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|--|----|-----|-----|
| M:   | S: | RC: | MC: |
| 14. Resolution 2018-185 Re: Award of Contract<br>Electrical Services   |    |     |     |
| M:   | S: | RC: | MC: |
| 15. Resolution 2018-186 Re: Award of Contract<br>General Maintenance and Repairs   |    |     |     |
| M:   | S: | RC: | MC: |
| 16. Resolution 2018-187 Re: Award of Contract<br>Portable Toilets at Various City Locations                              |    |     |     |
| M:   | S: | RC: | MC: |
| 17. Resolution 2018-188 Re: Construction Permit Refund   |    |     |     |
| M:   | S: | RC: | MC: |
| 18. Resolution 2018-189 Re: Real Estate Tax Refund   |    |     |     |
| M:   | S: | RC: | MC: |
| 19. Resolution 2018-190 Re: Award of Contract<br>Disaster Removal Services   |    |     |     |
| M:   | S: | RC: | MC: |
| 20. Resolution 2018-191 Re: Chapter 159-Insertion of Special Item of Revenue<br>2018 Bullet Proof Vest Partnership Grant |    |     |     |
| M:   | S: | RC: | MC: |
| 21. Resolution 2018-192 Re: Approval to Submit FEMA Assistance to Firefighter Grant                                      |    |     |     |
| M:   | S: | RC: | MC: |
| 22. Resolution 2018-193 Re: Adopting Amended 2018 Spending Plan  |    |     |     |
| 23. Consent Agenda   |    |     |     |
| A. Elks Raffle License #868  |    |     |     |
| B. Presbyterian Church Hayride Request   |    |     |     |

M:

S:

RC:

MC:

24. Council Manager/Committee Discussion:
25. Public Comments
26. Council Comments
27. Adjourn \_\_\_\_\_ P.M.

The City Council of the City of Brigantine reserves the right to consider, discuss and/or take any formal action upon resolutions or ordinances not appearing on the printed agenda.

CITY OF BRIGANTINE  
RESOLUTION 2018- 182

A RESOLUTION AUTHORIZING THE PROFESSIONAL SERVICE OF  
COASTAL RESEARCH CENTER, STOCKTON STATE COLLEGE

The City Council of the City of Brigantine resolves that:

WHEREAS, the City of Brigantine is desirous of engaging the services of the Richard Stockton Coastal Research Center to monitor the beaches of Brigantine, NJ in 2018 semi-annually to assess the beach erosion problem at the Absecon Inlet Jetty and an emergency event survey as a contingency; and

WHEREAS, pursuant to State Statute, said award of contract may be awarded without competitive bidding.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

1. The contract to “Monitor the beaches of Brigantine, NJ in 2018 semi-annually to assess the beach erosion problem at the Absecon Inlet Jetty and an emergency event survey as a contingency:

The Coastal Research Center at The Richard Stockton College of New Jersey  
30 Wilson Avenue  
Port Republic, NJ 08241.

WHEREAS, the “Certification of Availability of Funds” is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brigantine on this 17<sup>TH</sup> day of October 2018:

1. The contract for the “Monitoring of the Municipal Shoreline” is awarded to:

Coastal Research Center at Stockton University  
30 Wilson Avenue  
Port Republic, NJ 08241

2. The Coastal Research Center at Stockton University is awarded this contract on their proposal of \$23,959.95.
3. The exact title of the appropriation to be charged is:  
Account Title: Study & Construction of Beach Replenishment

Account #C-04-12-019-101.

4. This resolution shall take effective immediately and covers monitoring for 2018.

**BE IT SO RESOLVED.**

#### CERTIFICATION AS TO AVAILABILITY OF FUNDS

I hereby certify that, as of October 17, 2018, there are sufficient funds in the account entitled: Study & Construction of Beach Replenishment for the proposed contract noted above.

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Roxanne Tosto  
Chief Financial Officer  
City of Brigantine, New Jersey

This is to certify that the above is a true and lawful copy of a resolution adopted by the City Council of the City of Brigantine, County of Atlantic, State of New Jersey at its meeting of October 17, 2018.

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Lynn Sweeney, RMC  
City Clerk

CITY OF BRIGANTINE  
RESOLUTION

No. 2018- 183

A RESOLUTION OF THE CITY OF BRIGANTINE, COUNTY OF ATLANTIC,  
STATE OF NEW JERSEY PROVIDING FOR THE PERMIT APPLICATION FOR DUNE  
MAINTENANCE IN ACCORDANCE WITH ORDINANCE 23-2018 AMENDING THE CITY  
CODE CHAPTER 101 REGARDING BEACH AND DUNE PROTECTION

WHEREAS, The City Of Brigantine has amended the City's Code Chapter 101 regarding beach and dune maintenance

WHEREAS, Chapter 101-13 permits certain property owners to apply for maintenance of dune vegetation through a permitting process which indicates the nature of the work that is to be conducted pursuant to the permit application and that conditions and restrictions of that permit will be approved by resolution by the City Council of the City of Brigantine

WHEREAS, the attached permit application dated 10-2018 will be the adopted application and rules governing the dune maintenance program,

WHEREAS, any changes made to the permit application will be required to be approved by resolution by the City Council of the City of Brigantine

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Brigantine, County of Atlantic and State of New Jersey that this resolution become effective with the the effective date of Ordinance 23-2018.

**CITY OF BRIGANTINE**  
**APPLICATION FOR DUNE MAINTENANCE**  
Revised 10-2018

Application # \_\_\_\_\_

**Applicant Information**

Applicant: \_\_\_\_\_  
Block #: \_\_\_\_\_ Lot #: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone #: \_\_\_\_\_

**Project Information**

Estimated Cost: \_\_\_\_\_  
Permit Fee: \_\_\_\_\_  
*Permit Fee \$300.00. Fees payable to the City of Brigantine.*

**Contractor Information**

Contractor: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Lic. No. or Bldrs. Reg. No.: \_\_\_\_\_  
Mercantile Lic. No.: \_\_\_\_\_  
Insurance Certificate Attached [City of Brigantine listed as additional Insured} \_\_\_\_\_

**Property Owner Certifications**

I, \_\_\_\_\_, hereby certify that I am responsible for complying with all Federal, State, and Local (Local requirements attached) requirements pertaining to dune maintenance activities.

