch)
- Staffing for operate (6) Recreation Sites, and (16) feeding sites.  
Approximately 20-25 sites sponsored by the city to feed youth 18 and under.

Information of key municipal employee or agent applying for grant and responsible for its use:

Name	Almar Dyer
Title	Director of Human Services
Telephone Number	856-757-7285
Email	AlDyer@ci.camden.nj.us

If the grant is received and fully expended, what will the continuing financial obligations of the municipality be with respect to staffing, insurance, liability, operations, and/or maintenance?

Projected estimated funding for 2023 SFSP program is \$245,769.19

- Applied for advance funding of July of 2023
- Reimbursement is based on actual meals served during the duration of program June 26, 2023 to August 18, 2023

What will the source of funds be for the staffing, insurance, liability, operations, and /or maintenance?

Funding comes from NJDA. This grants enhances our current programs that provides a Safe Haven for youth enrolled in summer time/out-of-school time activities.

\_\_\_\_\_  
Mayor's Signature

Date\_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date\_\_\_\_\_

Name, email and fax of contact person for this form:

\_\_\_\_\_

**For LGS use only:**

Approved

Denied

\_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Date\_\_\_\_\_

Number Assigned \_\_\_\_\_

Initial Report  Revised Report  Closing Report   
**Bureau of Grants Management Grant Summary Form**  
**Grant Status Code: G**  
(green - g; yellow - y; red - r)

Department: Department of Human Services

Grant Analyst: Janean Gooden

Contact #: 856-968-6406

Grant/Project Name:		2023 Summer Food Service Program (Accept)					
Grant #:							
City Contract Date:				City Contract #:			
Application Resolution #:				Appropriation Code:			
Funding Source:		State of New Jersey-Department of Agriculture/Division of food and Nutrition					
Pass Through:				N		Source:	
Amount of Grant:							
Local Match:		Y		N		Cash:	
						In-Kind:	
Budget Insertion Resolution # & Date:				Accepting Grant Resolution # MC:			
Term of Grant:		10-1-2023 – 09-30-2023		Location of Activity:		Camden City	
Date of Analysis:		May 25, 2023		Reviewed By:		Barbara Johnson 	

**Summary:** The Department of Human Services is requesting authorization to accept a grant from the New Jersey of Agriculture – Bureau of Child Nutrition for the 2023 Summer Food Service Program in the amount of \$245,769.19,

The Department of Human Services is requesting authorization to apply and submit an application to the New Jersey of Agriculture – Bureau of Child Nutrition for the 2023 Summer Food Service Program.

The Summer Food Service Program is a program that provides Summer Recreation/SFSP program to the Youth in Camden, NJ. The grant allows the city to provide free pre-packaged breakfast and lunch for youth up to age 18 years old and for staff to operate a full day Summer Recreation Program. Providing free meals to approximately 20-25 sites for over 1000 youth that reside in the City of Camden.

**Time Lines:** Program (actual meals served) will start on June 26, 2023 and end on August 18, 2023.

**Problematic Areas/Recommendations** I see no problems with the Department applying for this Grant to services the Youth of the City of Camden.

# Summer Food Service Program - Application

 My Account

## Sponsor Management Plan - 2023

City of Camden - 07200012	Section Status: <b>Submitted</b>
---------------------------	----------------------------------

### Other USDA Programs

Enter other USDA Programs you participate in *during the Summer months*

None

- School Breakfast Program    
  Child and Adult Care Food Program    
  Special Milk Program    
  National School Lunch Program/SFA  
 At Risk

### Dates of Operation

Enter your dates of operation:

Begin:     
 End:

Enter your operating days each month. The total # of days will tally automatically

October	November	December	January	February	March	April
<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
May	June	July	August	September	Total Days	
<input type="text" value="0"/>	<input type="text" value="5"/>	<input type="text" value="19"/>	<input type="text" value="14"/>	<input type="text" value="0"/>	<input type="text" value="38"/>	

### Advance Funding

Select if you are requesting advance funding or not and if so for which month(s)     Yes  No

Check applicable month(s) of advance funding requested:     July  August

### Staff Training

Each sponsor must provide annual training for all their food services and administrative personnel involved with the Summer Food Service Program. Written documentation of these sessions must be maintained on file for review during the administrative review. Complete all sections in the chart.

Required Topics	Name of the Trainer	Date of Training	Place of Training
<b>Seriously Deficient</b> (Apply to all)	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. E
<b>State Violation</b>	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. E
<b>Program Overview</b>	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. E
<b>Program Operation</b>	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. E
<b>Record Keeping</b>	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. E
<b>Job Responsibilities</b>	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. E
<b>Monitoring Procedures</b>	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. E



### Program Records

List the person(s) responsible for the program records listed below.

Required Records	Compliance	Name of the Person Responsible
<b>Approved Menus</b> (Apply to all)	<b>Monitors for Substitutions</b>	Forrest Gibbs
<b>Meal Counts</b>	<b>Taken at the Point of Each Meal Service</b>	Forrest Gibbs
<b>Monitoring</b>	<b>First Week, Fourth Week</b>	Forrest Gibbs

### Maintenance of Program Cost Records

List the supportive source documentation your sponsor will maintain for all program costs.

Required Records	Type of Documentation
<b>Food Purchases</b> (Apply to all)	Purchase Order, Invoice, Delivery Tickets
<b>Non-Food Supplies</b>	Purchase Order, Invoice,
<b>Delivery Slips</b>	Signed, Detailed & Itemized slip provided by vendor
<b>Food Service Operational Cost</b>	Purchase Order, Invoice, time sheets, payroll data sheet
<b>Administrative Costs</b>	Purchase Order, Invoice, time sheets, payroll data sheet
<b>Net Cash Resource Schedule</b>	budget account audit trail from MCS System

### Disclosure of Lobbying Activities

Indicate whether your sponsor participates in lobbying activities pursuant to 31 U.S.C. 1352  Yes  No

### Documents

Search:

Type	File Name	Uploaded Date & Time	Uploaded By	Status
Letter to Health Department	<a href="#">2023 Health Dept Letter.pdf</a>	03/15/2023 12:54:42	Janean Gooden	Saved
Letter to Health Department	<a href="#">2023 SCHEDULE A HEALTH DEPT.pdf</a>	03/15/2023 13:10:05	Janean Gooden	Saved
Public Announcement - News Release	<a href="#">2023 Notice to Community.pdf</a>	03/15/2023 13:37:53	Janean Gooden	Saved
Schedule C-Menu	<a href="#">2023 SCHEDULE C MENUE 3 1 23.docx</a>	03/15/2023 13:40:28	Janean Gooden	Saved

I certify that to the best of my knowledge, the information on the Sponsor Management Plan is true and correct in all aspects, and records are available to support the information provided on this form. Prior written approval of any budgetary amendments by the sponsor must be received in writing from the State agency. I understand that this information is being given in connection with the receipt of Federal funds, and that deliberate misrepresentation or withholding of information may result in prosecution under applicable State and Federal statutes. I agree to accept final administrative and financial responsibility for all program operations at all approved sites.

[← Back to Application Summary](#)

# Summer Food Service Program - Application

[My Account](#)

## Budget - Summer 2023

City of Camden - 07200012 Section Status: **Submitted**

Site Code/Name	Total Meal Service Days	Estimated Number of Meals					Total Estimated Operating Reimbursement	Total Estimated Administrative Reimbursement
		Breakfast	AM Snack	Lunch	PM Snack	Dinner		
2925 / N. Camden Gym Rec	38	65		65			\$17,413.50	\$1,463.48
2946 / Cramer Hill Center	38	25		25			\$6,697.50	\$562.88
2958 / Isabel Miller Recreation	38	50		50			\$13,395.00	\$1,125.75
2966 / ML King Center - Recreation	38	30		30			\$8,037.00	\$675.45
2997 / Whitman Park Watertower	38	40		40			\$10,716.00	\$900.60
2999 / Malandra Hall Recreation	38	70		70			\$18,753.00	\$1,576.05
3010 / Northgate 1 Residents	38	50		50			\$13,395.00	\$1,125.75
3129 / CHA - Ablett Village	38	20		20			\$5,358.00	\$450.30
3144 / CHA - Roosevelt Manor	38	20		20			\$5,358.00	\$450.30
3158 / St. Pauls Church	15	60		60			\$6,345.00	\$533.25
3531 / Puerto Rican Unity for Progress (PRUP)	24	25		25			\$4,230.00	\$355.50

Site Code/Name	Total Meal Service Days	Estimated Number of Meals					Total Estimated Operating Reimbursement	Total Estimated Administrative Reimbursement
		Breakfast	AM Snack	Lunch	PM Snack	Dinner		
3545 / Islamic Study Center	38	60		60			\$16,074.00	\$1,350.90
3557 / Camden Kids Academy Summer Camp	38	125		12			\$33,317.26	\$2,799.55
3568 / Woodlynn School District	12	120		12			\$10,152.00	\$853.20
3640 / Heaven's Little Angel's Summer Camp	38	50		50			\$13,395.00	\$1,125.75
3648 / Yahweh Child Development Summer Camp	38	40		40			\$10,716.00	\$900.60
3660 / Camp Yahweh	38	30		30			\$8,037.00	\$675.45
22977 / Koinonia Family Life @ Virtua	33	40		40			\$9,306.00	\$782.10
23605 / Police Explorers	18	45		45			\$5,710.50	\$479.93
23791 / LAM Campus Summer Camp Program	26			60			\$6,988.80	\$608.40
24268 / Rising Leaders Global	24			15			\$1,612.80	\$140.40
24272 / Rising Leaders Global (2nd site)	25			15			\$1,680.00	\$146.25
<b>Meal Totals</b>		<b>965</b>	<b>0</b>	<b>1054</b>	<b>0</b>	<b>0</b>		

Site Code/Name	Total Meal Service Days	Estimated Number of Meals					Total Estimated Operating Reimbursement	Total Estimated Administrative Reimbursement
		Breakfast	AM Snack	Lunch	PM Snack	Dinner		
Total Estimated Operating Reimbursement for Year						\$226,687.36		
Total Estimated Administrative Reimbursement for Year							\$19,081.83	

Operational Costs		
Item	Amount	Delete
Food and Related Costs, Supplies and Labor	\$152,829.64	
Food Preparation Facility Expenses	\$74,000.00	
Food Delivery or Transportation of Children to Sit		
<b>Total Operational Costs</b>	<b>\$226,829.64</b>	

Administrative Costs	
Item	Amount
Salaries (Director, Monitors and Clerical Support)	\$13,439.55
Office Supplies and Support Expenses	\$4,500.00
Travel (Director and Monitors)	\$1,000.00
Other	
<b>Total Administrative Costs</b>	<b>\$18,939.55</b>

Total Projected Reimbursements			
Item	Operational	Administrative	Total
Total Project SFSP Costs	\$226,829.64	\$18,939.55	\$245,769.19
Total Estimated Reimbursement for all Sites	\$226,687.36	\$19,081.83	\$245,769.19
Excess SFSP Revenue Amount from Prior Program Year or Previous Participation			\$0.00
Projected Balance After Reimbursements			\$0.00

### Excess Reimbursements

If the total estimated SFSP cost is less than the projected/anticipated SFSP reimbursement, then the sponsor must document how they will allocate the additional funds in their food service operation. Food service operations are for the benefit of participating children and all program reimbursement funds are to be used solely for the improvement of such food service. This does not mean the program must break even or operate at a loss, but that all income must be used for the sole purpose of operating a non-profit food service.

Will meals be served to non-program adults?  Yes  No

Will meals be provided at no cost to non-program adults?  Yes  No  Not Applicable

## Miscellaneous

Identify how excess funds will be used:

- Used to improve the meal service or other aspects of the SFSP
- Kept for next year's SFSP operations
- Pay for allowable costs of other child nutrition programs
- Other

## Certification Statement

I certify that to the best of my knowledge, the information on the sponsor budget is true and correct in all aspects, and records are available to support the information provided on this form. Prior written approval of any budgetary amendments by the sponsor must be received in writing from state agency. I understand that this information is being given in connection with the receipt of Federal Funds, and that deliberate misrepresentation or withholding of information may result in prosecution under applicable state and federal statutes. All receipts, invoices and other evidence of purchase must be retained and available for future audit for a period of five years after the end of the agreement year. I agree to accept final administrative and financial responsibility for all program operations at all approved sites.

[← Back to Application Summary](#)

[Contact Us](#) [Privacy Notice](#) [Legal Statement](#)  
[Accessibility Statement](#)

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**From:** Barbara Bellamy-Johnson  
**Sent:** Wednesday, May 31, 2023 10:28 AM  
**To:** Diana Gonzalez  
**Subject:** FW: City of Camden (Agreement #: 07200012) - Camden - Sponsor Application Approved

Approval for the 2023 Summer Food Grant.

**Subject:** City of Camden (Agreement #: 07200012) - Camden - Sponsor Application Approved

Agreement Number: 07200012

FAIN-FOOD #221NJ304N1099

FAIN-ADMIN #221NJ304N1099

CFDA #10.559

GRANT PERIOD 10-1-2022 TO 9-30-2023

We are pleased to inform you that your 2023 Summer Food Service Program application has been approved, and you are now eligible to receive reimbursement for meal service. The 2023 funding approved for your organization is \$282,959.70.

As a reminder, area eligibility is good for 5 years. Those sites with current area eligibility are noted with an "A" on the Schedule A. Sites noted with an "E" will be required to submit the annual documentation required to obtain or renew site eligibility.

As a sub-recipient of New Jersey Department of Agriculture funds, it is imperative that you provide the above listed FAIN numbers, CFDA number, and Grant Period to your CPA. This requirement is in accordance with the Uniform Administrative Requirements, Costs Principles, and the Audit Requirements for Federal Awards.

The New Jersey Department of Education (NJDOE) has approved school district and charter school restricted and unrestricted indirect cost rate applications for the year 2022-2023 School year. If the NJDOE approved indirect cost rate is utilized, it must be documented and charged consistently across all programs.

