City of Clifton
City Council
Regular Meeting Agenda
July 15, 2025
6:30 PM

WORK SESSION

I. PRESENTATION / HEARING / CONFERENCE APPEARANCE(S)

II. ACTION ITEMS

A-	1	Chief Financial Officer Recommends Adoption of 2025 Temporary Budget Emergency Increases in Both the Municipal Budget and the Sewer Utility Budget R362-25, R363-25)
A-	2	Authorization to Approve the Tax Collector to Lien Properties and Bill Property Owners and Collect for Reimbursement of Expenditures Made by City of Clifton for Emergency Order Clean-ups (R364-25)
A-	3	Culvert Replacement, Weasel Brook – Section 7 - City Engineer Recommends Approval of Change Order #1 & Final, Final Payment and Close Out to State Line Construction Co. (R369-25, R370-25)
A-	4	Authorization to Advertise the Request for Proposals by the way of Competitive Contracting for Grant Consulting and Public Relations Consulting Services (R371-25)
A-	5	Authorization to Approve the Purchase of Equipment for the Third River De-Snagging off Bergen County Cooperative Contract (R373-25)
A-	6	Authorization to Approve the Endorsement of the Housing Element and Fair Share Plan to the City of Clifton's Master Plan Previously Adopted by the City Planning Board (R376-25)
A-	7	Authorization to Reappoint a Chief Municipal Court Judge for a Period of Three Years Commencing September 1, 2025 (R377-25)
A-	8	Authorization to Appoint an Alternate Tenant Member and a Public Member to the Rent Leveling Board Committee (R378-25)
A-	9	Authorization to Approve the Renewal of Limousine License for Time Limousine, LLC (R379-25)
A-	10	Authorization to Renewal of Entertainment License for Sportszone Bar & Grill (R380-25)
A-	11	Authorization to Approve Peruvian Parade, Inc to Hold a Festival After Parade at Main Memorial Park on July 27, 2025
A-	12	Approval of Film Permit Waivers for Biscuit Filmworks, LLC (BetMGM

		Commercial) at Rutt's Hut on July 21-22, 2025
A-	13	Approval of Film Permit Waivers for Camp Blood Productions Movie at Rutt's Hut on August 5 & August 8, 2025
A-	14	Authorization to Approve a Request for BRAKING AIDS Bicycle Ride Through Clifton on September 14, 2025
A-	15	Authorization to Approve the Submission of Grant Application from the City of Clifton Health Department and the New Jersey Department of Health for the Strengthening Local Public Health Capacity 2025-2026 (R387-25)
A-	16	Authorization to Approve the Health Department to Apply for a 2025-2026 Childhood Lead Exposure Prevention Sub-Awardee Grant from the Passaic County Department of Health (R388-25)
A-	17	Authorization to Approve the Locations of Five (5) New Wayfinding Signs Entering the Downtown Clifton Area
A-	18	Approval of a Storage Pod at 56 Lorrie Lane from 7/15 - 7/31
A-	19	Authorization to Approve a Request to Hold a Gathering at the City's 9/11 Garden from 5:30pm - 7:30pm on September 11, 2025
A-	20	Authorization to Approve an Ad Journal for Central of Polish Organization
A-	21	Authorization to Award Contract to CME Associates for General Professional Engineering Services (R389-25)
A-	22	Late Item - Authorization to Approve the Adoption of a Prototypical Service Agreement with Empower (R391-25)

III. DISCUSSION ITEMS/NEW BUSINESS

D-	1	Limit the Time Allowed for Questions to Two Minutes During Action Items (AL)
D-	2	Requesting Department Heads to be Available During Workshop Portion of Meeting from 6:30pm-7:30pm (GD)
D-	3	Authorization to Approve a Request to Establish the Title "Network Administrator 1" (Title Code: 10328) in the Police Department
D-	4	ATV Ordinance
D-	5	Emergency Orders Regarding Property Maintenance
D-	6	Landscape Permits/Dumping Fees
D-	7	Entertainment License Ordinance Proposed Amendment

IV. COUNCIL MAIL

CM-	1	Adjustment to Public Bidding Threshold

V. CONFIDENTIAL ITEMS / CLOSED SESSION

CON-1	Litigation/Pending Litigation- to be discussed
CON-2	Personnel/Professionals - to be discussed
CON-3	Contracts/Agreements - to be discussed

REGULAR MEETING

I. CALL TO ORDER / ROLL CALL / INVOCATION / PLEDGE TO THE FLAG

Pastor Eric Farrar - Hope Reformed Church

II. PUBLIC HEARING

Notice of Public Hearing and Public Display City of Clifton, NJ Five Year Consolidated Plan for PY 2025-2029, PY 2025 Annual Action Plan and Citizens Participation Plan Community Development Block Grant Program

III. PRESENTATION

Proclamation Congratulating the Clifton Colts 10U Blue Baseball Team

Proclamation Congratulating The Theater League of Clifton on their 20th Anniversary

Councilwoman Pino ~ Presentation for the Independence Day Celebration

IV. APPROVAL OF MINUTES

Approval of Special Meeting Minutes - Allwood Road for June 24, 2025

Approval of Workshop Meeting Minutes of July 1, 2025

Approval of Regular Meeting Minutes of July 1, 2025

Approval of Executive Meeting Minutes for July 1, 2025

Approval of Special Budget Meeting Minutes of July 7, 2025

V. COMMUNICATIONS FROM THE CITY MANAGER

C-	1	Barbara Luzniak, Human Services, retired from her position Public Health Nurse Supervisor, effective July 1, 2025. (R381-25)
C-	2	Paul Longendyck, Manager, retired from his position of Clerk 1, effective July 1, 2025. (R382-25)
C-	3	Matthew Priore, Law, retired his position of Municipal Attorney, effective July 1, 2025. (R383-25)
C-	4	Debra Cervini, Public Safety, retired from her position as Legal Stenographer, effective July 1, 2025. (R384-25)
C-	5	Frank Yodice, Public Safety, retired from his position as a Fire Lieutenant, effective July 1, 2025. (R385-25)
C-	6	Michele Butler, Manager, retired from her position of Deputy Municipal Clerk, effective July 1, 2025. (R386-25)
C-	7	Julian Szetela, Public Works, Truck Driver Heavy, hired effective July 1, 2025 at $43,000.00 annually.
C-	8	Justin Cabrera, Public Safety, resigned from his position of Public Safety Telecommunicator, effective July 3, 2025.
C-	9	Ranmi Miyazawa, Human Services, Promoted to Public Health Nurse Supervisor, at $82,000.00 annually, effective July 1, 2025

VI. COMMUNICATIONS - MEETING MINUTES

C-	10	Meeting Minutes of the Advisory Board of Recreation on May 19, 2025
C-	11	Meeting Minutes of Passaic Valley Water Commission on May 21, 2025

C- 12 Meeting Minutes of North Jersey District Water Supply Commission on May 28, 2025

C- 13 Meeting Minutes of Advisory Committee on Civil Rights on May 29, 2025

VII. ORDINANCE - SECOND READING

O- 8005-25 An Ordinance to Amend, Revise, and Supplement Chapter 439 of the Code of the City of Clifton, Entitled "Traffic and Vehicles," More Particularly Section 439-13 Thereof, Entitled "Parking Prohibited at all Times on Certain Streets" (Prohibits Parking on the North Side of Underwood Place)

O- 8006-25 An Ordinance to Amend Chapter 439 of the Code of the City of Clifton, Entitled "Traffic and Vehicles," More Particularly Section 439-13 Thereof, Entitled "Parking Prohibited at all Times on Certain Streets" (Prohibits Parking on the South Side of Crooks Avenue)

O- 8007-25 An Ordinance Authorizing a Special Emergency Appropriation N.J.S.A.40:4-53 Funding for the Engagement of Special Consultants for a City-Wide Revaluation

O- 8008-25 An Ordinance to Amend, Revise and Supplement Chapter 99 of he Code of the City of Clifton, Entitled "Salaries and Compensation", More Particularly Article VI Thereof, Entitled "Confidential Officials and Employees," Section 99-34, Entitled "Minimum and Maximum Salaries Fixed" (Amends Compensation for Full Time Municipal Attorney Position)

O- 8009-25 An Ordinance to Amend, Revise, and Supplement Chapter 99 of the Code of the City of Clifton Entitled "Salaries and Compensation" at Article VI "Confidential Officials and Employees" at Section 99-44 "Minimum Working Hours" (Creates Full Time Position for the Municipal Attorney)

VIII. ORDINANCE - FIRST READING

O- 8010-25 An Ordinance to Amend, Revise and Supplement Chapter 439 of the Code of Clifton, Entitled "Vehicles and Traffic", More Particularly Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" (Deletes 3 Restricted Handicapped Spaces)

O- 8011-25 An Ordinance to Amend, Revise and Supplement Chapter 439 of the Code of the City of Clifton, Entitled "Vehicles and Traffic, More Particular;y Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" (Amends Handicapped Parking Placard Numbers)

O- 8012-25 An Ordinance to Amend, Revise and Supplement Chapter 439 of the Code of Clifton, Entitled "Vehicles and Traffic", More Particularly Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" (Adds 9 Restricted Handicapped Spaces)

IX. FLOOR TO MEMBERS OF THE PUBLIC

X. CITY MANAGER PRIVILEGE/Respond to Public Questions

XI. COMMITTEE REPORTS

XII. COUNCIL PRIVILEGE

XIII. RESOLUTIONS

R 361-25 Resolution: Approve Claims List Resolution for the July 15, 2025, City Council

		Meeting
R	362-25	Resolution - 2025 Sewer Utility Temporary Budget Increase #3
R	363-25	Resolution - 2025 Municipal Temporary Budget Increase #3 - Current Fund
R	364-25	Resolution Authorizing Tax Collector to Lien Properties and Bill Property Owners and Collect for Reimbursement of Expenditures Made by City of Clifton for Emergency Order Clean-ups
R	365-25	Resolution Reclassification of Payments
R	366-25	Resolution Closing and Cancelling Outstanding Trust Account Balance - Housing
R	367-25	Resolution Closing and Cancelling Outstanding Trust Fund Account Balance - Revolving Loan
R	368-25	Resolution to Award Contract to Appraisal Systems, Inc. in Accordance with Competitive Contracting Process for Revaluation of Real and Commercial Properties within the City of Clifton
R	369-25	Final Payment Culvert Replacement, Weasel Brook - Section 7 State Line Construction Co., Inc.
R	370-25	Resolution Authorizing the Issuance of Change Order No. 1 and Final Culvert Replacement, Weasel Brook - Section 7
R	371-25	Resolution Authorizing Request for Proposals by way of Competitive Contracting for Grant Consulting and Public Relations Consulting Services
R	372-25	Resolution Rejecting Bids for City Hall Fueling Station Improvements
R	373-25	Resolution Authorizing the Purchase of Equipment for the Third River De-Snagging off Bergen County Cooperative Contract
R	374-25	Resolution Approving Developer Agreement Between the City of Clifton and I.R. Property Management, LLC
R	375-25	Resolution Approving Developer Agreement Between the City of Clifton and 429 Piaget, LLC
R	376-25	Resolution Endorsing the Housing Element and Fair Share Plan to the City of Clifton's Master Plan Previously Adopted by the City Planning Board
R	377-25	Resolution Reappointing a Chief Municipal Court Judge for a Period of Three Years Commencing September 1, 2025
R	378-25	Resolution to Appoint An Alternate Tenant Member and a Public Member to the Rent Leveling Board Committee
R	379-25	Resolution Authorizing Limousine License Renewal for Time Limousine, LLC
R	380-25	Resolution Approving Renewal of Entertainment License for Sportszone Bar & Grill
R	381-25	Resolution of Congratulations Upon Retirement - Public Health Nurse Supervisor Barbara Luzniak
R	382-25	Resolution of Congratulations Upon Retirement - Clerk 1 Paul Logendyck
R	383-25	Resolution of Congratulations Upon Retirement - Municipal Attorney Matthew Priore
R	384-25	Resolution of Congratulations Upon Retirement - Legal Stenographer Debra

Cervini

R	385-25	Resolution of Congratulations Upon Retirement - Fire Lieutenant Frank Yodice
R	386-25	Resolution of Congratulations Upon Retirement - Deputy Municipal Clerk Michele Butler
R	387-25	Resolution Authorizing Submission of Grant Application from the City of Clifton Health Department and the New Jersey Department of Health for the Strengthening Local Public Health Capacity 2025-2026
R	388-25	Resolution of the City of Clifton Authorizing the Health Department to Apply for a 2025-2026 Childhood Lead Exposure Prevention Sub-Awardee Grant from the Passaic County Department of Health
R	389-25	Resolution to Award Contract to CME Associates for General Professional Engineering Services
R	390-25	Resolution Authorizing Executive Session
R	391-25	Late Item - Resolution Adopting a Prototypical Service Agreement with Empower

XIV. LICENSES

L-	1	Be Nice Cafe
L-	2	Honeybees N Nuts
L-	3	Dosas by Kashan
L-	4	Shallal Restaurant and Cafe
L-	5	Yorem Pide
L-	6	World of Knowledge Learning Center, The
L-	7	D & G Grocery

ITEM NUMBER: A- 1

ITEM NAME: Chief Financial Officer Recommends Adoption of 2025 Temporary Budget Emergency Increases in Both the Municipal Budget and the Sewer Utility Budget R362-25, R363-25)

RECOMMENDATION: Approve

SUMMARY:

To: Gary DeMarzo, City Manager
CC: Mayor and City Council
On the City Council Meeting Agenda for this evening are two Temporary Budget Increase Resolutions for City Council approval.
These two resolutions are necessary to first fund salary lines and secondly other operating expenses in the 2025 Temporary Municipal Budget and the 2025 Temporary Sewer Utility Budget through July. The initial temporary budget funding needs additional funds to keep City Departments operational.
Thank you,
Joseph Kunz, Chief Financial Officer

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: A- 2

ITEM NAME: Authorization to Approve the Tax Collector to Lien Properties and Bill Property Owners and Collect for Reimbursement of Expenditures Made by City of Clifton for Emergency Order Clean-ups (R364-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	7/9/2025	Cover Memo

OFFICE OF THE TAX COLLECTOR

900 Clifton Avenue, Clifton, NJ – 07013

Telephone: 973-470-5837 Fax 973-471-9336

Email: taxcollector@cliftonnj.org

Interoffice Memorandum

Date: **July 11, 2025**

To: **Mayor and Council**

Cc: **Gary DeMarzo, City Manager**

From: **Sanjana S. Parab, Tax Collector**

Subject: **Emergency orders for various properties**

The emergency orders documentation and memorandum from Zoning department received for 4 properties are included for review. $100.00 administrative fee added to each property.