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Print Name

Date work will be performed \_\_\_\_\_

**Municipal Engineer's Office use only.**

Permit #: \_\_\_\_\_

Fees Paid: \_\_\_\_\_ Check #: \_\_\_\_\_

Indemnify & Hold Harmless Attached: \_\_\_\_\_

Insurance Certificate attached: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Work must be completed by \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Municipal Engineer or Designee: \_\_\_\_\_

# City of Brigantine

## Dune Maintenance Activities Requirements

### Revised 10-2018

The City of Brigantine has determined that the Japanese Black Pine tree is an invasive and obtrusive species and has no objection to property owners cutting down or stumping Black Pine trees and trimming bayberry bushes and other vegetation which are adjacent to said individuals property and located on the beach and/or dunes owned by the City as long as the requirements established by the City and by the Department of Environmental Protection are met. Those requirements are as follows:

#### Permit Conditions

Contractor responsible for the dune maintenance activities must be a landscaper who is also a licensed arborist .Copy of a valid license is to accompany the application.

- The Municipal Engineer's Office shall be notified 48 hours prior to the start of proposed work. Work cannot begin until an on- site meeting has taken place with the engineer's office and the contractor.

Brigantine Engineer's Office  
1417 Brigantine Avenue  
Brigantine NJ 08203  
Attn: City Engineer  
609 266-7600 x 264

- The applicant/owner grants permission for the conduct of the proposed activity. In addition, applicant/owner consents to allow access to the site by representatives or agents of Municipal Engineer's Office for the purpose of conducting a site inspection of the project site.
- Work area is restricted to the area within two parallel lines, perpendicular to the shoreline, extended from the property corners to the lesser distance to an access road or crest of primary dune, or if there is more than one dune ridge, to the crest of the first dune ridge seaward of the property line with the municipal beach/dune area.
- Hand trimming of the bayberry bushes near dunes must be done in such a way as to not interfere with either dune stability or wildlife habitat and not jeopardize the health of the vegetation.
- All bushes shall not be cut any lower then 8 feet above the dune surface at the center of the bush and tapered down to 7 feet at the extremities. The tapering will protect the aesthetic value of the natural dune system.
- Japanese Black Pine trees MAY be stumped provided they are replaced with dune vegetation native to New Jersey and limited to the following coastal species, to the maximum extent practicable: American Beachgrass (*Ammophila breviligulata*), Coastal Panicgrass (*Panicum amarulum*), Bayberry (*Myrica pensylvanica*), Beach Plum (*Prunus maritima*), Seaside Goldenrod (*Solidago sempervirens*), Beach Pea (*Lathyrus japonicus*), Bitter Panicgrass (*Panicum amarum*), Switchgrass (*Panicum virgatum*), Partridge Pea (*Chamaecrista fasciculata*), Eastern Red Cedar (*Juniperus virginiana*), Groundsel Tree (*Baccharis halimifolia*), and Saltmeadow Cordgrass (*Spartina patens*).
  1. American beachgrass is the preferred species for the stabilization of newly established dunes and for stabilization of the frontal dune. Woody plant species are suitable for back dune and secondary dune environments. Herbaceous plant species are preferred as supplemental plantings for all dune areas.
  2. Dune vegetation should be diversified to the maximum extent practicable, in an effort to provide continuous stabilization in the event that pathogens reduce or eliminate the effectiveness of one species. A complex of associated grasses, herbaceous species and woody species is preferred to the planting of one species.
  3. A plan on exact amount of trees to be removed is to be provided as part of the application process as well as the actual replacement.
- All cut vegetation should be disposed of in a legally permissible fashion.

- Except for the stumping of Black Pines, there shall be absolutely no excavation or removal of any other plants or bushes.
- There shall be absolutely no disturbance of any root network of naturally occurring vegetation [excluding Japanese Black Pine trees].

- No vehicles or motorized equipment on a dune or within dune complex.
- If more extensive activity is proposed beyond the minor trimming of the dune vegetation, it is the responsibility of the property owner to apply for the appropriate permit(s) to conduct this activity.

After permit is received and PRIOR to any trimming of dune vegetation, the property owner and contractor working on behalf of the property owner, must contact the City's Engineers Office at (609) 266-7600 ext 264 and abide by any and all other conditions as imposed by the City Engineer or his/her designee. The City Engineer's Office will issue a permit once all conditions are adhered to and the Indemnification has been received. The permit will list the dates during which the vegetation trimming shall occur. The permit must be on display by the person performing the work at all times.

## INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

I, \_\_\_\_\_, [Applicant] hereby understands and specifically agrees to indemnify and hold harmless the City of Brigantine, the Atlantic County Municipal Joint Insurance Fund, and any of their agents, officers or employees, for and against any and all claims of any nature and any and all damages, losses and expenses including reasonable attorneys fees and court cost in case any matter is filed in any court with jurisdiction or any administrative hearings are necessary, arising out of or in any way related or due to the performance of trimming or otherwise affecting certain bayberry bushes and other vegetation in the City of Brigantine, County of Atlantic and State of New Jersey, lying primarily at the location in and around \_\_\_\_\_, Brigantine, New Jersey.

This Indemnification and Hold Harmless Agreement will specifically extend to any and all agents, employees or contractors working on behalf of the applicant and said Applicant agrees to provide a copy of this documentation and have said document signed by any contractors, agents, employees or others who will perform any of the above anticipated work on behalf of or for the Applicant.

This Indemnification and Hold Harmless Agreement shall specifically cover any and all bodily injury, illness, death, property damage or any other loss of any nature caused in whole or in part by the trimming of said bayberry bushes and other vegetation as set forth herein. Said Indemnification and Hold Harmless Agreement specifically extends to any negligent act or admission of any nature, whether the sole or contributing cause of any loss, of the Applicant or any employee, agent or subcontractor of the same. This Indemnification and Hold Harmless Agreement shall apply in all instances regardless of whether the City of Brigantine or the Atlantic County Municipal Joint Insurance Fund is made a direct party to any initial action or claim or is subsequently made a party to such action by a third party or is made a party to a collateral action for any nature arising in whole or in part from any of the issues emanating from the original cause of action or claim. This Agreement shall be interpreted pursuant to the laws of the State of New Jersey.