If you have never received a negotiated indirect cost rate, you may elect to charge a rate of 10% of modified total direct costs indefinitely. If this election is made, you must use this rate consistently for all Federal Awards and all charges must be documented. If you have any questions, please our Division's fiscal office at 609-984-1439.

Federal requirements for participation, management and records are as follows:

7 CFR 225.14 (c) (1) (2), Requirements for Sponsor Participation. No applicant sponsor shall be eligible to participate in the Program unless it (i) demonstrates financial and administrative capability for Program operations and accepts final financial and administrative responsibility for total Program operations at all sites

at which it proposes to conduct a food service; and (ii) has not been seriously deficient in operating the Program.

7 CFR 225.14 (d) (3), Requirements for Sponsor Participation. Sponsors which are units of local, municipal, county, or State government, and sponsors which are private nonprofit organizations, will only be approved to administer the Program at sites where they have administrative oversight. Administrative oversight means that the sponsor shall be responsible for:

7 CFR 225.14 (d) (3) (i), Requirements for Sponsor Participation. Maintaining contact with meal service staff, ensuring that there is adequately trained meal service staff on site, monitoring the meal service throughout the period of Program participation, and terminating meal service at a site if staff fail to comply with Program regulations.

7 CFR 225.15 (a) (4), Management Responsibilities of Sponsors. Sponsors must maintain documentation of a nonprofit food service including copies of all revenues received and expenses paid from the nonprofit food service account. Program reimbursements and expenditures and expenditures may be included in a single nonprofit food service account with funds from any other Child Nutrition Programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, except the Special Supplemental Nutrition Program for Women, Infants, and Children. All program reimbursement funds must be used solely for the conduct of the nonprofit food service operation. The net cash resources of the nonprofit food service of each sponsor participating in the Program may not exceed one month's average expenditures for sponsors operating only during the summer months and three month's average expenditures for sponsors operating Child Nutrition Programs throughout the year. State agency approval shall be required for net cash resources in excess of the requirements set forth in this paragraph (a) (4). Sponsors shall monitor Program costs and, in the event that net cash resources exceed the requirements outline, take action to improve the meal service or other aspects of the Program.

7 CFR 225.15 (c) (1), Records and Claims. Sponsors shall maintain accurate records which justify all costs and meals claimed. Failure to maintain such records may be grounds for denial of reimbursement for meals served and/or administrative costs claimed during the period covered by the records in question. The sponsor's records shall be available at all times for inspection and audit by representatives of the United States Secretary of Agriculture and Comptroller General and the State agency for a period of three years following the date of submission of the final claim for reimbursement for the fiscal year.

Agreement Number: 07200012

Sponsor Name: City of Camden

Address: 1000 N. 6th Street, Camden, NJ, 08102-0000

Vendor Number: V21600041800

Federal ID Number: 216000418

If the name or address or any other program changes occur during the 2023 summer operations, you must make the changes within ten days of the change.

**Note: Changes shall not be made on the meal count record form at any time. Meals that are disallowed by the state monitor cannot be claimed. In addition, please refrain from using white out on any documents. If a mistake is made, cross out the mistake and correct it with red pen. The re-creation of meal count forms is prohibited.**

Each sponsor must ensure that they are maintaining a nonprofit food service operation and must restrict all income accrued from the Summer Food Service Program to use solely for the operation or improvement of the food service.

### **AUDIT REQUIREMENTS**

The audit requirements for Program sponsors, pursuant to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and/or New Jersey OMB Circular 15-08, include the following:

Recipients whose funding is \$750,000 or more in state and/or federal financial assistance within their fiscal year must have a single audit performed in accordance with 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Recipients whose funding is less than \$750,000 but more than \$100,000 in state and/or federal financial assistance within their fiscal year must have either a financial statement audit performed in accordance with Government Auditing Standards (Yellow Book) or a program-specific audit performed in accordance with circular letter NJ 15-08-OMB. The type of Audit required is dependent upon the source of funding.

Recipients whose funding is less than \$100,000 in federal and/or state funding within their fiscal year are not required to have an audit performed.

The completed audit is due to the cognizant agency, the one which provided most of the funding, within 9 months of sponsor's fiscal year end. The audit must be performed by an independent CPA. Federal funds cannot be used to pay for any required audit.

State funds expended during the sponsor's fiscal year derived from a vendor relationship are not subject to audit requirements. Determination of a vendor relationship status of funds expended can only be made by the cognizant agency, in conjunction with the other funding agency or agencies if necessary.

Failure to comply with audit requirements may result in an over claim to sponsor's Program and/or a seriously deficient determination.

Please contact your Nutrition Program Specialist at (609) 292-4498 for information regarding program operation and issues.

Best wishes for a successful summer.

Sincerely,

Tracii Butler Proctor, Coordinator

Summer Food Service Program



R-35

DB:dh  
06-13-23

**RESOLUTION AUTHORIZING A BUDGET AMENDMENT PURSUANT TO  
N.J.S.A. 40A:4-87 IN THE AMOUNT OF \$245,769.19 FROM THE  
US DEPARTMENT OF AGRICULTURE 2023 SUMMER FOOD SERVICE PROGRAM  
GRANT**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services (Director) may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by any public or private funding source and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount to any such special item of revenue making same available for expenditure; and

WHEREAS, the United States Department of Agriculture Division of Food and Nutrition awarded a 2023 Summer Food Service Program (SFSP) grant in the amount of \$245,769.19 to the City after the adoption of the 2023 Budget; and

WHEREAS, pursuant to N.J.S.A. ,40A:4-87 the Director may approve the insertion of the 2023 SFSP grant award as a special item of revenue in the 2023 budget; now, therefore

BE IT RESOLVED, that the City Council of the City of Camden in the County of Camden, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2023 in the sum of \$245,769.19, which is now available from the US Department of Agriculture, division of Food and Nutrition.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** "Resolution inserting a grant from the State of New Jersey Department of Agriculture, Bureau of Child Nutrition in the amount of **\$245,769.19** for the 2023 Summer Food Service Program."

**FACTS/BACKGROUND:**

This resolution will provide funding for the Department of Human Service to implement its 2023 Summer Food Service Program. This program provides breakfasts and lunches to youth under 18 years of age throughout the City of Camden.

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:**

**IMPACT STATEMENT:**

Provision to apply, accept and insert 2023 Grant for Summer Food Service Program (SFSP).

The 2023 Summer Food Service Program (SFSP) provides free, nutritious meals and snacks to help children in low-income areas get the nutrition they need to learn, play and grow throughout the summer months when they are out of school.

- Funding pays for pre-packaged delivered meals (breakfast & lunch)
- Staffing for operate (6) Recreation Sites, and (16) feeding sites. Approximately 20-25 sites sponsored by the city to feed youth 18 and under.

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- Name, Organization 1.
  - Attendance: (Y/N/Tentative). Confirmed?
- Name, Organization 2.
  - Attendance: (Y/N/Tentative). Confirmed?
- Additional as required...

**COORDINATION:**

Prepared by:

**Janean L. Gooden**

**X6406**

Name

Phone/Email

STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS

DIVISION OF LOCAL GOVERNMENT SERVICES  
GRANT APPROVAL FORM

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

**PLEASE EXPLAIN THE JUSTIFICATION FOR THE GRANT. PLEASE FULLY EXPLAIN COST ASSOCIATED WITH THE AWARD OF THE GRANT AS WELL AS ANY MATCHING FUNDS OR EMPLOYMENT OBLIGATIONS AS A TERM OF THE GRANT. PLEASE EXPLAIN THE BENEFITS OF THE GRANT OF THE MUNICIPALITY AND THE RESIDENTS. ATTACH THE GRANT APPLICATION AND GRANT AWARD LETTER.**

Provision to apply, accept and insert 2023 Grant for Summer Food Service Program (SFSP).

The 2023 Summer Food Service Program (SFSP) provides free, nutritious meals and snacks to help children in low-income areas get the nutrition they need to learn, play and grow throughout the summer months when they are out of school.

- Funding pays for pre-packaged delivered meals (breakfast & lunch)
- Staffing for operate (6) Recreation Sites, and (16) feeding sites.  
Approximately 20-25 sites sponsored by the city to feed youth 18 and under.

Information of key municipal employee or agent applying for grant and responsible for its use:

Name	Almar Dyer
Title	Director of Human Services
Telephone Number	856-757-7285
Email	AlDyer@ci.camden.nj.us

If the grant is received and fully expended, what will the continuing financial obligations of the municipality be with respect to staffing, insurance, liability, operations, and/or maintenance?

Projected estimated funding for 2023 SFSP program is \$245,769.19

- Applied for advance funding of July of 2023
- Reimbursement is based on actual meals served during the duration of program June 26, 2023 to August 18, 2023

What will the source of funds be for the staffing, insurance, liability, operations, and /or maintenance?

Funding comes from NJDA. This grants enhances our current programs that provides a Safe Haven for youth enrolled in summer time/out-of-school time activities.

\_\_\_\_\_  
Mayor's Signature

Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_

Name, email and fax of contact person for this form:

\_\_\_\_\_

**For LGS use only:**

Approved  Denied

\_\_\_\_\_  
Director or Designee,  
Division of Local Government Services

Date \_\_\_\_\_

Number Assigned \_\_\_\_\_

**Bureau of Grants Management Grant Summary Form**

**Grant Status Code: G**

(green - g; yellow - y; red - r)

Department: Department of Human Services

Grant Analyst: Janean Gooden

Contact #: 856-968-6406

Grant/Project Name:		2023 Summer Food Service Program (Insert)					
Grant #:							
City Contract Date:				City Contract #:			
Application Resolution #:				Appropriation Code:			
Funding Source:		State of New Jersey-Department of Agriculture/Division of food and Nutrition					
Pass Through:				N		Source:	
Amount of Grant:							
Local Match:		Y		N		Cash:	
						In-Kind:	
Budget Insertion Resolution # & Date:				Accepting Grant Resolution # MC:			
Term of Grant:		10-1-2023 – 09-30-2023		Location of Activity:		Camden City	
Date of Analysis:		May 25, 2023		Reviewed By:		Barbara Johnson 	

**Summary:** The Department of Human Services is requesting authorization to insert a grant from the New Jersey of Agriculture – Bureau of Child Nutrition for the 2023 Summer Food Service Program in the amount of \$245,769.19,

The Department of Human Services is requesting authorization to apply and submit an application to the New Jersey of Agriculture – Bureau of Child Nutrition for the 2023 Summer Food Service Program.

The Summer Food Service Program is a program that provides Summer Recreation/SFSP program to the Youth in Camden, NJ. The grant allows the city to provide free pre-packaged breakfast and lunch for youth up to age 18 years old and for staff to operate a full day Summer Recreation Program. Providing free meals to approximately 20-25 sites for over 1000 youth that reside in the City of Camden.

**Time Lines:** Program (actual meals served) will start on June 26, 2023 and end on August 18, 2023.

**Problematic Areas/Recommendations** I see no problems with the Department applying for this Grant to services the Youth of the City of Camden.

# Summer Food Service Program - Application

My Account

## Sponsor Management Plan - 2023

City of Camden - 07200012 Section Status: **Submitted**

### Other USDA Programs

Enter other USDA Programs you participate in *during the Summer months*

- None
- School Breakfast Program     
  Child and Adult Care Food Program     
  Special Milk Program     
  National School Lunch Program/SFA  
 At Risk

### Dates of Operation

Enter your dates of operation:

Begin:      
 End:

Enter your operating days each month. The total # of days will tally automatically

October	November	December	January	February	March	April
<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
May	June	July	August	September	Total Days	
<input type="text" value="0"/>	<input type="text" value="5"/>	<input type="text" value="19"/>	<input type="text" value="14"/>	<input type="text" value="0"/>	<input type="text" value="38"/>	

### Advance Funding

Select if you are requesting advance funding or not and if so for which month(s)      Yes  No

Check applicable month(s) of advance funding requested:      July  August

### Staff Training

Each sponsor must provide annual training for all their food services and administrative personnel involved with the Summer Food Service Program. Written documentation of these sessions must be maintained on file for review during the administrative review. Complete all sections in the chart.

Required Topics	Name of the Trainer	Date of Training	Place of Training
<b>Seriously Deficient</b> (Apply to all)	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. 6
<b>State Violation</b>	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. 6
<b>Program Overview</b>	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. 6
<b>Program Operation</b>	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. 6
<b>Record Keeping</b>	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. 6
<b>Job Responsibilities</b>	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. 6
<b>Monitoring Procedures</b>	Forrest Gibbs	<input type="text" value="06/06/2023"/>	N. Camden Gym, 1000 N. 6

### Program Records

List the person(s) responsible for the program records listed below.

Required Records	Compliance	Name of the Person Responsible
<b>Approved Menus</b> (Apply to all)	<b>Monitors for Substitutions</b>	Forrest Gibbs
<b>Meal Counts</b>	<b>Taken at the Point of Each Meal Service</b>	Forrest Gibbs
<b>Monitoring</b>	<b>First Week, Fourth Week</b>	Forrest Gibbs

### Maintenance of Program Cost Records

List the supportive source documentation your sponsor will maintain for all program costs.

