



TOWNSHIP OF CEDAR GROVE

MEMORANDUM

DATE: September 23, 2025

TO: Martina Meding-Building Dept

FROM: Toni Immersi, Town Clerk Assistant

RE: Request for Public Records

Attached please find an OPRA request. Please provide copies of a property violation list, please see attached email

Kindly respond by **September 30, 2025**

- ☒ No relevant records on file
- ☒ Records/information on file

No. of pages: _____

Applicable Fee: _____

Signed: *M Martina Meding*

Dept.: *Building*

Date: *9/24/25*

I AM NOT seeking records in connection with a legal proceeding.

I am requesting access to the following public records:

- A spreadsheet of all open or issued property maintenance / housing / building / code enforcement violations in (TOWN) between August 4, 2025 and September 22, 2025.

Please include, if available:

- Property address
- Date of violation issued
- Violation type / description
- Current status (open/closed)

If possible, please provide record as csv or excel file. Thank you!

My preferred delivery method for response(s) to this request is by E-mail as attachments. Please confirm you have received this request. If you are not the custodian of records, please forward my request to that person and provide their email address to me for future reference.

Yours faithfully,

Karina Kitsikopoulos

Please deliver records electronically via email to the below UNIQUE address for all replies to this request: