

BOROUGH OF HIGHLAND PARK
REGULAR MEETING
MAY 2, 2023 – 7:00 PM

MISSION STATEMENT OF THE BOROUGH OF HIGHLAND PARK:

The Mission of the Highland Park Borough Council is to establish a government based upon the principles of good government: ethics, efficiency and the effective provision of services.

The Borough Council is committed to creating a thriving community, which is sustainable economically, environmentally and socially.

The Borough Council is further committed to creating a community which values its unique and diverse populations and encourages direct public participation in the governing process.

AGENDA

* Denotes Consent Agenda Posted Items. Ordinarily, consent agenda items, pursuant to Ordinance No. 920, are not read nor debated unless there is a request by a member of Council or the public. Furthermore, unless requested by a member of Council for a separate vote, all consent agenda items, as per Council’s Rules of Order, Article IV, shall be considered in the form of one **MOTION**.

1. Call to Order and Open Public Meetings Statement.
2. Pledge of Allegiance.
3. Roll Call.
4. Agenda Questions by Council Members.
5. Honors, Awards and Presentations.
 - Introduction of New Library Director - Michael Bobish
6. Approval of Minutes.
 - 6.a **MOTION** to approve minutes as distributed:
 - August 2, 2022 Regular Meeting
 - September 6, 2022 Regular Meeting
 - September 6, 2022 Executive Session
 - September 20, 2022 Regular Meeting
 - October 19, 2022 Regular Meeting
 - November 1, 2022 Regular Meeting
 - November 1, 2022 Executive Session

ROLL CALL VOTE

7. Council Reports.

8. Borough Administrator's Report.
9. Borough Attorney's Report.
10. Mayor's Report.
11. Public Participation.
(21 minutes total; 3 minutes each speaker limited to items on this Agenda, including Work Session).
12. Ordinances Requiring a Second Reading.
13. Ordinances Requiring a First Reading.

13.a **Ordinance No. 23-2073** An Ordinance to Amend and Supplement the Revised General Ordinances of the Borough of Highland Park, Chapter VII, "Traffic"

MOTION to approve/reject Ordinance No. 23-2073, authorize publication as required by law, and set up public hearing for May 16, 2023 **ROLL CALL VOTE**

14. Resolutions requiring a Separate Reading.

14.a 5-23-121 Resolution Authorizing Reading of Budget by Title Only

MOTION adopt/reject

ROLL CALL VOTE

14.b 5-23-122 Resolution to Adopt 2023 Municipal Budget

- **MOTION** to open public hearing
- **PUBLIC HEARING ON MUNICIPAL BUDGET**
- **MOTION** to close public hearing

MOTION adopt/reject

ROLL CALL VOTE

14.c 5-23-123 Resolution Authorizing Reading of Main Street Highland Park Budget by Title Only

MOTION adopt/reject

ROLL CALL VOTE

14.d 5-23-124 Resolution to adopt 2023 Main Street Highland Park Budget

- **MOTION** to open public hearing
- **PUBLIC HEARING ON 2023 MAIN STREET HIGHLAND PARK BUDGET**
- **MOTION** to close public hearing

MOTION adopt/reject

ROLL CALL VOTE

15. Consent Agenda Items - Resolutions.

MOTION adopt/reject

ROLL CALL VOTE

- 15.a *5-23-125 Resolution Allowing for Public Access to Meetings of the Mayor & Council via Web-Based Platform
- 15.b *5-23-126 Resolution Authorizing the Award of an Agreement to Level G Associates for Parking Consultant Services
- 15.c *5-23-127 Resolution in Support of the 2023 Click-It or Ticket Enforcement Grant
- 15.d *5-23-128 Resolution Authorizing Woodbridge Avenue District Assessment AND Storefront Accelerator Reports by Storefront Mastery
- 15.e *5-23-129 Resolution Authorizing Purchase of Ford F-250 for the Department of Public Works Under State Contract
- 15.f *5-23-130 Resolution to Amend Annual Salary Resolution
- 15.g *5-23-131 Resolution to Appoint Housing Authority Member - Rita Polos
- 15.h *5-23-132 Resolution Increasing Contract Amount for "Emergency Repairs to the Water & Collection System" with J. Fletcher Creamer & Sons, Inc.
- 15.i *5-23-133 Resolution Authorizing the Execution of a License Agreement with Nassau Wood Industries for Use of the Parking Lot at the Former Stop & Shop
- 15.j *5-23-134 Resolution to Approve Bills List

16. Appointments.

Mayor's Teen Advisory Committee

- Emma Shannon
- Anastasiya Chernitska
- Andrew Dalton
- Eneya Khalil
- Shawn Wang
- Palak Khasia
- Miriam Klee
- Hailey Hsiung
- Finn Voorhees
- Ennyn Chiu

MOTION to confirm

ROLL CALL VOTE

Mayor Appoints the Following:

- Human Relations Commission:
 - Nellie Yvette Bush
 - Latonya Amber Bush

- Environmental Commission
 - Mark Lesko

NO CONFIRMATION NEEDED

17. Second Public Participation.
(3 minutes per speaker on any items; subject to 9PM conclusion prior to Work Session)
18. Recess (5 minutes).
19. Work Session Items: No formal action to be taken.
20. Executive Session (if necessary).
 - 20.a 5-23-135 Executive Session: Litigation: JSM v Borough of Highland Park; Litigation: Moore v Highland Park

MOTION adopt/reject.

ROLL CALL VOTE

21. MOTION to adjourn.
22. **Next Scheduled Meeting:** May 16, 2023 @ 7:00 PM

ORDINANCE NO. 23-2073

BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX

AN ORDINANCE TO AMEND AND SUPPLEMENT THE REVISED GENERAL ORDINANCES
OF THE BOROUGH OF HIGHLAND PARK,
CHAPTER VIII, "TRAFFIC"

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLAND PARK,
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, AS FOLLOWS:

1. Section 7-5, **One-Way Streets, Schedule VIII**, 1. is amended to read as follows: [] Bracketed material deleted; underlined material is new.:

Name of Street	Direction	Location
Cedar Avenue	Southbound	Between Raritan Avenue and Johnson Street
<u>Central Avenue</u>	<u>Westbound</u>	<u>Between S. 11th Avenue and S. 10th Avenue</u>
Entrance Driveway	Eastbound	Into parking lot, 424 Raritan Avenue (Route 27)
Exit Driveway	Westbound	From parking lot, 424 Raritan Avenue (Route 27)
Hilton Street [added 7-11-2017 by Ord. No. 17-1943]	Southbound	Between Woodbridge Avenue and Labakan Place
Lexington Avenue [Added 11-1-206 by Ord. No. 16-1918]	Northbound	Between Raritan Avenue and Drier Place
Lincoln Avenue	Northbound	Between Walter Avenue and Raritan Avenue
Meriland Avenue	Southbound	Between Central Avenue and Woodbridge Avenue
Montgomery Street	Eastbound	Between North Fourth Avenue and North Fifth Avenue
North Eleventh Avenue	Northbound	Between Raritan Avenue and Abbott Street
North Sixth Avenue	Northbound	Between Raritan Avenue and Abbott Street
Parkway	Eastbound	Between Lincoln Avenue and the circle at the foot of Montgomery Street
South Fifth Avenue [Added 9-4-2012 by Ord. No. 12-1839; repealed 9-2-2014 by Ord. No. 14-1868]		
South Ninth Avenue	Northbound	Between Woodbridge Avenue and Raritan Avenue
South Ninth Avenue	Northbound	Between [D] <u>Benner Street</u> and South Eighth Avenue
South Sixth Avenue	Southbound	Between Raritan Avenue and Magnolia Street
Walter Avenue	Westbound	Between Lincoln Avenue and River Road

2. This Ordinance shall take effect upon final passage and publication in accordance with law.

Introduced and passed on first reading: May 2, 2023

ADOPTED:

ATTEST:

APPROVED:

Jennifer Santiago
Borough Clerk

Elsie Foster
Mayor

**RESOLUTION NO. 5-22-121
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**AUTHORIZE READING BUDGET
BY TITLE ONLY**

WHEREAS, N.J.S.A. 40A:4-8, as amended by Chapter 259, P.L. 1995 provides that the Budget may be read by title only at the time of the Public Hearing if a Resolution is passed by not less than a majority of the full Governing Body, providing that at least one week prior to the date of hearing a complete copy of the Budget had been made available for public inspection.

WHEREAS, these conditions have been met.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highland Park, in the County of Middlesex and State of New Jersey, as follows:

1. That the Township Council, for the aforementioned reasons, hereby determines that the Budget shall be read by title only.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				
Postelnik				

RESOLUTION #5-23-122

SECTION 2 - UPON ADOPTION FOR YEAR 2023

RESOLUTION

COUNCIL MEMBERS

BOROUGH

Be it Resolved by the HIGHLAND PARK, County of MIDDLESEX that the budget hereinbefore set forth is hereby

adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$ 14,121,335.22 (Item 2 below) for municipal purposes, and
- (b) \$ - (Item 3 below) for school purposes in Type I School Districts only (N.J.S.A. 18A:9-2) to be raised by taxation and, (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in
- (c) \$ - (Item 4 below)
- (d) \$ - (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy
- (e) \$ - (Sheet 44) Arts and Culture Trust Fund Levy
- (f) \$ 528,201.50 (Item 5 Below) Minimum Library Tax

Type II School Districts only (N.J.S.A. 18A:9-3) and certification to the County Board of Taxation of the following summary of general revenues and appropriations.