Required Records	Type of Documentation
<b>Food Purchases</b> (Apply to all)	Purchase Order, Invoice, Delivery Tickets
<b>Non-Food Supplies</b>	Purchase Order, Invoice,
<b>Delivery Slips</b>	Signed, Detailed & Itemized slip provided by vendor
<b>Food Service Operational Cost</b>	Purchase Order, Invoice, time sheets, payroll data sheet
<b>Administrative Costs</b>	Purchase Order, Invoice, time sheets, payroll data sheet
<b>Net Cash Resource Schedule</b>	budget account audit trail from MCS System

### Disclosure of Lobbying Activities

Indicate whether your sponsor participates in lobbying activities pursuant to 31 U.S.C. 1352  Yes  No

### Documents

Search:


Type	File Name	Uploaded Date & Time	Uploaded By	Status
Letter to Health Department	<a href="#">2023 Health Dept Letter.pdf</a>	03/15/2023 12:54:42	Janean Gooden	Saved
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I certify that to the best of my knowledge, the information on the Sponsor Management Plan is true and correct in all aspects, and records are available to support the information provided on this form. Prior written approval of any budgetary amendments by the sponsor must be received in writing from the State agency. I understand that this information is being given in connection with the receipt of Federal funds, and that deliberate misrepresentation or withholding of information may result in prosecution under applicable State and Federal statutes. I agree to accept final administrative and financial responsibility for all program operations at all approved sites.

[← Back to Application Summary](#)



# Summer Food Service Program - Application

 My Account

## Budget - Summer 2023

City of Camden - 07200012 Section Status: **Submitted**

Site Code/Name	Total Meal Service Days	Estimated Number of Meals					Total Estimated Operating Reimbursement	Total Estimated Administrative Reimbursement
		Breakfast	AM Snack	Lunch	PM Snack	Dinner		
2925 / N. Camden Gym Rec	38	<input type="text" value="65"/>	<input type="text"/>	<input type="text" value="65"/>	<input type="text"/>	<input type="text"/>	\$17,413.50	\$1,463.48
2946 / Cramer Hill Center	38	<input type="text" value="25"/>	<input type="text"/>	<input type="text" value="25"/>	<input type="text"/>	<input type="text"/>	\$6,697.50	\$562.88
2958 / Isabel Miller Recreation	38	<input type="text" value="50"/>	<input type="text"/>	<input type="text" value="50"/>	<input type="text"/>	<input type="text"/>	\$13,395.00	\$1,125.75
2966 / ML King Center - Recreation	38	<input type="text" value="30"/>	<input type="text"/>	<input type="text" value="30"/>	<input type="text"/>	<input type="text"/>	\$8,037.00	\$675.45
2997 / Whitman Park Watertower	38	<input type="text" value="40"/>	<input type="text"/>	<input type="text" value="40"/>	<input type="text"/>	<input type="text"/>	\$10,716.00	\$900.60
2999 / Malandra Hall Recreation	38	<input type="text" value="70"/>	<input type="text"/>	<input type="text" value="70"/>	<input type="text"/>	<input type="text"/>	\$18,753.00	\$1,576.05
3010 / Northgate 1 Residents	38	<input type="text" value="50"/>	<input type="text"/>	<input type="text" value="50"/>	<input type="text"/>	<input type="text"/>	\$13,395.00	\$1,125.75
3129 / CHA - Ablett Village	38	<input type="text" value="20"/>	<input type="text"/>	<input type="text" value="20"/>	<input type="text"/>	<input type="text"/>	\$5,358.00	\$450.30
3144 / CHA - Roosevelt Manor	38	<input type="text" value="20"/>	<input type="text"/>	<input type="text" value="20"/>	<input type="text"/>	<input type="text"/>	\$5,358.00	\$450.30
3158 / St. Pauls Church	15	<input type="text" value="60"/>	<input type="text"/>	<input type="text" value="60"/>	<input type="text"/>	<input type="text"/>	\$6,345.00	\$533.25
3531 / Puerto Rican Unity for Progress (PRUP)	24	<input type="text" value="25"/>	<input type="text"/>	<input type="text" value="25"/>	<input type="text"/>	<input type="text"/>	\$4,230.00	\$355.50

Site Code/Name	Total Meal Service Days	Estimated Number of Meals					Total Estimated Operating Reimbursement	Total Estimated Administrative Reimbursement
		Breakfast	AM Snack	Lunch	PM Snack	Dinner		
3545 / Islamic Study Center	38	60		60			\$16,074.00	\$1,350.90
3557 / Camden Kids Academy Summer Camp	38	125		12			\$33,317.26	\$2,799.55
3568 / Woodlynne School District	12	120		12			\$10,152.00	\$853.20
3640 / Heaven's Little Angel's Summer Camp	38	50		50			\$13,395.00	\$1,125.75
3648 / Yahweh Child Development Summer Camp	38	40		40			\$10,716.00	\$900.60
3660 / Camp Yahweh	38	30		30			\$8,037.00	\$675.45
22977 / Koinonia Family Life @ Virtua	33	40		40			\$9,306.00	\$782.10
23605 / Police Explorers	18	45		45			\$5,710.50	\$479.93
23791 / LAM Campus Summer Camp Program	26			60			\$6,988.80	\$608.40
24268 / Rising Leaders Global	24			15			\$1,612.80	\$140.40
24272 / Rising Leaders Global (2nd site)	25			15			\$1,680.00	\$146.25
Meal Totals		965	0	1054	0	0		

Site Code/Name	Total Meal Service Days	Estimated Number of Meals					Total Estimated Operating Reimbursement	Total Estimated Administrative Reimbursement
		Breakfast	AM Snack	Lunch	PM Snack	Dinner		
Total Estimated Operating Reimbursement for Year						\$226,687.36		
Total Estimated Administrative Reimbursement for Year							\$19,081.83	

Operational Costs		
Item	Amount	Delete
Food and Related Costs, Supplies and Labor	\$152,829.64	
Food Preparation Facility Expenses	\$74,000.00	
Food Delivery or Transportation of Children to Sit		
Total Operational Costs	\$226,829.64	

Administrative Costs	
Item	Amount
Salaries (Director, Monitors and Clerical Support)	\$13,439.55
Office Supplies and Support Expenses	\$4,500.00
Travel (Director and Monitors)	\$1,000.00
Other	
Total Administrative Costs	\$18,939.55

Total Projected Reimbursements			
Item	Operational	Administrative	Total
Total Project SFSP Costs	\$226,829.64	\$18,939.55	\$245,769.19
Total Estimated Reimbursement for all Sites	\$226,687.36	\$19,081.83	\$245,769.19
Excess SFSP Revenue Amount from Prior Program Year or Previous Participation			\$0.00
Projected Balance After Reimbursements			\$0.00

### Excess Reimbursements

If the total estimated SFSP cost is less than the projected/anticipated SFSP reimbursement, then the sponsor must document how they will allocate the additional funds in their food service operation. Food service operations are for the benefit of participating children and all program reimbursement funds are to be used solely for the improvement of such food service. This does not mean the program must break even or operate at a loss, but that all income must be used for the sole purpose of operating a non-profit food service.

Will meals be served to non-program adults?  Yes  No

Will meals be provided at no cost to non-program adults?  Yes  No  Not Applicable

## Miscellaneous

Identify how excess funds will be used:

- Used to improve the meal service or other aspects of the SFSP
- Kept for next year's SFSP operations
- Pay for allowable costs of other child nutrition programs
- Other

## Certification Statement

I certify that to the best of my knowledge, the information on the sponsor budget is true and correct in all aspects, and records are available to support the information provided on this form. Prior written approval of any budgetary amendments by the sponsor must be received in writing from state agency. I understand that this information is being given in connection with the receipt of Federal Funds, and that deliberate misrepresentation or withholding of information may result in prosecution under applicable state and federal statutes. All receipts, invoices and other evidence of purchase must be retained and available for future audit for a period of five years after the end of the agreement year. I agree to accept final administrative and financial responsibility for all program operations at all approved sites.

[← Back to Application Summary](#)

[Contact Us](#) [Privacy Notice](#) [Legal Statement](#)  
[Accessibility Statement](#)

R-36

DB:dh  
06-13-23

**RESOLUTION AUTHORIZING A BUDGET AMENDMENT PURSUANT TO N.J.S.A. 40A:4-87 IN THE AMOUNT OF \$52,000 FROM THE US DEPARTMENT OF TREASURY, PASSED THROUGH THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR A GRANT ENTITLED "ARP CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS - FIREFIGHTERS EQUIPMENT GRANT"**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services (Director) may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by any public or private funding source and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the New Jersey Department of Community Affairs ("NJCA") awarded the City an American Rescue Plan Firefighter 2022 - "ARP" Firefighters Grant in the amount of \$52,000; and

WHEREAS, the aforesaid grant award was not determined prior to the adoption of the City's 2023 Budget; and


WHEREAS, pursuant to N.J.S.A. 40A:4-87 the Director may approve the insertion of the grant award as a special item of revenue in the City's 2023 Budget; now, therefore

BE IT RESOLVED, that the City Council of the City of Camden hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the City's 2023 Budget in the sum of \$52,000, which is now available from NJCA.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed and approved as to form.



DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk

AGREEMENT DATA SHEET

( X ) GRANT ( ) LOAN

**PROJECT INFORMATION**

FUNDING PROGRAM NAME: **American Rescue Plan Firefighter 2022**  
 PROJECT TITLE: **City of Camden ARP Firefighters Grant 2022**  
 SERVICE AREA(S): **City of Camden**

**RECIPIENT INFORMATION**

AGENCY NAME: **City of Camden**  
 ADDRESS: **City Hall  
 520 Market Street  
 Camden, New Jersey 08101-5120**

CHIEF FINANCIAL OFFICER: **Ms. Johanna Conyer-Harris**  
 VENDOR ID #: **216000418-09**  
 TELEPHONE NUMBER: **(856) 757-7200**  
 CHARITIES REGISTRATION #: **EX0000000**  
 (Nonprofit Agencies Only)  
 SAM Unique Entity #: **L5MTYJ62P314**

**STATE INFORMATION**

DEPARTMENT: **NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS**  
 DIVISION: **Division of Local Government Services**  
 ADDRESS: **101 South Broad Street  
 P. O. Box 803  
 Trenton, NJ 08625-0803**

CONTACT PERSON: **Kevin Heydel**  
 TELEPHONE NUMBER: **(609) 913-4401**

**FEDERAL INFORMATION**

FEDERAL AWARD AGENCY NAME:  
 CFDA NAME:

**FUNDING AMOUNT AND SOURCE OF FUNDS**

	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>	<u>CFDA #</u>
1 (Federal Funds)	2021-100-022-8030-689-FFFF-FIRE-6120	\$52,000.00	21.027
Federal Award #:	Total Amount Federal Award: \$10,000,000.00	Federal Award Date:	

<b>SUBTOTAL</b>		<b>\$52,000.00</b>	
<b>OTHER FUNDS</b>		<b>\$0.00</b>	
<b>TOTAL</b>		<b>\$52,000.00</b>	

**GRANT/LOAN AWARD PERIOD**

GRANT/LOAN AWARD PERIOD: **December 05, 2022 THROUGH: December 31, 2023**  
 LENGTH OF AWARD PERIOD: **1 Year, 1 Month**  
 LIQUIDATION OF OBLIGATIONS MUST BE MADE BY: **March 30, 2024**

**PURPOSE OF GRANT/LOAN**

This award will provide funding to purchase firefighter equipment.

R-37

DB:dh  
06-13-23

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF PSE&G LIGHTING SERVICE AGREEMENTS FOR THE UPGRADE OR INSTALLATION OF LIGHT FIXTURES AT VARIOUS LOCATIONS**

WHEREAS, the City of Camden hereby accepts the upgrade and/or new light fixtures at the locations listed in the table below; and

WHEREAS, at the completion of the project, the light fixtures will be dedicated to the City's inventory and the City will be required to pay the monthly fee and/or increase; and

WHEREAS, the City Council of the City of Camden has determined that it is in the best interest of the City to authorize the acceptance of the additional upgrades and/or new street lighting fixtures at the locations listed in the table below; now, therefore


BE IT RESOLVED, by the City Council of the City of Camden that the proper official is hereby authorized to enter into a lighting service agreement with PSEG relating to the below listed:

Location	No. of Fixtures	Upfront Costs	Service Fee Increase/Month	Work to be Accomplished
Fairview Street	5	NA	\$88.75	Install New LED Fixtures
Cushing Road	1	NA	\$17.75	Install New LED Fixtures

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB -23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed and approved as to form.

  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
City Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Keith L. Walker, Director of Public Works

**TITLE OF ORDINANCE/RESOLUTION:** RESOLUTION AUTHORIZING A PSEG LIGHTING SERVICE AGREEMENT FOR THE INSTALLATION OF LIGHT FIXTURES ON FAIRVIEW ST

Point of Contact:	Keith L. Walker	Public Works	757-7139	KeWalker@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y		5/22/2023	
Supporting Department Director (if necessary)				
Director of Grants Management				
Qualified Purchasing Agent				
Director of Finance			5/23/23	

Approved by: Business Administrator

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Signature: Date: 5/23/23

- Attachments (list and attach all available):
1. Waiver Request Form Attached for State DCA/DLGS Approval – Attachment D (Contracts)
  2. Certification of Funds<sup>1</sup>
  3. PSEG Lighting Service Agreement

**“Walk-on” note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.**

Received by: City Attorney

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Signature: Date: JUN 01 2023

<sup>1</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.



## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** *RESOLUTION AUTHORIZING A PSEG LIGHTING SERVICE AGREEMENT FOR THE INSTALLATION OF LIGHT FIXTURES ON FAIRVIEW ST*

### FACTS/BACKGROUND:

- The City of Camden is in the midst of a city-wide lighting project to ensure well lit areas for the safety of all residents.
- Five (5) lighting fixtures will be installed on Fairview St.
- Cost is determined by PSEG estimated cost summary based on contract with the City

### AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:

Monthly install totals: \$88.75

### IMPACT STATEMENT:

- If approved by City Council the location will be well-lit, providing a measure of safety for residents/visitors

### SUBJECT MATTER EXPERTS/ADVOCATES:

- Keith L. Walker, Director of Public Works
  - Attendance: (Y/N/Tentative). Confirmed?
- Name, Organization 2.
  - Attendance: (Y/N/Tentative). Confirmed?
- Additional as required...