\_\_\_\_\_  
Applicant Signature

Dated: \_\_\_\_\_

\_\_\_\_\_  
Print Name of Applicant

\_\_\_\_\_  
Contractor Acting on Behalf of the Applicant Signature  
(If applicable)

Dated: \_\_\_\_\_

\_\_\_\_\_  
Print Contractor's Name Acting on Behalf of the Applicant

RESOLUTION #2018- 184

A RESOLUTION AUTHORIZING AWARD OF CONTRACT TO LEVY CONSTRUCTION CO.,  
INC. FOR A SALT STORAGE BUILDING

WHEREAS, the City Council of the City of Brigantine authorized the acceptance of proposals on September 13, 2018 for a "Salt Storage Building"; and

WHEREAS, bids were received on October 11, 2018 and the lowest bidder was Levy Construction Co., Inc. 134 Cuthbert Blvd., Audubon, NJ 08106, with a low bid of \$454,400.00

NOW, THEREFORE BE IT RESOLVED by the Municipal Council of the City of Brigantine, County of Atlantic and State of New Jersey, that the bid submitted by Levy Construction Co., Inc., is hereby determined to be the lowest responsive bid.

BE IT FURTHER RESOLVED that Roxanne Tosto, Chief Financial Officer of the City of Brigantine, does hereby certify that there are adequate funds available in Account # C-04-17-015-104 titled Ord. 5-2017 Municipal Building Maintenance and Repairs (\$454,400.00).

Certified to be a true copy of a Resolution adopted by the Municipal Council for the City of Brigantine, County of Atlantic and State of New Jersey, on the 17<sup>th</sup> day of October 2018

CITY OF BRIGANTINE

\_\_\_\_\_  
Lynn Sweeney, RMC  
City Clerk

\_\_\_\_\_  
Roxanne Tosto  
Chief Financial Officer

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Guenther					
Simpson					
Sera					
Bew					
Riordan					
Haney					
DeLucry					

RESOLUTION NO. 2018-185

A RESOLUTION OF THE CITY OF BRIGANTINE AUTHORIZING AWARD OF BID  
FOR ELECTRICAL SERVICES

WHEREAS, the City duly advertised for and accepted sealed bids on September 27, 2018 for Electrical Service-General and Emergencies for the City of Brigantine; and

WHEREAS, John Doring, Public Works Director has reviewed all bid documentation and recommended awarding a contract to Northeast Electrical Services LLC; and

WHEREAS, the term of the contract is for twelve (12) months and the specifications provide that the City can exercise (2) one-year extensions; and

NOW, THEREFORE BE IT RESOLVED by the Municipal Council of the City of Brigantine, County of Atlantic and State of New Jersey authorizes award of contract to Northeast Electrical Services, 402 Airport Drive, Williamstown NJ 08094 based on the following rates:

	<u>Year One</u> <u>Hourly Rate</u>	<u>Year Two</u> <u>Hourly Rate</u>	<u>Year Three</u> <u>Hourly Rate</u>
1. Regular Time	\$118.00	\$120.00	\$122.00
2. Regular Time Helper	\$ 30.00	\$ 32.00	\$ 34.00
3. Overtime (As Per Spec)	\$177.00	\$180.00	\$183.00
4. Overtime Helper (As per Spec)	\$ 45.00	\$ 48.00	\$ 51.00
5. Repair Parts % off MSRP	10 %	10%	10 %

BE IT FURTHER RESOLVED that Roxanne Tosto, Chief Financial Officer of the City of Brigantine certifies that funds are available for 2018 and shall be charged to the appropriate accounts when the purchase orders are issued and the funds for calendar year 2019 are contingent upon the adoption of the Local Municipal Budgets and shall be charged to the appropriate accounts when purchase orders are issued. Estimated expenditures for 2018-2019 first year contract should not exceed \$65,000.00 excluding any emergent conditions.

Certified to be a true copy of a Resolution adopted by the Municipal Council for the City of Brigantine, County of Atlantic and State of New Jersey, on the 17th day of October 2018.

CITY OF BRIGANTINE

\_\_\_\_\_  
Lynn Sweeney, RMC  
City Clerk

\_\_\_\_\_  
Roxanne Tosto  
Chief Financial Officer

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Guenther					
Simpson					
Sera					
Bew					
Riordan					
Haney					
DeLucry					

RESOLUTION #2018- ~~186~~

A RESOLUTION AUTHORIZING AWARD OF CONTRACT TO MASE ENTERPRISES LLC  
FOR GENERAL MAINTENANCE AND REPAIRS

**WHEREAS**, the Public Works department has a need for general maintenance and repairs for various City projects; and

**WHEREAS**, it is determined in the best interest of the City of Brigantine to acquire said services as needed; and

**WHEREAS**, Dennis Krause, QPA, City Purchasing Agent has determined and certified in writing that the value of this contract will exceed \$17,500.00; and

**WHEREAS**, Mase Enterprises LLC these services in the past; and

**WHEREAS**, John W. Doring Jr., Superintendent of Public Works and Dennis Krause, QPA, City Purchasing Agent have reviewed various maintenance projects and recommended that Mase Enterprises LLC, 552 West Leeds Avenue, Absecon, NJ 08201 be awarded an alternative non-advertised method of award contract for general maintenance and repairs for various City Projects as determined by the needs of the City of Brigantine; and

**WHEREAS**, the anticipated term of this contract is one (1) calendar year; and

**WHEREAS**, Mase Enterprises LLC has completed and submitted a Business Registration Certificate (BRC), a Business Entity Disclosure Certification which certifies that Mase Enterprises LLC has not made any contributions to a political or candidate committee for an elected office in the City of Brigantine, County of Atlantic, New Jersey in the previous one year period, and that the contract will prohibit Mase Enterprises LLC from making any contributions through the term of the contract; and

**WHEREAS**, the vendor has provided information demonstrating its compliance with the provisions of N.J.S.A. 19:44A-20.5, regarding political contributions; and

**NOW, THEREFORE BE IT RESOLVED** by the Municipal Council of the City of Brigantine, New Jersey that an alternative method contract with Mase Enterprises LLC for general maintenance and repairs for various City Projects. A copy of the Business Entity Certification and Determination of Value shall be on file with this resolution in the City Clerk's Office.

**BE IT FURTHER RESOLVED** that Roxanne Tosto, Chief Financial Officer of the City of Brigantine, does hereby certify that there are adequate funds available in the 2018 various Current, Utility and Capital line items. Estimated expenditures for 2018 should not exceed \$39,900.00. Funds for calendar year 2019 are contingent upon the adoption of the Local Municipal Budgets and shall be charged to the appropriate accounts when purchase orders are issued.