RECORDED VOTE
(Insert last name)

	Ayes	Nays	Abstained	

SUMMARY OF REVENUES

1. General Revenues				
Surplus Anticipated		08-100	\$	2,000,000.00
Miscellaneous Revenues Anticipated		13-099	\$	2,767,832.59
Receipts from Delinquent Taxes		15-499	\$	-
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6(a), Sheet 11)		07-190	\$	14,121,335.22
3. AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:				
Item 6, Sheet 42		07-195	\$	-
Item 6(b), Sheet 11 (N.J.S.A. 40A-4-14)		07-191	\$	-
TOTAL AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY				\$
4. To Be Added TO THE CERTIFICATE FOR THE AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:				
Item 6(b), Sheet 11 (N.J.S.A. 40A-4-14)		07-191	\$	528,201.50
5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY TAX		13-299	\$	19,417,369.31
Total Revenues				

SUMMARY OF APPROPRIATIONS

5. GENERAL APPROPRIATIONS:		
<i>Within "CAPS"</i>		
(a & b) Operations Including Contingent	34-201	\$ 13,493,298.00
(e) Deferred Charges and Statutory Expenditures - Municipal	34-209	\$ 2,022,038.00
(g) Cash Deficit	46-885	\$ -
Excluded from "CAPS"	XXXXXX	XXXXXXXXXXXXXX
(a) Operations - Total Operations Excluded from "CAPS"	34-305	\$ 1,729,414.31
(c) Capital Improvements	44-999	\$ 100,000.00
(d) Municipal Debt Service	45-999	\$ 1,778,619.00
(e) Deferred Charges - Municipal	46-999	\$ 94,000.00
(f) Judgments	37-480	\$ -
(n) Transferred to Board of Education for Use of Local Schools (N.J.S.A. 40:48-17.1 & 17.3)	29-405	\$ -
(g) Cash Deficit	46-885	\$ -
(k) For Local District School Purposes	29-410	\$ -
(m) Reserve for Uncollected Taxes	50-899	\$ 200,000.00
	07-195	
6. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICT ONLY (N.J.S.A. 40A:4-13)		
Total Appropriations	34-499	\$ 19,417,369.31

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 2nd day of May, 2023. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2023 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this 2nd day of May, 2023, Jennifer Santiago Signature, Clerk

**RESOLUTION NO. 5-23-123
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**AUTHORIZE READING OF MAIN STREET HIGHLAND PARK
BUDGET BY TITLE ONLY**

WHEREAS, N.J.S.A. 40A:4-8, as amended by Chapter 259, P.L. 1995 provides that the Budget may be read by title only at the time of the Public Hearing if a Resolution is passed by not less than a majority of the full Governing Body, providing that at least one week prior to the date of hearing a complete copy of the Budget had been made available for public inspection.

WHEREAS, these conditions have been met.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highland Park, in the County of Middlesex and State of New Jersey, as follows:

1. That the Township Council, for the aforementioned reasons, hereby determines that the Main Street Highland Park Budget shall be read by title only.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				
Postelnik				

**RESOLUTION NO. 5-23-124
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION TO ADOPT MSHP 2022 BUDGET

WHEREAS, pursuant to Resolution No. 4-23-99 adopted by the Borough Council of the Borough of Highland Park on April 4, 2023, that approved the Main Street Highland Park Budget for the year 2023; and

WHEREAS, said Budget was advertised in the Home News Tribune issue of April 11, 2023 together with a notice of the public hearing on the Budget scheduled for May 2, 2023 at 7:00 PM in Borough Hall, 221 South 5th Avenue, Highland Park, NJ; and

WHEREAS, said Budget and Notice of Hearing had been posted in the Borough Hall where public notices are customarily posted and was made available to each person requesting the same prior to and during the public hearing; and

WHEREAS, notice had been served on all property owners within the Special Improvement District as certified by the Tax Assessor and as shown by the affidavit of the Borough Clerk attached hereto and a public hearing on the Budget was held on May 2, 2023; and

WHEREAS, pursuant to N.J.S.A. 40A:4-8, the said Main Street Highland Park Budget was introduced and adopted by title since, at least one week prior to the date of the hearing and at the hearing, a complete copy of the approved budget was made available for public inspection and was further made available to each person who requested a copy of said budget.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that the 2023 Main Street Highland Park Budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of

Income	
Government Grants	53,700.00
Special Assessment (BID)	171,470.00
Fees/Sponsorships	65,000.00
Reserves	<u>41,330.00</u>
<u>Total Income</u>	<u>\$ 331,500.00</u>
Expense	
Administration and General	\$ 204,000.00
Program Expense	<u>127,500.00</u>
<u>Total Expense</u>	<u>\$ 331,500.00</u>
<u>Budget Surplus/(Deficit)</u>	<u>\$ 00.00</u>

BE IT FURTHER RESOLVED that certified copies of this resolution shall be forwarded to Main Street Highland Park, the Tax Assessor, the Tax Collector and the Finance Director forthwith.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				
Postelnik				

**RESOLUTION NO. 5-23-125
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

REVISED 2023 MEETING NOTICE

**RESOLUTION ALLOWING FOR PUBLIC ACCESS TO MEETINGS OF THE
MAYOR & BOROUGH COUNCIL VIA WEB-BASED PLATFORM**

WHEREAS, N.J.S.A. 10:4-18 requires the adoption, posting and distribution of a schedule of regular meetings of the public body that will be held during the year (the “Annual Meeting Schedule”); and

WHEREAS, N.J.S.A. 10:4-18 requires that the Annual Meeting Schedule also be delivered to two newspapers that have been designated by the public body to receive such notices; and

WHEREAS, the initial Schedule of Meetings for 2023 was adopted by the Mayor and Council at its Reorganization Meeting held on January 3, 2023; and

WHEREAS, N.J.S.A. 10:4-18 provides that the Annual Meeting Schedule once adopted can thereafter be revised, provided it is posted, mailed and submitted in the same manner as the original meeting schedule; and

WHEREAS, the Mayor and Borough Council of the Borough of Highland Park have resumed in-person regular meetings pursuant to the original a Schedule of Meetings for the Calendar Year 2023 for which Council regular meetings would generally take place on the first and third Tuesday of the month; and

WHEREAS, the Mayor and Borough Council wish to expand public access to their meetings by allowing for remote connection via Zoom or a similar web-based platform; and

WHEREAS, if and when technically feasible and as a convenience only, the Mayor and Borough Council will endeavor to enable the public to attend Council meetings remotely via Zoom or a similar web-based platform.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park, Middlesex County as follows:

1. Beginning with the May 16, 2023 Council meeting, all regular and special Council meetings will continue to be held in person in Council Chambers of the Borough of Highland Park located at 221 South Fifth Avenue, Highland Park, New Jersey 08904. If and when technically feasible and as a convenience only, the public may be also offered the option to attend the meetings via Zoom or a similar web-based platform.

2. The Council meeting dates previously published shall remain as advertised for the remainder of the year as follows:

May 9	Redevelopment Entity Meeting
May 16	Regular Meeting/Work Session
June 13	Redevelopment Entity Meeting
June 20	Regular Meeting/Work Session
July 11	Regular Meeting/Work Session
July 18	Redevelopment Entity Meeting
August 1	Regular Meeting/Work Session
August 15	Redevelopment Entity Meeting
September 5	Regular Meeting/Work Session
September 12	Redevelopment Entity Meeting
September 19	Regular Meeting/Work Session
October 10	Regular Meeting/Work Session
October 17	Redevelopment Entity Meeting
October 24	Regular Meeting/Work Session
November 21	Regular Meeting/Work Session
November 28	Redevelopment Entity Meeting
December 5	Regular Meeting/Work Session
December 12	Redevelopment Entity Meeting
December 19	Regular Meeting/Work Session

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, County of Middlesex, State of New Jersey do hereby certify that the above is a true copy of a Resolution adopted by the Mayor and Council of the Borough of Highland Park at its meeting held on May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				
Postelnik				

**RESOLUTION NO. 5-23-126
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION AUTHORIZING THE AWARD OF AN AGREEMENT TO
LEVEL G ASSOCIATES FOR PARKING CONSULTANT SERVICES**

WHEREAS, pursuant to N.J.S.A. 40A:11-3 the Borough of Highland Park may award a contract by a purchasing agent or other employee so designated by the governing body when so authorized by ordinance or resolution, as appropriate to the contracting unit, without public advertising for bids under certain circumstances as set forth in the Local Public Contracts Law, N.J.S.A 40A:11-1 et seq.(the “LPCL”); and

WHEREAS, the Borough has determined the need for the services of a parking consultant for a Woodbridge Avenue parking study and has determined that the value of the services will not exceed the bid threshold under the LPCL requiring competitive bid; and

WHEREAS, the Borough received one proposal from Level G Associates with respect thereto; and