MEMO

Date: July 8, 2025

To: Tax Department

From: Zoning Department

Re: Emergency orders for various properties

Please prepare the resolution to lien the following properties for these emergency orders

1. 7 Luisser St. – Blk: 55.04 Lot: 38 – Invoice #939103 $375.00
2. 585 Mt. Prospect Ave. – Blk: 65.06 Lot: 35 – Invoice #939104 $600.00
3. 217 Rutherford Blvd. – Blk: 60.11 Lot: 2 – Invoice #939102 $400.00
4. 1150 Rte 46 – Blk: 44.09 Lot: 1 – Invoice #939105 $900.00

Thank you

City of Clifton

900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

TEL: (973) 470-5808
www.cliftonnj.org

Brian Rodgers
Zoning/Housing Officer

June 9, 2025

Via USPS Regular Mail Certified
Mail Return Receipt Requested

Luisser Street Holding LLC
1140 Crescent Way
Fort Lee, NJ 07024

RE: Block: 55.04– Lot: 38

EMERGENCY ORDER

An emergency exists at the premises known as **7 Luisser St.**, which affects the public health, safety and welfare. It is ORDERED, therefore, that:

** PROPERTY REQUIRES CLEAN-UP / Overgrowth

- There is high grass that must be cut.

273-11 J – Safety and sanitary maintenance requirements.

Every building, dwelling and dwelling unit and all other areas of the premises shall be clean and free from garbage or rubbish and other hazards to safety. Lawns, hedges and bushes shall be kept trimmed and shall not be permitted to become overgrown and unsightly. Brush, weeds, uncut grass and/or obnoxious growths shall not exceed six inches in height

All work must be completed within 10 days after receipt of this letter.

In the event that you fail to abate the aforesaid hazards within 10 days from the date receipt of this letter, the City of Clifton will authorize all necessary work to be done and for a lien to be filed against the premises for the costs of the same.

If you have any questions about this Order, please call Inspector **Michael Mucci** in the Housing Department at **973-265-1557**.

Date 6/10/25

Gary DeMarzo, City Manager

939103

CUSTOMER'S ORDER NO. | DATE 7/5/25

NAME Michael Zhitnicki

ADDRESS 44 Springdale CT

CITY, STATE, ZIP Clifton, NJ 07013

SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	MDSE. RETD.	PAID OUT

QUAN.	DESCRIPTION	PRICE	AMOUNT
1	7 Lussier St		
2			
3	Cut weeds		
4			
5	Backyard only		37.00
6			
7			
8			
9			
10			
11	Total		375.00
12			

RECEIVED BY

KEEP THIS SLIP FOR REFERENCE

City of Clifton

900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

TEL.: (973) 470-5808
www.cliftonnj.org

Brian Rodgers
Zoning/Housing Officer

June 19th, 2025

Via USPS Regular Mail Certified
Mail Return Receipt Requested

Romero, Edwin M. WF
585 Mt Prospect Ave
Clifton, NJ 07012

RE: Block: 65.06 – Lot: 35

EMERGENCY ORDER

An emergency exists at the premises known as **585 Mt Prospect Ave**, which affects public health, safety, and welfare. It is ORDERED, therefore, that:

** PROPERTY REQUIRES CLEAN-UP / Overgrowth

273-11 J – Safety and sanitary maintenance requirements.

Every building, dwelling and dwelling unit and all other areas of the premises shall be clean and free from garbage or rubbish and other hazards to safety. Lawns, hedges, and bushes shall be kept trimmed and shall not be permitted to become overgrown and unsightly. Brush, weeds, uncut grass, and/or obnoxious growths shall not exceed six inches in height.

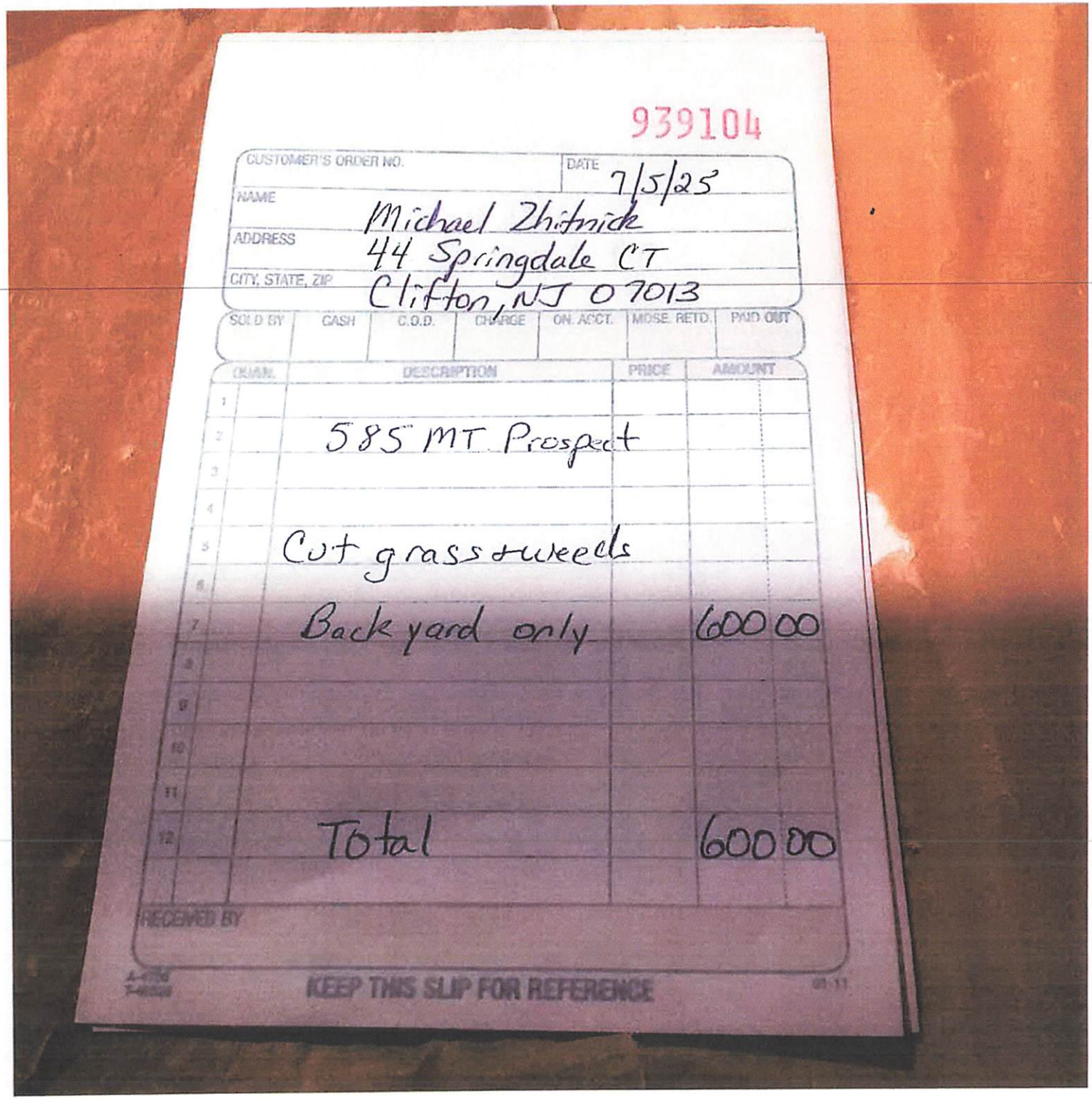
All work must be completed within 10 days after receiving this letter.

In the event that you fail to abate the aforesaid hazards within 10 days from the date receipt of this letter, the City of Clifton will authorize all necessary work to be done and for a lien to be filed against the premises for the costs of the same.

If you have any questions about this Order, please call Inspector **Michael Mucci** in the Housing Department at **973-265-1557**.

Date 6/19/25

Gary DeMarzo, City Manager



939104

CUSTOMER'S ORDER NO. | DATE 7/5/25

NAME Michael Zhitnick

ADDRESS 44 Springdale CT

CITY, STATE, ZIP Clifton, NJ 07013

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RETD.	PAID OUT

QUAN.	DESCRIPTION	PRICE	AMOUNT
1			
2	585 MT Prospect		
3			
4			
5	Cut grass + weeds		
6			
7	Backyard only		600 00
8			
9			
10			
11			
12	Total		600 00

RECEIVED BY

KEEP THIS SLIP FOR REFERENCE

City of Clifton

900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

TEL: (973) 470-5808
www.cliftonnj.org

Brian Rodgers
Zoning/Housing Officer

June 11, 2025

Via USPS Regular Mail Certified
Mail Return Receipt Requested

217 Rutherford City LLC
217 Rutherford Blvd.
Clifton, NJ 07014

RE: Block: 60.11 – Lot: 2

EMERGENCY ORDER

An emergency exists at the premises known as **217 Rutherford Blvd.**, which affects public health, safety, and welfare. It is ORDERED, therefore, that:

** PROPERTY REQUIRES CLEAN-UP / Overgrowth

- There is overgrown grass and overgrowth.

273-11 J – Safety and sanitary maintenance requirements.

Every building, dwelling and dwelling unit and all other areas of the premises shall be clean and free from garbage or rubbish and other hazards to safety. Lawns, hedges, and bushes shall be kept trimmed and shall not be permitted to become overgrown and unsightly. Brush, weeds, uncut grass, and/or obnoxious growths shall not exceed six inches in height.

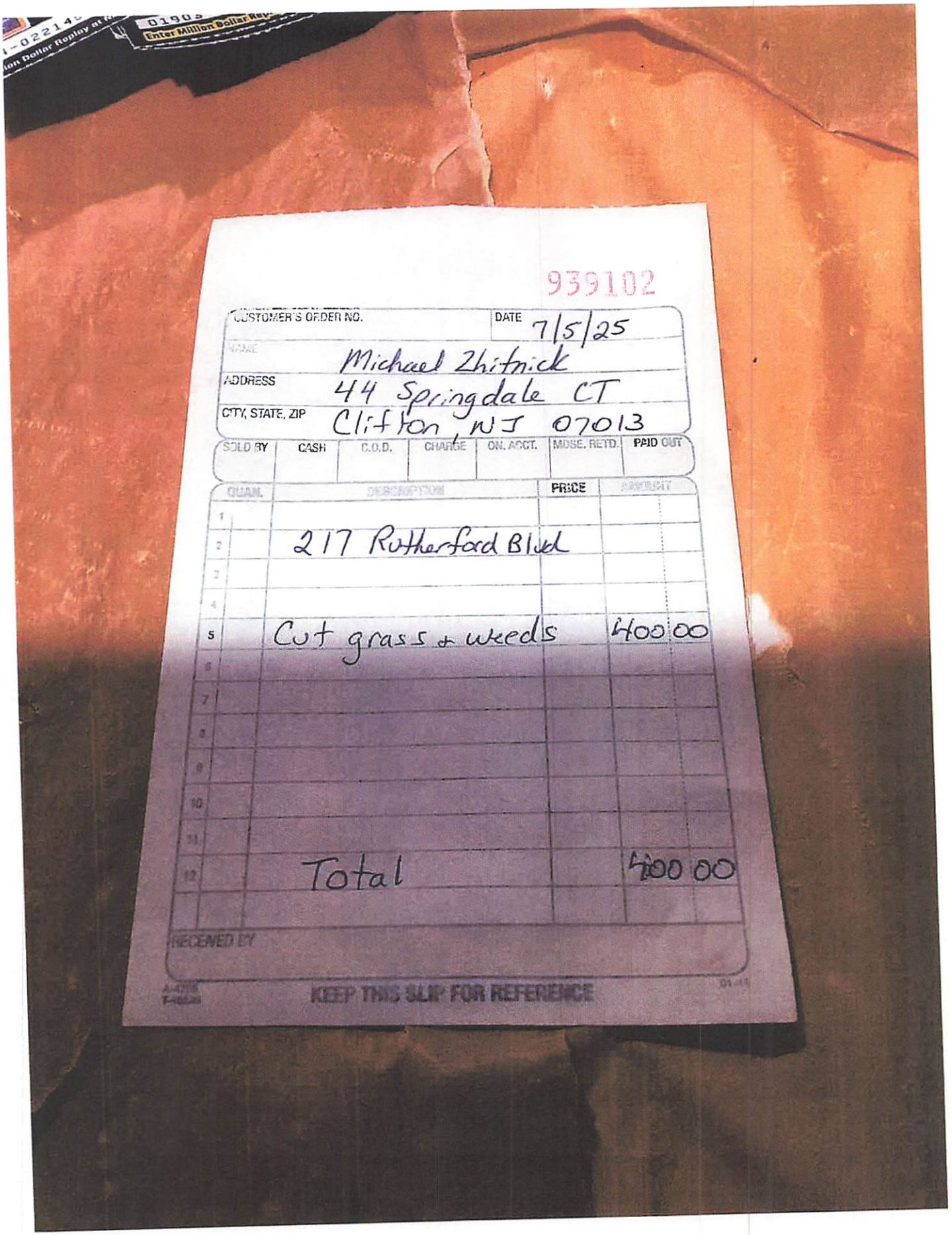
All work must be completed within 10 days after receiving this letter.

