



BOROUGH OF SEASIDE HEIGHTS
901 BOULEVARD
SEASIDE HEIGHTS, NJ 08751
Phone: (732)793-9100
Fax: (732)793-0319

SHIP TO

Borough of Seaside Heights

901 Boulevard
Seaside Heights, N.J. 08751

VENDOR

Vendor #: GILMO005

GILMORE & MONAHAN ESQ.
10 ALLEN STREET
P.O. BOX 1540
TOMS RIVER, NJ 08754-0000

Purchase Order 16-00149

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO.

ORDER DATE: 1/18/16
DELIVERY DATE: 2/2/16
STATE CONTRACT:
F.O.B. TERMS: ENO.#35245
VENDOR ACCT NUM:
VENDOR PHONE #: (732)240-6000
VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

5-52-20-155-000-321

NOTICE: TAX EXEMPT - TAX ID: 21-6001170

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
	TO PROFESSIONAL SERVICES RENDERED For the period 12/23/15 through 12/31/15, as per the attached statement(s):			
	General Matters (expenses):			\$519.98
	Legal Fees As Per Professional Services Contract:			\$0.00
	Total:			\$519.98

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

VENDOR SIGN HERE

Borough Attorney
OFFICIAL POSITION

1/12/16
DATE

22-2360167

TAX ID NO. OR SOCIAL SECURITY NO.

OFFICER'S CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

DEPT. HEAD

DATE

VENDOR MUST SIGN CERTIFICATION STATEMENT ON THIS VOUCHER. MAIL VOUCHER & ITEMIZED BILLS TO:
BOROUGH OF SEASIDE HEIGHTS
901 BOULEVARD
SEASIDE HEIGHTS, NJ 08751

APPROVAL TO PURCHASE

DO NOT ACCEPT THIS ORDER UNLESS IT IS SIGNED BELOW

Chief Financial Officer

Chairperson

Gilmore & Monahan, P.A.

P.O. Box 1540

Toms River, NJ 08754-1540

Ph: 732-240-6000

Fax: 732-244-1840

Attn.: Ms. Barbara Risley, Chief Financial Officer
BOROUGH OF SEASIDE HEIGHTS
901 Boulevard
P.O. Box 38
Seaside Heights, NJ 08751

Date: 12/31/15
File #: 2800
Inv #: 35245
Atty.: JLC

RE: GENERAL MATTERS

Date	Professional Services Rendered	Hours
12/14/15	Receipt and review of correspondence from Borough Clerk re: Freedom of Information Request and draft correspondence in response to same.	0.5
12/16/15	Legal research re: substantial improvement and non-conforming use; draft offer letter for redevelopment parcel; draft memorandum re: substantial improvement and non-conforming use.	3.3
12/23/15	Telephone call from Chief Boyd re: subpoena for personnel file; telephone conference with issuing attorney re: same; telephone conference with Records Custodian re: same; draft resolution appointing Municipal Court Conflict Judge; draft resolution appointing Municipal Prosecutor; draft resolution appointing Asst. Prosecutor; draft resolution appointing Public Defender; draft resolution appointing Special Prosecutor for Mercantile Licenses; draft resolution appointing Hearing Officer; draft resolution appointing Conflict Public Defender; draft resolution appointing Land Use Board Members; draft resolution appointing Tourist Development Commission Member; draft resolution appointing Zoning Officer; draft resolution appointing Construction Code Official.	6.9
12/24/15	Draft resolution appointing Technical Assistant to Construction Code Official; draft resolution appointing Borough Administrator and CDBG representative; draft resolution appointing Counsel for Electrical Dept.; draft resolution appointing Borough Architect; draft resolution appointing Emergency Management Council Members; draft resolution authoring Beach Promotion Program; draft resolution appointing Mid-State Abstract to perform title work; draft resolution authorizing	8.0

Ms. Barbara Risley, Chief Financial Officer
BOROUGH OF SEASIDE HEIGHTS
901 Boulevard, P.O. Box 38, Seaside Heights, NJ 08751

Date: 12/31/15
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various officials to apply for grants; draft resolution authorizing purchases under State contract for Borough Administrator or Chief Financial Officer; draft resolution authorizing maintenance contracts not in excess of bid threshold; draft resolution authorizing Tax Assessor to file appeals and execute certain settlements; draft resolution fixing rate of interest on delinquent taxes; draft resolution appointing Borough Administrator as Public Agency Compliance Officer; draft correspondence to attorney issuing subpoena for personnel records; draft contract for Stormwater and Clean Communities Consultant.

	Draft correspondence to Zoning Officer re: 29 Sheridan Avenue.	0.3
12/28/15	Draft resolution designating various committees appointments for 2016; draft ordinance re: CAP bank ordinance; draft revised net metering ordinance; draft beach fee ordinance; draft resolution appointing real estate appraisers; draft contract between the parties re: same; draft resolution appointing broker of records; draft contract between the parties re: same; draft resolution appointing contract with General Code Publishers; draft resolution designating depositories; draft resolution re: salaries for part-time employees; draft resolution for lease to Public Power Assn.; draft resolution authorizing Schedule C agreement with County of Ocean Road Dept.; draft resolution for Business Improvement District Board; draft resolution appointing FEMA consultant; draft resolution designating holidays and pay dates for 2016; draft resolution appointing Special Projects Engineer; draft resolution appointing Financial Advisor; draft resolution appointing Redevelopment Counsel.	11.3
12/30/15	Continued legal research re: municipality purchasing and running marina as independent utility; continued draft of memorandum re: same.	0.8
12/31/15	Continued legal research re: municipality purchasing and running marina as independent utility; draft memorandum re: same.	2.2

Total Services Rendered	\$0.00	33.3
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Date	Disbursements	Amt. Disb'd	Receipts
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12/15/15 Expense Recovery
/Overnight Mail 17.79

✓ 12/31/15 Westlaw
/Online Legal Research (12/1 - 12/31/15) 502.19

Total Disbursements/Total Receipts

\$519.98 \$0.00

TOTAL DUE FOR THIS BILLING PERIOD:

\$519.98 ✓