WHEREAS, the Borough desires to award a contract to Level G Associates located at 34 Lark Avenue, Old Bethpage, NY, in the amount not to exceed \$12,500.00; and

WHEREAS, in accordance with N.J.A.C. 5:30-5.4, adequate funds are available for the provision of these services by Level G Associates in Account No. G-02-41-768-200 in an amount not to exceed \$12,500.00, as reflected by the certification of funds by the Chief Financial Officer no. 2023-37.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, as follows:

1. The Mayor is hereby authorized to enter into an agreement with Level G Associates located at 34 Lark Avenue, Old Bethpage, NY for parking consultant services for a total amount not to exceed \$12,500.00.
2. A certified copy of this resolution be forwarded to the NPP Coordinator and the Chief Financial Officer.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, County of Middlesex, State of New Jersey do hereby certify that the above is a true copy of a Resolution adopted by the Mayor and Council of the Borough of Highland Park at its meeting held on May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				X
George				X
Hale	X			
Hersh	X			
Kim-Chohan	X			
Postelnik	X			

2023

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, entered into this 2nd day of May 2023, by and between the **BOROUGH OF HIGHLAND PARK**, a municipal corporation of the State of New Jersey, having its principal offices located at 221 South 5th Avenue, Highland Park, New Jersey 08904 (hereinafter referred to as "**BOROUGH**") and Gerald Giosa, President, Level G Associates, 34 Lark Avenue, Old Bethpage, NY 11804 (hereinafter referred to as "**COMPANY**").

WITNESSETH:

WHEREAS, the **BOROUGH** requires professional services in connection with Parking Consultant Services during the calendar year 2023; and

WHEREAS, the **BOROUGH** has adopted a Resolution authorizing the award of a Contract for said professional services to the **COMPANY** without competitive bidding as permitted by *N.J.S.A. 40A:11-1, et seq.*

NOW, THEREFORE, IT IS AGREED between the **BOROUGH** and the **COMPANY**, as follows:

1. Effective May 2, 2023, the **COMPANY** shall render professional services for the **BOROUGH** as required by the **BOROUGH**.
2. The **BOROUGH** agrees to compensate the **COMPANY** as set forth on the proposal dated April 7, 2023, the amount of said compensation shall not exceed **\$12,500.00** unless amended by further action of the **BOROUGH** for the above mentioned services.
3. The **BOROUGH** agrees to pay the **COMPANY** for any actual disbursements and out of pocket expenses incurred in carrying out its duties.
4. The **COMPANY** shall submit monthly billing to the **BOROUGH** for said services, if any, on vouchers as required by the **BOROUGH**. The **BOROUGH** agrees to process and pay said

vouchers in the same manner as other municipal vouchers. The **BOROUGH** requires billing for professional services to be done to the nearest 1/4 hour.

5. The parties hereto hereby incorporate by reference herein the Affirmative Action Addendum attached hereto and made a part hereof as *Exhibit A*.

6. The **COMPANY** agrees to file its New Jersey Business Registration Certificate with the **BOROUGH's** Chief Financial Officer.

7. The **COMPANY** agrees to adhere to and comply with the provisions of the New Jersey Local Unit Pay-to-Play Act, *N.J.S.A. 19:44A-20.1*, and the **BOROUGH's** Pay-to-Play Ordinance No. 1705.

IN WITNESS WHEREOF, the parties hereunto set their hands and seals the date first above written.

ATTEST:

BOROUGH OF HIGHLAND PARK

Jennifer Santiago, Borough Clerk

By: _____
Elsie Foster, Mayor

WITNESS:

By: _____
Gerald Giosa, President
Level G Associates

LEVEL G ASSOCIATES
34 LARK AVENUE
OLD BETHPAGE, NY 11804

PH: (516) 756-4750

FX: (516) 756-4738

April 7, 2023

Ms. Teri Jover, Borough Administrator
Highland Park Borough
221 South 5th Avenue
Highland Park, NJ 08904

Re: Proposal to Provide Parking Consulting
Services to Highland Park Borough
Our No. 23-9902

Dear Ms. Jover:

This letter describes the services that Level G Associates, as parking consultant, will provide to Highland Park Borough ("Highland Park" or the "Borough"), as client, with respect to the conduct of a parking study of the Woodbridge Avenue gateway corridor in the eastern section of Highland Park. The letter also describes our understanding of the project, the project purpose, and fees that will be charged for and in consideration of rendering these services.

Project Understanding & Purpose

Highland Park was recently selected to participate in the Neighborhood Preservation Program (NPP) through NJDCA and has focused grant funding available to make certain improvements to the Woodbridge Avenue commercial district and adjacent neighborhood. These improvements would be designed to make this "gateway" corridor more welcoming and attractive to residents, businesses, and visitors. The program may include bicycle and pedestrian improvements, driveway apron reductions, revisions to parking striping and/or regulations, development of pocket parks, creation of a more attractive street edge and similar improvements.

The purpose of this study is to establish baseline conditions through accurate mapping and inventory of the corridor and to develop a series of coordinated recommendations, developed in concert with the Borough and other stakeholders, designed to improve parking conditions, safety and aesthetics along this important gateway to downtown Highland Park.

Scope of Services

1. The establishment of baseline conditions via the following tasks:
 - Conduct an inventory of the on-street parking supply on Woodbridge Avenue between Duclos Lane and 6th Avenue. Inventory shall include parking regulations and the estimated number of parking spaces in each block/segment

LEVEL G ASSOCIATES
34 LARK AVENUE
OLD BETHPAGE, NY 11804

PH: (516) 756-4750

FX: (516) 756-4738

April 7, 2023

Ms. Teri Jover, Borough Administrator
Highland Park Borough
221 South 5th Avenue
Highland Park, NJ 08904

Re: Proposal to Provide Parking Consulting
Services to Highland Park Borough
Our No. 23-9902

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Scope of Services

1. The establishment of baseline conditions via the following tasks:
 - Conduct an inventory of the on-street parking supply on Woodbridge Avenue between Duclos Lane and 6th Avenue. Inventory shall include parking regulations and the estimated number of parking spaces in each block/segment

- A similar parking inventory on all side streets off Woodbridge Avenue for a one block length in each direction
 - An inventory of driveways, bus stops, fire hydrants and other features that impact parking patterns along the corridor
 - A general inventory of land uses fronting Woodbridge Avenue.
2. Parking occupancy counts on a per block basis to ascertain the utilization of parking during certain critical time periods including weekday-day, weekday-evening and weekend-day time periods.
 3. Observations of parking characteristics and patterns by senior parking personnel.
 4. Meet with Borough officials, and perhaps others as directed by the Borough, to present collected data and to share preliminary thoughts regarding the improvement of parking management including but not limited to layout and regulations.
 5. Conduct follow-up studies or evaluations based on feedback from the Borough such as duration analyses or alternate parking layout/stripping studies.
 6. Prepare a report summarizing the study findings and setting forth baseline conditions and a series of coordinated recommendations designed to improve parking conditions, safety and aesthetics along the Woodbridge Avenue gateway corridor.

Fee Proposal

We will provide our services on a timecard basis in accordance with the attached fee schedule (Attachment No. 1). It is estimated that the total project cost will be in the range of \$10,000 to \$12,000 and we specify that total charges related to the completion of this assignment will not exceed Twelve Thousand Five Hundred Dollars (\$12,500.00) without prior authorization from the Borough.

Should the Borough require services that are beyond the scope of this agreement the attached fee schedule will be used to calculate the resulting fee(s) for such additional services in the absence of a new agreement.

We will submit invoices to the client on a monthly basis representing actual monthly accruals of fee. Each invoice will include a summary of work performed, previous amount invoiced and the remaining contract value, if applicable. Invoices will not be submitted during months with little or no project activity. In the case of the former, the non-invoiced fee will carry over to the next month.

This proposal remains firm and in effect until May 31, 2023.

Level G Associates is a parking consulting firm, not an engineering firm, and we do not employ professional engineers or architects on our staff. Products generated by Level G in the course of this assignment may include design concepts or technical drawings but these products are not intended for construction and are developed for "design intent" or planning purposes only.

Qualifications

Level G Associates is very familiar with the New Jersey parking landscape and has been lead parking consultant on eight (8) projects that have received New Jersey Futures Smart Growth Awards. Attachment No. 2 provides three sample documents that illustrate some of our experience with similar corridor studies. They are:

The Bayway Corridor (Bayshore, NY). Level G conducted an assessment and assisted the Town of Islip in securing a \$1 million grant to construct corridor improvements and beautification along this important pedestrian and vehicular corridor that connects the Bayshore train station with the Fire Island Ferry terminal.

Contact: Mr. Peter Kletchka, Project Supervisor; PKLETCHKA@islipny.gov

Upper Washington Street Study (Morristown, NJ). Level G conducted this study, working with the Morristown Parking Authority, to assist the Town of Morristown in solving persistent parking and regulatory issues along this gateway corridor into the western portion of the central business district.