Certified to be a true copy of a Resolution adopted by the Municipal Council for the City of Brigantine, County of Atlantic and State of New Jersey, on the 17<sup>th</sup> day of October 2018

CITY OF BRIGANTINE

\_\_\_\_\_  
Lynn Sweeney, RMC  
City Clerk

\_\_\_\_\_  
Roxanne Tosto  
Chief Financial Officer

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Guenther					
Simpson					
Sera					
Bew					
Riordan					
Haney					
DeLucry					

RESOLUTION #2018-187

A RESOLUTION AUTHORIZING AWARD OF CONTRACT TO CAPRIONI PORTABLE TOILETS INC TO SUPPLY PORTABLE TOILETS AT VARIOUS CITY LOACTIONS

WHEREAS, the City of Brigantine has a need for portable toilets at locations around the City; and

WHEREAS, it is determined in the best interest of the City of Brigantine to have said equipment available and properly maintained in order to provide quality services to the public; and

WHEREAS, Dennis Krause, QPA, City Purchasing Agent has determined and certified in writing that the value of the contract will exceed \$17,500.00; and

WHEREAS, Caprioni Portable Toilets, Inc. has performed this service for the City the past ten years; and

WHEREAS, John W. Doring Jr., Superintendent of Public Works and Dennis Krause, QPA, City Purchasing Agent have reviewed the required needs of the City for portable toilets and recommended that Caprioni Portable Toilets, Inc., 188 Head of River Road, Woodbine, NJ 08270 be awarded an alternative non-advertised method of award contract for portable toilet rentals as determined by the needs of the City of Brigantine; and

WHEREAS, the anticipated term of this contract is one (1) calendar year; and

WHEREAS, Caprioni Portable Toilets, Inc. has completed and submitted a Business Registration Certificate (BRC), a Business Entity Disclosure Certification which certifies that Caprioni Portable Toilets, Inc. has not made any contributions to a political or candidate committee for an elected office in the City of Brigantine, County of Atlantic, New Jersey in the previous one year period, and that the contract will prohibit Caprioni Portable Toilets, Inc. from making any contributions through the term of the contract; and

WHEREAS, the vendor has provided information demonstrating its compliance with the provisions of N.J.S.A. 19:44A-20.5, regarding political contributions; and

**NOW, THEREFORE BE IT RESOLVED** by the Municipal Council of the City of Brigantine, New Jersey that an alternative method contract with Caprioni Portable Toilets, Inc. for portable toilet rentals. A copy of the Business Entity Certification and Determination of Value shall be on file with this resolution in the City Clerk's Office.

**BE IT FURTHER RESOLVED** that Roxanne Tosto, Chief Financial Officer of the City of Brigantine, does hereby certify that there are adequate funds available in the Water & Sewer Fund Account #8-09-55-502-298. Estimated expenditures for 2018 should not exceed \$39,900.00. Funds for calendar year 2019 are contingent upon the adoption of the Local Municipal Budgets and shall be charged to the appropriate accounts when purchase orders are issued.

Certified to be a true copy of a Resolution adopted by the Municipal Council for the City of Brigantine, County of Atlantic and State of New Jersey, on the 17<sup>th</sup> day of October, 2018

CITY OF BRIGANTINE

\_\_\_\_\_  
Lynn Sweeney, RMC  
City Clerk

\_\_\_\_\_  
Roxanne Tosto  
Chief Financial Officer

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Guenther					
Simpson					
Sera					
Bew					
Riordan					
Haney					
DeLucry					

RESOLUTION 2018 – 188

THE COUNCIL OF THE CITY OF BRIGANTINE RESOLVES THAT:

WHEREAS, the City of Brigantine has, pursuant to various ordinances, a set fee schedule for Brigantine Permits; and

WHEREAS, it appears from the records that Haven Homes Builders, LLC ,312 31<sup>ST</sup> Street So., Brigantine, NJ 08203, applied for a curb and sidewalk permit #2017-74, Block 2101, Lot 4, 319 23<sup>RD</sup> Street So., Brigantine, New Jersey; and

WHEREAS, it appears from the record that Haven Homes Builders, LLC applied for the curb and sidewalk permit in duplicate and is entitled to a refund of \$100.00 (one hundred dollars and zero cents); and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

1. The City Financial Officers are hereby directed to refund the sum of \$100.00 to Haven Homes Builders, LLC.
2. This Resolution shall take effect immediately.

THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE AND  
LAWFUL COPY OF A RESOLUTION ADOPTED BY THE  
CITY COUNCIL OF THE CITY OF BRIGANTINE, COUNTY  
OF ATLANTIC, NEW JERSEY  
AT ITS MEETING OF \_\_\_\_\_

\_\_\_\_\_  
LYNN SWEENEY, RMC, CITY CLERK

RESOLUTION  
2018- 189

WHEREAS, it has been determined by the Tax Collector that the taxpayers as indicated on the attached Schedule "A" are entitled to overpayment refunds and;

WHEREAS, it is the desire of the Council of the City of Brigantine to have these overpayments returned to the respective taxpayers;

NOW THEREFORE BE IT RESOLVED by the Council of the City of Brigantine, County of Atlantic, State of New Jersey, that:

1. The Tax Collector is hereby authorized to make overpayment refunds in the amount shown and to the taxpayers, as appears on Schedule "A" which made apart hereof.
2. Copies of the resolution to the Tax Collector

CITY OF BRIGANTINE  
OVERPAYMENT REFUNDS

October 17, 2018

BLOCK	LOT	QUAL	NAME	YEAR-QRT	AMOUNT
5401	28		Pantoliano, Letizia Water/Sewer 6376-0	2019-2	1325.00

RESOLUTION #2018- 190

A RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR EMERGENCY DISASTER REMOVAL SERVICES FOR THE CITY OF BRIGANTINE AS A MEMBER OF THE OCEAN CITY COOPERATIVE PRICING SYSTEM (251COOCPS)

WHEREAS, bid proposals were opened for Contract #18-44, Emergency Disaster Removal Services for the City of Ocean City & the Members of the Ocean City Cooperative Pricing System (251C00CPS) on Thursday, September 13, 2018 and four (4) bid proposals were received per the attached Summary of Bid Proposals; and

WHEREAS, Bid proposals and specifications were reviewed and recommended that the contract be awarded to Ceres Environmental Services, Inc., the lowest responsible bidder; and

NOW, THEREFORE BE IT RESOLVED by the Municipal Council of the City of Brigantine that Contract #18-44, Emergency Debris Removal Services for the City of Brigantine as a member of the Ocean City Cooperative Pricing System (251COOCPS) be and is hereby awarded to the following lowest responsible bidder as follows:

Ceres Environmental Services, Inc.  
3825 85th Avenue North  
Brooklyn Park, Minnesota 55443

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Price per Unit</u>
1.	Emergency Road Clearance	Hour	\$ 278.00
2.	ROW Vegetative Debris Removal (Collect & Haul)	CY	
	a. 0-15 Miles	Per Mile	\$ 9.98
	b. 15.1-30 Miles	Per Mile	\$ 10.48
	c. 30.1-60 Miles	Per Mile	\$ 12.48
3.	ROW C & D Debris Removal (Collect & Haul)	CY	
	a. 0-15 Miles	Per Mile	\$ 14.69
	b. 15.1-60 Miles	Per Mile	\$ 15.24
	c. 30.1-60 Miles	Per Mile	\$ 16.33
4.	Private Property Vegetative Debris Removal	CY	
	a. 0-15 Miles	Per Mile	\$ 12.98
	b. 15.1-60 Miles	Per Mile	\$ 13.48
	c. 30.1-60 Miles	Per Mile	\$ 15.48
5.	Private Property C & D Debris Removal	CY	
	a. 0-15 Miles	Per Mile	\$ 17.96
	b. 15.1-60 Miles	Per Mile	\$ 18.51
	c. 30.1-60 Miles	Per Mile	\$ 19.60
6.	Demolition, Removal, Transport & Demolition of Eligible Non- RACM Structures	CY	
	a. 0-15 Miles	Per Mile	\$ 21.35
	b. 15.1-60 Miles	Per Mile	\$ 21.95
	c. 30.1-60 Miles	Per Mile	\$ 23.45
7.	Demolition, Removal, Transport & Demolition of Eligible RACM Structures	CY	

Ceres Environmental Services, Inc. (Continued)

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Price per Unit</u>
	a. 0-15 Miles		\$ 28.48
	b. 15.1-30 Miles		\$ 31.38
	c. 30.1-60 Miles		\$ 32.98
8.	TDMA Management & Operations	CY	\$ 1.65
9.	Reduction of Debris through Grinding	CY	\$ 2.75
10.	Reduction of Debris through Air Curtain Incineration	CY	\$ 0.35
11.	Reduction of Debris through Open Burn	CY	\$ 0.15
12.	Haul-out of Reduced Debris to Final Disposal Site	CY	
	a. 0-15 Miles		\$ 4.48
	b. 15.1-60 Miles		\$ 5.18
	c. 30.1-60 Miles		\$ 6.48
13.	Removal of Eligible Hazardous Leaning Trees & Hanging Limbs Tree	LF	
	a. 6" to 12" Diameter measured 4.5' above the ground		\$ 65.00
	b. 13" to 24" Diameter measured 4.5' above the ground		\$ 125.00
	c. 25" to 36" Diameter measured 4.5' above the ground		\$ 175.00
	d. 37" to 48" Diameter measured 4.5' above the ground		\$ 215.00
	e. 49" & Larger Diameter measured 4.5' above the ground		\$ 245.00
	f. Hanger Removal (2" or greater at the break & price per tree)		\$ 82.00
14.	Removal of Eligible Hazardous Stumps from Private Property		
	a. 24" to 36" Diameter measured 24" above the ground		\$ 125.00
	b. 37" to 48" Diameter measured 24" above the ground		\$ 175.00
	c. 49" & larger Diameter measured 24" above the ground		\$ 200.00
15.	Removal of Eligible Hazardous Leaning Trees & Hanging Limbs from Private Property	LF	
	a. 6" to 12" Diameter measured 4.5' above the ground		\$ 90.00
	b. 13" to 24" Diameter measured 4.5' above the ground		\$ 150.00
	c. 25" to 36" Diameter measured 4.5' above the ground		\$ 200.00
	d. 37" to 48" Diameter measured 4.5' above the ground		\$ 240.00
	e. 49" & Larger Diameter measured 4.5' above the ground		\$ 270.00
	f. Hanger Removal (2" or greater at the break & price per tree)		\$ 98.00
16.	Removal of Eligible Hazardous Stumps from Private Property		
	24" to 36" Diameter measured 24" above the ground		\$ 225.00
	37" to 48" Diameter measured 24" above the ground		\$ 275.00
	49" & larger Diameter measured 24" above the ground		\$ 325.00
17.	Removal of Eligible White Goods	Unit	
	a. Without Freon Recovery		\$ 39.00
	b. With Freon Recovery		\$ 68.00
18.	Removal of Eligible Used Electronics	Each	\$ 28.00
19.	Removal of Hazardous Household Waste	LB	\$ 6.45
20.	Removal of Abandoned Eligible Vessels	LF	
	a. Land based removal of sunken vessels w/keeled hulls		\$ 88.00
	b. Marine based removal of sunken vessels w/keeled hulls		\$ 108.00
	c. Land based removal of sunken vessels w flat or v-hulls		\$ 45.00
	d. Marine based removal of sunken vessels w flat or v-hulls		\$ 75.00
	e. Abandoned vessels on ROW or public property		\$ 28.00

Ceres Environmental Services, Inc. (Continued)

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Price per Unit</u>
21.	Removal Abandoned Eligible Vehicles	Each	
	a. Removal of Abandoned vehicles on ROW or public property		\$ 450.00
	b. Operation of vehicles & vessels storage site each day		\$ 1,000.00
22.	Removal & Disposal of Eligible Animal Carcass	LB	\$ 0.90
23.	Removal of Eligible Tires	Each	\$ 18.00
24.	Removal of Eligible Used Mixed Rigid Plastics	Each	\$ 38.00
25.	Removal of Eligible Gasoline Powered Tools	Each	\$ 75.00
26.	Removal of Silt & Mud	CY	\$ 11.74
	a. 0-15 Miles		\$ 14.94
	b. 15.1-60 Miles		\$
27.	Collection, Staging & Screening of Sand	CY	
	a. Collection of Sand 0-5 Miles		\$ 9.98
	b. Collection of Sand 5.1-10 Miles		\$ 10.28
	c. Staging & Screening of Sand at the Sand Staging Site		\$ 4.48
	d. Return of the Clean Sand 0-5 Miles		\$ 6.48
	e. Return of the Clean Sand 5.1-10 Miles		\$ 6.98

BE IT FURTHER RESOLVED by the Municipal Council of the City of Brigantine that the City Manager are hereby authorized to enter into a contract with Ceres Environmental Services, Inc., 3825 85<sup>th</sup> Avenue North Brooklyn Park, Minnesota 55443 for Contract #18-44, Emergency Disaster Removal Services for the City of Brigantine as a member of the Ocean City Cooperative Pricing System (251COOCPS) beginning on October 1, 2018 through September 30, 2019 and may be extended/renewed for an additional twenty – four (24) months, October 1, 2019 through September 30, 2021, not to exceed thirty-six (36) months in duration, by mutual consent, at the same prices, terms and conditions as originally established, as listed and in accordance with the bid specifications and the bid proposal forms.