In the event that you fail to abate the aforesaid hazards within 10 days from the date receipt of this letter, the City of Clifton will authorize all necessary work to be done and for a lien to be filed against the premises for the costs of the same.

If you have any questions about this Order, please call Inspector **Derek Fieldhouse** in the Housing Department at 973-470-5847.

Gary DeMarzo, City Manager

Date 10/12/25


939102
CUSTOMER'S ORDER NO.
DATE 7/5/25
NAME Michael Zhitnick
ADDRESS 44 Springdale CT
CITY, STATE, ZIP Clifton, NJ 07013
SOLD BY
CASH
C.O.D.
CHARGE
ON. ACCT.
MDSE. RETD.
PAID OUT
QUAN.
DESCRIPTION
PRICE
AMOUNT
217 Rutherford Blvd
Cut grass & weeds 400 00
Total 400 00
RECEIVED BY
KEEP THIS SLIP FOR REFERENCE

City of Clifton

900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

TEL: (973) 470-5808
www.cliftonnj.org

Brian Rodgers
Zoning/Housing Officer

Date: June 19th, 2025

Via USPS Regular Mail Certified
Mail Return Receipt Requested

SG National LLC
1185 6th Ave, Floor #10
New York, NY 10036

RE: Block: 44.09 – Lot: 1

EMERGENCY ORDER

An emergency exists at the premises known as **1150 Rte 46,** which affects the public health, safety and welfare. It is ORDERED, therefore, that:

** PROPERTY REQUIRES CLEAN-UP / Overgrowth

- There is high grass and overgrowth.

273-11 J – Safety and sanitary maintenance requirements.

Every building, dwelling and dwelling unit and all other areas of the premises shall be clean and free from garbage or rubbish and other hazards to safety. Lawns, hedges and bushes shall be kept trimmed and shall not be permitted to become overgrown and unsightly. Brush, weeds, uncut grass and/or obnoxious growths shall not exceed six inches in height

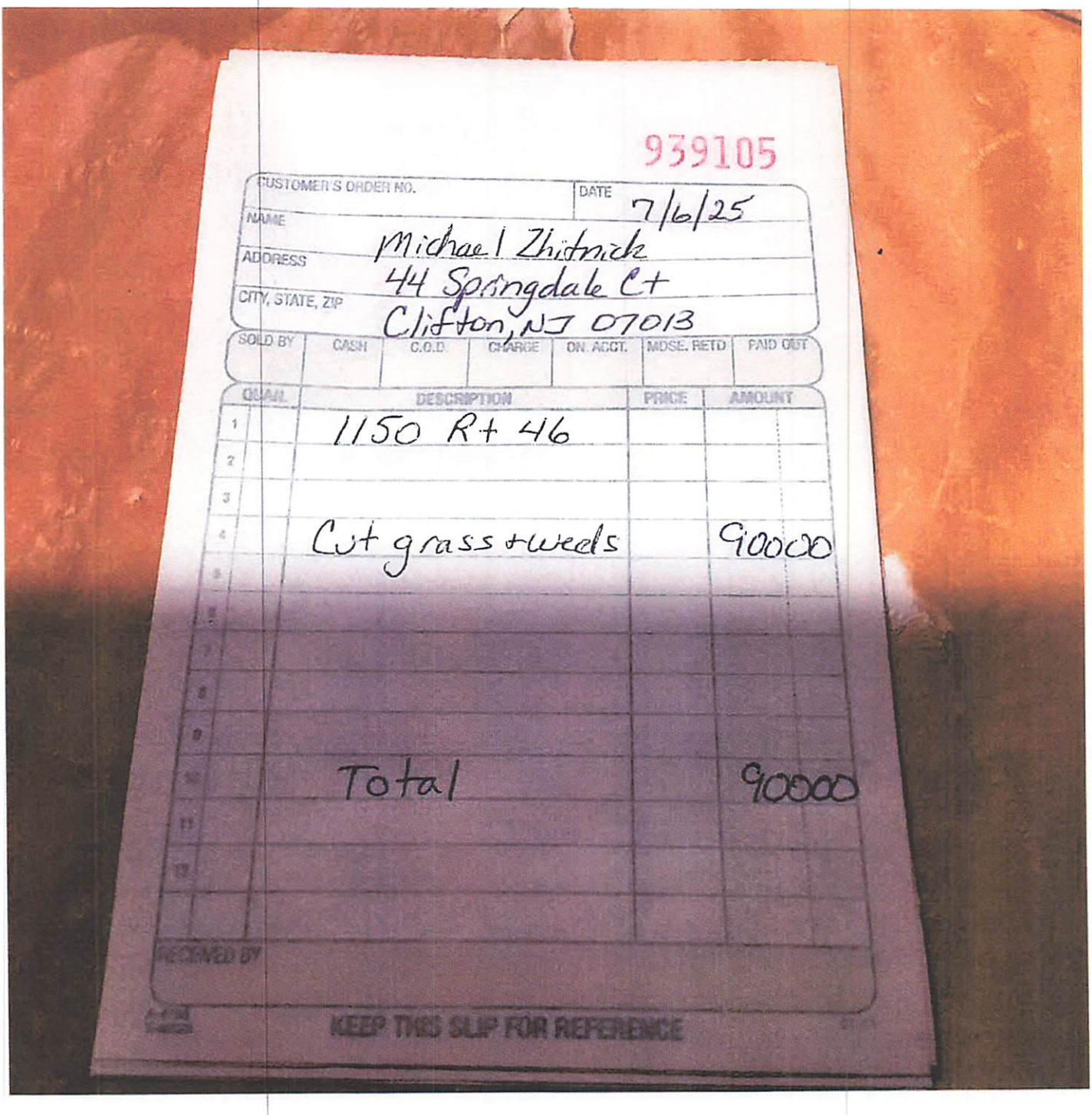
All work must be completed within 10 days after receipt of this letter.

In the event that you fail to abate the aforesaid hazards within 10 days from the date receipt of this letter, the City of Clifton will authorize all necessary work to be done and for a lien to be filed against the premises for the costs of the same.

If you have any questions about this Order, please call Inspector **Mark Russomanno** in the Housing Department at **973-470-5687.**

Gary DeMarzo, City Manager

Date 6/19/25



939105

CUSTOMER'S ORDER NO. | DATE 7/6/25

NAME Michael Zhitnick

ADDRESS 44 Springdale Ct

CITY, STATE, ZIP Clifton, NJ 07013

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RETD	PAID OUT

QUAN.	DESCRIPTION	PRICE	AMOUNT
1	1150 Rt 46		
2			
3			
4	Cut grass + weeds		90000
5			
6			
7			
8			
9			
10	Total		90000
11			
12			

RECEIVED BY

KEEP THIS SLIP FOR REFERENCE

ITEM NUMBER: A- 3

ITEM NAME: Culvert Replacement, Weasel Brook – Section 7 - City Engineer Recommends Approval of Change Order #1 & Final, Final Payment and Close Out to State Line Construction Co. (R369-25, R370-25)

RECOMMENDATION: Approve

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Cover Memo	7/8/2025	Cover Memo
🗋	Change Order No. 1 and Final	7/8/2025	Backup Material

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MEMORANDUM
OFFICE OF THE CITY ENGINEER

==========

TO: Gary DeMarzo, City Manager

FROM: Michael J. Lardner, P.E., C.M.E., City Engineer

CC: Joseph Kunz, CFO
Amisha Jariwala, Purchasing Agent
Andrew Oddo, Esq., Legal

DATE: July 8, 2025

SUBJECT: Culvert Replacement, Weasel Brook – Section 7
Final Payment Request & CO No. 1, Final to State Line Construction

==========

The Culvert Replacement, Weasel Brook – Section 7 project has been completed, the City of Clifton Engineering Department has inspected the work and hereby represents that the improvements have been satisfactorily completed in accordance with the contract documents.

Change Order No. 1 and Final accounts for additional material and labor required to install manholes along the continuous 1,685-foot long culvert to be able to access and maintain individual connections at the point of connection. This was reviewed with the Department of Public Works Sewer Division and was the recommended course of action due to the limited access to each of the individual connections from the terminal point of discharge.

These issues were unknown to us and unforeseen during the preparation and receipt of bids. The claim is valid and deemed fair and reasonable with industry standards. Therefore, I recommend approval of Change Order No. 1 in the total amount of $55,000.00, which equates to a 3.45% increase to the original contract amount.

The contractor, State Line Construction, has posted a Maintenance Bond for a period of two years, in the amount of $164,998.50 which represents ten (10%) percent of the final contract amount, and is requesting final payment as follows:

PROJECT SUMMARY

Original Contract Amount	$ 1,594,985.00
Net Change by Previous Change Orders	$ 0.00
Adjusted Contract Amount	$ 1,594,985.00
Final Change Order Adjustment	$ 55,000.00
Final Adjusted Contract Amount	$ 1,649,985.00
Previous Payments	$ 1,546,400.80
Final Payment Due	$ 103,584.20

Kindly add this item on the next Mayor and Council meeting agenda for approval. By copy of this memo we are forwarding the original "Resolution Authorizing the Issuance of Change Order

No. 1, and Final" and the "Resolution Authorizing Final Payment" to the City's Legal Department.

CITY OF CLIFTON

CONTRACT CHANGE ORDER REQUEST (to be filled out by Engineering/Dept. of Public Works)

Bid/Contract #: _____ Change Order #: _____ Date Requested: _____

Contract/Project Title: _____

Vendor: _____ MSI – ID#_____ Contract Award Date: _____

Requesting Dept.: _____ Requestor: _____ Ext#: _____

Description & Justification of Request (attach necessary documentation to request form):

Item	Description	Change (Qty. difference)	Price Change (+ or -)
_____	_____	_____	$_____
_____	_____	_____	$_____
_____	_____	_____	$_____
_____	_____	_____	$_____
_____	_____	_____	$_____
_____	_____	_____	$_____
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_____	_____	_____	$_____
_____	_____	_____	$_____

TOTAL NET CHANGE AMOUNT $_____

ORIGINAL Contract Sum: $_____

Previous Net Change: $_____

(via previously authorized Change Orders)

Sub Total - Contract Sum to Date: $_____

Net Change of this Change Order (+ or -): $_____

New Total Contract Sum: $_____

Budget Line Item (account) to be Charged: _____

I hereby certify the above change as necessary:

Dept. Head/Engineer signature:_____ Date _____

I hereby certify the above change as necessary:

City Manager: _____ Approved ☐ Rejected ☐ Date _____

I hereby certify the above change as compliant:

Purchasing Agent: _____ Approved ☐ Rejected ☐ Date _____

I hereby certify to the availability of funds to implement this change order:

Chief Financial Officer _____ Approved ☐ Rejected ☐ Date _____

City Council (Resolution #_____) Approved ☐ Rejected ☐ Date _____

Make a Copy for Your Departmental/Divisional Records

ITEM NUMBER: A- 4

ITEM NAME: Authorization to Advertise the Request for Proposals by the way of Competitive Contracting for Grant Consulting and Public Relations Consulting Services (R371-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Memo from Purchasing Agent	7/3/2025	Cover Memo

City of Clifton
Finance Department
Purchasing Agent

INTEROFFICE MEMORANDUM

To: Gary DeMarzo, City Manager

From: Amisha Jariwala, QPA

Date: July 3, 2025

Re: Authorize Use of Competitive Contracting to Obtain Proposals for Grant Consulting and Public Relations Consulting Services

---

I request to place the following on the July 15,2025 Council Agenda.

In accordance with N.J.S.A. 40A:11-4-1, and pursuant to Local Finance Notice 2016-19, local contracting units may use competitive contracting in lieu of public bidding for procurement of specialized goods and services, including consulting services, when the price of which is anticipated to exceed the bid threshold.