Contact: Mr. Gregory Deal, Director of Operations; gdeal@mpanj.org

Raritan Avenue Corridor Study (Highland Park, NJ). As part of a more comprehensive 2022 parking study, Level G conducted this assessment in an effort to increase parking capacity via the reduction or elimination of curb cuts, reduction of no parking zones and intersection tapers, or the use of skip-jack parking layouts.

Contact: Ms. Teri Jover, Borough Administrator; tjover@hpboro.com

Please refer to Attachment No. 3 (Resume of Gerard Giosa) for additional background and information.

Acceptance

If the terms and conditions of this proposal are acceptable to the Borough, kindly indicate your acceptance by an appropriate signature in the space provided on Page 4. and return an executed copy to us.

We are pleased to have the opportunity to submit this proposal and thank you for your consideration of Level G Associates. If you have any questions, or would like to discuss this proposal in further detail, please contact me at (516) 756-4750 or ggiosa@levelgassociates.com.

Respectfully submitted,
LEVEL G ASSOCIATES



Gerard Giosa
President

ACCEPTED BY THE BOROUGH OF HIGHLAND PARK:

Signature: _____

Name: _____

Title: _____

Date: _____

ATTACHMENT NO. 1

PREVAILING LABOR RATES – LEVEL G ASSOCIATES (2023)

<u>Discipline:</u>	<u>Hourly Rate*</u>
Principal (Giosa)	\$ 140.00
Associate / Senior Parking Specialist	\$ 130.00
Analyst	\$ 105.00
CADD Operator / Illustrator	\$ 90.00
Assistant Analyst	\$ 75.00
Technician	\$ 55.00

Reimbursable Expenses

Travel outside of the Tri-State (NY-NJ-CT) area at the client's request, including airfare, lodging and car rentals, at actual verified cost, or prevailing IRS rate for auto travel. Special printing or shipping requested by the client at actual verified cost.

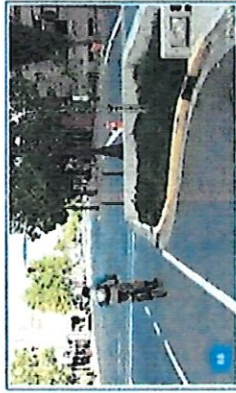
* *Subject to change in 2024 and beyond*

ATTACHMENT NO. 2

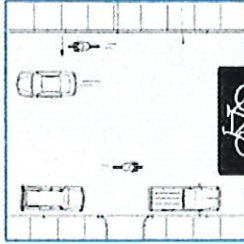
SIMILAR ENGAGEMENTS



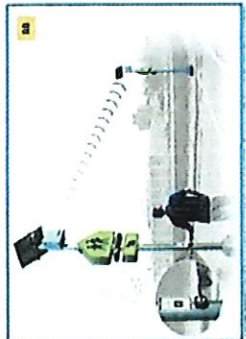
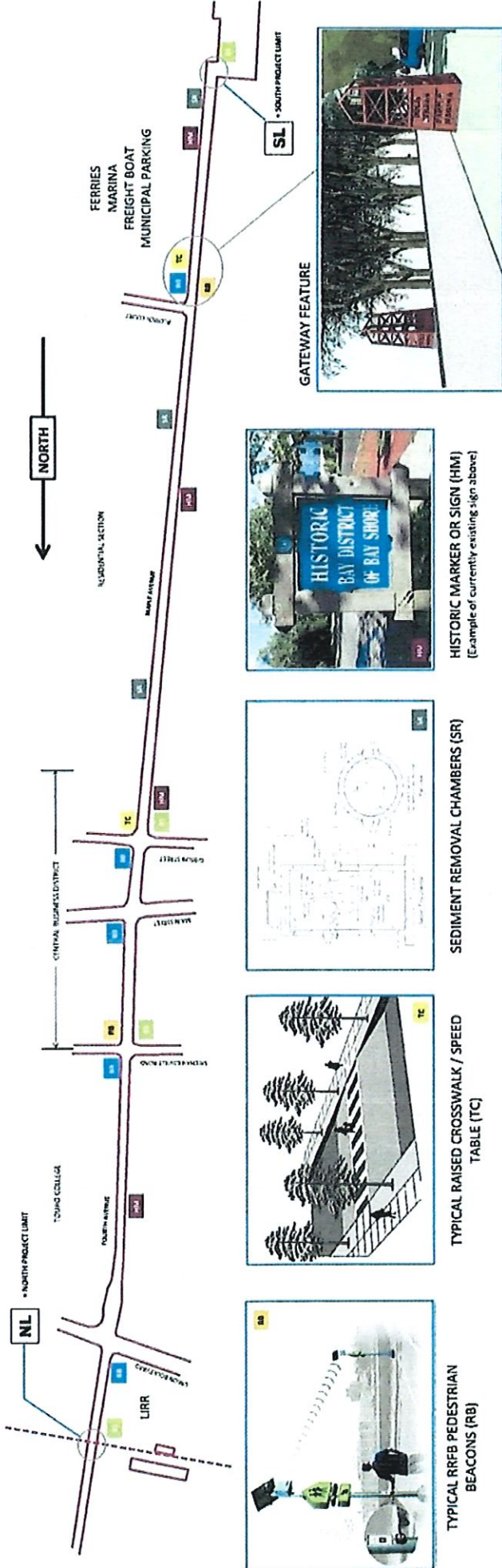
TYPICAL BICYCLE SHELTER (BS)



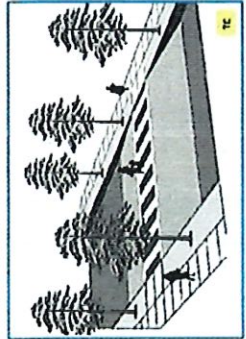
TYPICAL BIORETENTION BASIN / BULB-OUT COMBINATION (BB)



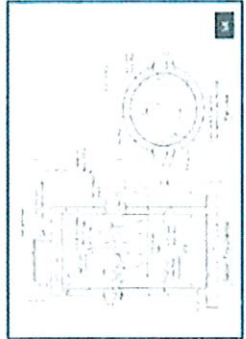
BIKE LINES OR SHARED LANES FULL LENGTH OF CORRIDOR



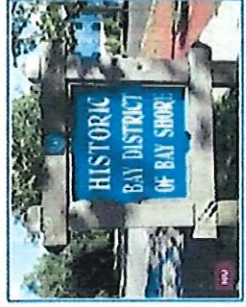
TYPICAL RRPB PEDESTRIAN BEACONS (RB)



TYPICAL RAISED CROSSWALK / SPEED TABLE (TC)



SEDIMENT REMOVAL CHAMBERS (SR)



HISTORIC MARKER OR SIGN (HM)
(Example of currently existing sign above)

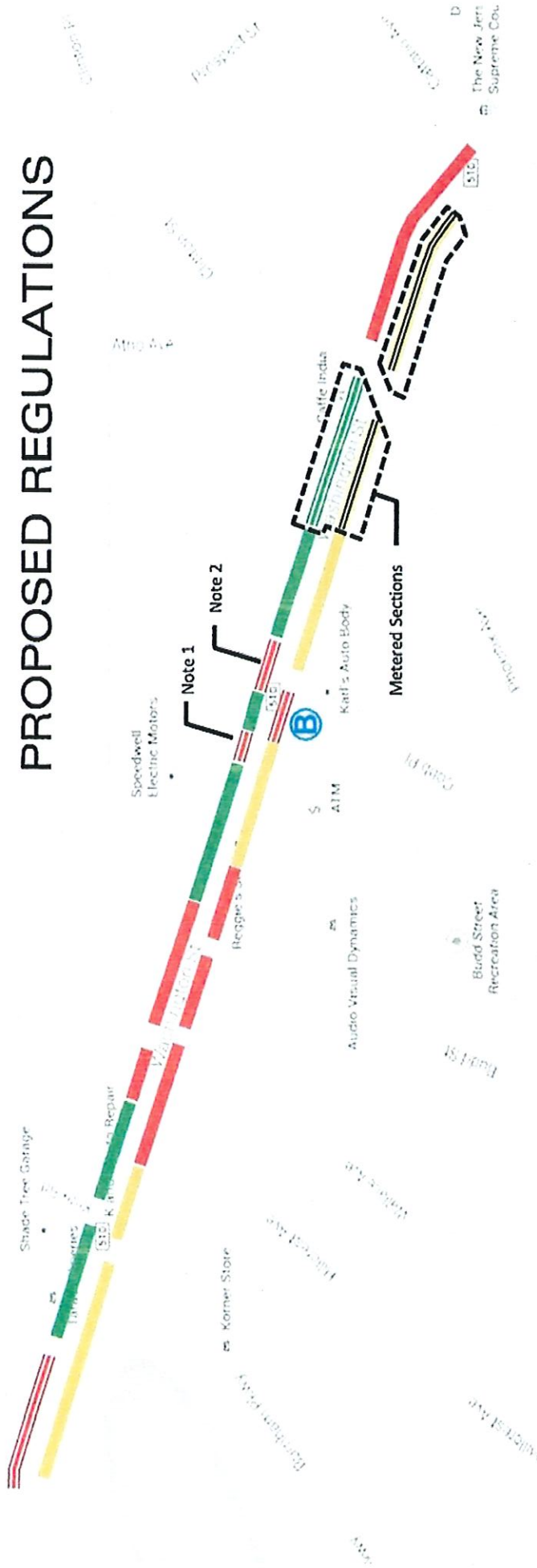


GATEWAY FEATURE

- NOTES
1. THE 200' FROM THE NORTHERN LIMIT (GATEWAY SIGN) TO THE SOUTHERN LIMIT (GATEWAY SIGN) IS 0.9 MILES.
 2. THE SOUTH AVENUE / MARIE AVENUE CORRIDOR HAS TRAFFIC SIGNALS AT ITS INTERSECTIONS WITH LYN OAK BOULEVARD, MAIN STREET, AND CROWN STREET.
 3. THE PROPOSED PAVEMENT MARKINGS FOR BICYCLES ALONG THE CORRIDOR IN THE LANES OR SHARED LANES WILL BE DETERMINED BY THE VARIOUS ROAD WIDTHS.