The Chief Financial of the City of Brigantine certifies that funds are available for 2018 and shall be charged to the appropriate accounts when the purchase orders are issued and the funds for calendar year 2019 are contingent upon the adoption of the Local Municipal Budgets and shall be charged to the appropriate accounts when purchase orders are issued.

Certified to be a true copy of a Resolution adopted by the Municipal Council of the City of Brigantine, County of Atlantic and State of New Jersey, on the 3<sup>rd</sup> day of October 2018.

CITY OF BRIGANTINE

Lynne Sweeney  
City Clerk

RESOLUTION NO. 2018- 191

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services 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 law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

WHEREAS, the City of Brigantine has received notice of an award of \$3,080.00 from the Bureau of Justice Assistance -2018 Bullet Proof Vest Partnership (BVP) Grant and wishes to amend its 2018 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Brigantine, in the County of Atlantic, State of New Jersey, hereby requests that Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2018 in the sum of .....\$3,080.00

Which now is available as revenue from:

Miscellaneous Revenues:

Special Items of General Revenue Anticipated  
With Prior Written Consent of the Director of the  
Division of Local Government Services:

State and Federal Revenues Off-set with Appropriations:  
2018 Bullet Proof Vest Partnership (BVP) Grant

BE IT FURTHER RESOLVED that the like sum of .....\$3,080.00  
Be and the same is hereby appropriated under the caption of:  
General Appropriations:

Operations Excluded from CAPS  
Public and Private Programs Offset by Revenues  
2018 Bullet Proof Vest Partnership (BVP) Grant

BE IT FURTHER RESOLVED, that the City Clerk will forward a certified copy electronically to the Chief Financial Officer who will file request electronically with the Division of Local Government Services for approval.

City of Brigantine

Resolution 2018- 192

**Approval to Submit a Grant Application and Execute a Grant Agreement with the  
The Federal Emergency Management Agency for an  
FY2018 FEMA Assistance to Firefighter Grant**

WHEREAS, the Federal Emergency Management Agency (FEMA) is accepting applications for the Assistance to Firefighter Grant (AFG); and

WHEREAS, this program is available to municipalities with full time Fire Departments and volunteer firefighter organizations: and

WHEREAS, the primary goal of the Assistant to Firefighter Grant Program to meet the firefighting and emergency response needs of fire departments and nonaffiliated emergency medical service organizations; and

WHEREAS, this grant program requires a cost share; and

WHEREAS, the City of Brigantine is eligible to apply for this grant program; and

WHEREAS, the City of Brigantine carefully considers grant programs that assist the City in achieving projects and programs that are priorities for the community; and

**NOW, THEREFORE, BE IT RESOLVED** that City Council of the City of Brigantine formally approves that grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to submit a grant application to the Federal Emergency Management Agency on behalf of the City of Brigantine.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the City of Brigantine and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

CITY OF BRIGANTINE

RESOLUTION NO. 2018- 193

RESOLUTION OF THE CITY OF BRIGANTINE OF COUNTY OF ATLANTIC, STATE  
OF NEW JERSEY, ADOPTING AMENDED 2018 SPENDING PLAN

WHEREAS, on August 8, 2018, the Brigantine City Planning Board adopted a Housing Element and Fair Share Plan in furtherance of its Settlement Agreement with Fair Share Housing Center, regarding the City's Third-Round Affordable Housing Obligation; and

WHEREAS, the Brigantine City Planner has prepared a Spending Plan, which is consistent with the Housing Element and Fair Share Plan and provides for the use of Affordable Housing Trust Funds in furtherance of the provision of affordable housing in the City of Brigantine.

WHEREAS, by Resolution No. 2018-151, the City Council Adopted the 2018 Spending Plan.

WHEREAS, it is now necessary to amend the 2018 Spending Plan so that payment in lieu of construction from developers will not be included in the calculation for administrative expenses in the Spending Plan.

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

1. The City of Brigantine hereby adopts and approves an Amended Spending Plan of August 2018. Said Spending Plan is attached hereto and made a part hereof.
2. The City requests that the Court review and approve the Amended Spending Plan of August 2018.

3. A certified true copy of the Resolution shall be filed by the municipal clerk with Fair Share Housing Center and the Court Master.

Adopted:

CERTIFICATION

I, Lynn Sweeney, City Clerk of the City of Brigantine, do hereby certify that the above Resolution was considered and adopted by the City Council of the City of Brigantine at a regularly advertised meeting held on \_\_\_\_\_, 2018.

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Lynn Sweeney, RMC, City Clerk

[SEAL]

# Affordable Housing Trust Fund Spending Plan

City of Brigantine / Atlantic County

August 2018

## INTRODUCTION

The City of Brigantine has prepared a Housing Element and Fair Share plan that addresses its regional fair share of the affordable housing need in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Fair Housing Act (N.J.S.A. 52:27D-301) and the regulations of the Council on Affordable Housing (COAH) (N.J.A.C. 5:97-1 et seq. and N.J.A.C. 5:96-1 et seq.). A development fee ordinance creating a dedicated revenue source for affordable housing was approved by COAH on October 5, 2004 and adopted by the municipality on October 20, 2004. The ordinance establishes the City of Brigantine affordable housing trust fund for which this spending plan is prepared.

As of January 9, 2018, the City of Brigantine has collected \$879,541.88, expended \$300,534.50, resulting in a balance of \$579,007.38. All development fees, payments in lieu of constructing affordable units on site, funds from the sale of units with extinguished controls, and interest generated by the fees are deposited in a separate interest-bearing affordable housing trust fund in the TD Bank for the purposes of affordable housing. These funds shall be spent in accordance with N.J.A.C. 5:97-8.7-8.9 as described in the sections that follow.

The City of Brigantine first petitioned COAH for substantive certification on September 7, 2004 and received prior approval to maintain an affordable housing trust fund on October 5, 2004.