On May 18, 2021 pursuant to Resolution 233-21, the City of Clifton was authorized to solicit proposals through the competitive contracting process for Grant Consulting and Public Relations Consulting Services in accordance, and the resulting contract will reach a terminus in May of 2026. Currently Council did not approve final year extension with Bruno Associates. However, City is using their services on monthly basis. In light of that, the City still requires the above-mentioned services.

The Purchasing Agent therefore seeks by resolution of the governing body the authorization to advertise a request for proposals under Competitive Contracting, for the Grant Consulting and Public Relations Consulting Services that are still needed by the City.

A Resolution appears on the Agenda.

Respectfully Submitted,

Amisha J. Jariwala, QPA
Qualified Purchasing Agent

ITEM NUMBER: A- 5

ITEM NAME: Authorization to Approve the Purchase of Equipment for the Third River De-Snagging off Bergen County Cooperative Contract (R373-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	7/11/2025	Cover Memo

A-

City of Clifton
Department of Public Works

INTEROFFICE MEMORANDUM

To: Gary DeMarzo, City Manager

CC: Joe Kunz, CFO

From: Jason Vanwinkle, Director of Public Works

Date: July 10, 2025

Re: Request for Council Approval to Purchase Equipment for the Third River De Snagging

Sir,

Please accept this memo to Purchase (1) One Bobcat MT120 Mini Track Loader with Grapple and 36" Material Bucket. This equipment will be Critical to reduce potential employees' injury and increase efficiency in the operation of De Snagging the Third River Project. Once the project is complete, we will be able to keep this tool in our arsenal to maintain the river and many other uses that may come up.

This equipment is available at Bobcat of North Jersey, Located at 201 Maltese Drive, Totowa, NJ, 07512.

Pricing for this Machine is Available on the Bergen County Cooperative Bid # 24-10

The cost for this equipment is $45,615.85 and Funding is available from a 2016 Capitol Bond Ordinance (Recycling Truck and Trailer) account 04-215-55-954-606.

Accordingly I ask the Qualified Purchasing Agent Amisha Jariwala to Kindly prepare the applicable Resolution.

Quotation Number: **AT1286907**
Quote Sent Date: **Jul 07, 2025**
Expiration Date: **Aug 06, 2025**
Prepared By: **Anthony Tudda**
Phone: 2015090744
Email: anthony.tudda@njbobcat.com

Customer
Clifton DPW
307 E 7TH ST
CLIFTON, NJ, 07011-1794
Phone: +19734702237

Contact
Jason Van Winkle
Phone: +19734702237
Email: jvanwinkle@cliftonnj.org

Dealer
Bobcat of North Jersey, Totowa, NJ
201 MALTESE DRIVE
TOTOWA, NJ, 07512

Item Name	Item Number	Quantity	Price Each	Total
MT120 Mini Track Loader	M0117	1	41,004.00	41,004.00

Pricing according to Bergen County CO OP Bid: #24-10

Standard Equipment:
24.5 HP Tier 4, Liquid Cooled, Diesel Engine
12V Power Port
Attachment interface:
Bob-Tach Attachment Mounting System or CII Common Industry Interface
Auxiliary Hydraulics
Built-in Tie Down and Crane/Lift locations
Case Drain
Continuous Flow Shutoff Pedal
Cupholders
Cylinder Cushioning - Lift, Tilt
Instrumentation: 4.3-inch Display
Keyless Ignition, Engine Temperature & Fuel Gauges, Hour meter, RPM, and Warning Indicators
Includes maintenance interval notification, QR code faults readout and security lockouts
ISO Pattern Joystick Travel Controls
Lift Arm Lockout with Manual Bypass
Lift Arm Support
Lift Path: Vertical
Parking Brake: Spring Applied, Pressure Released (SAPR)
Solid Mounted Carriage with 5 Rollers
Spark Arrestor Muffler
Tracked Traction System: Multi-Bar Lug Rubber track, 9.1 in. wide; Optional 11.0 in wide track
Warranty: 12 Months, Unlimited Hours

Bobtach Interface	M0117-R02-C01	1	0.00	0.00
Standard Track	M0117-R09-C01	1	0.00	0.00
36" General Purpose Bucket	7114488	1	925.00	925.00
Bolt-On Cutting Edge, 36"	6729042	1	88.68	88.68
56" Log Grapple	7401254	1	3,547.80	3,547.80
SAL Hose Extension - Kit replacement - Must order 2	7440480	1	50.37	50.37
	Total for MT120 Mini Track Loader			45,615.85

Quote Total - USD	45,615.85
Dealer P.D.I.	0.00
Tariff Surcharge	0.00
Freight Charges	0.00
Destination Charges	0.00
Dealer Assembly Charges	0.00
Sales total before Taxes	45,615.85
Taxes	0.00
Quote Total - USD	**45,615.85**

Customer acceptance:
Quotation Number:: **AT1286907** Purchase Order:_____

Authorized Signature:

Print:_____ Sign:_____

Date:_____ Email:_____ Tax Exempt: Y ☐ / N ☐

ITEM NUMBER: A- 6

ITEM NAME: Authorization to Approve the Endorsement of the Housing Element and Fair Share Plan to the City of Clifton's Master Plan Previously Adopted by the City Planning Board (R376-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	7/9/2025	Cover Memo

City of Clifton

LAW DEPARTMENT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

(973) 470-5817
FAX: (973) 470-5254

A-

July 9, 2025

Mayor Raymond Grabowski & Members of
the Clifton Municipal Council
City Hall - 900 Clifton Avenue
Clifton, New Jersey 07013

Re: **Clifton 2025 Housing Element and Fair Share Plan**

Dear Mayor Grabowski and Members of the Municipal Council:

Attached you shall find the City of Clifton's 2025 Housing Element and Fair Share Plan which was discussed at the last Council meeting. A resolution appears on this agenda approving the plan.

Very truly yours,

/s/ *Andrew P. Oddo*

ANDREW P. ODDO
First Assistant Municipal Attorney

APO/kmk
Attachment

City of Clifton, Passaic County, New Jersey
2025 Housing Element & Fair Share Plan

Adopted by the City of Clifton Planning Board:
June 26, 2025

June 12, 2025

Prepared for:

City of Clifton Planning Board
City of Clifton Mayor & City Council

Prepared by:

Nicholas A. Graviano, PP, AICP, JD
New Jersey Professional Planner License # 33LI00577100

The original copy of this document was signed and sealed
in accordance with N.J.S.A. 45:14 A-1 et seq.

Graviano & Gillis Architects & Planners, LLC
P.O. Box 3341
Long Branch, NJ 07740
Tel: (732) 816-4151

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Planning Board Members

Chairwoman Susan Kolodziej
Vice-Chairman John Withers
Mayor Raymond Grabowski
Councilman Chris D'Amato
Commissioner Phil Binaso
Commissioner Frank Fragapane
Commissioner Zalman Gurkov
Commissioner Joe Korbanics
Commissioner Steve Lataro
Commissioner Brian Rodgers
Commissioner Ed Welsh

Planning Board Professionals

Robert A. Ferraro, Esq.
Jill Hartmanm, PP, AICP
Neglia Group

Mayor & City Council

Raymond Grabowski, Mayor
Chris D'Amato, Councilman
William Gibson, Councilman
Joseph Kolodziej, Councilman
Antonio Latona, Councilman
Rosemary Pino, Councilwoman
Mary Sadrakula, Councilwoman

III. Introduction

This Housing Element and Fair Share Plan has been prepared on behalf of the City of Clifton, Passaic County, in accordance with the New Jersey Municipal Land Use Law per N.J.S.A. 40:55D-28b(3) and the Fair Housing Act (N.J.S.A. 52:27D-301, et seq.). This document supersedes and replaces the City's 2016 Housing Element and Fair Share Housing Plan which was adopted on January 5, 2016, hereinafter referred to as the "City's 2016 Housing Plan."

The Municipal Land Use Law, N.J.S.A. 40:55D-1, et seq., requires that a municipal master plan includes Housing Element in order for the municipality to exercise the power to zone and regulate land use. The Housing Element and Fair Share Plan is adopted by the City Planning Board and endorsed by the City Council. It is intended to achieve the goal of meeting the City's obligations to plan and regulate land use to provide for a fair share of the regional need for affordable housing. This Housing Element and Fair Share Plan document outlines how the City will address its affordable housing obligations.

IV. Affordable Housing in Clifton & New Jersey Today

In 1975, the Supreme Court of New Jersey, in South Burlington County N.A.A.C.P. v. Township of Mount Laurel, 67 N.J. 151 (1975), ruled that the developing municipalities in the State of New Jersey exercising their zoning power, in general, had a constitutional obligation to provide a realistic opportunity for the construction of their fair share of the region's low- and moderate-income housing needs. In 1983, the Supreme Court refined that constitutional obligation in South Burlington County N.A.A.C.P. v. Township of Mount Laurel, 92 N.J. 158 (1983), to apply to those municipalities having any portion of their boundaries within the growth area as shown on the State Development Guide Plan.

In 1985, the New Jersey Legislature adopted, and the Governor signed, the Fair Housing Act N.J.S.A. 52:2D-301, et seq. ("FHA"), which transformed the judicial doctrine which became known as the "Mount Laurel doctrine" into a statutory one and provided an alternative administrative process in which municipalities could elect to participate in order to establish a Housing Element and Fair Share Plan ("HEFSP") that would satisfy its constitutional obligation by creating an administrative agency known as the Council on Affordable Housing ("COAH") to develop regulations to define the obligation and implement it. COAH proceeded to adopt regulations for First Round obligations applicable from 1987 to 1993 and Second Round obligations that created a cumulative obligation from 1987 to 1999. COAH first proposed Third Round substantive and procedural rules in 2003, but due to multiple legal challenges, these rules were not adopted until 2008. However, the Third Round rules adopted in 2008 were challenged in an appeal entitled In the Matter of the Adoption of N.J.A.C. 5:96 and 5:97 by the New Jersey Council on Affordable Housing, 416 N.J. Super. 462 (App. Div. 2010) (the "2010 Case").

In October 2010, the Appellate Division determined, amongst other things, that the methodology used in the rules adopted in 2008 was invalid and that COAH should adopt regulations utilizing methodologies similar to the ones utilized in the First and Second Rounds, i.e. 1987-1999. In 2013, the Supreme Court of New Jersey affirmed the Appellate Division's invalidation of the third

iteration of the Third Round regulations, sustained their determination that the growth share methodology was invalid, and directed COAH to adopt new regulations based upon the methodology utilized in the First and Second Rounds, In the Matter of the Adoption of N.J.A.C. 5:96 and 5:97 by the New Jersey Council on Affordable Housing, 215 N.J. 578 (2013) (the "2013 Case"). COAH proceeded to propose such regulations in accordance with the schedule established by the New Jersey Supreme Court in the 2013 Case. On October 20, 2014, COAH deadlocked with a 3-3 vote and failed to adopt the revised Third Round regulations.

Due to COAH's failure to adopt the revised regulations and their subsequent inaction, Fair Share Housing Center ("FSHC"), a party in the 2010 Case and the 2013 Case, filed a motion with the New Jersey Supreme Court to enforce litigant's rights. On March 10, 2015 the New Jersey Supreme Court issued its decision on FSHC's motion. The Supreme Court found that the COAH administrative process had become non-functioning and, as a result, returned primary jurisdiction over affordable housing matters to the trial courts. In the Matter of the Adoption of N.J.A.C. 5:96 and 5:97 by the New Jersey Council on Affordable Housing, 221 N.J. 1 (2015) (the "2015 Case"). In doing so, the Supreme Court declined to adopt a specific methodology or formula to calculate the Third Round affordable housing obligations of the municipalities. The Court did provide some guidance by reiterating its endorsement of the previous methodologies employed in the First and Second Round Rules as the template to establish Third Round affordable housing obligations.

On March 20, 2024, Governor Phil Murphy signed a package of affordable housing bills. One of these overhauled the FHA and eliminated COAH, as well as setting forth the process of determining Fourth Round (2025 to 2035) affordable housing obligations. The New Jersey Department of Community Affairs (DCA) calculated statewide and regional affordable housing needs, including its non-binding determination of each municipality's Fourth Round affordable housing obligations. Municipalities were able to either the accept the DCA determination of their obligation, or to provide their own municipal determination of their Fourth Round obligation.

DCA's Fourth Round (2025-2035) fair share methodology and calculations set forth the low- and moderate-income housing obligations for New Jersey's 564 municipalities. The calculations were prepared by the Offices of Policy and External Affairs and Local Planning Services in the Department of Community Affairs. DCA calculated the Present Need and Prospective Need obligations for the fourth round in line with the formulas and criteria outlined in P.L.2024, c.2 (the Affordable Housing Law).

Under the new law, Present Need is determined by estimating the existing deficient (substandard) housing by municipality occupied by low- and moderate-income households, using data collected, analyzed, and published by the U.S. Census Bureau. Certain qualifying municipalities, designated by DCA for additional state financial assistance and known as "urban aid municipalities," are not allocated a Prior Round obligation or a Prospective Need obligation. Many already have significant income-restricted affordable housing built over the past several decades. They are not, however, exempted from their Present Need responsibilities.

DCA's calculations determined that the City of Clifton has a Present Need (rehabilitation of housing units) of eight hundred eighty-four (884), and a Prospective Need of zero (0).