### COORDINATION:

- Execution of the contract will be required by both City of Camden & PSEG

Prepared by: **Angela Watkins** **757-7139/anjohnst@ci.camden.nj.us**

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Name

Phone/Email

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	City of Camden
--------------	----------------

Professional Service or EUS Type	Professional Service (Utility)
Name of Vendor	PSEG
Purpose or Need for service:	Purpose of this agreement is to authorize the City of Camden and PSEG to enter into a lighting service agreement for the installation of five (5) lighting fixtures on Fairview St.
Contract Award Amount	Monthly install total: \$88.75
Term of Contract	n/a
Temporary or Seasonal	n/a
Grant Funded (attach appropriate documentation allowing for service through grant funds)	n/a
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	n/a
Were other proposals received? If so, please attach the names and amounts for each proposal received?	n/a

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*

Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_

\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Chief Financial Officer affirms that there is adequate funding available for this personnel action.

\_\_\_\_\_ Funding Source for this action

\_\_\_\_\_  
Chief Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

\_\_\_\_\_  
Certifying Officer

Date \_\_\_\_\_

***For LGS use only:***

Approved                       Denied

\_\_\_\_\_  
Date \_\_\_\_\_

Director or Designee,  
Division of Local Government Services

Number Assigned \_\_\_\_\_



**Estimated Cost Summary - PSEG Confidential**

*Outdoor Lighting*

Project Name: City of Camden - Fairview St

Contract Account # 7350843305

Customer Name: City of Camden

For Service at Address: Fairview St, Camden

CostType	Product	Qty	Amount
Install	Luminaire	5	\$71.95
	Bracket	5	\$16.80
<b>Monthly Install Totals</b>			<b>\$88.75</b>
Remove	Luminaire	1	\$12.02
<b>Monthly Removal Totals</b>			<b>\$12.02</b>

**This is Not an Invoice**



We make things work for you.

**Request for Lighting Service - PSEG Confidential**

Project Name: City of Camden - Fairview St

Project Status: Agreement

Presented Date: 11/9/2022

Customer Name: City of Camden

BP# 1000453344 Contract Account # 7350843305

Service Address: Fairview St, Camden

Effective Date: 11/9/2022

Contact Name: Keith Walker

Contract Term: 1 Year Distribution: OH

Office Tel: (856) 757-7500 Cell Phone:

Email:

Fax:

STANDARD SPECIAL

Office Record

Purchase Order #

Premise #	5002530787	Installation #	4004449430	Installation 2 #	4004354643	DWMS Customer #	6625921	DWMS LD #	500974413	DWMS EI #		CIAC EI #	
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**Rates and Costs Details**

Product	Amt	ReVal	Rate	New Pole or Pole #	Free Pole	Pole Pre-paid	Second Avail-able	Action Type	Sales Type	Order Type	Mthly Install Rate	Mthly Remove Rate	Uprft Rate	Access Product Qty	Access Product Code	Access Uprft Rate	Found Credit Qty	Found Credit Amt	ID
Bracket	5	EX0501298B	BPL					Install	New	Set Exist	3.36	0.00	0.00			0.00		0.00	6441
Luminair	1	ES050927BL	BPL					Remove	Upgrade	Remove	0.00	12.02	0.00			0.00		0.00	6436
Luminair	2	EX053287BL	BPL					Install	New	Set Exist	14.39	0.00	0.00			0.00		0.00	6438
Luminair	3	EX053287BL	BPL					Install	New	Set Exist	14.39	0.00	0.00			0.00		0.00	6437

**Rates and Costs Summary**

<b>Installs: Monthly Service Charge Totals</b>		<b>Removes: Prior Charges (No Charge to Remove)</b>		<b>One-Time Cost Totals</b>	
Luminaire Mth Svc Charge Total	\$71.95	Luminaires: Prior Monthly Charges	\$12.02	Cost for Construction (CIAC)	\$0.00
Pole Mthly Service Charge Total	\$0.00	Poles: Prior Monthly Charges	\$0.00	Foundation Credit Total	\$0.00
Bracket Mthly Serv Charge Total	\$16.80	Brackets: Prior Monthly Charges	\$0.00	Pole Uprft Cost Total	\$0.00
Mthly Service Charge Totals	\$88.75	Prior Monthly Charge Totals	\$12.02	Bracket Uprft Cost Total	\$0.00
				Accessory Uprft Cost Total	\$0.00
				Lumin Uprft Cost Total	\$0.00

Comments: Remove 1) 70W HPS and Install 5) 73W LED Cobras.

RepEMail: Walter.Ruff@pseg.com  
 PSEG Representative: Walter Ruff

Tel: (609) 387-0526

Print Signatory Name/Title: Keith Walker

\* Authorized Signature:

\*In executing this Proposal and Service Agreement, Customer: (1) accepts the Proposal for Dusk to Dawn Lighting Service; (2) acknowledges and agrees that this is an agreement for lighting Services only and that Customer in receiving Service hereunder does not acquire any right, title or interest in any of the equipment used to provide such lighting Services and that such right, title and interest shall be vested exclusively in PSE&G; (3) will provide PSE&G with reasonable access in order to enable PSE&G to maintain, replace or remove such equipment; (4) and acknowledges and agrees that, in addition to these terms, Service is subject to the terms and conditions set forth in the Service Agreement - Standard Terms and Conditions - PSEG Street Lighting Service, which are printed on the back of this Proposal and Agreement.

**STANDARD TERMS CONDITIONS**  
**PSEG Street and Area Lighting Service**

**SECTION 1 -SCOPE OF WORK, PRICE, AND TAXES.** PSEG shall perform the services, as set forth in the Form of Proposal (the "Services") for the price specified therein. Any terms or conditions other than those stated in the Street and Area Lighting Services Agreement shall be null and void, including any preprinted terms and conditions contained in any of the Customer's purchase order forms. Customer shall be responsible for and shall pay the amount of any tax applicable to the Services. Except in cases of emergency, no extra or different Services shall be done unless written approval is issued authorizing such Services prior to the performance thereof. Any extra or different work performed by PSEG on an emergency basis shall be governed by the terms and conditions which incorporates by reference the provisions of PSEG's Tariff for Electric Service.

**SECTION 2 - TERMS OF PAYMENT.** Monthly payment for the Services shall be included in Customer's bill. Upfront payments for the Services as identified in the Form of Proposal is required before the start of work, unless otherwise indicated.

**SECTION 2a — TERM OF AGREEMENT.** Please reference the Lighting Rate Schedule section of the Tariff regarding provisions for:

BPL: Original sheet No. 189-191

BPL-POF: Original sheet No. 199-200

PSAL: Original sheet No. 212-214

**SECTION 3 - WARRANTY AND REMEDIES**

A. PSEG warrants that for the period of twelve (12) months after the completion of the Services, the Services will reflect competent professional knowledge, judgment and workmanship and will be performed in accordance with generally accepted professional standards and work practices applicable at the time the Services are performed. PSEG warrants that any goods (e.g. lights, brackets and poles) installed shall be free from defects in material or workmanship for one year from the date of installation or provision, whichever occurs first.

B. PSEG does not warrant and shall have no liability for any nonconformance or defects in the performance of the finish on painted street lighting equipment. Customer shall pursue all claims for nonconformance or defects in the performance of the finish on painted street lighting equipment against the manufacturer and PSEG shall take commercially reasonable efforts to support and assist Customer.

C. Conditions Applying to Warranties.

1. PSEG shall have no liability or obligation for any manufacturing, construction or design defects in the Customer's facilities and equipment, hidden hazardous conditions, or the Customer's failure to comply with all applicable codes, standards, laws, and regulations.

2. Customer shall provide PSEG with any pertinent facts or information concerning the Customer's facilities and equipment which could affect the Services to be performed therein which are known or accessible only to the Customer or not reasonably discoverable by PSEG.

3. Customer will provide written notice to PSEG specifying nonconforming Services or Goods upon discovery thereof, and in any event, any such notice of warranty nonconformance shall be given no later than forty-five (45) days after the expiration of the applicable warranty period.

4. Customer will provide PSEG with a reasonable opportunity to perform corrective work to comply with warranties herein. All corrective work will be performed on a schedule to be mutually agreed upon. Customer shall be responsible to remove and replace any equipment or structure in order to provide PSEG with access to perform warranty work.

5. PSEG shall have no liability or obligation for anything arising out of these terms, in the event that the Customer breaches any of the requirements of Paragraph C of this Article.

D. **Exclusivity of Warranties and Remedies.** The warranties set forth in these terms are exclusive and are in lieu of all other warranties, whether statutory, express or implied, including, but not limited to, any warranties or merchantability, fitness for a particular purpose or arising out of any course of dealing or usage of trade. The remedies set forth in these terms are the exclusive remedies of Customer for any breach, defect or anything arising out of the performance or nonperformance of these terms.

**SECTION 4 - INDEMNIFICATION AND LIABILITY**

PSEG shall indemnify and hold Customer harmless for any claims, suits, costs, damages, losses, or judgments arising out of PSEG's negligent acts or omissions in connection with these terms. Customer shall indemnify and hold PSEG harmless for any claims, suits, costs, damages, losses, or judgments arising out of Customer's negligent acts or omissions in connection with these terms. However, the parties' entire liability and obligation under these terms shall not exceed the dollar amount of the Contract Price, as set forth in "Form of Proposal", and under no circumstances shall the parties be liable to each other for any special, incidental, indirect, punitive, or consequential losses or damages whatsoever (including for lost profits, time, or revenue) for anything arising out of the performance or nonperformance of these terms, whether claims for said losses or damages are premised on warranty, negligence, strict liability, contract, or otherwise.

**SECTION 5 - DELAYS AND FORCE MAJEURE.** Other than the obligation to pay money, the parties shall not be liable to each other for failure to perform or for delay in performance due to, any cause beyond their reasonable control: or fire; flood, strike, or other labor difficulty; acts of God; mandates, directives, orders, or restraints of any governmental, regulatory, or judicial body or agency; riot; embargo; fuel or energy shortage; delays in transportation; inability to obtain necessary labor, materials or manufacturing facilities from usual sources; or act of omission of any of the persons or entities employed by the parties. In the event of delay in performance due to any such cause, the date of performance or time for completion will be extended by a period of time reasonably necessary to overcome the effect of such delay.

**STANDARD TERMS CONDITIONS**  
**PSE&G Street and Area Lighting Service (continued)**

SECTION 6 - RELATIONSHIP. The relationship of PSE&G and Customer to each other shall be that of parties to a contract, and neither these terms or anything done pursuant to these terms shall be deemed to create any partnership, joint venture, or agency relationship between the two parties. There are no third party beneficiaries to these terms.

SECTION 7 - COMPLIANCE WITH LAW. The Parties shall comply with all applicable laws and regulations.

SECTION 8 - WAIVERS. No term or condition of these terms shall be deemed to have been waived and no breach excused unless such waiver or breach is in writing signed by the party claimed to have waived or consented to excuse. Either parties' failure to demand or insist, in any one or more instances, upon strict performance of these terms, or to exercise any rights conferred under these terms, shall not be construed as a waiver or relinquishment of its right to assert or rely upon any such terms or rights in the future.

SECTION 9 - APPLICABILITY OF TARIFF. The PSE&G Tariff For Electric Service on file with the New Jersey Board Of Public Utilities is hereby incorporated in its entirety by reference, and any conflict or inconsistency between the terms and conditions of these terms and said Tariff shall be resolved in favor of the Tariff.

SECTION 10 - HEADINGS. The headings assigned to the sections of these terms are for convenience only and shall not limit the scope and applicability of the sections.

SECTION 11 - ENTIRE AGREEMENT. These terms, which includes the "Form of Proposal", constitutes the final, complete, and entire Agreement between the parties, and all prior discussions, negotiations, communications, proposals, or agreements, whether oral or written, are hereby superseded. Any statements, representations, terms or conditions, whether express or implied, other than those set forth in these terms may not be modified, altered, or amended in any way except in writing signed by duly authorized representatives of both the Customer and PSE&G. These terms shall be governed and construed by the laws of the State of New Jersey.

SECTION 12 - CANCELLATION PRIOR TO RECEIPT OF SERVICE. Termination of this Agreement by the Customer prior to completion of installation and receipt of service shall be done by written notice. The Customer shall be liable for cost incurred by PSE&G between date of the Agreement and the date written notice for cancellation is received.

**APPENDIX A: STREET AND LOCATION DETAIL INFORMATION**

<b>RecordID</b>	<b>Street:</b>	<b>Location:</b>	<b>Pole#:</b>	<b>Products:</b>
6436	Fairview st	1 PEO S 8th	68102	Luminaire
6437	Fairview St	1 PEO S 8th	68102	Lumen, Bracket
6437	Fairview St	2 PWO S 7th	65795	Lumen, Bracket
6437	Fairview St	1 PWO S 8th	66330	Lumen, Bracket
6438	Fairview St	2 PWO S 8th	01679	Lumen, Bracket
6438	Fairview St	4 PWO S 8th	22830	Lumen, Bracket





# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Keith L. Walker, Director of Public Works

**TITLE OF ORDINANCE/RESOLUTION:** RESOLUTION AUTHORIZING A PSEG LIGHTING SERVICE AGREEMENT FOR THE INSTALLATION OF A LIGHT FIXTURE on CUSHING RD

Point of Contact: Keith L. Walker    Public Works    757-7139    KeWalker@ci.camden.nj.us

Name	Department-Division-Bureau	Phone	Email
Keith L. Walker	Public Works	757-7139	KeWalker@ci.camden.nj.us

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y		5/22/2023	
Supporting Department Director (if necessary)				
Director of Grants Management				
Qualified Purchasing Agent				
Director of Finance			5/23/23	

Approved by: Business Administrator

Signature	Date

- Attachments (list and attach all available):
1. Waiver Request Form Attached for State DCA/DLGS Approval – Attachment D (Contracts)
  2. Certification of Funds<sup>1</sup>
  3. PSEG Lighting Service Agreement

**“Walk-on” note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.**

Received by: City Attorney

Signature	Date
-----------	------

<sup>1</sup> Mandatory for any financial commitment to the City or expenditure of City Funds.

