



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

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

NO. 16-00365

ORDER DATE: 2/29/16

DELIVERY DATE:

STATE CONTRACT: INV. # 35621

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732) 240-6000

VENDOR FAX #:

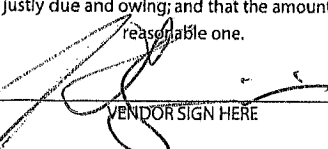
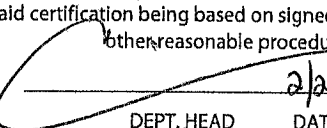
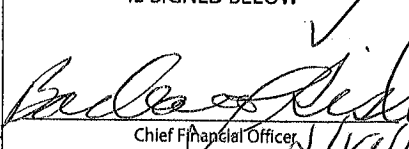
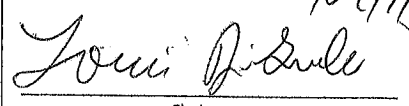
PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001170

QUANTITY	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL
	TO PROFESSIONAL SERVICES RENDERED For the period 1/27/16 through 2/23/16, as per the attached statement(s):			
	General Matters (expenses):			\$1,362.34
	Legal Fees As Per Professional Services Contract:			\$6,333.33
	Total:			\$7,695.67

CLAIMANT'S CERTIFICATION & DECLARATION	OFFICER'S CERTIFICATION	APPROVAL TO PURCHASE
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.  Borough Attorney OFFICIAL POSITION 22-2360167 TAX ID NO. OR SOCIAL SECURITY NO. 2/26/16 DATE	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 2/29/16 DATE VENDOR MUST SIGN CERTIFICATION STATEMENT ON THIS VOUCHER. MAIL VOUCHER & ITEMIZED BILLS TO: BOROUGH OF SEASIDE HEIGHTS 901 BOULEVARD SEASIDE HEIGHTS, NJ 08751	DO NOT ACCEPT THIS ORDER UNLESS IT IS SIGNED BELOW  Chief Financial Officer 2/29/16  Chairperson

Gilmore & Monahan, P

P.O. Box 1540
Toms River, NJ 08754-1540

Ph: 732-240-6000

Fax:

0 • 00 *

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

6 • 333 • 33 +

1 • 362 • 34 +

7 • 695 • 67 *

2/23/16

2800

35621

JLC

RE: GENERAL MATTERS

Date	Professional Services Rendered	Hours
11/06/15	Legal research and draft summary re: Local Public Contracts Law and New Jersey Pay-To-Pay Law.	0.4
11/09/15	Continued legal research and continued draft of summary re: Local Public Contracts Law and New Jersey Pay-To-Pay Law.	0.5
11/12/15	Continued legal research and continued draft of summary re: Local Public Contracts Law and New Jersey Pay-To-Pay Law.	0.5
11/13/15	Continued legal research and continued draft of summary re: Local Public Contracts Law.	0.8
11/18/15	Continued legal research and continued draft of summary re: Local Public Contracts Law.	0.4
11/20/15	Continued legal research re: New Jersey Local Public Contracts Law and continued draft of memorandum re: same.	0.6
11/23/15	Continued legal research re: New Jersey Local Public Contracts Law and continued draft of memorandum re: same.	1.0
11/24/15	Continued legal research re: New Jersey Local Public Contracts Law and continued draft of memorandum re: same.	2.0
11/30/15	Continued legal research re: New Jersey Local Public Contracts Law and continued draft of memorandum re: same.	0.5

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12/21/15	Continued legal research re: New Jersey Local Public Contracts Law and draft memorandum concerning same.	1.1
12/22/15	Continued legal research re: New Jersey Local Public Contracts Law and continued draft of memorandum concerning same.	0.1
12/23/15	Continued legal research re: New Jersey Local Public Contracts Law and continued draft of memorandum concerning same.	0.3
01/12/16	Continued legal research re: New Jersey Local Public Contracts Law and continued draft of memorandum re: same.	0.6
01/13/16	Continued legal research re: New Jersey Local Public Contracts Law and continued draft of memorandum re: same.	1.0
01/27/16	Several intra-office conferences re: abandoned properties and unsafe structures.	0.6
	Intra-office conference re: abandoned properties and unsafe structures.	0.3
01/28/16	Receipt and review of correspondence from Borough Clerk re: correct address for consultant; receipt and review of notices of bail forfeiture from Municipal Court Administrator re: Bratton, Damato and Jones.	0.8
	Intra-office conference re: MTV donation dispute.	0.2
01/29/16	Receipt and review of subpoena from Borough Clerk re: records of person unknown to Borough; draft correspondence to Borough Clerk re: police application records; receipt and review of reply from property owner re: eminent domain offer; draft correspondence to Borough Administrator re: same; receipt and review of correspondence in response to same.	0.9
02/01/16	Receipt and review of two signed tax abatement agreements; draft correspondence to Borough Clerk forwarding same; receipt and review of correspondence from Borough Administrator re: affordable housing matters; telephone conference with Borough Clerk re: same.	1.0
02/02/16	Draft correspondence to Borough Administrator and Borough Clerk re: revisions to meeting dates; draft revisions to resolution re: same; receipt	2.0