On January 21, 2025, City Council adopted Resolution 053-25, where the City Council determined that it was in its best interest to accept the DCA calculations of the City's fair share obligations and commits to its fair share of a Present Need (Rehabilitation) Obligation of Eight Hundred Eighty-Four (884) and a Prospective Need (New Construction) Obligation of Zero (0), subject to any vacant land, durational and/or other adjustments that the City may seek as part of its Housing Element and Fair Share Plan ("HEFSP") that it subsequently submits in accordance with the Amended FHA. This Housing Element and Fair Share Plan document outlines how the City will address its affordable housing obligations.

V. Contents of the Plan

Municipal Land Use Law (N.J.S.A. § 52:27D-310) and the Fair Housing Act (P.L. 1985, c.222) require that the Housing Element and Fair Share Plan include the following:

a. An inventory of the municipality's housing stock by age, condition, purchase or rental value, occupancy characteristics, and type, including the number of units affordable to low- and moderate- income households and substandard housing capable of being rehabilitated, and in conducting this inventory the municipality shall have access, on a confidential basis for the sole purpose of conducting the inventory, to all necessary property tax assessment records and information in the assessor's office, including but not limited to the property record cards;

b. A projection of the municipality's housing stock, including the probable future construction of low- and moderate-income housing, for the next ten years, taking into account, but not necessarily limited to, construction permits issued, approvals of applications for development and probable residential development of lands;

c. An analysis of the municipality's demographic characteristics, including but not necessarily limited to, household size, income level, and age;

d. An analysis of the existing and probable future employment characteristics of the municipality;

e. A determination of the municipality's present and prospective fair share for low- and moderate- income housing and its capacity to accommodate its present and prospective housing needs, including its fair share for low- and moderate-income housing, as established pursuant to section 3 of P.L.2024, c.2 (C.52:27D-304.1);

f. A consideration of the lands that are most appropriate for construction of low- and moderate- income housing and of the existing structures most appropriate for conversion to, or rehabilitation for, low- and moderate-income housing, including a consideration of lands of developers who have expressed a commitment to provide low- and moderate-income housing;

g. An analysis of the extent to which municipal ordinances and other local factors advance or detract from the goal of preserving multigenerational family continuity as

expressed in the recommendations of the Multigenerational Family Housing Continuity Commission, adopted pursuant to paragraph (1) of subsection f. of section 1 of P.L. 2021, c. 273 (C.52:27D-329.20);

h. For a municipality located within the jurisdiction of the Highlands Water Protection and Planning Council, established pursuant to section 4 of P.L. 2004, c. 120 (C.13:20-4), an analysis of compliance of the housing element with the Highlands Regional Master Plan of lands in the Highlands Preservation Area, and lands in the Highlands Planning Area for Highlands-conforming municipalities. This analysis shall include consideration of the municipality's most recent Highlands Municipal Build Out Report, consideration of opportunities for redevelopment of existing developed lands into inclusionary or one hundred percent (100%) affordable housing, or both, and opportunities for one hundred percent (100%) affordable housing in both the Highlands Planning Area and Highlands Preservation Area that are consistent with the Highlands regional master plan; and,

i. An analysis of consistency with the State Development and Redevelopment Plan, including water, wastewater, stormwater, and multi-modal transportation based on guidance and technical assistance from the State Planning Commission.

VI. Demographic Information

Housing Data

As per the 2020 US Census, there were 33,423 housing units in Clifton, a 4.6% increase from the 2010 Census. Of the occupied units, 58.7% were owner-occupied and 41.3% were renter occupied. See Table 1 below, for the number of housing units from the 1970 Census to present.

Table 1: City of Clifton – Housing Units 1970 to 2020 – US Census Bureau

Year	Housing Units	% Change from Previous Decade
1970	27,987	—
1980	29,983	7.10%
1990	30,244	0.90%
2000	31,060	2.70%
2010	31,946	2.90%
2020	33,423	4.60%

Data from the 2023 American Community Survey (ACS) estimate provides that the majority of dwelling units in the City are single-family detached (15,417 dwellings or 45.3%), two (2)-family dwellings (7,167 or 21%) and twenty (20) or more units (2,737 or 8%).

Table 2: City of Clifton – Units in Structure - 2023 American Community Survey Estimate

Total housing units	34,064	Percent %
1-unit, detached	15,417	45.3
1-unit, attached	2,335	6.9
2 units	7,167	21
3 or 4 units	3,072	9
5 to 9 units	1,892	5.6
10 to 19 units	1,345	3.9
20 or more units	2,737	8
Mobile home	99	0.3
Boat, RV, van, etc.	0	0

Table 3 below, breaks down the age of the City of Clifton's housing stock. As would be expected for an older, mostly built-out municipality like Clifton, the majority of the housing stock was built before 1960. Almost 30% of dwellings were built 1939 or earlier, followed by 23.8% built between 1950-1959, and 16.5% built between 1940-1949.

Table 3: Clifton – Year Structure Built - 2023 American Community Survey Estimate

Total housing units	34,064	Percent %
Built 2020 or later	161	0.5
Built 2010 to 2019	789	2.3
Built 2000 to 2009	1,888	5.5
Built 1990 to 1999	773	2.3
Built 1980 to 1989	1,478	4.3
Built 1970 to 1979	2,149	6.3
Built 1960 to 1969	2,936	8.6
Built 1950 to 1959	8,105	23.8
Built 1940 to 1949	5,623	16.5
Built 1939 or earlier	10,162	29.8

The majority of the housing units in the City of Clifton are four (4) to six (6) rooms. Housing units with six (6) rooms are the most prevalent (20.4%), followed by five (5) rooms (18.6%) and four (4) rooms (16.3%) A full breakdown can be found in Table 4 below.

This space was intentionally left blank.

Table 4: City of Clifton – Rooms in Structure - 2023 American Community Survey Estimate

Total housing units	34064	Percent %
1 room	1,164	3.4
2 rooms	792	2.3
3 rooms	3,426	10.1
4 rooms	5,568	16.3
5 rooms	6,335	18.6
6 rooms	6,947	20.4
7 rooms	4,321	12.7
8 rooms	2,547	7.5
9 rooms or more	2,964	8.7

Table 5 below, provides the estimated number of bedrooms per housing unit. Three (3) bedroom dwellings are the most common housing type within the City, accounting for 33.1% of all dwellings. Two (2) bedroom dwellings are a close second at 32.8%. One (1) bedroom and four (4) bedroom dwellings total 13.9% and 13.2% respectively.

Table 5: City of Clifton – Bedrooms in Structure - 2023 American Community Survey Estimate

Total housing units	34,064	Percent %
No bedroom	1,230	3.6
1 bedroom	4,740	13.9
2 bedrooms	11,163	32.8
3 bedrooms	11,286	33.1
4 bedrooms	4,491	13.2
5 or more bedrooms	1,154	3.4

The 2023 American Community Survey estimates have owner-occupied housing units as the prevalent housing tenure in the City, with 19.302 dwellings or 58.7% of the occupied housing units. Renter occupied housing units account for 41.3%. Owner-occupied housing units have an average of 2.91 people per welling while renter-occupied units average 2.38 people per dwelling. See Table 6 below.

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Table 6: City of Clifton – Housing by Tenure - 2023 American Community Survey Estimate

Occupied housing units	32,897	Percent %
Owner-occupied	19,302	58.7
Renter-occupied	13,595	41.3
Average household size of owner-occupied unit	2.91	NA
Average household size of renter-occupied unit	2.38	NA

Owner-occupied housing units are estimated at 11,713 dwellings. Approximately 34.5% of homeowners with a mortgage spend less than twenty percent (20%) of their income housing expenses. Approximately 28.4% of homeowners with a mortgage spend over thirty five (35%) of income on housing costs. Homeowners without a mortgage spend less than ten percent (10%) of their income on housing expenses (29.5%). While 20.6% of homeowners without a mortgage spend ten percent (10%) to fifteen (15%). Approximately 16.9% of homeowners without a mortgage spend over thirty five percent (35%) of their income on housing expenses. See Table 7 below for additional details.

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Table 7: City of Clifton – Housing Cost by % Monthly of Income- 2023 ACS Estimate

Housing units with a mortgage (excluding units where SMOCAPI cannot be computed)	Housing Units	Percent%
Less than 20.0 percent	4,037	34.5
20.0 to 24.9 percent	2,011	17.2
25.0 to 29.9 percent	1,433	12.2
30.0 to 34.9 percent	901	7.7
35.0 percent or more	3,331	28.4
Housing unit without a mortgage (excluding units where SMOCAPI cannot be computed)	7,486	Percent %
Less than 10.0 percent	2,209	29.5
10.0 to 14.9 percent	1,543	20.6
15.0 to 19.9 percent	1,107	14.8
20.0 to 24.9 percent	502	6.7
25.0 to 29.9 percent	500	6.7
30.0 to 34.9 percent	361	4.8
35.0 percent or more	1,264	16.9

Table 8 below, reveals that over forty one percent (41%) of the City's renters pay over thirty five percent (35%) of their income on rent. The next highest cohort, pays less than 15%, with 2,155 housing units or 19.2%. Approximately 14.8% of renters pay 15% to 19.9% of income on rent.

Table 8: City of Clifton – Renter Housing Cost by % of Income - 2023 ACS Estimate

Occupied units paying rent (excluding units where GRAPI cannot be computed)	11,236	Percent %
Less than 15.0 percent	2,155	19.2
15.0 to 19.9 percent	1,576	14
20.0 to 24.9 percent	976	8.7
25.0 to 29.9 percent	792	7
30.0 to 34.9 percent	1,101	9.8
35.0 percent or more	4,636	41.3
Not computed	703	

As per 2023 American Community Survey estimates, 43.3% of the City's owner-occupied housing stock is valued at $300,000 to $499,000. The next largest cohort, dwellings valued at $500,000 to

$999,999, total an estimated 32.2% of the owner-occupied dwellings. See Table 9 for additional details.

Table 9: City of Clifton – Value of Owner-Occupied Units - 2023 ACS Estimate

Value	Units	Percent%
Less than $50,000	461	2.3
$50,000 to $99,999	885	4.4
$100,000 to $149,999	188	0.9
$150,000 to $199,999	252	1.3
$200,000 to $299,999	2,448	12.2
$300,000 to $499,999	8,680	43.3
$500,000 to $999,999	6,453	32.2
$1,000,000 or more	662	3.3
Median (dollars)	$445,100	

Population Data

Table 10 below, shows that the City of Clifton experienced a population growth of 6,160 people between the 2010 and 2020 US Census. The 2020 population was counted at 90,296 people. US Census estimates of the current population do not deviate greatly from the 2020 Census, with a current estimate of 90,332 people. The City has the eleventh (11th) largest population of any municipality in the State of New Jersey.

Table 10: City of Clifton – Total Population – 2024 US Census Bureau

Year	Population	Change from Previous Census	% Percent Change
1970	82,437	—	—
1980	74,388	-8,049	-9.70%
1990	71,742	-2,646	3.56%
2000	78,672	6,930	9.70%
2010	84,136	5,464	6.90%
2020	90,296	6,160	7.30%
2024 (estimate)	90,322	NA	NA

The City of Clifton is 50.8% male and 49.2% percent female as per 2023 American Community Survey estimates. The largest age cohort are the 35 to 44 year bracket with 15.2% of the population. The second largest age group is the 25 to 34 year bracket with 14.7%. Approximately 11.1% of the population is aged 65 to 74 years. See Table 11 below, for additional details.

Table 11: City of Clifton – Total Population by Age & Sex – 2023 ACS Estimates

Total population		Percent%
Male	44,953	50.8
Female	43,525	49.2
Under 5 years	5,903	6.7
5 to 9 years	5,535	6.3
10 to 14 years	4,558	5.2
15 to 19 years	3,885	4.4
20 to 24 years	3,711	4.2
25 to 34 years	13,006	14.7
35 to 44 years	13,454	15.2
45 to 54 years	8,784	9.9
55 to 59 years	4,660	5.3
60 to 64 years	8,706	9.8
65 to 74 years	9,828	11.1
75 to 84 years	5,099	5.8
85 years and over	1,349	1.5

The City of Clifton has a diverse mix of residents as is evident on 2023 American Community Service estimates (Table 12 below). 48.5% of residents are classified as white. Latinos of any race account for 44.4% percent of the population. People of two (2) or more races are estimated at 22.2% of the population.

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Table 12: City of Clifton – Population by Race – 2023 American Community Survey Estimates

	Number	Percent %
One race	68,813	77.8
Two or More Races	19,665	22.2
One race	68,813	77.8
White	42,884	48.5
Black or African American	3,655	4.1
American Indian and Alaska Native	738	0.8
Asian	8,308	9.4
Native Hawaiian and Other Pacific Islander	176	0.2
Some Other Race	13,052	14.8
Two or More Races	19,665	22.2
HISPANIC OR LATINO AND RACE		
Total population	88,478	
Hispanic or Latino (of any race)	39,261	44.4
Not Hispanic or Latino	49,217	55.6

Table 13 below, provides the breakdown of household income. The most predominant household income group is $100,000 to $149,999, at 21.3%. Households earning over $200,000 or more are 17% of households. The $75,000 to $99,999 income bracket is third at 11.9%. Approximately 27.7% of all City households make under $49,999.00 per year.