THE BAYWAY
PROPOSED CONDITIONS

PROPOSED REGULATIONS




EXISTING REGULATIONS TO REMAIN

 No Stopping or Standing at All Times (Section 7-11 a)

PROPOSED REGULATIONS


 Parking Prohibited 2AM to 8AM / 2 HOUR PARKING 8AM TO 6PM

 Parking Prohibited 2AM to 9:30AM / 2 HOUR PARKING 9:30AM TO 6PM

 No Stopping or Standing at All Times (Section 7-11 a)

 Parking Prohibited 2AM to 8AM / 2 HOUR PARKING 8AM TO 8PM

 Parking Prohibited 2AM to 9:30AM / 2 HOUR PARKING 9:30AM TO 8PM

 Bus Stop To Remain / Add Colonial Coach Signage?

Note 1 - The area between the driveways of #123 and #125 Washington Street

Note 2 - Ordinance language to match existing signage

ON-STREET PARKING REGULATIONS STUDY UPPER WASHINGTON STREET

**APPENDIX H
RARITAN AVENUE ON-STREET PARKING REVIEW
WITH POTENTIAL CAPACITY GAINS**

BLOCK		Landmark(s)	No. Stalls	Potential Parking Gained		
				Type 1	Type 2	Type 3
70	North Side Betw 1st & 2nd	Ubry's Classic Cleaners	9	4	2	
71	North Side Betw 2nd & 3rd	China Lee Midori	16			
72	North Side Betw 3rd & 4th	Dish Café Provident Bank	13			1
73	North Side Betw 4th & 5th	Local Bike	15			2
74	North Side Betw 5th & 6th	Park Med	5			
75	South Side Betw 5th & 6th	St. Paul's	0			
76	South Side Betw 4th & 5th	Post Office Stop & Shop	11		1	1
77	South Side Betw 3rd & 4th	Rite Aid	12			1
78	South Side Betw 2nd & 3rd	Farmer's Market	16			1
79	South Side Betw 1st & 2nd	Merrey Robert's Florist	13	3		
80	South Side Betw Cedar & 1st	Papagallo's	4		1	1
			114	7	4	7

- Type 1** Reduce or Eliminate Existing Curb Cut(s)
Type 2 Reduce No Parking Zones and/or Intersection Tapers
Type 3 Use Skip Jack Layout

ATTACHMENT NO. 3

RESUME OF GERARD GIOSA

Education:

Bachelor of Science - Economics

Employment History:

2005 to Present - President & Founder; Level G Associates
 1996 to 2005 - Director of Parking Services; Wiley Engineering
 1982 to 1996 - Vice President; Ramp Associates, a division of Urbitran Associates

Qualifications:

Mr. Giosa is a nationally recognized parking consultant with over 35 years of experience in the planning, design, and implementation of successful and innovative parking programs throughout the United States and Canada. His reputation as one of the industry's top parking consultants is evidenced by the following:

- principal co-author of "Parking Matters: Designing, Operating, and Financing Structured Parking in Smart Growth Communities", a publication funded by New Jersey EDA and the Urban Land Institute;
- served as a resource team member for the Long Island Index's ParkingPLUS Design Competition, the New Jersey Mayor's Institute on Community Design at Princeton University, and Pace University's Land Use Leadership Alliance;
- selected by Eisenhower Fellowships to host candidate Liliana Hermont, a Brazilian architect and urban planner, to relay past experience and discuss innovative approaches to improving the urban parking experience;
- served as an instructor for the International Parking Institute's CAPP program, Monmouth University's Kislak Real Estate Institute, and the Lorman Educational Institute's CEU series;
- contributor to "Transit Friendly Parking Structure Guidelines – Planning and Design" a guidebook prepared by NJIT School of Architecture and sponsored by NJ Transit;
- selected to address a number of national and regional audiences lecturing on a variety of topics of interest to the transportation and parking communities.

Mr. Giosa has completed a wide range of assignments designed to improve the function and delivery of parking and parking related services for municipalities and parking systems across the country. He is also called upon to assist clients in the development of strategic parking programs and specializes in downtown parking studies, the analysis and development of redevelopment parking programs, shared parking models, and the preparation of parking garage feasibility studies.

Selected Project Experience:

CBD Parking Studies: Freehold (NJ); Bay Shore (NY); Summit (NJ); Dover (NJ); Floral Park (NY); Northport (NY); Mineola (NY); Roslyn (NY); Elizabeth (NJ); Windham (CT); Northampton (MA); Englewood (NJ); Huntington (WV); Fort Lauderdale (FL); West Palm Beach (FL); Rockville Centre

(NY); Cranford (NJ); Des Moines (IA); Bloomfield (NJ); Brandon (Manitoba).

Redevelopment / Shared Parking Evaluations: Wyandanch Village (NY); South Norwalk (CT); Pompton Lakes (NJ); Epstein's Redevelopment in Morristown (NJ); Gateway and Orange Road Redevelopments in Montclair (NJ), South Orange (NJ) Third & Valley Redevelopment Plan; Pier Village & Broadway Arts Center in Long Branch (NJ); Bloomfield Center (NJ) Redevelopment Plan; West Orange (NJ) Redevelopment; Somerville (NJ) Town Center; many others.

Parking System Management Plans / Master Plans: Town of Islip (NY), Manayunk / Philadelphia (PA); Village of Patchogue (NY), Town of Brookhaven (NY), City of Long Beach (NY); Morristown (NJ) Parking Authority; Bloomfield (NJ) Parking Authority; Borough of Bound Brook (NJ); City of Long Branch (NJ), The Bronx Zoo, Bronx (NY); Village of Great Neck Plaza (NY).

Parking Garage Feasibility Studies: New Street Deck, Paterson Street Garage, Morris Street Garage, and Plum Street Garage in New Brunswick (NJ); Jack Dalton Garage and De Hart Street Garage in Morristown (NJ); Elm Street Parking Garage in New Haven (CT); Morgan Street Parking Garage in Hartford (CT); Mid Core Parking Garage in St. Petersburg (FL); Center Street Park & Ride Garage in Des Moines (IA), and many others.

Hospital and University Parking Studies / Programs: Cold Spring Harbor Laboratory (NY); Nyack Hospital (NY); St. Barnabas Hospital (NY); St. Josephs Regional Medical Center (NJ); Massachusetts Eye & Ear Institute (MA); University of Medicine & Dentistry of New Jersey; Good Samaritan Hospital (NY), Bridgeport Hospital (CT), Westchester County Medical Center (NY); Englewood Hospital (NJ); Stony Brook (NY) University; Marshall University (WV).

Airport Parking Studies / Programs: Trenton Mercer Airport (NJ); Des Moines (IA) International; Bradley International in Windsor Locks (CT); Spokane (WA) International; LaGuardia International (NY); JFK International (NY), Palm Beach (FL) International.

Valuations, Outsourcing, Sale / Lease Transactions: Virginia DOT Park & Rides; Virginia Public University System; Harrisburg (PA) Parking System; Worcester (MA) Parking System; City of Springfield (MA) Parking System; City of St. Petersburg (FL) Parking System; Civic Square Parking Deck in New Brunswick (NJ); Ann-Bank Parking Garage in Morristown (NJ); Enforcement Function Bloomfield (NJ) Parking Authority.

Awards:

NJ Futures - Smart Growth Awards (8 Total): Gateway Transit Village, Heldrich Center, Performing Arts District Redevelopment, New Brunswick; Bloomfield Center Redevelopment; 14 Maple Avenue & Epstein's Redevelopment, Morristown; Pier Village and Broadway Arts Center, Long Branch.

USDOT Award of Honor: Center Street Park & Ride Garage; Des Moines, Iowa

International Parking Institute - Best Design of a Garage over 800 spaces: Ninth & Grand Garage in Des Moines, Iowa

**RESOLUTION NO. 5-23-127
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION IN SUPPORT OF THE 2023 CLICK-IT OR TICKET ENFORCEMENT
GRANT**

WHEREAS there were 585 motor vehicle fatalities in New Jersey in 2020; and

WHEREAS, approximately 60% of adult motor vehicle occupants killed in traffic crashes were not wearing a seat belt; and

WHEREAS, use of a seat belt remains the most effective way to avoid death or serious injury in a motor vehicle crash; and

WHEREAS, the National Highway Traffic Safety Administration estimates that tens of thousands of lives are saved annually in the United States by the use of seat belts; and

WHEREAS, the State of New Jersey will participate in the nationwide Click It or Ticket seat belt mobilization from May 23 - June 5, 2023 in an effort to raise awareness and increase seat belt usage through a combination of high visibility enforcement and public education; and

WHEREAS, the Division of Highway Traffic Safety has set a goal of increasing the seat belt usage rate in the state from the current level of 93.92% to 96%; and

WHEREAS, a further increase in seat belt usage in New Jersey will save lives on our roadways.