## 1. REVENUES FOR CERTIFICATION PERIOD

To calculate a projection of revenue anticipated during the period of Compliance and Repose, the City of Brigantine considered the following:

(a) Development fees:

1. Residential and nonresidential projects which have had development fees imposed upon them at the time of preliminary or final development approvals;
2. All projects currently before the planning and zoning boards for development approvals that may apply for building permits and certificates of occupancy; and
3. Future development that is likely to occur based on historical rates of development.

(b) Payment in lieu (PIL):

Actual and committed payments in lieu (PIL) of construction from developers as follows:

N/A

(c) Other funding sources:

No other funds have been or are anticipated to be collected.

(d) Projected interest:

Interest on the projected revenue in the municipal affordable housing trust fund at the current average interest rate of one percent.

SOURCE OF FUNDS	PROJECTED REVENUES-HOUSING TRUST FUND - 2018 THROUGH 2025												
	2018	2019	2020	2021	2022	2023	2024	2025	Total				
(a) Development fees:													
1. Approved Development	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	\$640,000
2. Development Pending Approval													
3. Projected Development													
(b) Payments in Lieu of Construction													
(c) Other Funds (Specify source(s))													
(d) Interest – 1%	800	800	800	800	800	800	800	800	800	800	800	800	\$6,400
<b>Total</b>	<b>80,800</b>	<b>80,800</b>	<b>80,800</b>	<b>80,800</b>	<b>80,800</b>	<b>80,800</b>	<b>80,800</b>	<b>80,800</b>	<b>80,800</b>	<b>80,800</b>	<b>80,800</b>	<b>80,800</b>	<b>\$646,400</b>

The City of Brigantine projects a total of \$646,400.00 in revenue to be collected between January 10, 2018 and December 31, 2025. All interest earned on the account shall accrue to the account to be used only for the purposes of affordable housing.

## 2. ADMINISTRATIVE MECHANISM TO COLLECT AND DISTRIBUTE FUNDS

The following procedural sequence for the collection and distribution of development fee revenues shall be followed by the City of Brigantine:

(a) Collection of development fee revenues:

Collection of development fee revenues shall be consistent with the City of Brigantine's development fee ordinance for both residential and non-residential developments in accordance with COAH's rules and P.L.2008, c.46, sections 8 (C. 52:27D-329.2) and 32-38 (C. 40:55D-8.1 through 8.7).

(b) Distribution of development fee revenues:

The governing body shall adopt a resolution authorizing the expenditure of development fee revenues consistent with the approved spending plan. Once a request has been approved by resolution, the CFO shall release the requested revenue from the trust fund for the specific use approved in the governing body's resolution.

## 3. DESCRIPTION OF ANTICIPATED USE OF AFFORDABLE HOUSING FUNDS

(a) Rehabilitation and new construction programs and projects (N.J.A.C. 5:97-8.7)

The City of Brigantine will dedicate \$655,470.87 to a Market to Affordable Program and the VOADV homeless housing (see detailed descriptions in Fair Share Plan) as follows:

Market to Affordable Program \$155,470.87  
VOADV \$500,000

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

Projected minimum affordability assistance requirement:

Actual development fees through 1/9/18		\$800,824.59
Actual interest earned through 1/9/18	+	\$13,717.29
Development fees projected 2018-2025	+	\$640,000
Interest projected 2018-2025	+	\$6,400
Less housing activity expenditures through 1/9/18	-	\$200,000
<b>Total</b>	=	<b>\$1,260,941.88</b>
30 percent requirement	x 0.30 =	\$378,282.56
Less Affordability assistance expenditures through 1/9/18	-	\$00.00
<b>PROJECTED MINIMUM Affordability Assistance Requirement through 12/31/2025</b>	=	<b>\$378,282.56</b>
<b>PROJECTED MINIMUM Very Low-Income Affordability Assistance Requirement through 12/31/2025</b>	÷ 3 =	<b>\$126,094.19</b>

The City of Brigantine will dedicate \$378,282.56 from the affordable housing trust fund to render units more affordable, including \$126,094.19 to render units more affordable to households earning 30 percent or less of median income by region, as follows:

Security deposit assistance, closing costs, down payment assistance and/or convert low income rental units to very low income units.

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

The City of Brigantine projects that \$191,653.87 will be available from the affordable housing trust fund to be used for administrative purposes. Projected administrative expenditures, subject to the 20 percent cap, are as follows:

Administrative costs may include the costs of salaries and benefits for municipal employees including the municipal housing liaison and support staff, or consultants' fees necessary to develop or implement municipal housing programs such as the preparation of amendments to the housing element and fair share plan, the implementation of the affirmative marketing program, the costs of income qualifying households and of monitoring implementation.

ADMINISTRATIVE EXPENSE CALCULATION		
Actual fees and interest thru 1/9/18		\$814,541.88
Projected Development Fees and interest 2018 thru 2025	+	\$646,400
Payments-In-Lieu of Taxes and other deposits thru 1/9/18	+	\$00.00
Less RCA expenditures thru 12/31/08	-	
Total For Admin. Calculation	=	\$1,460,941.88
20% Maximum for Admin Expense	x .20	\$292,188.37
Less Admin thru 1/19/18	-	\$100,534.50
Available for Admin 1/19/18 thru 12/31/2025	=	\$191,653.87

**4. EXPENDITURE SCHEDULE**

The City of Brigantine intends to use affordable housing trust fund revenues for the creation and/or rehabilitation of housing units. Where applicable, the creation/rehabilitation funding schedule below parallels the implementation schedule set forth in the Housing Element and Fair Share Plan and is summarized as follows.

Program <i>(Individually list programs and projects e.g. Rehab, Accessory Apartments, for-sale and rental municipally sponsored, etc).</i>	Number of Units Projected	Funds Expended and/or Dedicated	PROJECTED EXPENDITURE SCHEDULE 2018 -2025										Total	
			2018	2019	2020	2021	2022	2023	2024	2025				
Market to Affordable	3		1	1										155,470.87
VOADV	5													500,000
Total Programs	8													655,470.87
Affordability Assistance														378,282.56
Administration														191,653.87
<b>Total</b>	<b>8</b>													<b>1,225,407.38</b>

## 5. EXCESS OR SHORTFALL OF FUNDS

Pursuant to the Housing Element and Fair Share Plan, the governing body of the City of Brigantine has adopted a resolution agreeing to fund any shortfall of funds required for implementing the Market to Affordable Program and the VOADV. In the event that a shortfall of anticipated revenues occurs, the City of Brigantine will bond for any shortfall.