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Table 13: City of Clifton – Household Income – 2023 American Community Survey Estimates

Income	Percent %
Less than $10,000	5.3
$10,000 to $14,999	3.1
$15,000 to $24,999	6.7
$25,000 to $34,999	5.2
$35,000 to $49,999	7.4
$50,000 to $74,999	10.9
$75,000 to $99,999	11.9
$100,000 to $149,999	21.3
$150,000 to $199,999	11.1
$200,000 or more	17
Median income (dollars)	$98,598
Mean income (dollars)	$121,127

Table 14 below, provides the 2023 American Community Survey estimates for labor force participation by age. Approximately 92.1% of people ages 35 to 44 years are in the labor force. People aged 45 to 54 years are employed at a 87.5% rate. The third-highest employment group is the 55 to 59 year demographic with a labor force participation at 85.2%.

Table 14: City of Clifton – Labor Force Rate – 2023 American Community Survey Estimates

AGE	Total Pop.	% of Pop. In Workforce
16 to 19 years	3,248	47.1
20 to 24 years	3,711	75.2
25 to 29 years	5,324	87
30 to 34 years	7,682	84.2
35 to 44 years	13,454	92.1
45 to 54 years	8,784	87.5
55 to 59 years	4,660	85.2
60 to 64 years	8,706	66.3
65 to 74 years	9,828	30.2
75 years and over	6,448	6.5

Approximately 66.4% of employed Clifton workers drove alone to work. Users of public transportation accounted for 9.2% as a means of commute. Carpoolers are estimated to be at 7.7% Approximately 25% of people work from home. See Table 15, below. Work from home estimates may be influenced by impacts from the COVID pandemic.

Table 15: City of Clifton – Means of Transportation to Work – 2023 ACS Estimates

MEANS OF TRANSPORTATION TO WORK	Percent %
Car, truck, or van	74.1
Drove alone	66.4
Carpooled	7.7
In 2-person carpool	4.4
In 3-person carpool	1.5
In 4-or-more person carpool	1.9
Workers per car, truck, or van	1.07
Public transportation (excluding taxicab)	9.2
Walked	2.3
Bicycle	0.1
Taxicab, motorcycle, or other means	1.4
Worked from home	12.9
PLACE OF WORK	
Worked in state of residence	87.2
Worked in county of residence	48
Worked outside county of residence	39.2
Worked outside state of residence	12.8
Living in a place	**100**
Worked in place of residence	25.2
Worked outside place of residence	74.8

Table 16 below, breaks down the City's estimated population below the poverty line. According to 2023 American Community Survey estimates, 11.3% of people aged 60 years and over are below the poverty line. People in the 18 to 34 years age group have a population of 8.8% below the poverty line. People aged 5 to 17 years have a rate of 6.2% below the poverty line.

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Table 16: City of Clifton – Population Below Poverty Line – 2023 ACS Estimates

Population for whom poverty status is determined	Total	Number Below Poverty	Percent % Below Poverty
AGE			
Under 18 years	17,947	742	4.1
Under 5 years	5,901	0	0
5 to 17 years	12,046	742	6.2
Related children of householder under 18 years	17,894	689	3.9
18 to 64 years	53,820	4,507	8.4
18 to 34 years	18,255	1,613	8.8
35 to 64 years	35,565	2,894	8.1
60 years and over	24,791	2,807	11.3
65 years and over	16,124	1,766	11

Employment Data

The City of Clifton has an estimated 73,379 people over of the age of 16. Of which, 50,121 people, or 68.3% are in the civilian labor force. Approximately 23,258 people, or 31.7% are not in the labor force. The City has an employment rate of 93% and an unemployment rate of 7%. See Table 17 below.

Table 17: City of Clifton – Employment Status – 2023 American Community Survey Estimates

EMPLOYMENT STATUS		Percent %
Population 16 years and over	73,379	100.0
In labor force	50,121	68.3
Civilian labor force	50,121	
Employed	46,616	93.0
Unemployed	3,505	7.0
Armed Forces	0	0.0
Not in labor force	23,258	31.7

City residents have a wide-range of employment by industry. Table 18 below, shows the distribution of jobs by industry. An estimated 22.6% of employed residents work in the educational services, health care and social assistance sector. Approximately 12.8% of employed residents work in the manufacturing sector. Retail jobs account for 11.1%.

Table 18: City of Clifton – Employment by Industry – 2019-2023 ACS Estimates

INDUSTRY		
Civilian employed population 16 years and over	46,616	Percent %
Agriculture, forestry, fishing and hunting, and mining	91	0.2
Construction	2,759	5.9
Manufacturing	5,967	12.8
Wholesale trade	1,712	3.7
Retail trade	5,187	11.1
Transportation and warehousing, and utilities	3,177	6.8
Information	814	1.7
Finance and insurance, and real estate and rental and leasing	3,070	6.6
Professional, scientific, and management, and administrative and waste management services	6,044	13
Educational services, and health care and social assistance	10,542	22.6
Arts, entertainment, and recreation, and accommodation and food services	3,126	6.7
Other services, except public administration	2,480	5.3
Public administration	1,647	3.5

Projection of Housing Stock

The City of Clifton tax records indicate that there are 23,730 tax parcels within the City. Of which, 216 (0.9%) or are classified as vacant. Of those vacant parcels, thirty-six (36) parcels are owned by public utilities or railroads. A large portion of the remaining vacant parcels are part of existing developments or approved developments. There is a minimal amount of vacant land available for new housing construction.

As per the DCA, from 2013 to 2023, the City had five hundred one (501) certified housing units. Of those five hundred one (501) units, ninety two (92) were attributed to the Clifton Mews affordable housing building. As per the Building Department, the majority of new single-family dwellings were tear-downs of older single-family dwellings. See Table 19 below.

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Table 19: City of Clifton –Certified Housing Units – NJ Dept. of Community Affairs (DCA)

Year	1 & 2 Family	Multi-Family	Mixed-Use	Totals
2023	9	0	0	9
2022	20	0	0	20
2021	14	5	0	19
2020	3	93	0	96
2019	10	0	0	10
2018	7	11	0	18
2017	13	66	0	79
2016	3	15	0	18
2015	5	36	0	41
2014	18	76	0	94
2013	11	86	0	97
	113	388	0	501

Based on the lack of vacant land and analysis of housing unit data, it is estimated that the City will add approximately twenty (20) to thirty (30) new dwelling units per year between 2025-2035.

VII. Goals of the Housing Element and Fair Share Plan

This Fair Share Plan describes the specific ways in which Clifton will meet its Fourth Round affordable housing obligations, and is compliant with the Fair Housing Act (FHA), Fourth Round regulations ("Amended FHA"). The goals of the fair share plan are as follows:

1. The overall goal of this Fair Share Plan is to provide a framework for the City of Clifton to provide for its fair share of the Present Need of the rehabilitation of eight hundred eighty-four (884) dwelling units for low- and moderate-income housing for the period of 2025 through 2035.

2. To improve the condition of housing units within the City's existing and future affordable housing inventory.

VIII. Relationship to Multigenerational Family Housing Continuity

The 2024 FHA requires an analysis of the extent to which municipal ordinances and other local factors advance or detract from the goal of preserving multigenerational family continuity as expressed in the recommendations of the Multigenerational Family Housing Continuity Commission, adopted pursuant to paragraph (1) of subsection f. of section 1 of P.L.2021, c. 273 (C.52:27D-329.20). The Commission has the primary goal of enabling senior citizens to reside at the homes of their extended families, thereby preserving and enhancing multigenerational family continuity. A review of the City's zoning ordinance indicate that there are no ordinances that

would specifically exclude anyone from meeting the Commission's goal of enabling senior citizens to reside at the homes of their extended families.

Furthermore, the City has a housing stock that is twenty one percent (21%) two (2) family dwellings. Two (2) family dwellings are permitted in the RB-1, RB-2 and RB-3 zoning districts.

IX. Relationship to Other Plans

Municipal Master Plan

The Township's last comprehensive Master Plan was prepared in 2003 and re-examined in 2008, and 2023. Other components of the Master Plan that have been adopted over the years include a Housing Element and Fair Share Plan (2016). As affirmed in the 2023 Reexamination of the Master Plan, the following goals and objectives of the Land Use Plan highlight the consistency of this Housing Element and Fair Share Plan:

The 2023 Master Plan Reexamination provides the following;

- Goal 2: To promote the continued maintenance and rehabilitation of the City's housing stock.
- Goal 3: To affirmatively address the community's low and moderate income housing obligation in the manner established by the City of Clifton Housing Plan.
- Goal 13: To enhance community appearance and the visual environment by encouraging good design for new and rehabilitated buildings.
- Goal 17: To support the overall philosophy of the State Development and Redevelopment Plan (SDRP) as a means of providing growth management on a state-wide basis while retaining the principles of home-rule.

This plan helps advance the aforementioned goal and is consistent with the City Master Plan.

State Development & Redevelopment Plan (SDRP)

The State Plan Map indicates that the City of Clifton is located within the Metropolitan Planning Area (PA1). For the Metropolitan Planning Area, the State Plan has four (4) major aims, as follows:

(1) to provide for much of the state's future redevelopment;
(2) to revitalize cities and towns and promote growth in compact forms;
(3) to stabilize older suburbs and redesign areas of sprawl; and,

(4) to protect the character of existing stable communities.

The land use policy objectives of the Metropolitan Planning Area are to:

1. Promote redevelopment and development in cores and neighborhoods through cooperative regional planning efforts;

2. Promote diversification of land uses, including housing where appropriate, in single-use developments and enhance their linkages to the rest of the community; and,

3. Ensure efficient and beneficial utilization of scarce land resources throughout the Planning Area to strengthen its existing diversified and compact nature.

The City of Clifton Master Plan recognizes the need to rehabilitate older housing stock. This Housing Plan and Fair Share Plan supports both the goals of the municipal Master Plan and the SDRP. This Housing Plan and Fair Share Plan is consistent with the SDRP.

X. Fair Share Plan

DCA's calculations determined that the City of Clifton has a Present Need (rehabilitation of housing units) of eight hundred eighty-four (884), and a Prospective Need of zero (0). Present need, also known as the rehabilitation obligation, is defined as the number of substandard existing deficient housing units in the municipality currently occupied by low- and moderate-income (LMI) households.

The City of Clifton proposes the rehabilitation of units via the following avenues:

Clifton Home Improvement Program (CHIP)

The City of Clifton administers the Clifton Home Improvement Program (CHIP) to support the rehabilitation of units occupied by low and moderate income households. CHIP is funded through a Community Development Block Grant (CDBG) Program, which is administered by the U.S. Department of Housing and Urban Development (HUD). Only low and moderate income households are eligible to participate.

The Community Development Department developed an outreach effort to maximize input from a large cross-section of stakeholders. This outreach effort included public meetings, published meeting notices, and stakeholder interviews. The City holds two (2) public hearings concerning CDBG. Residents that inquire about the program are given information and encouraged to meet with our staff at any time to discuss potential future programs and/or projects.

It is anticipated to provide funding for approximately twenty (20) units per year via the CHIP program.

Clifton Affordable Housing Trust Fund

As of June 2, 2025, the City of Clifton has $ 2,765,880.04 in the City of Clifton Affordable Housing Trust Fund. These funds are obtained via development fees for development projects meeting the qualifying criteria. From January 1, 2020 to June 2, 2025, the City collected $2,046,450.63 from development fees and interest. See Table 20 below.

Table 20: City of Clifton – Affordable Housing Trust Fund Revenue – Clifton Finance Dept.

Year	Amount Collected(1)
2025 (to June)	$146,204.51
2024	$320,997.25
2023	$126,303.03
2022	$371,540.73
2021	$747,259.34
2020	$334,145.77
2020 to 2025 Total	$2,046,450.63

(1) From COAH Fees & Interest

The City also intends to use the affordable housing funds for the rehabilitation of existing low and moderate income units on record, and/or for the rehabilitation of any existing unit where the owner is willing to rehabilitate with affordability controls.

Between the CHIP program and the affordable housing trust fund, the City anticipates it will rehabilitate eight hundred eighty-four (884) dwelling units by 2035.

XI. Clifton Development Fee Ordinance

The City has an adopted and approved a development fee ordinance, as provided by COAH's rules at N.J.A.C. 5:97-8.3, permitting the City to impose such fees on new development. The funds generated by the collection of development fees are applied directly toward implementation of the City's Fair Share Plan.

The Development Fee Ordinance requires, for residential development, a fee of one percent (1.0%) of the equalized assessed value to be collected as detailed in the existing Development Fee Ordinance. The City is considering an increase to one and one-half percent (1.5%).

A non-residential development fee of two and one-half percent (2.5%) of the equalized assessed value is collected on non-residential development. If an increase in floor area ratio is approved pursuant to N.J.S.A. 40:55D-70d(4), then the additional floor area realized (above what is permitted by right under the existing zoning) will incur a bonus development fee of six percent (6%) of the equalized assessed value for non-residential development. However, if the zoning on a site has changed during the two (2) year period preceding the filing of such a variance application,

the base floor area for the purposes of calculating the bonus development fee shall be the highest floor area permitted by right during the two (2) year period preceding the filing of the variance application.

The City will update the affordable housing and development fee ordinances to reference and reflect current regulations.

