



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

Purchase Order

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

NO. 17-01165

ORDER DATE: 7/3/17

DELIVERY DATE:

STATE CONTRACT: #38845

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732) 240-6000

VENDOR FAX #:

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

PAYMENT RECORD

CHECK NO. 5617

DATE PAID 7/5/17

NOTICE: TAX EXEMPT - TAX ID: 21-6001170

#7-52-20-155-000-321

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
	TO PROFESSIONAL SERVICES RENDERED For the period 5/30/17 through 6/27/17, as per the attached statement(s):			
	General Matters (expenses):			426.54
	Legal Fees As Per Professional Services Contract:			\$6,333.33
	Total:			\$6,759.87

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 6/29/17
OFFICIAL POSITION 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 7/3/17

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 7/3/17

Chairperson Victoria

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: 06/27/17
File #: 2800
Inv #: 38845
Atty.: JLC

RE: GENERAL MATTERS

Date	Professional Services Rendered	Hours
05/30/17	Receipt and review of first draft of official statement from financial advisor; receipt and review of draft meeting agenda from Borough Clerk; receipt and review of correspondence from Borough Administrator re: requested ordinance and motel issues; draft correspondence in response to same.	1.1
05/31/17	Draft resolution re: approval of State aid agreement; telephone conference with Borough Administrator re: easement and Boardwalk completion.	0.8
06/01/17	Draft correspondence to auditor re: status of case for inclusion in audit.	0.5
	Draft litigation audit letter.	0.7
06/02/17	Receipt and review of correspondence from Bond Counsel re: need for corrected certificates; draft correspondence in response to same.	0.4
	Legal research re: ordinance for teen hotel rentals; draft ordinance amending Chapter 122.	4.0
06/05/17	Receipt and review of various correspondence from Code Enforcement Officer re: authority of property owner and leaseholder to have vehicles towed and draft various correspondence in response to same; receipt and review of correspondence from Code Enforcement Officer re: water shut-off ordinance request; draft correspondence to Borough Administrator re: same; receipt and review of correspondence in response to same; draft correspondence to Borough Administrator	2.0

Ms. Barbara Risley, Chief Financial Officer
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Date: 06/27/17
File #: 2800
Page: 2

forwarding draft motel regulation ordinance; draft correspondence to Borough Administrator re: meeting agenda; receipt and review of correspondence in response to same.

06/06/17	Receipt and review of correspondence from Borough Administrator re: resolution for Tax Assessor reappointment; draft resolution re: same; receipt and review of request for deposition of officer in unfiled matter from Chief Boyd's office; draft correspondence in response to same; telephone conference with office of attorney making request; draft correspondence to Borough Administrator re: carousel maintenance agreement and resolution; draft resolution State aid agreement; receipt and review of correspondence from Borough Administrator re: ABC email notification; receipt and review of revised meeting agenda from Borough Administrator; receipt and review of correspondence from Borough Administrator forwarding resolution for expression of interest in redevelopment area; receipt and review of correspondence from Borough Administrator re: executive session items.	3.3
06/07/17	Draft correspondence to Borough Administrator re: carousel resolution status; receipt and review of correspondence in response to same re: agreement terms; draft correspondence in response to same; receipt and review of correspondence from Code Enforcement Officer re: recreational vehicle parking regulations; legal research re: same; draft correspondence to Code Enforcement Officer re: same.	1.4
	Attendance at Borough Council meeting.	2.1
	Legal research and draft legal memorandum to Director of Public Works re: legal guidance on guide dogs on Boardwalk.	1.0
06/08/17	Draft estimated tax bill resolution.	0.5
	Continued legal research re: guidance on therapy, guide and service dogs in preparation for draft of correspondence to Director of Public Works.	0.5
06/09/17	Draft correspondence to Borough Administrator and Chief Financial Officer forwarding memorandum re: new certification of availability of funds requirement; draft various correspondence to procedural issues for	1.0

special events; receipt and review of various correspondence from
Borough Administrator re: same.

Receipt and review of correspondence from Borough Clerk forwarding
request for concise statements for Ordinance 17-14, 17-15 and 17-16;
draft concise statement re: second reading for Ordinance 17-14; draft
concise statement re: second reading for Ordinance 17-15; draft concise
statement re: second reading for Ordinance 17-16; draft various
correspondence to Borough Clerk forwarding concise statements; receipt
and review of correspondence from Borough Clerk confirming receipt of
concise statements. 2.6

06/12/17 Receipt and review of correspondence from Borough Administrator re: 1.0
false alarm ordinance interpretation; draft correspondence in response to
same; telephone call from Borough Administrator re: Boardwalk
connection issue; draft revisions to correspondence to property owner;
draft correspondence to Borough Administrator forwarding same for
review.

06/13/17 Receipt and review of correspondence from Borough Administrator re: 0.4
Exelon documents.

