

Invoice submitted to:
Borough of Buena
616 Central Avenue
Minotola NJ 08341

September 30, 2020

Invoice #15254

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
9/9/2020 Draft/revise prepare solicitor's report for meeting of 9-14	0.50 150.00/hr	75.00
9/1/2020 Draft/revise Integrate our personnel manual with JIF's	5.00 150.00/hr	750.00
9/2/2020 Draft/revise integrate our personnel manual with employee handbook of jif	5.00 150.00/hr	750.00
Draft/revise finalize tree ordinance	1.00 150.00/hr	150.00
9/1/2020 Draft/revise prepare monthly RCR for reevaluation	0.50 150.00/hr	75.00
9/14/2020 Review/analyze read engineer report for meeting tonight	0.50 150.00/hr	75.00
Review/analyze Read agenda for meeting tonight	0.50 150.00/hr	75.00
Plan and prepare for Prepare for meeting tonight	1.00 150.00/hr	150.00
Appear for/attend attend meeting	0.70 150.00/hr	105.00
Draft/revise read and respond to OPRA request from Feaster	2.00 150.00/hr	300.00
9/11/2020 Draft/revise Prepare Resolution on bakery assessments	1.30 150.00/hr	195.00

	<u>Hrs/Rate</u>	<u>Amount</u>
9/11/2020 Communicate (with client) discussion on Zorzi and Bakery sites	1.00 150.00/hr	150.00
Communicate (other outside cou discussion with attorney on infinity fence	0.50 150.00/hr	75.00
Review/analyze read ACORN agreement from county	1.00 150.00/hr	150.00
9/15/2020 Review/analyze read MOA for Rhonda for preparation of new agreement	1.00 150.00/hr	150.00
Review/analyze read notice of special meeting and discussions on same	0.50 150.00/hr	75.00
Review/analyze read new Feaster OPRA request on flooding and discussion on same	1.00 150.00/hr	150.00
9/17/2020 Appear for/attend attend special meeting and read executive session resolution and discussions on same	2.00 150.00/hr	300.00
9/16/2020 Communicate (other external) contact and review local finance laws	2.50 150.00/hr	375.00
9/21/2020 Communicate (other external) Contact DCA and LFB	1.00 150.00/hr	150.00
Review/analyze Research on ordinance and resolution needed	3.00 150.00/hr	450.00
9/18/2020 Plan and prepare for discussions on MOA for meeting	1.00 150.00/hr	150.00
9/21/2020 Appear for/attend meet on MOA for Rhonda	1.30 150.00/hr	195.00
Review/analyze Review Zorzi file	2.00 150.00/hr	300.00
9/18/2020 Draft/revise prepare solicitor report for meeting of 9-28-20	0.50 150.00/hr	75.00
9/25/2020 Review/analyze read agenda for 9-28 meeting	0.70 150.00/hr	105.00
9/28/2020 Appear for/attend attend meeting	0.90 150.00/hr	135.00

	<u>Hrs/Rate</u>	<u>Amount</u>
9/28/2020 Plan and prepare for prepare for meeting today	0.70 150.00/hr	105.00
9/29/2020 Communicate (other external) call with rhonda on moa	0.60 150.00/hr	90.00
9/25/2020 Review/analyze review trailer placements on residential property	1.00 150.00/hr	150.00
9/30/2020 Communicate (other external) Call with zoning and review ordinance	0.70 150.00/hr	105.00
For professional services rendered	40.90	\$6,135.00
Previous balance		\$3,075.00
9/21/2020 Payment - thank you. Check No. 28031		(\$3,075.00)
Total payments and adjustments		(\$3,075.00)
Balance due		\$6,135.00