XII. Draft Spending Plan

Introduction

The City of Clifton, County of Passaic has prepared a Housing Element and Fair Share plan that addresses its regional fair share of the affordable housing need in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Fair Housing Act (N.J.S.A. 52:27D-301) and the regulations of the Council on Affordable Housing (COAH) (N.J.A.C. 5:97-1 et seq. and N.J.A.C. 5:96-1 et seq.). Substantive Certification and Judgement of Compliance awarded March 8, 2017; and Housing Element and Fair Share Plan dated June 5, 2016. A development fee ordinance creating a dedicated revenue source for the City's affordable housing was approved by COAH on April 22, 1999 and adopted by the City on June 15, 1999. COAH approved an amendment to the City's development fee ordinance on August 17, 2006, which Clifton adopted on September 6, 2006. The ordinance establishes the City of Clifton affordable housing trust fund for which this spending plan is prepared.

As of June 2, 2025, Clifton has a balance of $2,765,880.04 . All development fees, payments in lieu of constructing affordable units on site, funds from the sale of units with extinguished controls, and interest generated by the fees are deposited in a separate interest-bearing affordable housing trust fund in PNC Bank for the purposes of affordable housing. These funds shall be spent in accordance with N.J.A.C. 5:97-8.7-8.9, as described in the sections that follow.

Revenues for the 2025 to 2035 Period

To calculate a projection of revenue anticipated during the period of Third Round substantive certification, Clifton considered the following:

(a) Development fees:

1. Residential and nonresidential projects which have had development fees imposed upon them at the time of preliminary or final development approvals;
2. All projects currently before the planning and zoning boards for development approvals that may apply for building permits and certificates of occupancy; and,
3. Future development that is likely to occur based on historical rates of development.

(b) Payment in lieu (PIL):

Actual and committed payments in lieu (PIL) of construction from developers.

(c) Other funding sources:

Funds from other sources, including, but not limited to, the sale of units with extinguished controls, repayment of affordable housing program loans, rental income, proceeds from the sale of affordable units and. No other funds have been or are anticipated to be collected.

(d) Projected interest:

Interest on the projected revenue in the municipal affordable housing trust fund at the current average interest rate.

Projected Revenue Affordable Housing Trust Fund 2026 to 2035

Source of Funds	2026	2027	2028	2029	2030
(a) Development fees:	$225,000.00	$225,000.00	$225,000.00	$225,000.00	$225,000.00
(b) Payments in Lieu of Construction	$0.00	$0.00	$0.00	$0.00	$0.00
(c) Other Funds (Specify source)	$0.00	$0.00	$0.00	$0.00	$0.00
(d) Interest	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00

Source of Funds	2031	2032	2033	2034	2035	**Totals**
(a) Development fees:	$225,000.00	$225,000.00	$225,000.00	$225,000.00	$225,000.00	**$2,250,000.00**
(b) Payments in Lieu of Construction	$0.00	$0.00	$0.00	$0.00	$0.00	**$0.00**
(c) Other Funds (Specify source)	$0.00	$0.00	$0.00	$0.00	$0.00	**$0.00**
(d) Interest	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	**$10,000.00**
						$2,260,000.00

As of June 9, 2025, the City of Clifton projects a total of $2,260,000.00 in revenue to be collected between January 1, 2026 and December 31, 2035. All interest earned on the account shall accrue to the account to be used only for the purposes of affordable housing. This projected amount, when added to the City of Clifton's trust fund balance as of June 2, 2025, results in anticipated total revenues of $5,025.880.04 available to fund and administer its affordable housing plan during the 2025-2035 period.

Administrative Mechanism to Collect and Distribute Funds

The following procedural sequence for the collection and distribution of development fee revenues shall be followed by Clifton:

(a) Collection of development fee revenues:

Collection of development fee revenues shall be consistent with Clifton's development fee ordinance for both residential and non-residential developments.

(b) Distribution of development fee revenues:

Distribution of development fee revenues shall be determined by the Affordable Housing Committee made up of the City Planner, Housing/CDBG Monitor, MHL, member of the Planning Board, member of the City Council and the City Attorney in accordance with the Housing Element and Fair Share Plan Element Spending Plan as approved by DCA.

Description of the Anticipated Use of Affordable Housing Funds

The City proposes to use the monies in its Affordable Housing Trust Fund for the following purposes:

(a) Rehabilitation Projects (N.J.A.C. 5:97-6.2): the City will dedicate the following funds to Rehabilitation projects in order to meet its fair share affordable unit obligation: Township Rehabilitation Program: At least $5,000.00 per unit for a total of eight hundred eighty four (884) units for a budget of $4,500,000.00.

(b) Administrative Expenses (N.J.A.C. 5:97-8.9) the City will dedicate no more than twenty percent (20%) of revenue from the affordable housing trust fund to be used for administrative purposes. The current budget for administrative expenses is $500,000.00, with any additional funds subject to the twenty percent (20%) cap are as follows:

- Administration of affordable housing programs;
- Legal fees associated with affordable housing administration;
- Planning fees for any necessary updates and/ or revision to the Housing Element and Fair Share Plan; and,
- Other expenses associated with the development and implementation of the Housing and Fait Share Plan and the monitoring of current and future affordable housing programs within the City of Clifton.

Expenditure Schedule

Clifton intends to use affordable housing trust fund revenues for the rehabilitation of housing units. Where applicable, the rehabilitation funding schedule below parallels the implementation schedule set forth in the Housing Element and Fair Share Plan and is summarized as follows.

Projected Revenue Affordable Housing Trust Fund 2026 to 2035

Expediture	2026	2027	2028	2029	2030
(a) Present Need Rehabilitation Projects to be Determined	$450,000.00	$450,000.00	$450,000.00	$450,000.00	$450,000.00
(b) Administration	$50.000.00	$50.000.00	$50.000.00	$50.000.00	$50.000.00

Expenditure	2031	2032	2033	2034	2035	**Totals**
(a) Present Need Rehabilitation Projects to be Determined	$450,000.00	$450,000.00	$450,000.00	$450,000.00	$450,000.00	**$4,500,000.00**
(b) Administration	$50.000.00	$50.000.00	$50.000.00	$50.000.00	$50.000.00	**$500,000.00**
						$5,000,000.00

Summary

Clifton intends to spend affordable housing trust fund revenues pursuant to N.J.A.C. 5:97-8.7 through 8.9 and consistent with the housing programs outlined in the Housing Element and Fair Share Plan, dated June 9, 2025.

Clifton has a balance of $2,765,880.04 as of June 2, 2025 and anticipates an additional $2,260,00.00 in revenues by December 31, 2035. Presently, the City anticipates spending $500,000.00 on future administrative costs.

XIII. Appendix

Chapter 7

AFFORDABLE HOUSING

ARTICLE I
Affordable Housing Agency

§ 7-1. Creation.
§ 7-2. Membership; terms; vacancies.
§ 7-3. Organization; Chairman; meetings.
§ 7-4. Powers and duties.
§ 7-5. Repealer.

ARTICLE II
Affordable Housing Administration

§ 7-6. Purpose.
§ 7-7. Definitions.
§ 7-8. Municipal Housing Liaison; compensation; powers and duties.

[HISTORY: Adopted by the Municipal Council of the City of Clifton as indicated in article histories. Amendments noted where applicable.]

GENERAL REFERENCES

Apartment rental businesses — See Ch. 145.

Heating of buildings — See Ch. 269.

Housing standards — See Ch. 273.

Illegal occupancies and conversions — See Ch. 283.

Rent control — See Ch. 363.

Protected tenancies — See Ch. 417.

Affordable housing regulations — See Ch. 461, § 461-24.2.

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ARTICLE I
Affordable Housing Agency
[Adopted 11-6-1989 by Ord. No. 5377-89[1]]

§ 7-1. Creation.

Pursuant to the provisions of the New Jersey Administrative Code, N.J.A.C. 5:92-12.1 et seq., and all other applicable rules and regulations of the Council on Affordable Housing and pursuant to the provisions of § 461-24.2 of Chapter 461 of the Code of the City of Clifton, entitled "Zoning," there is hereby created in and for the City of Clifton a Clifton Affordable Housing Agency, the members of which shall serve without compensation in matters touching on or concerning the requirements of all applicable rules and regulations of the Council on Affordable Housing and of § 461-24.2 of Chapter 461 of the Code of the City of Clifton, entitled "Zoning."

§ 7-2. Membership; terms; vacancies.

A. The Clifton Affordable Housing Agency shall consist of three members to be appointed by the Clifton Municipal Council, one of whom shall be a member of the Municipal Council, one of whom shall be a professional experienced in planning and one of whom shall be a member of the Clifton Housing Department.

B. The term of each member shall be three years, except that the term of the members first appointed shall be for terms as follows:

(1) Clifton Municipal Council: one year.

(2) Professional: two years.

(3) Clifton Housing Department: three years.

C. In the event of a vacancy, the same shall be filled by the Municipal Council for the unexpired balance of the term.

§ 7-3. Organization; Chairman; meetings.

A. The Clifton Affordable Housing Agency shall organize as soon as reasonably possible following appointment of its members, and annually thereafter, by the election of a Chairman from among its members.

B. The Agency may hold regular and special meetings and, subject to the provisions of this article, may make and amend rules and regulations concerning the conduct thereof.

§ 7-4. Powers and duties.

The Clifton Affordable Housing Agency shall:

A. Be responsible for assuring that low- and moderate-income housing units remain affordable to low- and moderate-income households, as required by § 461-24.2 of Chapter 461 of the Code of the City of Clifton and as required by the regulations of the Council on Affordable Housing as set forth in N.J.A.C. 5:92-12.1 et seq., and as required by any other statutes, rules or regulations made applicable

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1. **Editor's Note: This ordinance also superseded former Ch. 7, Affordable Housing Agency, adopted 10-3-1989 by resolution. See § 7-5.**

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to the function and operation of said Agency.

B. Make recommendations to the Municipal Council concerning any subject matter within its jurisdiction.

C. Make a written report, at least annually, to the Municipal Council concerning the Agency's activities.

D. Not incur any debt or obligation or make any expenditures of funds except as specifically authorized by the Municipal Council and as provided in the City budget.

§ 7-5. Repealer.

All ordinances or parts of ordinances inconsistent herewith are hereby repealed as to such inconsistency only. This article shall supersede a resolution creating the Clifton Affordable Housing Agency, adopted October 3, 1989; provided, however, that all acts or actions taken by said Agency pursuant to said resolution are hereby authorized, ratified and confirmed.

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ARTICLE II
Affordable Housing Administration
[Adopted 8-6-2008 by Ord. No. 6753-08]

§ 7-6. Purpose.

The purpose of this article is to create the administrative mechanisms needed for the execution of the City of Clifton's responsibility to assist in the provision of affordable housing pursuant to the Fair Housing Act of 1985.

§ 7-7. Definitions.

As used in this article, the following terms shall have the meanings indicated:

ADMINISTRATIVE AGENT — The entity responsible for administering the affordability controls of some or all units in the affordable housing program for the City of Clifton to ensure that the restricted units under administration are affirmatively marketed and sold or rented, as applicable, only to low- and moderate-income households.

MUNICIPAL HOUSING LIAISON — The employee charged by the governing body with the responsibility for oversight and administration of the affordable housing program for the City of Clifton.

§ 7-8. Municipal Housing Liaison; compensation; powers and duties.

A. There is hereby established the position of Municipal Housing Liaison for the City of Clifton.

B. Subject to the approval of the Council on Affordable Housing (COAH), the Municipal Housing Liaison shall be appointed by the Municipal Council and may be a full- or part-time municipal employee.

C. The Municipal Housing Liaison shall be responsible for oversight and administration of the affordable housing program for the City of Clifton, including the following responsibilities, which may not be contracted out, exclusive of Subsection C(6), which may be contracted out:

(1) Serving as the City of Clifton's primary point of contact for all inquiries from the state, affordable housing providers, administrative agents and interested households.

(2) Monitoring the status of all restricted units in the City of Clifton's Fair Share Plan.

(3) Compiling, verifying and submitting annual reports as required by COAH.

(4) Coordinating meetings with affordable housing providers and administrative agents, as applicable.

(5) Attending continuing education opportunities on affordability controls, compliance monitoring, and affirmative marketing as offered or approved by COAH.

(6) If applicable, serving as the administrative agent for some or all of the restricted units in the City of Clifton as described in Subsection F below.

D. Subject to approval by COAH, the City of Clifton may contract with or authorize a consultant, authority, government or any agency charged by the governing body, which entity shall have the responsibility of administering the affordable housing program of the City of Clifton, except for those responsibilities which may not be contracted out pursuant to Subsection C above. If the City of

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Clifton contracts with another entity to administer all or any part of the affordable housing program, including the affordability controls and Affirmative Marketing Plan, the Municipal Housing Liaison shall supervise the contracting administrative agent.

E. Compensation shall be fixed by the governing body at the time of the appointment of the Municipal Housing Liaison.

F. Administrative powers and duties assigned to the Municipal Housing Liaison. The Municipal Housing Liaison shall be responsible for:

(1) Affirmative marketing:

(a) Conducting an outreach process to ensure affirmative marketing of affordable housing units in accordance with the Affirmative Marketing Plan of the City of Clifton and the provisions of N.J.A.C. 5:80-26.15; and

(b) Providing counseling or contract to provide counseling services to low- and moderate-income applicants on subjects such as budgeting, credit issues, mortgage qualification, rental lease requirements and landlord/tenant law.