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and review of correspondence from redeveloper re: correct ordinance adopted; receipt and review of correspondence from Borough Administrator re: same; receipt and review of correspondence from redeveloper re: acquisition and land use status; telephone conference with redeveloper re: same; telephone conference with Borough Administrator re: same.

02/03/16	Receipt and review of correspondence from attorney for plaintiff in Benz v. Smith litigation re: status of documents requesting via subpoena; draft correspondence to Borough Administrator re: same; receipt and review of various correspondence in response to same.	0.8
	Telephone conference with attorney who subpoenaed police application records; draft correspondence to Borough Clerk re: confirmation of absence of records and retention schedule; receipt and review of correspondence in response to same; receipt and review of draft meeting agenda from Borough Clerk; receipt and review of correspondence from Borough Administrator re: affordable housing issue and draft correspondence in response to same.	1.4
	Receipt and review of correspondence from Borough Clerk re: OPRA for Public Works employees and salaries; draft correspondence in response to same.	0.5
02/04/16	Review of resolution and documents for Cross River Fiber request for access; legal research re: agreements with public utilities; intra-office conference re: evaluation.	3.7
	Draft various correspondence to Borough Administrator re: status of documents requested in Benz v. Smith litigation; receipt and review of various correspondence in response to same; draft correspondence to attorney for plaintiff in Benz v. Smith litigation re: same.	1.2
	Receipt and review of correspondence from redeveloper re: scheduling of conference concerning parking; receipt and review of correspondence from Borough Administrator re: same; draft correspondence in response to same; draft correspondence to Borough Administrator forwarding review of Cross River Fiber agreement; draft correspondence to attorney issuing subpoena for police application records re: absence of records.	1.1

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	Research re: DARM police application retention requirements,	0.3
02/05/16	Receipt and review of correspondence and attachments from Borough Administrator to attorney for plaintiff in Benz v. Smith litigation forwarding photographs;	0.3
	Office conference with Borough Administrator and redeveloper representatives re: parking issue.	1.2
02/08/16	Legal research re: law prohibiting publishing police officer addresses and draft memorandum re: same.	1.0
	Receipt and review of draft agenda from Borough Clerk; receipt and review of correspondence from redeveloper re: parking issue resolution and revised plan.	0.6
02/09/16	Receipt and review of correspondence from Director of Community Improvements re: MTV correspondence; draft revisions to same; draft correspondence to Borough Administrator and Director of Community Improvement re: same; receipt and review of revised forms; receipt and review of notices of bail forfeiture from Court Administrator re: Bellamy (2), Goodridge, Douglas, McKenna, Orcott and Bratton; telephone call from property owner re: appraisal status.	2.3
	Draft correspondence to Code Enforcement Officer re: status of demolition cases.	0.2
02/10/16	Receipt and review of correspondence from Borough Administrator re: property owner question concerning affordable housing project; receipt and review of correspondence from Borough Clerk re: Bossert property tax abatement; receipt and review of correspondence from Tax Assessor re: same; receipt and review of correspondence from Borough Clerk re: authority for diversion agreement; draft correspondence in response to same; draft revisions to correspondence to MTV re: funding issue.	1.2
	Receipt and review of correspondence from Code Enforcement Officer re: certification for demolition cases.	0.2
02/11/16	Receipt and review of correspondence from Borough Administrator re: easement execution; draft correspondence in response to same; receipt	2.7

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and review of correspondence from Borough Administrator re: sand issue; draft correspondence in response to same; receipt and review of draft meeting agenda from Borough Administrator and Borough Clerk; receipt and review of correspondence from redeveloper to Borough Administrator re: responses for property owners association concerning affordable housing project; receipt and review of correspondence from Borough Administrator re: transitional aid application and model ordinance; draft ordinance re: same.