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** *RESOLUTION AUTHORIZING A PSEG LIGHTING SERVICE AGREEMENT FOR THE INSTALLATION OF A LIGHT FIXTURE on CUSHING RD*

### FACTS/BACKGROUND:

- The City of Camden is in the midst of a city-wide lighting project to ensure well lit areas for the safety of all residents.
- 1 lighting fixture will be installed on Cushing Rd.
- Cost is determined by PSEG estimated cost summary based on contract with the City

### AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:

Monthly install totals: \$17.75

### IMPACT STATEMENT:

- If approved by City Council the location will be well-lit, providing a measure of safety for residents/visitors

### SUBJECT MATTER EXPERTS/ADVOCATES:

- Keith L. Walker, Director of Public Works
  - Attendance: (Y/N/Tentative). Confirmed?
- Name, Organization 2.
  - Attendance: (Y/N/Tentative). Confirmed?
- Additional as required...

### COORDINATION:

- Execution of the contract will be required by both City of Camden & PSEG

Prepared by: **Angela Watkins** **757-7139/anjohnst@ci.camden.nj.us**

---

Name

Phone/Email

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	City of Camden
--------------	----------------

Professional Service or EUS Type	Professional Service (Utility)
Name of Vendor	PSEG
Purpose or Need for service:	Purpose of this agreement is to authorize the City of Camden and PSEG to enter into a lighting service agreement for the installation of a lighting fixture on Cushing Rd.
Contract Award Amount	Monthly install total: \$17.75
Term of Contract	n/a
Temporary or Seasonal	n/a
Grant Funded (attach appropriate documentation allowing for service through grant funds)	n/a
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	n/a
Were other proposals received? If so, please attach the names and amounts for each proposal received?	n/a

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_ Date \_\_\_\_\_  
Mayor's Signature\*

\_\_\_\_\_ Date \_\_\_\_\_  
Business Administrator/Manager Signature

\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Chief Financial Officer affirms that there is adequate funding available for this personnel action.

\_\_\_\_\_ Funding Source for this action

\_\_\_\_\_  
Chief Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

\_\_\_\_\_  
Certifying Officer

Date \_\_\_\_\_

***For LGS use only:***

Approved                       Denied

\_\_\_\_\_  
Date \_\_\_\_\_

Director or Designee,  
Division of Local Government Services

Number Assigned \_\_\_\_\_



**Estimated Cost Summary - PSEG Confidential**

*Outdoor Lighting*

**Project Name:** City of Camden - Cushing Rd

**Customer Name:** City of Camden

**For Service at Address:** Cushing Rd, City of Camden

**Contract Account #** 7350843305

CostType	Product	Qty	Amount
Install	Luminaire	1	\$14.39
	Bracket	1	\$3.36
<b>Monthly Install Totals</b>			<b>\$17.75</b>

**This is Not an Invoice**



**Request for Lighting Service - PSEG Confidential**

Project Name: City of Camden - Cushing Rd Project Status: Agreement Presented Date: 11/9/2022

Customer Name: City of Camden BP# 1000453344 Contract Account # 7350843305

Service Address: Cushing Rd, City of Camden Effective Date: 11/9/2022 Distribution: OH

Contact Name: Keith Walker Contract Term: 1 Year Office Tel: (856) 757-7500 Cell Phone: Email: Fax: Purchase Order #

Premise #	5002530787	Installation #	4004449430	Installation2 #	40043354643	DWMS Customer #	6625828	DWMS LD #	500972722	DWMS E1 #	CIAC E1 #
STANDARD SPECIAL <input type="checkbox"/> OfficeRecord											

**Rates and Costs Details**

Product	Amt	RevVal	Rate	New Pole or Pole #	Free Pole	Pole Pre-paid	Second Available	Action Type	Sales Type	Order Type	Mthly Install Rate	Mthly Remove Rate	Upfront Rate	Access Product Qty	Access Product Code	Access Upfront Rate	Found Credit Qty	Found Credit Amt	IT
Bracket	1	EX05012988	BPL		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Install	New	Set Exist	3.36	0.00	0.00			0.00		0.00	6440
Luminair	1	EX0532878L	BPL		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Install	New	Set Exist	14.39	0.00	0.00			0.00		0.00	6439

**Rates and Costs Summary**

<b>Installs: Monthly Service Charge Totals</b>		<b>Removes: Prior Charges (No Charge to Remove)</b>		<b>One-Time Cost Totals</b>	
Luminaires Mth Svc Charge Total	\$14.39	Luminaires: Prior Monthly Charges	\$0.00	Cost for Construction (CIAC)	\$0.00
Pole Mthly Service Charge Total	\$0.00	Poles: Prior Monthly Charges	\$0.00	Foundation Credit Total	\$0.00
Bracket Mthly Serv Charge Total	\$3.36	Brackets: Prior Monthly Charges	\$0.00	Pole Upfront Cost Total	\$0.00
Mthly Service Charge Totals	\$17.75	Prior Monthly Charge Totals	\$0.00	Bracket Upfront Cost Total	\$0.00
				Accessory Upfront Cost Total	\$0.00
				Lumin Upfront Cost Total	\$0.00

Comments: Install 1) 73W LED Cobra.

RepEmail: Walker.Ruff@pseg.com Tel: (609) 387-0526 Print Signatory Name/Title: Keith Walker

PSEG Representative: Walter Ruff \*Authorized Signature:

\*In executing this Proposal and Service Agreement, Customer: (1) accepts the Proposal for Dusk to Dawn Lighting Service; (2) acknowledges and agrees that this is an agreement for lighting Services only and that Customer in receiving Service hereunder does not acquire any right, title or interest in any of the equipment used to provide such lighting Services and that such right, title and interest shall be vested exclusively in PSE&G; (3) will provide PSE&G with reasonable access in order to enable PSE&G to maintain, replace or remove such equipment; (4) and acknowledges and agrees that, in addition to these terms, Service is subject to the terms and conditions set forth in the Service Agreement - Standard Terms and Conditions - PSE&G Street Lighting Service, which are printed on the back of this Proposal and Agreement.

## STANDARD TERMS CONDITIONS

### PSEG Street and Area Lighting Service

**SECTION 1 -SCOPE OF WORK, PRICE, AND TAXES.** PSEG shall perform the services, as set forth in the Form of Proposal (the "Services") for the price specified therein. Any terms or conditions other than those stated in the Street and Area Lighting Services Agreement shall be null and void, including any preprinted terms and conditions contained in any of the Customer's purchase order forms. Customer shall be responsible for and shall pay the amount of any tax applicable to the Services. Except in cases of emergency, no extra or different Services shall be done unless written approval is issued authorizing such Services prior to the performance thereof. Any extra or different work performed by PSEG on an emergency basis shall be governed by the terms and conditions which incorporates by reference the provisions of PSEG's Tariff for Electric Service.

**SECTION 2 - TERMS OF PAYMENT.** Monthly payment for the Services shall be included in Customer's bill. Upfront payments for the Services as identified in the Form of Proposal is required before the start of work, unless otherwise indicated.

**SECTION 2a – TERM OF AGREEMENT.** Please reference the Lighting Rate Schedule section of the Tariff regarding provisions for:

BPL: Original sheet No. 189-191      BPL-POF: Original sheet No. 199-200      PSAL: Original sheet No. 212-214

### SECTION 3 - WARRANTY AND REMEDIES

**A.** PSEG warrants that for the period of twelve (12) months after the completion of the Services, the Services will reflect competent professional knowledge, judgment and workmanship and will be performed in accordance with generally accepted professional standards and work practices applicable at the time the Services are performed. PSEG warrants that any goods (e.g. lights, brackets and poles) installed shall be free from defects in material or workmanship for one year from the date of installation or provision, whichever occurs first.

**B.** PSEG does not warrant and shall have no liability for any nonconformance or defects in the performance of the finish on painted street lighting equipment. Customer shall pursue all claims for nonconformance or defects in the performance of the finish on painted street lighting equipment against the manufacturer and PSEG shall take commercially reasonable efforts to support and assist Customer.

**C.** Conditions Applying to Warranties.

1. PSEG shall have no liability or obligation for any manufacturing, construction or design defects in the Customer's facilities and equipment, hidden hazardous conditions, or the Customer's failure to comply with all applicable codes, standards, laws, and regulations.

2. Customer shall provide PSEG with any pertinent facts or information concerning the Customer's facilities and equipment which could affect the Services to be performed therein which are known or accessible only to the Customer or not reasonably discoverable by PSEG.

3. Customer will provide written notice to PSEG specifying nonconforming Services or Goods upon discovery thereof, and in any event, any such notice of warranty nonconformance shall be given no later than forty-five (45) days after the expiration of the applicable warranty period.

4. Customer will provide PSEG with a reasonable opportunity to perform corrective work to comply with warranties herein. All corrective work will be performed on a schedule to be mutually agreed upon. Customer shall be responsible to remove and replace any equipment or structure in order to provide PSEG with access to perform warranty work.

5. PSEG shall have no liability or obligation for anything arising out of these terms, in the event that the Customer breaches any of the requirements of Paragraph C of this Article.

**D. Exclusivity of Warranties and Remedies.** The warranties set forth in these terms are exclusive and are in lieu of all other warranties, whether statutory, express or implied, including, but not limited to, any warranties or merchantability, fitness for a particular purpose or arising out of any course of dealing or usage of trade. The remedies set forth in these terms are the exclusive remedies of Customer for any breach, defect or anything arising out of the performance or nonperformance of these terms.

### SECTION 4 - INDEMNIFICATION AND LIABILITY

PSEG shall indemnify and hold Customer harmless for any claims, suits, costs, damages, losses, or judgments arising out of PSEG's negligent acts or omissions in connection with these terms. Customer shall indemnify and hold PSEG harmless for any claims, suits, costs, damages, losses, or judgments arising out of Customer's negligent acts or omissions in connection with these terms. However, the parties' entire liability and obligation under these terms shall not exceed the dollar amount of the Contract Price, as set forth in "Form of Proposal", and under no circumstances shall the parties be liable to each other for any special, incidental, indirect, punitive, or consequential losses or damages whatsoever (including for lost profits, time, or revenue) for anything arising out of the performance or nonperformance of these terms, whether claims for said losses or damages are premised on warranty, negligence, strict liability, contract, or otherwise.

**SECTION 5 - DELAYS AND FORCE MAJEURE.** Other than the obligation to pay money, the parties shall not be liable to each other for failure to perform or for delay in performance due to, any cause beyond their reasonable control: or fire; flood, strike, or other labor difficulty; acts of God; mandates, directives, orders, or restraints of any governmental, regulatory, or judicial body or agency; riot; embargo; fuel or energy shortage; delays in transportation; inability to obtain necessary labor, materials or manufacturing facilities from usual sources; or act of omission of any of the persons or entities employed by the parties. In the event of delay in performance due to any such cause, the date of performance or time for completion will be extended by a period of time reasonably necessary to overcome the effect of such delay.



**STANDARD TERMS CONDITIONS**

**PSEG Street and Area Lighting Service (continued)**

SECTION 6 - RELATIONSHIP. The relationship of PSEG and Customer to each other shall be that of parties to a contract, and neither these terms or anything done pursuant to these terms shall be deemed to create any partnership, joint venture, or agency relationship between the two parties. There are no third party beneficiaries to these terms.

SECTION 7 - COMPLIANCE WITH LAW. The Parties shall comply with all applicable laws and regulations.

SECTION 8 - WAIVERS. No term or condition of these terms shall be deemed to have been waived and no breach excused unless such waiver or breach is in writing signed by the party claimed to have waived or consented to excuse. Either parties' failure to demand or insist, in any one or more instances, upon strict performance of these terms, or to exercise any rights conferred under these terms, shall not be construed as a waiver or relinquishment of its right to assert or rely upon any such terms or rights in the future.

SECTION 9 - APPLICABILITY OF TARIFF. The PSEG Tariff For Electric Service on file with the New Jersey Board Of Public Utilities is hereby incorporated in its entirety by reference, and any conflict or inconsistency between the terms and conditions of these terms and said Tariff shall be resolved in favor of the Tariff.

SECTION 10 - HEADINGS. The headings assigned to the sections of these terms are for convenience only and shall not limit the scope and applicability of the sections.

SECTION 11 - ENTIRE AGREEMENT. These terms, which includes the "Form of Proposal", constitutes the final, complete, and entire Agreement between the parties, and all prior discussions, negotiations, communications, proposals, or agreements, whether oral or written, are hereby superseded. Any statements, representations, terms or conditions, whether express or implied, other than those set forth in these terms may not be modified, altered, or amended in any way except in writing signed by duly authorized representatives of both the Customer and PSEG. These terms shall be governed and construed by the laws of the State of New Jersey.

SECTION 12 - CANCELATION PRIOR TO RECEIPT OF SERVICE. Termination of this Agreement by the Customer prior to completion of installation and receipt of service shall be done by written notice. The Customer shall be liable for cost incurred by PSEG between date of the Agreement and the date written notice for cancellation is received.