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Highland Park, in the County of Middlesex, State of New Jersey declares it's support for the Click It or Ticket seat belt mobilization, both locally and nationally, from May 23 - June 5, 2023 and pledges to increase awareness of the mobilization and the benefits of seat belt use.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, County of Middlesex, State of New Jersey do hereby certify that the above is a true copy of a Resolution adopted by the Mayor and Council of the Borough of Highland Park at its meeting held on May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				
Postelnik				

**RESOLUTION NO. 5-23-128
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION AUTHORIZING WOODBRIDGE AVENUE
DISTRICT ASSESSMENT AND STOREFRONT ACCELERATOR REPORTS
BY STOREFRONT MASTERY**

WHEREAS, the Neighborhood Preservation Program (NPP) Coordinator seeks to compile a set of strategic recommendations to improve the look and feel of the Woodbridge Avenue corridor as a part of the NPP Program; and

WHEREAS, quotes were solicited and received as follows:

Storefront Mastery	\$17,500.00
Looney Ricks Kiss	Not Interested

WHEREAS, the NPP Coordinator has recommended that said services be purchased from Storefront Mastery, Montclair, NJ based on their quote for same and based on their professionalism and quality of work; and

WHEREAS, in accordance with N.J.A.C. 5:30-5.4, adequate funds are available for the provision of these services by Storefront Mastery in Account No. G-02-41-768-200 in an amount not to exceed \$17,500.00, as reflected by the certification of funds by the Chief Financial Officer no. 2023-38.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, as follows:

1. that the NPP Coordinator is hereby authorized and directed to accept the quote for awning design and installation services from Storefront Mastery, Montclair, NJ, at a cost not to exceed of \$17,500.00; and
2. A certified copy of this resolution be forwarded to the NPP Coordinator and the Chief Financial Officer.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, County of Middlesex, State of New Jersey do hereby certify that the above is a true copy of a Resolution adopted by the Mayor and Council of the Borough of Highland Park at its meeting held on May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				
Postelnik				

Revitalizing Woodbridge Avenue with Storefront Mastery's Idea Factory Enhancing Cohesion, Attractiveness, and Business Growth

Borough of Highland Park NJ
March 2023

This project aims to create a more cohesive and attractive district along Woodbridge Avenue by focusing on **three key aspects** of the revitalization process: **Community Building, Experience Creation, and Storytelling**. Storefront Mastery, a creative agency that guides local organizations in enhancing downtown experiences, will work closely with the Borough of Highland Park to achieve these goals.

The three components of the Idea Factory are:

1. **Ideation:**

The Ideation component offers a set of strategic recommendations designed to engage locals in the public space conversation, highlight local human stories, and improve the sidewalk experience. By focusing on the district's assets and potential, this component helps formulate easy-to-implement strategies for small interventions on the built environment. The Idea Factory Report will be produced as a deliverable from this component.

2. **Strategy:**

The Strategy component involves a workshop for business owners and entrepreneurs to rethink their storefronts' interaction with the sidewalk and overall experience. Storefront Mastery's proprietary tools will be provided to participants, and strategies from the Ideation component will be presented to inspire fresh perspectives on their businesses.

3. **Storytelling:**

The Storytelling component creates a framework to help local businesses and property owners tell the district's story. Each participating business owner will receive a custom-crafted design recommendations document in the form of a Storefront Accelerator Report. The goal is to improve storefronts' look and feel and enhance the streetscape's vitality by engaging more effectively with the sidewalk and community.

Deliverables:

1. **Idea Factory Report** (Ideation Component):

An electronic document providing several strategies for creating a unique context to support local small businesses' growth. Recommendations may include branding, tactical interventions, marketing or storytelling aspects, and assistance to entrepreneurs.

2. **Workshop and Handouts** (Strategy Component):

A one-day open coaching session presenting the Idea Factory Report, with proprietary storefront design toolkits distributed to each business.

3. **Storefront Accelerator Report** (Optional Storytelling Component):

A tailored document guiding individual businesses in telling the district's story. This report covers branding, cosmetic design interventions, marketing or storytelling aspects, display design, and staging recommendations, as well as precedents of similar applied ideas.



Terms:

1. **Ideation Component:**
A one-day district tour for data collection, with the Idea Factory Report and presentation of findings delivered during the strategic workshop (held at least four weeks after the initial assessment).
2. **Strategy Component:**
A single-session workshop for local business owners, entrepreneurs, leaders, officials, and the public to discuss best practices and distribute tools for reimagining storefronts as revitalization instruments.
3. **Optional Individual Storefront Accelerator Reports:**
Delivered on a rolling basis starting four weeks after the workshop. Storefront Mastery does not provide finished architectural projects, implementation, project management, or supervision but will remain available to answer questions and clarify doubts during implementation.

A signed work order must be submitted to Storefront Mastery to initiate the process.

Cost:

1. **Idea Factory** (including Workshop, Report, and Materials): **\$6,500.00**, payable in a single invoice upon report delivery and workshop completion.
2. Optional **Storefront Accelerator** Reports: **\$1,000.00** per individual business, invoiced with each report's delivery.

All travel, photography, and related project expenses are included.

Note: Electronic documents will be provided in print-quality format, but to minimize costs and environmental impact, the Borough will be responsible for printing and distributing these materials as needed. This offer is valid for 60 days.

**RESOLUTION NO. 5-23-129
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION AUTHORIZING PURCHASE OF FORD F-250 FOR THE
DEPARTMENT OF PUBLIC WORKS UNDER STATE CONTRACT**

WHEREAS the Department of Public Works requires additional trucks to fulfill their responsibilities; and

WHEREAS, public bids are not required when the purchase is under a State Contract in accordance with N.J.S.A. 40A:11-12 of the Local Public Contracts Law; and

WHEREAS, the Borough desires to purchase a Ford F-250 with Snow Plow Prep Package under State Contract No. 23-FLEET-34922, from Nielsen Fleet, 31 Williams Parkway, East Hanover, NJ 07936, at State contract prices; and

WHEREAS, funds for this purpose are available through the Middlesex County Improvement Authority’s 2021 Pooled Capital Equipment and Improvement Financing Program.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, in the County of Middlesex, State of New Jersey, as follows:

1. The Public Works Superintendent is hereby authorized and directed to purchase said vehicle under State Contract No. 23-FLEET-34922 from Nielsen Fleet, 31 Williams Parkway, East Hanover, NJ 07936, for a total of \$61,990.00, in accordance with the attached quote.
2. Certified copies of this resolution be forwarded to the Borough Administrator, Superintendent of Public Works, and the Chief Financial Officer.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, County of Middlesex, State of New Jersey do hereby certify that the above is a true copy of a Resolution adopted by the Mayor and Council of the Borough of Highland Park at its meeting held on May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				
Postelnik				



NIELSEN FORD

170 Ridgedale Ave.
Morristown, NJ 07960

Quote

To:	From: Brooks Buxton Phone/Fax: (973) 319-7000 884-2650
	Vehicle Pick Up Location Nielsen Fleet 31 Williams Parkway East Hanover, NJ 07936

2023 Ford F-250 (F2B) XL 4WD Reg Cab 8' Box
STATE OF NEW JERSEY
CONTRACT #23-FLEET-34922

Mechanical

Engine: 6.8L 2V DEVCT NA PFI V8 Gas (STD)
Transmission: TorqShift-G 10-Speed Automatic -inc: SelectShift and selectable drive modes: normal, eco, slippery roads, tow/haul and off-road (STD)
3.73 Axle Ratio (STD)
50-State Emissions System
Transmission w/Driver Selectable Mode, SelectShift Sequential Shift Control and Oil Cooler
Electronic Transfer Case

Part-Time Four-Wheel Drive
78-Amp/Hr 750CCA Maintenance-Free Battery w/Run Down Protection
160 Amp Alternator
Class V Towing Equipment -inc: Hitch, Brake Controller and Trailer Sway Trailer Wiring Harness
3820# Maximum Payload
GVWR: 10,000 lb Payload Package
HD Shock Absorbers
Front Anti-Roll Bar
Firm Suspension

Hydraulic Power-Assist Steering
34 Gal. Fuel Tank
Single Stainless Steel Exhaust
Auto Locking Hubs
Front Suspension w/Coil Springs
Solid Axle Rear Suspension w/Leaf Springs
4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake

Exterior

Wheels: 17" Argent Painted Steel -inc: painted hub covers/center ornaments (STD)
Tires: LT245/75Rx17E BSW A/S -inc: Spare may not be the same as road tire (STD)

Regular Box Style
Steel Spare Wheel
Interior cont.

Exterior cont.