06/14/17 Receipt and review of correspondence from Borough Administrator re: 1.6
ABC license fee; legal research re: same; draft correspondence to
Borough Administrator re: same; receipt and review of correspondence
from Borough Administrator re: recreational vehicle parking; draft
correspondence in response to same.

06/15/17 Draft property tax abatement agreement for Aller; draft property tax 9.0
abatement agreement for Bay Boulevard Group; draft property tax,
abatement agreement for Piegero; draft property tax abatement
agreement for Schman; draft property tax abatement agreement for
Farraro; draft property tax abatement agreement for Vaughn; draft
property tax abatement agreement for Messina - Block 78, Lot 7.01, c.a.
1; draft property tax abatement agreement for Messina - Block 78, Lot
7.01, c.a. 2; draft property tax abatement agreement for Messina - Block
78, Lot 7.01, c.a. 3.

06/16/17 Draft resolution re: purchase of solar and wind-generated electricity; 2.3
draft resolution re: referral of liquor license renewal to ABC; receipt and

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Page: 4

review of correspondence from Borough Administrator re: steel structure and access to same; receipt and review of correspondence from Borough Administrator forwarding correspondence re: grant acceptance; draft resolution re: same; receipt and review of liquor license resolution and draft agenda from Borough Clerk.

06/19/17	Office conference with resident re: past property sale procedures; draft resolution re-appointing Tax Assessor; draft resolution re: transfer property tax abatement.	1.8
06/20/17	Draft property tax abatement agreement for Messina - Block 78, Lot 7.01, c.a. 4; draft property tax abatement agreement for Messina - Block 78, Lot 7.01, c.a. 5; draft property tax abatement agreement for Messina - Block 78, Lot 7.01, c.a. 6; draft property tax abatement agreement for Messina - Block 78, Lot 7.01, c.a. 7; draft property tax abatement agreement for Messina - Block 78, Lot 7.01, c.a. 8; receipt and review of correspondence from Borough Engineer to property owner re: permitting requirements; receipt and review of correspondence from Borough Administrator re: executive session issue; draft correspondence in response to same; receipt and review of correspondence from Borough Clerk re: electric cancelation resolution; draft resolution re: same; receipt and review of correspondence from Tax Collector re: estimated tax bill resolution; draft resolution re: same; receipt and review of correspondence from Borough Administrator re: abstentions; draft correspondence in response to same.	7.3
	Telephone call from Code Enforcement Officer re: 225 Hierung Avenue and status of property.	0.2
06/21/17	Draft resolution re: electric charging station grant; draft resolution re: amendment to Exelon contract; receipt and review of meeting agenda from Borough Administrator.	1.2
	Attendance at Borough Council meeting.	2.2
06/23/17	Receipt and review of correspondence from Borough Administrator re: former tax Collector and correspondence to State; draft correspondence to Borough Administrator re: same.	0.4
06/26/17	Telephone call from Mayor Vaz re: service animals; draft	1.5

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 Page: 5

correspondence in response to same; receipt and review of
 correspondence from Borough Administrator re: Peterson easement and
 stage; draft various correspondence to attorney for Peterson re: same;
 receipt and review of correspondence in response to same; draft
 correspondence to attorney forwarding photograph of pier gap.

Draft correspondence to Code Enforcement Officer Roberts re: guide
 dogs letter; intra-office conference re: same. 0.4

Receipt and review of executed cross license agreement from Peterson;
 draft correspondence to County Clerk forwarding same for recording. 0.2

06/27/17 Office conference with Deputy Clerk re: execution of note documents;
 receipt and review of correspondence from Tax Collector re: resolutions
 for electronic tax sale. 0.7

Total Services Rendered **\$0.00** **52.1**

Date	Disbursements	Amt. Disb'd	Receipts
	/Online Legal Research	271.98	
	/Photocopies	27.50	
	/Postage	7.45	
06/01/17	Federal Express		
	/Overnight Mail	19.61	
06/27/17	Ocean County Clerk		
	/Filing Fee: Cross License Agreement	100.00	
	Total Disbursements/Total Receipts	\$426.54	\$0.00



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Attn: Christopher Vaz
901 Boulevard
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VENDOR

Vendor #: GILMO005

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NO. 17-01165

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INVOICE #:

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 Svcs-5/30to6/27	7-52-20-155-000-321	6,759.8700	6,759.87
	General Matters (exspenses) \$ 426.54			
	Legal Fees As Per Professional			
	Services Contract \$6,333.33			
	\$6,759.87			
			TOTAL	=====
				6,759.87

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Barbara Risley
Chief Financial Officer

Chairperson



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	General Matters (expenses) \$ 426.54			
	Legal Fees As Per Professional			
	Services Contract \$6,333.33			
	\$6,759.87			
			TOTAL	=====
				6,759.87

Finance Copy