**APPENDIX A: STREET AND LOCATION DETAIL INFORMATION**

RecordID	Street:	Location:	Pole#:	Products:
6439	Cushing Rd	2 PWO Hull	65810	Lumen, Bracket

R-38

DB:dh  
06-13-23

**RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH  
THE COUNTY OF CAMDEN DEPARTMENT OF PUBLIC WORKS  
FOR USE OF CAMDEN CITY PAVER**

WHEREAS the City of Camden owns a paver for paving and repairing streets; and

WHEREAS the County is in need of a paver for paving on County streets throughout the County and would like access to the City's paver; and

WHEREAS; the City Council of the City of Camden is desirous of entering into a Shared Services Agreement, as authorized pursuant to N.J.S.A. 40A:65-1, et seq., with the County of Camden Department of Public Works to have the City agree to store the paver at the Camden County Department of Public Works in Lindenwold, N.J. or other mutually agreed location and the paver will be maintained by the County; and

WHEREAS, in return for use of the paver by the County, the County's Department of Public Works will work with the City to pave City streets on an as-needed basis; and

WHEREAS the City will pay for the paving material used to pave and repair all streets in the City; and

WHEREAS the term of the Agreement shall be for a period of five (5) years, commencing on or about April 1, 2023 and terminating on March 31, 2028; and

WHEREAS all other terms and conditions will be reviewed and approved by the Office of County Counsel; now, therefore

BE IT RESOLVED, by the City Council of the City of Camden, that the proper City Officers are hereby authorized to execute a Shared Services Agreement with the County of Camden Department of Public Works for the use of the City's paver, whereby the City of Camden agrees to store its paver machine at the Camden County Department of Public Works in Lindenwold, N.J. or other mutually agreed location for use by the County and City, and the County will maintain the paver and assist the City with paving City streets on an as-needed basis, for a term not to exceed five (5) years commencing on or about April 1, 2023 to March 31, 2028.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed and approved as to form.



\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST:

\_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM

COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Keith L. Walker, Director of Public Works

**TITLE OF ORDINANCE/RESOLUTION: RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BY AND BETWEEN THE COUNTY OF CAMDEN DEPARTMENT OF PUBLIC WORKS AND THE CITY OF CAMDEN FOR USE OF CAMDEN CITY PAVER**

Point of Contact:	Keith L. Walker	Public Works	856-757-7139	kewalker@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

### ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y		5-22-23	
Supporting Department Director (if necessary)				
Director of Grants Management				
Qualified Purchasing Agent				
Director of Finance				

Approved by:  
Business Administrator

5-25-23

Signature

Date

Attachments (list and attach all available):

1. Form "D" - Contract Request
2. Camden County Res. #2023-00380
3. Shared Services Agreement By and Between the City of Camden and County of Camden for Use of a Camden City Paver

*"Walk-on" note: All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.*

Received by:  
City Attorney

JUN 05 2023

Signature

Date

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION: RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BY AND BETWEEN THE COUNTY OF CAMDEN DEPARTMENT OF PUBLIC WORKS AND THE CITY OF CAMDEN FOR USE OF CAMDEN CITY PAVER**

### **FACTS/BACKGROUND:**

- The City of Camden Department of Public Works seeks to enter into a shared services agreement with the Camden County Department of Public Works for use of Camden City's paver machine for paving and repairing County streets
- The term of the agreement is 5 years, April 1, 2023-March 31, 2028
- In return for use of the City's paver, the County agrees to work with City DPW to pave City streets on an as-needed basis
- Camden County will store the roller and maintain it at its own cost

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL: N/A**

### **IMPACT STATEMENT:**

- If City Council approves the SSA, Camden County will benefit from the use of the paver to pave and repair streets throughout the County. Camden City will benefit from the additional assistance in paving Camden City streets on an as-needed basis.
- This agreement is at no cost to the City

### **SUBJECT MATTER EXPERTS/ADVOCATES:**

- Name, Organization 1. Director Keith L. Walker, City of Camden
  - Attendance: Yes

### **COORDINATION:**

- The City of Camden and Camden County – requires execution of the agreement

**Prepared by: Angela M. Watkins**

**(856) 757-7139**

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Name

Phone/Email

**STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
CONTRACT REQUEST FORM**

This form must be filled out in its entirety and is intended to provide the Division with appropriate information to determine whether to approve a new or extended service. Please provide any additional information you believe will help the Division make an informed decision.

Municipality	City of Camden
--------------	----------------

Professional Service or EUS Type	
Name of Vendor	Camden County
Purpose or Need for service:	Shared Services Agreement by and between the City of Camden and the County of Camden for use of the City's paver machine for paving and repairing streets
Contract Award Amount	n/a
Term of Contract	5 years, April 1, 2023-March 31, 2028
Temporary or Seasonal	
Grant Funded (attach appropriate documentation allowing for service through grant funds)	n/a
Please explain the procurement process (i.e. bids, RFQ, competitive contracting, etc.)	n/a
Were other proposals received? If so, please attach the names and amounts for each proposal received?	n/a

Please attach the RFP, evaluation memoranda or evaluation forms used to evaluate the vendors and a list of all bidders and the bid amounts associated with each bidder.

If the lowest bidder was not selected, please have the appropriate personnel sign the certification on page 2.

\_\_\_\_\_  
Mayor's Signature\*

Date \_\_\_\_\_

\_\_\_\_\_  
Business Administrator/Manager Signature

Date \_\_\_\_\_

\*For direct appointments of the Governing Body, Council President or at the discretion of the Director, the most senior member of the Governing Body may sign the waiver in lieu of the Mayor.

The Chief Financial Officer affirms that there is adequate funding available for this personnel action.

\_\_\_\_\_ Funding Source for this action

\_\_\_\_\_  
Chief Financial Officer Signature

I certify that the vendor selected is in compliance with the adopted Pay to Play Ordinance and that the vendor was notified of any restrictions with respect to campaign contributions.

\_\_\_\_\_  
Certifying Officer

Date \_\_\_\_\_

***For LGS use only:***

Approved                       Denied

\_\_\_\_\_  
Date \_\_\_\_\_

Director or Designee,  
Division of Local Government Services

Number Assigned \_\_\_\_\_

# RESOLUTION

Res-Pg: 11-2

**RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BY  
AND BETWEEN THE COUNTY OF CAMDEN (DEPARTMENT OF PUBLIC  
WORKS) AND THE CITY OF CAMDEN FOR USE OF CAMDEN CITY'S PAVER**

WHEREAS the City of Camden owns a paver for paving and repairing streets; and

WHEREAS the County is in need of a paver for paving on County streets throughout the County and would like access to the City's paver; and

WHEREAS, the Board of Commissioners of the County of Camden (the "County") is desirous of entering into a Shared Services Agreement, as authorized pursuant to N.J.S.A. 40A:65-1, et seq., with the City of Camden (the "City") whereby the City agrees to store the paver at the Camden County Department of Public Works in Lindenwold, N.J. or other mutually agreed location and the paver will be maintained by the County; and

WHEREAS, in return for use of the paver by the County, the County's Department of Public Works will work with the City to pave City streets on an as-needed basis; and

WHEREAS the City will pay for the paving material used to pave and repair all streets in the City; and

WHEREAS the term of the Agreement shall be for a period of five (5) years, commencing on or about April 1, 2023 and terminating on March 31, 2028; and

WHEREAS all other terms and conditions will be reviewed and approved by the Office of County Counsel; now, therefore,

BE IT RESOLVED by the Board of Commissioners of the County of Camden that, pursuant to N.J.S.A. 40A:65-1, et seq., the proper County officials be and are

# RESOLUTION

Res-Pg: 11-3

hereby authorized to execute all documents necessary to affect a Shared Services Agreement with the City of Camden, City Hall, 4<sup>th</sup> Floor, Camden, New Jersey 08101, whereby the City of Camden agrees to store its paver machine at the Camden County Department of Public Works in Lindenwold, N.J. or another mutually agreed location for use by the County and City, and the County will maintain the paver and assist the City with its paving and street repairs on an as-needed basis with the City paying for all asphalt used to repair City streets, for a term not to exceed five (5) years commencing on or about April 1, 2023 to March 31, 2028; and

BE IT FURTHER RESOLVED, all other terms and conditions of the Shared Services Agreement between the Parties shall be reviewed and approved by the Office of County Counsel.

MW:hs  
#4076

Z:Files-Gen-Highway-SSA w City for Paver  
Res auth SSA  
Adopted 5.18.23

Introduced on: May 18, 2023  
Adopted on: May 18, 2023  
Official Resolution#: 2023-00380



# CAMDEN COUNTY BOARD OF COMMISSIONERS

## Commissioners Meeting Agenda

Commissioner Meeting Venue:

Date: May 18, 2023 - 12:00 PM

Location: Camden County Courthouse  
 520 Market Street  
 6th Floor Meeting Room  
 Camden, NJ 08102

Agenda: Resolution authorizing the submission of a Grant Application, by the County of Camden (Department of Public Works) to the New Jersey Department of Transportation, for the 2023 Local Aid Infrastructure Fund Grant, for construction of improvements to the Kaighn Avenue East Tide Gate, in the amount of \$2,500,000.00.

<b>Official Resolution#</b>	<b>2023-00381</b>						
Meeting Date	05/18/2023						
Introduced Date	05/18/2023						
Adopted Date	05/18/2023						
Agenda Item	o-12						
Result	Adopted						
<b>COUNTY COMMISSIONER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Dyer	✓			✓	✓		
Kane	✓				✓		
Nash	✓				✓		
Betteridge	✓				✓		
Young	✓		✓		✓		
McDonnell	✓				✓		
Cappelli, Jr.	✓				✓		

**SHARED SERVICES AGREEMENT  
BY AND BETWEEN THE CITY OF CAMDEN AND  
THE COUNTY OF CAMDEN FOR USE OF A CAMDEN CITY PAVER**

This document constitutes a Shared Services Agreement pursuant to N.J.S.A. 40A:65-1 et seq. entered between the City of Camden, a municipal corporation of the State of New Jersey (the "City") and the County of Camden (the "County"), a body politic and corporate of the State of New Jersey.

WHEREAS the City of Camden owns a paver for paving and repairing streets; and

WHEREAS the County is in need of a paver for paving and repairing County streets throughout the County and would like access to the City's paver; and

WHEREAS, the Board of Commissioners of the County of Camden (the "County") is desirous of entering into a Shared Services Agreement, as authorized pursuant to N.J.S.A. 40A:65-1, et seq., with the City of Camden (the "City") whereby the City agrees to store the paver at the Camden County Department of Public Works in Lindenwold, N.J. or another mutually agreed location and the paver will be stored and adequately maintained by the County at that location; and

WHEREAS, in consideration for the unrestricted use of the paver by the County, the County's Department of Public Works will work with the City to pave and repair City streets on an as-needed basis; and

WHEREAS the City shall be responsible for the payment of all costs associated with the purchase of paving materials used to pave and repair all streets which are owned by the City or which the City is otherwise responsible for maintaining; and

WHEREAS, the City shall indemnify and hold harmless the County with respect to any liability which may occur as a result of the street paving and any related work or maintenance

performed by the County on any street owned by the City, or street for which the City would otherwise be responsible for maintaining by agreement or operation of law; and

WHEREAS the term of the Agreement shall be for a period of five (5) years, commencing on or about April 1, 2023 and terminating on March 31, 2028; and

WHEREAS, this Shared Services Agreement is authorized pursuant to N.J.S.A. 40A:65-1, *et seq.* (“Uniform Shared Services and Consolidation Act”) which permits two or more local units to enter into an Agreement for any service which any party to the agreement is empowered to render within its jurisdiction; and

WHEREAS the Parties each agree that their mutual public purposes and their best interest will be promoted by the execution and delivery of this Shared Services Agreement pursuant to the powers conferred by the Uniform Shared Services and Consolidation Act; and

WHEREAS by Resolution of the County adopted on May 18, 2023 and by Resolution of the City adopted on \_\_\_\_\_, the Parties authorized this Shared Services Agreement; now, therefore,

IN CONSIDERATION of the mutual promises of the Parties contained herein, it is agreed as follows:

TERM AND TERMINATION

This Agreement shall be for a period not to exceed five (5) years commencing on or about April 1, 2023 and terminating on March 31, 2028. Either party may terminate this Agreement for any reason or no reason upon 120 days written notice to the other party.

SCOPE OF SERVICES

The City will make available to the County, at no cost, a paver used for paving and repairing streets, with said machine being described in Exhibit “A” attached hereto and

made a part hereof.

The City agrees to store the paver at the Camden County Department of Public Works in Lindenwold, N.J. or another mutually agreed upon location.

The paver will be kept in satisfactory condition and maintained by the County at its own cost.

The County shall assist the City with paving and repairing streets on an as-needed basis.

The City shall pay for all asphalt and other supplies used by the County during the operation of the paver for paving and repairing streets which are owned by the City or which the City is otherwise responsible for maintaining.

The City shall indemnify and hold harmless the County with respect to any liability which may occur as a result of the street paving and any related work or maintenance performed by the County on any street owned by the City, or street for which the City would otherwise be responsible for maintaining by agreement or operation of law.

The County shall indemnify and hold harmless the City with respect to any liability which may occur as a result of the street paving and any related work or maintenance performed by the County, using the City's paver, on any street owned by the County, or street for which the County would otherwise be responsible for maintaining by agreement or operation of law.

#### INSURANCE

The Parties will each maintain general liability coverage, workers compensation coverage and where applicable, automobile liability coverage, in amounts sufficient for the services rendered pursuant to this Agreement.

#### NOTICES

All notices hereunder shall be in writing and mailed postage prepaid, certified mail,

return receipt requested to all of the parties to this Agreement at the addresses listed herein above.

CONSTRUCTION OF THIS AGREEMENT

The parties acknowledge that this Agreement was prepared under New Jersey Law and shall, therefore, be interpreted under the Laws of the State of New Jersey.

AMENDMENTS

This Agreement may not be amended, altered or modified in any manner except in writing signed by the parties hereto.

ENTIRE AGREEMENT

This written Agreement represents the entire understanding of the parties. and it is acknowledged that there are no side or oral agreements relating to the understandings set forth herein.

SIGNATURE PAGE AFFIXED HERETO

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the day and year first above written.

ATTEST:

COUNTY OF CAMDEN

\_\_\_\_\_  
Karyn Gilmore, Clerk  
Board of Commissioners

\_\_\_\_\_  
Ross G. Angilella  
County Administrator

ATTEST;

CITY OF CAMDEN

\_\_\_\_\_  
Authorized by Resolution \_\_\_\_\_.  
Reviewed and approved as to form.