Spare Tire Stored Underbody w/Crankdown

Clearcoat Paint
Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
Black Rear Step Bumper

Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Power Heated Side Mirrors w/Convex Spotter, Manual Folding and Turn Signal Indicator
Manual Extendable Trailer Style Mirrors
Fixed Rear Window
Light Tinted Glass
Variable Intermittent Wipers
Aluminum Panels
Black Grille
Tailgate Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Boxside Steps
Autolamp Auto On/Off Aero-Composite Halogen Daytime Running Lights
Preference Setting Headlamps w/Delay-Off
Cargo Lamp w/High Mount Stop Light
Perimeter/Approach Lights

Entertainment
Radio w/Seek-Scan, Clock and Speed Compensated Volume Control
Radio: AM/FM Stereo w/MP3 Player -inc: 4 speakers
Fixed Antenna

SYNC 4 -inc: 8" LCD capacitive touchscreen w/swipe capability, wireless phone connection, cloud connected, AppLink w/app catalog, 911 Assist, Apple CarPlay and Android Auto compatibility and digital owner's manual

2 LCD Monitors In The Front

Interior

4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
Interior cont.

Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer
FordPass Connect 5G Mobile Hotspot Internet Access
Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button
Cruise Control w/Steering Wheel Controls
Manual Air Conditioning
Illuminated Locking Glove Box
Interior Trim -inc: Chrome Interior Accents
Full Cloth Headliner
Urethane Gear Shifter Material
HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar

Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
Full Overhead Console w/Storage and 2 12V DC Power Outlets
Front Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Pickup Cargo Box Lights

Smart Device Remote Engine Start
Instrument Panel Covered Bin and Dashboard Storage

Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
Delayed Accessory Power

Power Door Locks

Systems Monitor
Trip Computer

Outside Temp Gauge
Digital/Analog Appearance
Seats w/Vinyl Back Material
Manual Adjustable Front Head Restraints
Securilock Anti-Theft Ignition (pats) Immobilizer
2 12V DC Power Outlets
Air Filtration

Safety-Mechanical

AdvanceTrac w/Roll Stability Control Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control

Safety-Exterior

Side Impact Beams

Safety-Interior

Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Tire Specific Low Tire Pressure Warning

Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch
Safety Canopy System Curtain 1st Row Airbags

Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters
Back-Up Camera



NIELSEN FORD

170 Ridgedale Ave.
Morristown, NJ 07960

Quote

2023 Ford F-250 (F2B) XL 4WD Reg Cab 8' Box
STATE OF NEW JERSEY
CONTRACT # 23-FLEET-34922

BASE PRICE \$ 44,538.00

Options for F250

X3E	3.73 Axle Ratio w/Electronic Locking Rear Axle	\$	430.00
66S	Upfitter Switches (6)	\$	165.00
17Z	XL Off-Road Package Incl: Transfer Case & Fuel Tank Skid Plates	\$	995.00
67E	250 Amp Alternators	\$	115.00
592	LED Roof Clearance Lights	\$	95.00
473	Snow Plow Prep Package	\$	250.00
	NJ State Contract Discount (10% Off Factory MSRP Options)	\$	(205.00)
	Timbrens in Front	\$	490.00
	Trailer Plug Installed	\$	225.00
	Western 8' Pro Plus Snow Plow	\$	6,850.00
	Spray-In Bedliner	\$	625.00
	Back Up Alarm	\$	185.00
	Vehicle Undercoating	\$	550.00
	Dome Light	\$	190.00
	Back Rack	\$	505.00
	Black Side Steps/Nerf Bars	\$	495.00
	Amber Strobe Light Mounted to Back Rack	\$	445.00
	(2) LED Scene/Work Lights Mounted to Back Rack	\$	595.00
	(2) LED Scene/Work Lights Mounted Under Rear Bumper	\$	595.00
	(4) Corner Amber LEDs	\$	875.00
	2" Ball and Pintle	\$	385.00
	DOT Safety Kit, 1st Aid Kit, Fire Extinguisher & Safety Triangles	\$	295.00
	Continental Exclusionary Heavy Duty Truck Extended Warranty 6 year/100K miles \$0 Deductible	\$	2,302.00

Option Total \$ 17,452.00

Budget Total \$ 61,990.00

Quote is good for 60 Days

Date: 3/29/2023

**RESOLUTION 5-23-130
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION AUTHORIZING AMENDMENT TO ANNUAL SALARY RESOLUTION

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the annual Salary Resolution No. 01-23-20, which was adopted on January 21, 2023, showing the names, titles and salaries of the officers and employees of the Borough of Highland Park, is amended as follows:

- Claudia Hawse, Summer Camp Director, \$6,500.00 Annually, Effective 4/11/2023
- Roland Sams, Police Officer \$69,625.00 Annually, Effective 3/16/2023
- Jonathan Laraj, Police Officer \$44,449.00 Annually, Effective 05/01/2023
- Roshan Lath, Head Camp Counselor, \$17.00 Hourly, Effective 06/01/2023
- Paola Grolli Cole, Asst. Camp Director, \$21.00 Hourly, Effective 05/03/2023
- Michael Cedarbaum, Head Counselor, \$17.00 Hourly, Effective 06/01/2023
- Jeffrey Cheng, Head Counselor, \$17.00 Hourly, Effective 06/01/2023
- Michael Bobish, Library Director, \$115,000.00 Annually, Effective 05/08/2023

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby directed to make the necessary changes in the payroll records of the Finance Department in accordance with the changes established by this resolution.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				

**RESOLUTION NO. 5-23-131
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION TO APPOINT HOUSING AUTHORITY MEMBER – RITA POLOS

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following shall be and are hereby appointed to serve as members of the Highland Park Housing Authority for a term to expire as indicated:

Rita Polos

unexpired term December 31, 2026

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				
Postelnik				

**RESOLUTION NO. 5-23-132
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION TO APPROVE INCREASE TO PURCHASE ORDER FOR
J. FLETCHER CREAMER & SON FOR EMERGENCY WATER/SEWER REPAIRS**

WHEREAS, pursuant to Resolution No. 7-22-172 adopted by the Borough Council on July 5, 2022, J. Fletcher Creamer & Son, was awarded a contract extension for emergency water/sewer repairs for 2022-2023; and

WHEREAS, a Blanket Purchase Order was generated for 2022, Purchase Order No. 22-01169, in the amount of \$192,311.91; and

WHEREAS, it is necessary to increase the Blanket Purchase Order by \$30,000.00; and

WHEREAS, funds for this purpose are available in Water & Sewer Fund Account No. 2-05-55-500-423, in an amount not to exceed \$50,000.00, as reflected by the certification of funds by the Chief Financial Officer no. 2023-39.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, as follows:

1. Purchase Order No. 22-01169 be increased from \$192,311.91 to \$242,311.91.
2. A certified copy of this resolution be forwarded to the Chief Financial Officer and the Superintendent of Public Works and Public Utilities.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, County of Middlesex, State of New Jersey do hereby certify that the above is a true copy of a Resolution adopted by the Mayor and Council of the Borough of Highland Park at its meeting held on May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				
Postelnik				

**RESOLUTION NO. 5-23-133
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLAND PARK, COUNTY OF MIDDLESEX, NEW JERSEY, AUTHORIZING THE EXECUTION OF A LICENSE AGREEMENT WITH NASSAU WOOD INDUSTRIES FOR USE OF THE PARKING LOT AT THE FORMER STOP AND SHOP

WHEREAS, the Borough of Highland Park is a public body corporate and politic of the State of New Jersey (the “**Borough**” or “**Licensee**”); and

WHEREAS, Nassau Wood Industries (the “**Licensor**” or “**Owner**”) owns or controls Block 3002, Lots 3, 4, 5, 6, 8, 30, and 37 in the Borough of Highland Park (the “**Property**”), which is the site of the former Stop and Shop; and

WHEREAS, the Borough is seeking temporary use of the parking lot on the Property (the “**Parking Area**”), for parking for Borough residents and visitors and to create community space for residents and visitors and to periodically hold community programs and events; and

WHEREAS, the Owner has agreed to grant the Borough access to the Parking Area in order for the Borough to commence these activities; and

WHEREAS, the Owner represents that this Agreement will not conflict with any other agreements related to the Property,

WHEREAS, Borough wishes to enter into a license agreement (the “**License Agreement**”), attached hereto as *Exhibit A*, with the Owner for the use of the Parking Area under the terms and conditions set forth therein,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park as follows:

Section 1. Generally. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. Execution of License Agreement. The Borough Council hereby authorizes the Borough Administrator to execute the License Agreement, attached hereto as *Exhibit A*.

Section 3. Severability. If any part of this Resolution shall be deemed invalid, such parts shall be severed and the invalidity thereby shall not affect the remaining parts of this Resolution.

Section 4. Availability of the Resolution. A copy of this Resolution shall be available for public inspection at the office of the Borough Clerk.