In the event of excess funds, any remaining funds above the amount necessary to satisfy the municipal affordable housing obligation will be used for the Market to Affordable Program.

## 6. BARRIER FREE ESCROW

Collection and distribution of barrier free funds shall be consistent with the City of Brigantine's Affordable Housing Ordinance, Section B Accessible Townhouse Units and in accordance with N.J.A.C. 5:97-8.5.

### SUMMARY

The City of Brigantine intends to spend affordable housing trust fund revenues pursuant to N.J.A.C. 5:97-8.7 through 8.9 and consistent with the housing programs outlined in the adopted housing element and fair share plan.

The City of Brigantine has a balance of \$579,007.35 as of January 9, 2018 and anticipates an additional \$646,400 in revenues before the expiration of its Judgment of Compliance and Repose for a total of \$1,225,407.38. The municipality will dedicate \$655,470.87 towards its Market to Affordable Program and VOADV Program, \$378,282.56 to render units more affordable, and \$191,653.87 to administrative costs. Any shortfall of funds will be offset by municipal bonding. The municipality will dedicate any excess funds toward the Market to Affordable Program.

<b>SPENDING PLAN SUMMARY</b>	
Balance as of January 9, 2018	\$579,007.35
<b>PROJECTED REVENUE 2018-2025</b>	
Development fees	+ \$640,000.00
Payments in lieu of construction	+ \$00.00
Other funds	+ \$00.00
Interest	+ \$6,400.00
<b>TOTAL REVENUE</b>	<b>= \$1,225,407.38</b>
<b>EXPENDITURES</b>	
Funds used for Rehabilitation	- \$00.00
<b>Funds used for New Construction</b>	
1. Market to Affordable	- \$155,470.87
2. VOADV	- \$500,000.00
3.	- \$
4.	- \$
5.	- \$
6.	- \$
7.	- \$
8.	- \$
9.	- \$
10.	- \$
Affordability Assistance	- \$378,282.56
Administration	- \$191,653.87
Excess Funds for Additional Housing Activity	= \$
	- \$
	- \$
	- \$
<b>TOTAL PROJECTED EXPENDITURES</b>	<b>= \$1,225,407.38</b>
<b>REMAINING BALANCE</b>	<b>= \$0.00</b>



New Jersey Office of the Attorney General  
 Division of Consumer Affairs  
 Legalized Games of Chance Control Commission  
 124 Halsey Street, 6th Floor, P.O. Box 46000  
 Newark, New Jersey 07101  
 (973) 273-8000

# Application for a Raffle License

Application No. RA 868  
 Identification No. 58-6-16128

**Submit four (4) copies of this application to the Municipal Clerk's office in the municipality where the games will be conducted.**

Please print clearly.

Name of municipality: Brigantine nj 08203

**Part A - General**

1. Name of applying organization: Brigantine Elks 2428
- 2a. Street address of headquarters: 400 West shore dr. Brigantine nj, 08203
- b. Mailing address (if different): \_\_\_\_\_

3. A license is requested to conduct raffles of the kind stated on the date, or on each of the dates, and during the hours listed (use a separate application for each type of raffle).

Date	Hours	Date	Hours
<u>11-24-18</u>	<u>5 pm-10pm</u>	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- 4a. Address of place where raffles will be played: 400 West Shore dr, Brigantine NJ, 08203
- b. Does the applicant own the premises or regularly occupy them for its general purposes?  Yes  No
5. If raffles equipment is to be rented, attach a statement by the raffles equipment lessor to this application on Form 13.

**Part B - Schedule of Expenses**

The items of expense intended to be incurred or paid in connection with the games listed in this application, the names and addresses of the persons to whom each item is to be paid, and the purpose for which each item is to be paid, are:

Item of Expense	Name and address of supplier	Purpose
<u>50/50 tickets</u>	<u>Staples, Mays Landing, nj</u>	<u>Drawing</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

# *Community Presbyterian Church*

1501 West Brigantine Avenue  
BRIGANTINE, NEW JERSEY 08203

Church Office: (609) 266-7942  
Fax: (609) 266-0270

JOHN R. SCOTLAND  
Pastor

Direct Line  
(609) 266-6104

City Manager  
City of Brigantine Beach  
1401 W. Brigantine Ave.  
Brigantine New Jersey

Dear Friends,

October 11, 2018

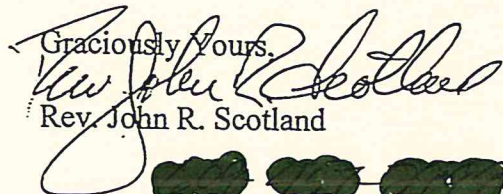

The Crossroads Youth Group sponsored by the Community Presbyterian Church of Brigantine is planning on our 13th Annual Happy Halloween Hayride on Sunday and Monday nights (October 28th and 29th) from 5:30-8:30PM.

The young people of the Crossroads youth groups have come up with this project to provide families with young children an alternative to more frightening Halloween experiences. Families gather at the church on 15th St. to paint pumpkins, have their faces painted and enjoy some refreshments. Then, with their parents, the children are assisted in climbing aboard trucks filled with hay (stake body...with sides!). The trucks are driven by experienced adults with safety foremost in our minds.

The trucks proceed down Brigantine Avenue to take a left onto 16th St and travel to residences or public parking areas where the Crossroads kids provide a skit based on current cartoon characters familiar to young children. A safety message about drug and alcohol prevention as well as good ways to have fun on Halloween are incorporated into the skits written by our Senior High youth. The trucks proceed to five skit sites in all, the City parking lots on the Beach and 17th St. as well as the parking lot at 26th St., the parking area near Shark Park off of 26th St., and residences on 24th St. and Revere as well as Haneman Park.

I am writing to you at this time to ask permission of the City to provide this family based event. Any assistance you can provide in terms of Police presence, public works (i.e. lights at the parking lot areas off Ocean Avenue and Shark Park parking lot) and other safety concerns would all be greatly appreciated. I have asked our insurance company to prepare a Certificate of Insurance to the City for the liability relating to this event have attached it to this letter.

We greatly appreciate all the support the City gives for these kinds of events that do so much to build community. Thank you once again for your assistance and support. Have a great Halloween!

Graciously Yours,  
  
Rev. John R. Scotland  
 cell