\_\_\_\_\_  
Victor G. Carstarphen  
Mayor

\_\_\_\_\_  
Name:  
City Attorney

R-39

DB:dh  
06-13-23

**RESOLUTION AUTHORIZING THE REFUND OF OVERPAYMENT  
OF WATER AND SEWER CHARGES FOR VARIOUS PROPERTIES**

WHEREAS, American Water has informed the Department of Public Works that the owner(s) are due a refund of water and sewer charges in the amounts listed below due to overpayment; and

WHEREAS, it is necessary to issue a refund to the various property owners in the amounts listed below; now therefore


BE IT RESOLVED, by the City Council of the City of Camden that the Department of Public Works is hereby authorized to issue a refund to the following in the amount set forth below:

<b>Service Address:</b>	<u>1359 Dayton Street</u>	<u>422 Viola Street</u>
<b>Mail check to:</b>	Vaughn Carstarphen 1332 Jackson Street Camden, NJ 08104	CoreTitle, LLC Settlement Trust 1300 Route 73, Suite 112 Mt. Laurel, NJ 08054
<b>Water</b>	\$419.22	\$992.91
<b>Sewer</b>	\$242.38	
<b>Refund Amount:</b>	\$661.60	\$992.91

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 52:27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed  
and approved as to form.

  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk





## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** *RESOLUTION AUTHORIZING REFUND OF OVERPAYMENT OF WATER AND SEWER CHARGES FOR 1359 DAYTON ST.*

**FACTS/BACKGROUND:**

- Per American Water, the customer overpaid water and sewer charges
- American Water calculated the overpayment and provided reimbursement request documents

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$661.60

Water Reimbursement - \$419.22

Sewer Reimbursement - \$242.38

**IMPACT STATEMENT:**

- If approved, the customer will receive the refund they are owed by the City

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- Keith L. Walker, Director of Public Works

**COORDINATION:**

- DPW will process a direct voucher for the refund, and Finance will process a check

**Prepared by:**                      **Angela M. Watkins**                      **757-7139/anjohnst@ci.camden.nj.us**

---

Name

Phone/Email

**TO:** Director Keith Walker, City of Camden Public Works

**FROM:** American Water Operations & Maintenance

***RE: Customer Reimbursement Request***

---

**Name:** Vaughn Carstarphen

**Mailing Address:** 1332 Jackson St.  
Camden, NJ 08104

**Service Address:** 1359 Dayton St.  
Camden, NJ 08104

**Account Number:** 77-0465873-6

**Reimbursement:**

Water Reimbursement	\$419.22
<u>Sewer Reimbursement</u>	<u>\$242.38</u>
<b>Total Reimbursement</b>	<b>\$661.60</b>

**Supporting Documents Attached:**

- Customer written request
- Front and back copies of check(s)
- UMBS printouts

0057510

11-24

# CASHIER'S CHECK

SERIAL #: 6761002149

Office AU #

1210(8)

ACCOUNT#: 4861-513539

Remitter: VAUGHN CARSTARPHEN  
Purchaser: VAUGHN CARSTARPHEN  
Purchaser Account: .....5070  
Operator I.D.: #380982  
Funding Source: Paper Item(s)

November 29, 2021

PAY TO THE ORDER OF \*\*\*CITY OF CAMDEN\*\*\*

**\*\*One Thousand Three Hundred Twenty-Seven and 10/100 -US Dollars \*\***

**\*\*\$1,327.10\*\***

Payee Address:

Memo:

VOID IF OVER US \$ 1,327.10

WELLS FARGO BANK, N.A.  
8TH AND MARKET ST  
CAMDEN, NJ 08102  
FOR INQUIRIES CALL (480) 394-3122

NOTICE TO PURCHASER-IF THIS INSTRUMENT IS LOST,  
STOLEN OR DESTROYED, YOU MAY REQUEST CANCELLATION  
AND REISSUANCE. AS A CONDITION TO CANCELLATION AND  
REISSUANCE, WELLS FARGO & COMPANY MAY IMPOSE A FEE  
AND REQUIRE AN INDEMNITY AGREEMENT AND BOND.

**NON-NEGOTIABLE**

## Purchaser Copy

F8004 (10/19) #4203 10093960

*I'm request to received a balance of \$661.65 back  
from the water company. 9/29/22*

*Vaughn Carstarphen  
609-582-0794  
1352 Jackson Street  
Camden NJ 08104*



Pay by Phone: 1-866-371-2623  
Customer Service: 1-855-769-3164

**Credit Balance - No Payment Required**

**Account Summary as of 07/15/22**

Previous Balance:	- \$701.45
Payments:	\$0.00
Current Charges:	\$39.85
Account Balance:	- \$661.60

**Account Information**

Account Number: **77-0465873-6**  
Customer Name: LEARSI PROPERTIES  
Service Address: 1359 DAYTON ST  
CAMDEN, NJ 08104

Details as of 07/15/22

Meter No.	Meter Size	Prior Read	Current Read	Consumption
89996758	5/8 INCH	0	0 ACT	0

Billing Period Covers: April 11, 2022 - July 12, 2022

**Current Charges**

Meter: 89996758	
Service Charge: Water (\$22.05 x 1)	\$22.05
Service Charge: Sewer (\$17.80 x 1)	\$17.80
<b>Total Current Charges</b>	<b>\$39.85</b>

**Total Amount Due \$-661.60**

**Due Date Does Not Apply to Amounts Past Due**

**Usage History**

0	0	0	0	0
		APR	JUL	
		22	22	

**Message Center**

Please make sure your Online Banking service reflects the correct mailing address and account number.

Bill payment assistance may be available through the Low-Income Household Water Assistance Program (LIHWAP). Visit <https://www.camdenwater.com>

to apply or call 1-800-510-3102 to submit an application.

Never miss a Bill or Due Date again. We have Multiple Payment Options.

- E-billing/Auto-payment/Online: [UMRSPORTAL.COM/CAMDEN](http://UMRSPORTAL.COM/CAMDEN)
- Drop Box: City Hall - Tax Office Room 117 (WED Pick Up)
- Pay by Phone: 1-866-371-2623

Please detach and return this bottom portion with your payment.



City of Camden Water  
100 S. 17th St.  
Camden, NJ 08105

Account Number **77-0465873-6**  
Service Address **1359 DAYTON ST**  
Due Date **08/15/22**

**Total Amount Due \$0.00**

**Credit Balance - No Payment Required**



4429 1 AB 0 491 0173539-CAMS209941-ST 1GRP-004429  
LEARSI PROPERTIES  
1008 REGENCY PL  
SEWELL NJ 08080-2674

T:13

CITY OF CAMDEN  
PO BOX 371397  
PITTSBURGH, PA 15250-7397



Pay by Phone: 1-866-371-2623  
 Customer Service: 1-855-769-3164

**Total Amount Due \$903.65 by 08/16/21**

**Account Summary as of 07/15/21**

Previous Balance:	\$509.74
Payments:	\$0.00
Interest Charge:	\$7.07
Current Charges:	\$386.84
Account Balance:	\$903.65

Additional charges if not paid by 08/16/21

Details as of 07/15/21

Meter No.	Meter Size	Prior Read	Current Read	Consumption
67741208	5/8 INCH	520	568 EST	48

Billing Period Covers: March 25, 2021 - July 9, 2021

**Current Charges**

**Meter: 67741208**

Service Charge: Water (\$22.05 x 1.18)	\$25.97
Consumption Charge: Water (\$3.20 x 15)	\$48.00
Consumption Charge: Water (\$4.80 x 15)	\$72.00
Consumption Charge: Water (\$6.35 x 18)	\$114.30
Service Charge: Sewer (\$17.80 x 1.18)	\$20.97
Consumption Charge: Sewer (\$2.20 x 48)	\$105.60
<b>Total Current Charges</b>	<b>\$386.84</b>

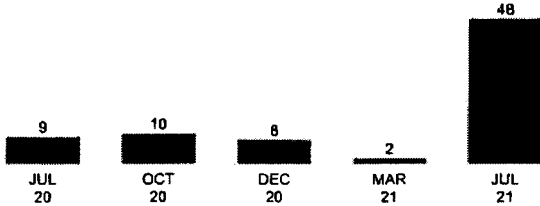
**Total Amount Due \$903.65**

**Due Date Does Not Apply to Amounts Past Due**

**Account Information**

Account Number: 77-0465873-6  
 Customer Name: I FARSI PROPERTIES  
 Service Address: 1359 DAYTON ST  
 CAMDEN, NJ 08104

**Usage History**



**Message Center**

Please make sure your Online Banking service reflects the correct mailing address and account number.

**Never Miss A Bill or Due Date Again!! We have Multiple Payment Options!!**

Ebiling/Auto-payment/Online:  
[UMBSPORTAL.COM/CAMDEN](http://UMBSPORTAL.COM/CAMDEN)

Drop Box: City Hall - Tax Office Room 117 (WED Pick Up)

Pay by Phone: 1-866-371-2623

Please detach and return this bottom portion with your payment.



City of Camden Water  
 100 S. 17th St.  
 Camden, NJ 08105

Account Number 77-0465873-6  
 Service Address 1359 DAYTON ST  
 Due Date 08/16/21

**Total Amount Due \$903.65**

AMOUNT ENCLOSED \$ \_\_\_\_\_



5441 1 AB 0.428 0154059-CAMS182110-ST.1GRP-005441

LEARSİ PROPERTIES  
 PO BOX 658  
 SEWELL NJ 08080-0658

T:15



**SEND REMITTANCE TO:**



CITY OF CAMDEN  
 PO BOX 371397  
 PITTSBURGH, PA 15250-7397

00770004658736000090365000090365211969



Questions?  
 Call Customer Service:  
 9am - 3pm, Monday - Friday  
 (855) 769-3164

**Account Information**

Account Number: 77-0465873-6  
 Customer Name: LEARSI PROPERTIES  
 Service Address: 1359 DAYTON ST  
 CAMDEN, NJ 08104

**Message Center**

**You may have noticed that we recently updated our address for payments sent by US Mail. Please update your records. If you use a Bill Pay service through your bank, please update the address stored for your payment.**

**Total Amount Due \$567.38 by 11/16/20**

**Account Summary as of 10/15/20**

Previous Balance:	\$462.37
Payments:	\$0.00
Interest Charge:	\$11.16
Current Charges:	\$93.85
<b>Account Balance:</b>	<b>\$567.38</b>

Additional charges if not paid by 11/16/20

Details as of 10/15/20

Meter No.	Meter Size	Prior Read	Current Read	Consumption
67741208	5/8 INCH	500	510 ACT	10
Reading Period Covers: July 1, 2020 - October 1, 2020				

**Current Charges**

Meter: 67741208

Service Charge: Water (\$22.05 x 1)	\$22.05
Consumption Charge: Water (\$3.20 x 10)	\$32.00
Service Charge: Sewer (\$17.80 x 1)	\$17.80
Consumption Charge: Sewer (\$2.20 x 10)	\$22.00
<b>Total Current Charges</b>	<b>\$93.85</b>

**Total Amount Due \$567.38**

Due Date Does Not Apply to Amounts Past Due

Please detach and return this bottom portion with your payment.



City of Camden Water  
 100 S. 17th St.  
 Camden, NJ 08105

Account Number 77-0465873-6  
 Service Address 1359 DAYTON ST  
 Due Date 11/16/20

**Total Amount Due \$567.38**

AMOUNT ENCLOSED \$ \_\_\_\_\_



5280 1 AB 0.419 0140874-CAMS162914-ST.1GRP-005280  
 LEARSI PROPERTIES  
 PO BOX 658  
 SEWELL NJ 08080-0658

T:15



SEND REMITTANCE TO:



CITY OF CAMDEN  
 PO BOX 371397  
 PITTSBURGH, PA 15250-7397

00770004658736000056738000056738202894

City of Camden  
Transaction History Between: 9/29/2021 and 9/29/2022

<b>Account Id:</b> 465873 <b>Status:</b> Finald <b>Name:</b> LEARSI PROPERTIES, <b>Attention:</b> <b>Address:</b> PO BOX 658 <b>City:</b> SEWELL <b>State:</b> NJ <b>Zip:</b> 08080 <b>Service Type:</b> Water <b>Meter:</b> <b>Serial Number:</b> 89996758 <b>Service Type:</b> Sewer	<b>Full Account Number:</b> 77-0465873-6 <b>Units:</b> 1.00 <b>Size:</b> 5/8 INCH <b>Radio Number:</b> 75788745 <b>Units:</b> 1.00 <b>ACTIVE</b>	<b>For Service At:</b> 1359 DAYTON ST <b>City:</b> CAMDEN <b>Route:</b> 123 <b>District:</b> n/a <b>Block:</b> 1373 <b>Parcel</b> <b>State:</b> NJ <b>Region:</b> <b>Lot:</b> 26 <b>Zip:</b> 08104
<b>Arrears:</b> (\$701.45) <b>Water Due:</b> \$0.00 <b>Arrears Date:</b> 7/14/2022 <b>Sewer Due:</b> \$0.00 <b>Current Period</b> <b>Trash Due:</b> \$0.00 <b>Billed:</b> \$39.85 <b>Interest Due:</b> \$0.00 <b>Taxed:</b> \$0.00 <b>Misc Due:</b> \$0.00 <b>Adjusted:</b> \$661.60 <b>Other Due:</b> \$0.00 <b>Paid:</b> \$0.00 <b>Tax Due:</b> \$0.00 <b>Open Credit:</b> \$0.00		
<b>Current Period Due:</b> \$701.45 <b>Current Balance:</b> \$0.00 <b>Due Date:</b> 8/15/2022		