Conference with Code Enforcement Officer and Chuck Lasky re: demolition actions and Permit Extension Act correspondence; receipt and review of correspondence and attachments from Housing Dept. re: same; legal research and draft revisions to Permit Extension Act. correspondence to all residents who hold permits which will be expiring on 6/30/16; draft correspondence to Housing Dept. forwarding revised correspondence. 1.3

Draft correspondence to Bhavana Patel re: condemnation. 0.3

02/12/16 Receipt and review of correspondence from Director of Community Improvements re: Viacom issue; draft correspondence in response to same; draft correspondence to Viacom and MTV forwarding correspondence; draft resolution re: aircraft assignment to Joint Base McGuire-Dix-Lakehurst; receipt and review of correspondence from Borough Administrator re: liquor license transfer and draft correspondence in response to same re: absence of contingencies; draft resolution re: receipt of bids for municipal building roof replacement; receipt and review of correspondence from redeveloper to Borough Administrator re: income-restricted apartments; receipt and review of draft transitional aid resolution from Borough Administrator and draft correspondence in response to same; receipt and review of correspondence from redeveloper re: condemnation status; receipt and review of correspondence from Borough Administrator to redeveloper re: community meeting. 3.7

Legal research re: administrative search warrants in preparation for draft of memorandum to Code Enforcement concerning same. 0.7

02/16/16 Receipt and review of draft meeting agenda from Borough Clerk. 0.3

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02/17/16	Draft resolution authorizing contract with Cross River Fiber; draft revisions to contract re: same.	1.4
	Draft correspondence to Borough Administrator re: meeting agenda items; receipt and review of correspondence in response to same; draft resolution re: award of contract for pole barn; draft resolution re: award of contract for municipal building improvements; draft resolution re: appointment of new Council Member; draft resolution re: final quantities change order for Dupont Avenue improvements and addendum to contract; draft resolution re: cancelation of payroll check; draft resolution re: bids for Borough-wide Wi-Fi service.	4.4
	Attendance at Borough Council meeting.	3.2
02/18/16	Telephone conference with Director of Community Improvements re: Viacom issue; telephone conference with attorney for Viacom re: same; draft correspondence to Director and Borough Administrator re: same; draft agreement for pole building and improvements to beach control headquarters.	2.9
02/19/16	Receipt and review of correspondence from Borough Administrator re: sand pricing; receipt and review of correspondence in response to same; receipt and review of correspondence from Borough Administrator re: condemnation procedures and lienholders; receipt and review of correspondence from redeveloper re: same; receipt and review of correspondence from Borough Administrator re: same.	1.2
	Legal research re: standards and procedures for Code Enforcement Officers to obtain administrative search warrants.	2.1
	Receipt and review of correspondence from Borough Clerk re: OPRA request for salaries; draft correspondence in response to same.	0.5
02/22/16	Continued legal research re: standards and procedures for Code Enforcement Officers to obtain administrative search warrants; draft memorandum re: same.	2.4
	Receipt and review of correspondence from Borough Clerk re: OPRA request for service list.	0.2

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02/23/16	Receipt and review of correspondence from Borough Administrator to attorney for Benz re: additional items requested via subpoena.	0.3
	Telephone call from Code Enforcement re: procedural issue; receipt and review of correspondence from Construction Officer re: same; draft correspondence in response to same; receipt and review of correspondence from Borough Administrator re: redevelopment eminent domain status; draft correspondence to redeveloper re: same.	1.1
	Continued legal research re: administrative search warrants.	0.4
	Intra-office conference re: administrative warrants and procedure for same.	0.2
	Receipt and review of correspondence from Borough Clerk re: animal licensing and OPRA and draft correspondence in response to same; review of OPRA request re: same; draft correspondence to Borough Clerk re: same.	1.0

Total Services Rendered	\$0.00	61.9
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Date	Disbursements	Amt. Disb'd	Receipts
	/Online Legal Research	831.29	
	/Photocopies	252.75	
	/Postage	11.63	
	/Telephone	266.67	
Total Disbursements/Total Receipts		\$1,362.34	\$0.00

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TOTAL DUE FOR THIS BILLING PERIOD:

\$1,362.34



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

SHIP TO

Borough of Seaside Heights
Attn: Christopher Vaz
901 Blvd
Seaside Heights, NJ 08751

VENDOR

Vendor #: GILMO005

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

Purchase Order

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

NO. 16-00365

ORDER DATE: 02/29/16

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732) 240-6000

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001170

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	Professional Sevices	6-52-20-155-000-321	7,695.6700	7,695.67
			TOTAL	7,695.67

Finance Copy