

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

November 02, 2020

Invoice #15258

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
10/1/2020 Draft/revise prepare RCR for county tax board	1.00 150.00/hr	150.00
Draft/revise prepare fence permit ordinance	1.30 150.00/hr	195.00
Review/analyze Review property maintenance ordinance for appeal procedures and call to county on same	1.50 150.00/hr	225.00
10/2/2020 Communicate (other external) calls on Family leave act and with JIF on personnel manual and handbook	0.80 150.00/hr	120.00
Draft/revise read current ordinance for property maintenance appeal and entire chapter for amendment	1.50 150.00/hr	225.00
10/9/2020 Communicate (with client) read division of fire safety and on resolution we may need	0.40 150.00/hr	60.00
Review/analyze read updated EMS manual in conjunction with ours as updated and our new handbook	1.80 150.00/hr	270.00
Review/analyze read engineer's report for meeting of 10-13	0.50 150.00/hr	75.00
10/12/2020 Plan and prepare for prepare for meeting of 10-13	1.00 150.00/hr	150.00
10/13/2020 Communicate (other outside cou read new joint municipal court agreement with franklin and discussion with attorney for franklin	1.30 150.00/hr	195.00

	<u>Hrs/Rate</u>	<u>Amount</u>
10/13/2020 Draft/revise prepare ordinance on appeal of prop management notice of violation	1.40 150.00/hr	210.00
10/14/2020 Appear for/attend attend meeting of 10-13	0.40 150.00/hr	60.00
Review/analyze review Feaster OPRA emails for production	1.30 150.00/hr	195.00
10/8/2020 Communicate (with client) call with Clerk on Feaster OPRA and research on no emails available	1.40 150.00/hr	210.00
10/16/2020 Review/analyze read ordinances on traffic control	1.40 150.00/hr	210.00
10/19/2020 Draft/revise discussion with department heads on manual and handbook	1.40 150.00/hr	210.00
Review/analyze read HUD for closing on infinity fence	0.40 150.00/hr	60.00
10/20/2020 Communicate (other outside cou read interlocal agreement for municipal court with Franklin for new agreement as per solicitor for Franklin and discussion with him	1.00 150.00/hr	150.00
Draft/revise make revisions to manual and handbook per department heads and discussion with them	2.40 150.00/hr	360.00
10/26/2020 Review/analyze read code amendments needed	1.00 150.00/hr	150.00
Appear for/attend attend meeting	0.60 150.00/hr	90.00
Plan and prepare for review agenda and prepare for meeting	1.40 150.00/hr	210.00
For professional services rendered	25.20	\$3,780.00
Previous balance		\$6,135.00
Balance due		\$9,915.00