



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. **16-01884**

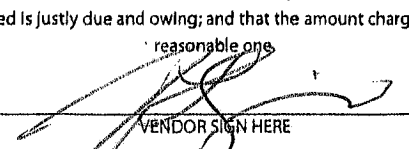
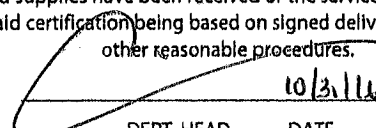
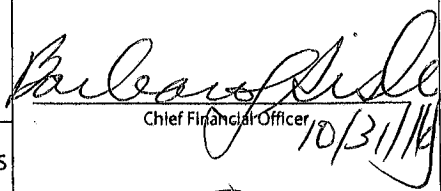
ORDER DATE: **10/31/16**
DELIVERY DATE: **Inv. #37285**
STATE CONTRACT:
F.O.B. TERMS:
VENDOR ACCT NUM:
VENDOR PHONE #: (732) 240-6000
VENDOR FAX #:

PAYMENT RECORD

CHECK NO. **40157**
DATE PAID **11/2/16**

NOTICE: TAX EXEMPT - TAX ID: 21-6001170

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
	TO PROFESSIONAL SERVICES RENDERED For the period 9/29/16 through 10/25/16, as per the attached statement(s):			
	General Matters (expenses):			\$454.97
	Legal Fees As Per Professional Services Contract:			\$6,333.33
	Total:			\$6,788.30

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 DATE 10/27/16 TAX ID NO. OR SOCIAL SECURITY NO.	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 10/31/16 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 10/31/16  _____ Chairperson

Gilmore & Monahan

P.O. Box 1540
Toms River, NJ 08754-1

Ph: 732-240-6000

Fax:

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

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10/25/16

2800

37285

JLC

RE: GENERAL MATTERS

Date	Professional Services Rendered	Hours
09/30/16	Receipt and review of correspondence from Zoning Officer re: change of use.	0.5
10/04/16	Draft resolution re: appointment of Members to Land Use Board.	0.5
10/05/16	Receipt and review of correspondence and attachments from Borough Administrator re: Borough Council meeting agenda; intra-office conference re: same.	0.5
	Preparation for and attendance at Borough Council meeting.	2.5
10/06/16	Receipt and review of correspondence from Borough Administrator re: Local Finance Board scheduling and agenda.	0.2
10/07/16	Receipt and review of correspondence from Borough Administrator re: best practices resolutions.	0.2
	Receipt and review of various correspondence from Housing Dept. re: expansion of non-conforming use and draft various correspondence in response to same.	1.5
10/12/16	Receipt and review of correspondence from Borough Administrator re: Council meeting date; receipt and review of correspondence from Borough Administrator re: same.	0.4
10/13/16	Receipt and review of notice of forfeiture from Municipal Court Administrator re: McNeill; receipt and review of Court order in a case to	1.6

Ms. Barbara Risley, Chief Financial Officer
BOROUGH OF SEASIDE HEIGHTS
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which the Borough is not a party concerning production of records;
receipt and review of correspondence from Zoning Officer re: Permit
Extension Act and unfinished structure; review of permitting file re:
same; legal research re: same.

10/14/16	Receipt and review of draft agenda from Borough Clerk; draft resolution re: Borough Administrator monitoring PILOT agreements.	0.7
10/17/16	Receipt and review of updated meeting agenda from Borough Clerk.	0.3
10/18/16	Receipt and review of revised meeting agenda from Borough Administrator; draft correspondence in response to same re: HUD language revisions; draft revisions to CDBG resolution concerning same; draft resolution re: FAST shared services agreement with County; draft resolution re: DWI shared services agreement with County; draft resolution re: drug recognition shared services agreement with County; draft correspondence to Housing Dept. re: subpoena response.	2.8
	Receipt and review of correspondence from Borough Clerk re: OPRA request for mapping; draft correspondence in response to same.	0.5
10/19/16	Draft correspondence to Housing Dept. re: subpoena in a case to which the Borough is not a party; receipt and review of correspondence in response to same.	0.4
	Attendance at Borough Council meeting.	2.0
10/20/16	Draft correspondence to Borough Administrator re: prescriptive easement; receipt and review of correspondence in response to same; review of file re: same.	0.8
	Receipt and review of correspondence and attachments from Borough Clerk re: request for explanatory notes for Ordinance 16-13; draft explanatory notes for Ordinance 16-13; draft correspondence to Borough Clerk re: same.	1.0
10/21/16	Telephone call from Police Records Dept. re: Municipal Court discovery request procedures.	0.5
10/24/16	Telephone call from plaintiff in a case to which the Borough is not a	0.8

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party re: subpoena to Construction Official; draft correspondence to
Housing Dept. re: records.

10/25/16 Draft resolution authorizing six property tax abatements; draft property
tax abatement agreement re: Kalena. 1.5

Total Services Rendered \$0.00 19.2

Date	Disbursements	Amt. Disb'd	Receipts
	/Facsimiles	8.00	
	/Online Legal Research	104.84	
	/Photocopies	42.25	
	/Postage	33.21	
	/Telephone	266.67	
	Total Disbursements/Total Receipts	\$454.97	\$0.00
	TOTAL DUE FOR THIS BILLING PERIOD:		\$454.97