Section 5. Effective Date. This Resolution shall take effect immediately.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				

Exhibit A

LICENSE AGREEMENT

This License Agreement (the “**Agreement**”) is made as of the date of last execution (the “**Effective Date**”) between the **BOROUGH OF HIGHLAND PARK** (“**Licensee**” or “**Borough**”), a body corporate and politic of the State of New Jersey, having offices at 221 South 5th Avenue, Highland Park, New Jersey 08904, and **NASSAU WOOD INDUSTRIES** (“**Licensor**” or “**Owner**”), a Limited Partnership, with an address of /200 Palafox Place, Pensacola, Florida 32502, (each individually a “**Party**” and collectively the “**Parties**”).

WHEREAS, the Owner owns or controls certain real property in Middlesex County, New Jersey, Block 3002, Lots 3, 4, 5, 6, 8, 30, and 37 in the Borough of Highland Park (the “**Property**”); and

WHEREAS, the Borough is seeking temporary use of the parking lot on the Property (the “**Parking Area**”) for parking for Borough residents and visitors and to create community space for residents and visitors and to periodically hold community programs and events; and

WHEREAS, the Owner has agreed to grant the Borough access to the Parking Area in order for the Borough to commence these activities; and

WHEREAS, the Parking Area is further described in **Exhibit A**; and

WHEREAS, the Owner represents that this Agreement will not conflict with any other agreements related to the Property,

NOW THEREFORE, for good and valuable consideration and the mutual promises and covenants contained herein, the sufficiency and receipt of which are hereby acknowledged, the Parties agree as follows:

1. **Recitals**. The foregoing recitals are incorporated herein as if set forth at length.
2. **Term**. This Agreement shall commence on the Effective Date and terminate no later than one (1) year thereafter or upon the termination of this Agreement by either Party, which termination can be made for any reason or no reason at all, upon thirty (30) calendar days advance written notice to the other Party.
3. **Payment by the Borough**. In exchange for the access provided by this Agreement, the Borough agrees to pay Owner the sum of \$10.00 per month, which payment shall be made before the fifth day of each month of the Term. The first monthly payment shall be due on the Effective Date and the monthly payment shall be pro-rated for the first and last month of the Agreement.
4. **Activities**. The Borough shall have the right to use Parking Area for Borough parking for residents and visitors and to conduct various community programs and events. The Borough shall have the right to close entrance/exits and driveways into/out of the Parking Area off of Raritan Avenue at its discretion. The Borough shall also have the right to close off the Parking

Area for vehicle parking during community programs and events. The Borough will establish a covered seating area in the parking aisle along the Raritan Avenue frontage, similar to what was installed at the Farmers' Market parking lot near 212 Raritan Avenue. The seating and covered area will be removable and meet all safety and code standards.

5. **Right of Entry.** The Owner hereby grants the Borough including its employees, subcontractors and agents, as well as residents and visitors of the Borough, a limited, non-exclusive, non-transferable, non-assignable, revocable license to enter the Property, at the Borough's sole cost and expense and discretion, for the purposes set forth in Section 4 hereof. The access provided by this Agreement does not create any interest in, title, right of possession of the Property, or any rights as a tenant by the Borough.

6. **Maintenance.** The Borough will be responsible maintenance in the Parking Area during the term of the Agreement, to include snow removal, litter removal, and pothole repair.

7. **Lights.** The Owner agrees to maintain all light poles in the Parking Area, which shall be illuminated from Dusk until Dawn to promote safety in the Parking Area, but the Borough will be responsible to reimburse the Owner for the cost of the electricity to maintain such illumination.

8. **Insurance.** As a condition to entry onto the Parking Area, the Borough shall provide and maintain, at its sole cost and expense, commercial general liability insurance with combined single limit coverage of One Million Dollars (\$1,000,000) during the Term of this Agreement. The Borough shall include Owner as an additional insured on the Borough's liability insurance policy and provide Owner with an insurance certificate prior to the Effective Date.

9. **Indemnification.** The Borough shall save and hold harmless, protect, and indemnify the Owner, and their respective employees, directors, officers, contractors, subcontractors and licensees (collectively, the "**Indemnified Parties**") from and against any and all liabilities, obligations, damages, penalties, claims of any kinds, causes of action, costs, charges and expenses, including attorney's fees (collectively, the "**Claims**"), which may be imposed upon or incurred by or served against the Indemnified Parties by reason of any occurrence or accident arising out of the use of the Parking Area by the Borough, its employees, agents, or any member of the general public whether using the Licensor Property for the purpose set forth herein, or otherwise.

10. **Entire Agreement.** This Agreement constitutes the entire Agreement concerning the subject matter hereof and supersedes any and all prior representations, understandings, and agreements between the Borough and the Owner with respect to such subject matter. If there is a conflict between and among this Agreement and any other documents or representations, this Agreement shall be the final expression of the Borough's and the Owner's intent with respect to the Work. Any amendment to this Agreement shall be in writing and signed by both Parties.

11. **Assignment.** This Agreement may only be assigned with the written consent of the Parties, which shall not be unreasonably withheld, as to an assignment sought by Owner.

However, Owner may withhold consent of an assignment sought by the Borough for any reason or no reason.

12. **Notices.** Notices, other than a notice of default under this Agreement, shall be given by U.S. Mail and shall be simultaneously sent by e-mail. Notices of default shall be served by UPS or Federal Express and shall be simultaneously sent by email. Notice to each Party shall be as follows:

If to the Borough:

Borough of Highland Park
221 South 5th Avenue
Highland Park, New Jersey 08904
Attn: Teri Jover
Tel. No.: (732) 819-3789
E-mail: tjover@hpboro.com

with a copy to:

McManimon, Scotland & Baumann, LLC
75 Livingston Avenue, 2nd Floor
Roseland, New Jersey 07068
Attn: Joseph P. Baumann, Esq.
Tel. No. 973-622-5259
E-mail: jbaumann@msbnj.com

If to the Owner:

Nassau Wood Industries, LP
200 Palafox Place
Pensacola, Florida 32502
Attn: [_____]
Tel: [_____]
E-mail: [_____]

13. **Governing Law and Jurisdiction.** The Parties agree that this Agreement shall be governed by and interpreted according to the laws of the State of New Jersey, without reference to the choice of law principles thereof. Each of the Parties hereto irrevocably submits to the jurisdiction of the Superior Court of New Jersey, Middlesex County, for the purpose of any suit, action, proceeding or judgment relating to or arising out of this Agreement and the transactions contemplated thereby and to the laying of venue in such Court. Each Party hereto irrevocably waives any objection to the laying of venue or that any such action or proceeding brought in said Court has been brought in an inconvenient forum

14. **Waiver.** No waiver by a party of a breach of any of the terms, covenants or conditions of this Agreement will be construed or held to be a waiver of any succeeding or preceding breach of the same or any other term, covenant or condition herein contained. The

consent or approval by a party to or of any act by the other requiring consent or approval does not waive or render unnecessary the consent or approval to or of any subsequent similar acts.

15. **Severability.** In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein, provided, however, that this Agreement shall be null and void in the event the provisions held illegal, invalid, or unenforceable would eliminate the Borough's indemnification (para. 9) of the Owner, or the Borough's obligation to provide insurance (para. 8) and to maintain the Parking Area (para. 6).

16. **Legal Authority.** The individuals who have executed this Agreement on behalf of the respective Parties expressly represent and warrant that (a) they are authorized to sign on behalf of such Party for the purpose of duly binding such Party to this Agreement and (b) the rights and obligations hereunder are valid, binding, and enforceable. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their respective successors and permitted assigns.

17. **Counterparts.** This Agreement may be executed in any number of counterparts, and each such counterpart shall, for all purposes, be deemed an original instrument, but all such counterparts together shall constitute but one and the same Agreement. Facsimile and electronic mail (in Portable Document Format "PDF") signatures of the undersigned Parties shall have the same force and effect as original signatures.

REST OF PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date hereinbefore first indicated.

THE BOROUGH OF HIGHLAND PARK

By: _____

Name:

Title:

Date:

NASSAU WOOD INDUSTRIES LP

By: _____

Name: David Landa

Title:

Date:

EXHIBIT A
Parking Area Description



**RESOLUTION NO. 5-23-134
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION AUTHORIZING APPROVAL OF BILLS LIST

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that all claims presented prior to this meeting as shown on a detailed list prepared by the Borough Treasurer, and which have been submitted and approved in accordance with Highland Park Ordinance No. 1004, shall be and the same are hereby approved; and

BE IT FURTHER RESOLVED that the Borough Clerk shall include in the minutes of this meeting a statement as to all such claims approved as shown in a Bills List Journal in accordance with said Ordinance.

The bills approved for payment at this meeting, Bills List 5/2/2023 can be found in the Bills List Journal Book No. 43.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				
Postelnik				

**RESOLUTION NO. 5-23-135
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Borough Council is of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, in the County of Middlesex, State of New Jersey, as follows:

1. The public shall be excluded from the closed session at close of tonight’s open session.

2. The general nature of the subject matter to be discussed is as follows:

Executive Session: Litigation: JSM v Borough of Highland Park; Litigation: Moore v Highland Park

3. It is anticipated at this time that the above stated subject matter will be made public when these matters are resolved or as soon thereafter as it is deemed to be in the public interest to do so.

4. This Resolution shall take effect immediately.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on May 2, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
George				
Hale				
Hersh				
Kim-Chohan				
Postelnik				