Posted	Type	Invoice Number	Comment	Consumption	Read Type	Due Date	Amount	Balance
9/26/2022	ADJ: Transfer	10403610	XFER TO ACCOUNT: 707186. 9/26 APPROVED BY USER: Xoley 0	0		9/26/2022	\$661.60	\$0.00
7/14/2022	Sewer	10387800	BILL FOR C40 Sewer DUE: 8/15/2022	0	Actual	8/15/2022	\$17.80	(\$661.60)
7/14/2022	Water	10387800	BILL FOR C23 Water DUE: 8/15/2022	0	Actual	8/15/2022	\$22.05	(\$679.40)
4/15/2022	Sewer	10366850	BILL FOR C40 Sewer DUE: 5/16/2022	0	Actual	5/16/2022	\$13.85	(\$701.45)
4/15/2022	Water	10366850	BILL FOR C23 Water DUE: 5/16/2022	0	Actual	5/16/2022	\$17.15	(\$715.30)
2/15/2022	ADJ: Convert to General Credit	10347736	CONVERSION TO GENERAL CREDIT APPROVED BY USER: jzakobnik	0		2/15/2022	\$822.24	(\$732.45)
2/15/2022	ADJ: Convert to General Credit	1	CONVERSION TO GENERAL CREDIT	0			(\$822.24)	(\$1,554.69)
1/31/2022	Sewer	10347557	BILL FOR C40 Sewer DUE: 3/2/2022	0	Final	3/2/2022	\$6.92	(\$732.45)
1/31/2022	Water	10347557	BILL FOR C23 Water DUE: 3/2/2022	0	Final	3/2/2022	\$8.58	(\$739.37)
1/31/2022	ADJ: Adj Cons Over/Estimate	0	customer o/e by 144 units	0			(\$1,019.70)	(\$747.95)
1/14/2022	Sewer	10344106	BILL FOR C40 Sewer DUE: 2/15/2022	0	Estimate	2/15/2022	\$123.40	\$271.75
1/14/2022	Water	10344106	BILL FOR C23 Water DUE: 2/15/2022	48	Estimate	2/15/2022	\$256.35	\$148.35

Posted	Type	Invoice Number	Comment	Consumption	Read Type	Due Date	Amount	Balance
12/31/2021	ADJ: Interest Reversal	1	INTEREST REVERSE	0		12/8/2021	(\$67.47)	(\$108.00)
12/7/2021	ADJ: 2021 Tax Sale Pymt to City	1	CAMDEN LIEN ADJUSTMENT IMPORT	0			(\$40.53)	(\$40.53)
11/30/2021	Payment	1	CHECK: cashier ct #6761002149	0			(\$1,327.10)	\$0.00
10/15/2021	Sewer	10323627	BILL FOR C40 Sewer DUE: 11/15/2021	0	Estimate	11/15/2021	\$123.40	\$1,327.10
10/15/2021	Water	10323627	BILL FOR C23 Water DUE: 11/15/2021	48	Estimate	11/15/2021	\$256.35	\$1,203.70

Balance As Of: 9/29/2021 \$947.35



9/29/22, 10:49 AM

As of Date Printed	9/29/2022 10:49 AM
Account Number	77-0707186-1
Block & Lot	1373 26
Owner name	Carstarphen , Vaughn
Service Address	1359 DAYTON ST CAMDEN
Account balance	NJ 08104
	(\$661.60)



# CITY OF CAMDEN — CITY COUNCIL ACTION REQUEST FORM


COUNCIL MEETING DATE: JUNE 13, 2023

TO: City Council  
FROM: Keith L. Walker, Director of Public Works

**TITLE OF ORDINANCE/RESOLUTION:** RESOLUTION AUTHORIZING REFUND OF OVERPAYMENT OF WATER AND SEWER CHARGES FOR 422 VIOLA ST.

Point of Contact:	Keith L. Walker	Public Works	757-7139	kewalker@ci.camden.nj.us
	Name	Department-Division-Bureau	Phone	Email

## ENDORSEMENTS

	Recommend Approval (Y/N)	Signature	Date	Comments
Responsible Department Director	Y	<i>K. Walker</i>	5-25-23	
Supporting Department Director (if necessary)				
Director of Grants Management				
Qualified Purchasing Agent				
Director of Finance			5/25/23	
Approved by: Business Administrator			5.31.23	
		Signature	Date	

Attachments (list and attach all available):  
1. Backup documentation – American Water customer reimbursement request

**“Walk-on” note:** All walk-on legislation must be pre-approved by the Business Administrator. The Department Director and Contact Person are jointly responsible for delivering all necessary documents to the City Clerk for distribution at the Council Meeting.

Received by: City Attorney

---

Signature \_\_\_\_\_ Date \_\_\_\_\_

## EXECUTIVE SUMMARY

**TITLE OF ORDINANCE/RESOLUTION:** *RESOLUTION AUTHORIZING REFUND OF OVERPAYMENT OF WATER AND SEWER CHARGES FOR 422 VIOLA ST.*

**FACTS/BACKGROUND:**

- Per American Water, the customer overpaid water charges
- American Water calculated the overpayment and provided reimbursement request documents

**AMOUNT OF PROPOSED CONTRACT or TOTAL COST OF PROPOSAL:** \$992.91  
Water Reimbursement - \$992.91

**IMPACT STATEMENT:**

- If approved, the customer will receive the refund they are owed by the City

**SUBJECT MATTER EXPERTS/ADVOCATES:**

- Keith L. Walker, Director of Public Works

**COORDINATION:**

- DPW will process a direct voucher for the refund, and Finance will process a check

**Prepared by:**                      **Angela M. Watkins**                      **757-7139/anjohnst@ci.camden.nj.us**

---

Name

Phone/Email

**Date:** April 06, 2023

**TO:** Director Keith Walker, City of Camden Public Works  
**FROM** American Water Operations & Maintenance  
**RE: Customer Reimbursement Request**

**Name:** CoreTitle, LLC Settlement Trust Account

**Mailing Address:** 1300 Route 73, Suite 112

Mt. Laurel NJ 08054

**Service Address:** 422 Viola St.

Camden NJ 08104

**Account Number:** 77-0458763-8

**Reimbursement:**

Water Reimbursement

Sewer Reimbursement

**Total Reimbursement \$ 992.91**

**Supporting Documents Attached:**

- Customer written request
- Front and back copies of check(s)
- UMBS printouts

## Sylvia Hill

---

**From:** Kaitlyn Boyd <kboyd@coretitle.com>  
**Sent:** Thursday, April 6, 2023 2:20 PM  
**To:** AWE - Camden Water and Sewer/AWWSC  
**Subject:** ACCT 77-0458763-8 OVERPAYMENT / 422 Viola St. Camden  
**Attachments:** Final Water\_Sewer.pdf

**Importance:** High

**EXTERNAL EMAIL: The Actual Sender of this email is kboyd@coretitle.com "Think before you click!"**

Hello,

After closing, I received the final bill for the above mentioned property, and it was only \$7.09. I mistakenly mailed Camden City the full \$1,000 that we were holding in escrow, and it was cashed.

I am requesting that \$992.91 be returned to the seller Abie Baxter, as the credit on the account is not the borrowers money.

Please see below for a copy of the cashed check, and I have also attached the final water bill.

I am hoping that we can have this resolved as quickly as possible. Please let me know if you need anything else. Thank you!

Make it a great day.



**Kaitlyn Boyd-Ruiz**  
Settlement Officer

Direct 856.282.1270  
Office 856.316.4005  
e. [kboyd@coretitle.com](mailto:kboyd@coretitle.com)  
w. [www.coretitle.com](http://www.coretitle.com)



hello  
SPRING



**WE DO NOT ACCEPT OR REQUEST**  
**CHANGES TO WIRING INSTRUCTIONS VIA EMAIL OR FAX.**  
**Always call to verify.**

**\*\*IF YOU RECEIVE NEW WIRING INSTRUCTIONS ON ANY CLOSING PLEASE NOTIFY ME IMMEDIATELY BY PHONE TO CONFIRM. WE DO NOT ALTER OUR WIRING INSTRUCTIONS.\*\***

© 2018 Core Title Agency, Inc. All rights reserved. This document contains confidential information and is intended for the use of the individual named herein. It is not to be distributed, copied, or otherwise used in any manner without the prior written consent of Core Title Agency, Inc. If you receive this document, please contact the individual named herein immediately at the number shown above.

As of Date Printed	4/6/2023 2:49 PM
Account Number	77-0458763-8
Block & Lot	485 48
Owner name	BAXTER, ABIE
Service Address	422 VIOLA ST CAMDEN NJ
Account balance	08104
	(\$992.91)



Pay by Phone: 1-866-371-2623  
 Customer Service: 1-855-769-3164

**Total Amount Due \$7.09 by 04/17/23**

**Account Summary as of 03/03/23**

Previous Balance:	\$0.00
Payments:	\$0.00
Current Charges:	\$7.09
Account Balance:	\$7.09

**Additional charges if not paid by 04/17/23**

**Details as of 03/03/23**

Meter No.	Meter Size	Prior Read	Current Read	Consumption
90143654	5/8 INCH	0	0	0

Billing Period Covers: February 15, 2023 - March 3, 2023

**Current Charges**

Meter: 90143654	
Service Charge: Water (\$22.05 x 0.18)	\$3.92
Service Charge: Sewer (\$17.80 x 0.18)	\$3.17
<b>Total Current Charges</b>	<b>\$7.09</b>

**Total Amount Due \$7.09**

**Due Date Does Not Apply to Amounts Past Due**

**Account Information**

Account Number: 77-0458763-8  
 Customer Name: ABIE BAXTER  
 Service Address: 422 VIOLA ST  
 CAMDEN, NJ 08104

**Usage History**

0	0	0	0	0
MAY 22	AUG 22	NOV 22	FEB 23	MAR 23

**Message Center**

\* FINAL \*

Please make sure your Online Banking service reflects the correct mailing address and account number.

Bill payment assistance may be available through the Low-Income Household Water Assistance Program (LIHWAP). Visit <https://njdua-housing-dynamics365portals.us/en-US/aid-services/> to apply or call 1-800-510-3102 to submit an application.

Never miss a Bill or Due Date again. We have Multiple Payment Options.

- E-billing/Auto-payment/Online: UMBSPORTAL.AM WATER.COM
- Drop Box: City Hall - Tax Office Room 117 (WED Pick Up)
- Pay by Phone: 1-866-371-2623

1/1

Please detach and return this bottom portion with your payment.



City of Camden Water  
 100 S. 17th St.  
 Camden, NJ 08105

Account Number 77-0458763-8  
 Service Address 422 VIOLA ST  
 Due Date 04/17/23

**Total Amount Due \$7.09**

AMOUNT ENCLOSED \$ \_\_\_\_\_



4685 1 MB 0 531 0186791-CAMS229221-ST.1GRP-004685  
 ABIE BAXTER  
 413 SAINT VINCENT ST  
 PHILADELPHIA PA 19111-3930

T 13



**SEND REMITTANCE TO:**



CITY OF CAMDEN  
 PO BOX 371397  
 PITTSBURGH, PA 15250-7397

00770004587638000000709000000709230623

10000000



FUENTES  
6/13/2023

**RESOLUTION IN SUPPORT OF THE APPLICATION OF THE COMMUNITY PLANNING AND ADVOCACY COUNCIL (CPAC) FOR FUNDING FROM THE HOUSING AND URBAN DEVELOPMENT (HUD) FOR THE YOUTH HOMELESSNESS DEMONSTRATION PROGRAM.**

**WHEREAS**, the United States Department of Housing and Urban Development (HUD) is offering funding for communities developing and implementing a coordinated approach to preventing and ending youth homelessness; and

**WHEREAS**, HUD has issued a Notice of Funding Opportunity (NOFO) for Round 7 of the Youth Homelessness Demonstration Program (FR-6700-N-35), which has a deadline of June 27, 2023; and

**WHEREAS**, the Community Planning & Advocacy Council (CPAC) plans to apply for this NOFO; and

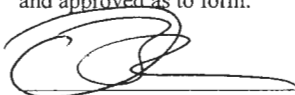
**WHEREAS**, CPAC, at the June 8, 2023 Caucus of the City Council of the City of Camden, provided a presentation of its overall plan which would be used for this HUD funding, including explaining how this CPAC plan would benefit the resident youths of the City of Camden, if such funding is approved by HUD; now therefore

**BE IT RESOLVED**, by the City Council of the City of Camden that it hereby expresses its support for the application by the CPAC, which is seeking HUD funding for the Youth Homelessness Demonstration Program.

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 52: 27BBB-23, a true copy of this Resolution shall be forwarded to the State Commissioner of Community Affairs, who shall have ten (10) days from the receipt thereof to veto this Resolution. All notices of veto shall be filed in the Office of the Municipal Clerk.

Date: June 13, 2023

The above has been reviewed and approved as to form.

  
\_\_\_\_\_  
DANIEL S. BLACKBURN  
City Attorney

\_\_\_\_\_  
ANGEL FUENTES  
President, City Council

ATTEST: \_\_\_\_\_  
LUIS PASTORIZA  
Municipal Clerk



Camden City Council  
**RESOLUTION / ORDINANCE REQUEST FORM**

DATE: June 12, 2023

Council Meeting Date: June 13, 2023

FROM: Councilperson

- Angel Fuentes, President
- Sheila Davis, Vice President, At-Large
- Shaneka Boucher, 1st Ward
- Chris Collins, 2<sup>nd</sup> Ward

- Marilyn Torres, 3<sup>rd</sup> Ward
- Felicia Reyes-Morton, 4<sup>th</sup> Ward
- Nohemi G. Soria-Perez, At-Large

**Action Requested:**

**RESOLUTION IN SUPPORT OF THE APPLICATION OF THE COMMUNITY PLANNING AND ADVOCACY COUNCIL (CPAC) FOR FUNDING FROM THE HOUSING AND URBAN DEVELOPMENT (HUD) FOR THE YOUTH HOMELESSNESS DEMONSTRATION PROGRAM**

\*\*\*\*Please attach any supporting documents

*Angel Fuentes /nfb*

6/12/23

\_\_\_\_\_  
Signature of Councilperson

\_\_\_\_\_  
Date