(2) Household certification:

(a) Soliciting, scheduling, conducting and following up on interviews with interested households;

(b) Conducting interviews and obtaining sufficient documentation of gross income and assets upon which to base a determination of income eligibility for a low- or moderate-income unit;

(c) Providing written notification to each applicant as to the determination of eligibility or noneligibility;

(d) Requiring that all certified applicants for restricted units execute a certificate substantially in the form, as applicable, of either the ownership or rental certificates set forth in Appendixes J and K of N.J.A.C. 5:80-26.1 et seq.;

(e) Creating and maintaining a referral list of eligible applicant households living in the housing region and eligible applicant households with members working in the housing region where the units are located; and

(f) Employing the random selection process as provided in the Affirmative Marketing Plan of the City of Clifton when referring households for certification to affordable units.

(3) Affordability controls:

(a) Furnishing to attorneys or closing agents forms of deed restrictions and mortgages for recording at the time of conveyance of title of each restricted unit;

(b) Creating and maintaining a file on each restricted unit for its control period, including the recorded deed with restrictions, recorded mortgage and note, as appropriate;

(c) Ensuring that the removal of the deed restrictions and cancellation of the mortgage note are effectuated and properly filed with the appropriate county's register of deeds or county clerk's office after the termination of the affordability controls for each restricted unit;

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(d) Communicating with lenders regarding foreclosures; and

(e) Ensuring the issuance of continuing certificates of occupancy or certifications pursuant to N.J.A.C. 5:80-26.10.

(4) Resale and rental:

(a) Instituting and maintaining an effective means of communicating information between owners and the administrative agent regarding the availability of restricted units for resale or rental; and

(b) Instituting and maintaining an effective means of communicating information to low- and moderate-income households regarding the availability of restricted units for resale or rerental.

(5) Processing requests from unit owners:

(a) Reviewing and approving requests from owners of restricted units who wish to take out home equity loans or refinance during the term of their ownership;

(b) Reviewing and approving requests to increase sales prices from owners of restricted units who wish to make capital improvements to the units that would affect the selling price, such authorizations to be limited to those improvements resulting in additional bedrooms or bathrooms and the cost of central air-conditioning systems; and

(c) Processing requests and making determinations on requests by owners of restricted units for hardship waivers.

(6) Enforcement:

(a) Securing, annually, lists of all affordable housing units for which tax bills are mailed to absentee owners and notifying all such owners that they must either move back to their unit or sell it;

(b) Securing from all developers and sponsors of restricted units, at the earliest point of contact in the processing of the project or development, written acknowledgment of the requirement that no restricted unit can be offered or in any other way committed to any person other than a household duly certified to the unit by the administrative agent;

(c) The posting annually in all rental properties, including two-family homes, of a notice as to the maximum permitted rent, together with the telephone number of the administrative agent where complaints of excess rent can be made;

(d) Sending annual mailings to all owners of affordable dwelling units reminding them of the notices and requirements outlined in N.J.A.C. 5:80-26.18(d)4;

(e) Establishing a program for diverting unlawful rent payments to the municipality's Affordable Housing Trust Fund or other appropriate municipal fund approved by the DCA;

(f) Creating and publishing a written operating manual, as approved by COAH, setting forth procedures for administering such affordability controls; and

(g) Providing annual reports to COAH as required.

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(7) The administrative agent shall have authority to take all actions necessary and appropriate to carry out its responsibilities hereunder.

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§ 461-24.2. Affordable housing.[1] [Added 8-16-1988 by Ord. No. 5287-88[2]; amended 2-15-1994 by Ord. No. 5674-94; 6-15-1999 by Ord. No. 6056-99; 5-16-2000 by Ord. No. 6135-00]

A. Short title. This section of the City of Clifton Zoning Ordinance shall be known as the "Affordable Housing Ordinance of the City of Clifton."

B. Purpose. The purpose of this section is to comply with the "Substantive Rules" of the New Jersey Council on Affordable Housing regarding the City of Clifton.

C. Definitions.

(1) The definitions in this section of the Zoning Ordinance of the City of Clifton are intended to supplement other definitions within the ordinance and the definitions contained within the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.). Moreover, any definition pertaining to affordable housing not contained in this section is intended to have the meaning as defined in the New Jersey Fair Housing Act (N.J.S.A. 52:27D-301 et seq.), or the Procedural Rules of the New Jersey Council on Affordable Housing (N.J.A.C. 5:91) or the Substantive Rules of the New Jersey Council on Affordable Housing (N.J.A.C. 5:92 or N.J.A.C. 5:93, as appropriate).

(2) As used in this section, the following terms shall have the meanings indicated:

ACT — The Fair Housing Act of 1985, c. 222 (N.J.S.A. 52:27D-301 et seq.).

AFFIRMATIVE MARKETING PLAN — A regional marketing strategy prepared by a developer of affordable units in accordance with the requirements of this section which is designed to attract buyers and/or renters of all majority and minority groups, regardless of sex, age or number of children, to housing units which are being marketed by the developer or sponsor of the affordable housing. It is a continuing program and covers the period of deed restriction.

AFFORDABLE — A sales price or rent within the means of a low- or moderate-income household as defined in N.J.A.C. 5:93-7.4.

AFFORDABLE HOUSING AGENCY — The entity designated by the City of Clifton to monitor the construction and/or rehabilitation of low- and moderate-income housing units. The Affordable Housing Agency may be the Mayor and Council itself, a group of people appointed by the Mayor and Council, a member or members of the City staff, an independent consultant or other entity under contract to the City of Clifton or any combination of the preceding.

AFFORDABLE HOUSING DOCUMENT — A legal instrument which sets forth the terms, restrictions and provisions of the Affordable Housing Ordinance which are applicable to the subject affordable unit(s) and which constitute the restrictive covenants running with the land with respect to the subject affordable units.

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1. **Editor's Note: See also Ch. 7, Affordable Housing Agency.**

2. **Editor's Note: This ordinance, as amended 10-4-1988 by Ord. No. 5298-88, also provided as follows: "Any ordinance or parts of ordinances inconsistent herewith are repealed as to such inconsistencies, only except, however, for Ordinance No. 5220-88, passed February 16, 1988, which is hereby excluded from the provisions of this ordinance." See § 461-13M, Planned Commercial and Residential District.**

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AFFORDABLE UNIT — A housing unit in the City, the sale or rental of which is established in accordance with this section and which shall be sold or rented to a low- or moderate-income household in accordance with this section.

AGENCY — The New Jersey Housing and Mortgage Finance Agency established by P.L. 1983, c. 530 (N.J.S.A. 55:14K-1 et seq.).

ALTERNATIVE LIVING ARRANGEMENT — A structure in which households live in distinct bedrooms, yet share kitchen and plumbing facilities, central heat and common areas.

ASSESSMENTS — Levies, charges or assessments, both public and private, including those imposed by a homeowners' association upon the unit which is part of the homeowners' association.

CERTIFIED HOUSEHOLD — A household determined to be eligible for low- or moderate income housing by the Affordable Housing Agency after the Affordable Housing Agency has verified the applicant's gross household income. Moreover, once certified, any increase or decrease in the gross household income of the household shall not affect the rights and obligations of the household as specified in this section. However, any household which submits false information in support of an application for certification as a qualified household and which subsequently receives such certification and either a title to an affordable unit as owner or possession of an affordable unit as tenant shall be deemed to have committed a substantial breach of provisions of this section, and the applicable affordable housing document and any rights of ownership or occupancy of such unit shall be subject to forfeiture pursuant to the provisions of this section.

CONVERSION — The conversion of existing commercial, industrial or residential structures for low- and moderate-income housing purposes.

COUNCIL — The New Jersey Council on Affordable Housing established under the Act and which has primary jurisdiction for the administration of housing obligations in accordance with sound regional planning considerations in the state.

DEVELOPMENT FEES — Money paid by an individual, person, partnership, association, company or corporation for the improvement of property as permitted in N.J.A.C. 5:93-8 and in accordance with the applicable provisions of this section.

EXEMPT SALES — The transfer of ownership between husband and wife; the transfer of ownership between former spouses ordered as a result of a judicial decree of divorce or judicial separation, but not including sales to third parties; the transfer of ownership between family members as a result of inheritance; the transfer of ownership through an executor's deed to a Class A beneficiary; and the transfer of ownership by court order.

FAIR MARKET VALUE — The unrestricted price of a low- or moderate-income housing unit if sold at a current real estate market rate.

FIRST MORTGAGE — The most senior mortgage securing a loan for the purchase or refinancing of a unit.

FIRST MORTGAGEE — The most senior mortgage holder who has loaned funds for the purchase or refinancing of a unit or the assigns of such most senior mortgage holder.

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Such mortgagee must be an institutional lender or investor, licensed or regulated by a state or federal government, or an agency thereof.

FORECLOSURE — A termination of all rights of the mortgagor or the mortgagor's assigns or grantees in a unit covered by a recorded mortgage through legal processes, or through a deed in lieu of foreclosure which has been executed prior to a judicially regulated sale.

GROSS HOUSEHOLD INCOME — The total annual income for every household member 18 years of age or over who will live in the affordable unit and receives income, including income received by adults on behalf of minor children for their benefit, and subject to the following:

(a) Generally, sources of annual income shall be based on regular income reported to the Internal Revenue Service (IRS) and which can be utilized for mortgage approval. Household annual gross income shall be calculated by projecting current gross income over a twelve-month period.

(b) Income includes, but is not limited to, wages, salaries, tips, commissions, alimony, regular scheduled overtime, pensions, social security, unemployment compensation, AFDC, verified child support, disability, net income from business or real estate and income from assets such as savings, certificates of deposit (CD's), money market mutual funds, stocks and bonds and imputed income from non-income-producing assets such as equity in real estate.

(c) Income from assets that have delayed earnings, such as individual retirement accounts (IRA's) or annuity programs, shall not be included in current income until such payments have been received. However, these assets must be reported and verified.

(d) Net rent from real estate is considered income after the monthly mortgage payment, including real estate taxes and insurance, is deducted. Other expenses are not deductible. In addition, the equity in the rental real estate is considered an asset and will have the imputed interest income on the calculated value of equity added to income.

(e) Income does not include payments, rebates or credits received under federal or state low-income home energy assistance programs. Food stamps, payments received for care of foster children, relocation assistance benefits, income of live-in attendants, scholarships, student loans, personal property such as automobiles, lump-sum additions to family assets such as inheritance, one-time lottery winnings and insurance settlements, except for additional income earned from these additions, and casual, sporadic or irregular gifts and bonuses.

HOUSING REGION — The northeastern region as designed by the New Jersey Council on Affordable Housing, including the counties of Bergen, Hudson, Passaic and Sussex in the State of New Jersey.

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IMPROVEMENTS — Additions within a unit, including materials, supplies, appliances or fixtures, which become a permanent part of the unit or are affixed to the unit.

INCLUSIONARY DEVELOPMENT — A development containing low- and moderate-income units.

INDIGENOUS NEED — Substandard (deficient) housing units within the City of Clifton which are occupied by low- and moderate-income households.

LOW-INCOME HOUSEHOLD — A household whose gross household income is no greater than 50% of the median regional income for households of the same size within the housing region.

LOW-INCOME PURCHASER — A low-income household purchasing an affordable unit.

LOW-INCOME RENTER — A low-income household renting an affordable unit.

LOW-INCOME UNIT — A housing unit which is affordable to a low-income household in accordance with the requirements of this section and the Substantive Rules and Regulations of the New Jersey Council on Affordable Housing.

MARKET RATE UNIT — A housing unit, within an inclusionary development, not restricted to low- and moderate-income households, that may sell at any price determined by a willing seller and a willing buyer.

MASTER DEED — The master deed and the declaration of restrictive and protective covenants for a housing development, including any by-laws and rules and regulations, and any amendments thereto, which are to be recorded in the Office of the Register of Passaic County.

MEDIAN REGIONAL INCOME — The most recent "uncapped" schedule of United States Department of Housing and Urban Development Section 8 income limits for Passaic County, with adjustments for household size, as published by the New Jersey Council on Affordable Housing.

MODERATE-INCOME HOUSEHOLD — A household whose gross household income is in excess of 50%, but less than 80%, of the median regional income for households of the same size within the housing region.

MODERATE-INCOME PURCHASER — A moderate-income household purchasing an affordable unit.

MODERATE-INCOME RENTER — A moderate-income household renting an affordable unit.

OWNER — The current titleholder of record of a dwelling unit as indicated on the most recently dated and recorded deed for the unit. For purposes of the initial sale of a unit, the owner may be the developer. Ownership of a unit shall be deemed to be acceptable upon ratification of all the provisions of any affordable housing plans for the development in which the unit is located.

REHABILITATED UNIT — A previously substandard housing unit which has undergone significant renovation to meet the housing code standards of the City of

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Clifton and the applicable provisions of this section.

REHABILITATION MARKETING PLAN — The marketing plan prepared in accordance with the requirements of this section by the Affordable Housing Agency for the purpose of advertising the City of Clifton Rehabilitation Program.

REPAYMENT CLAUSE — The obligation of a seller exercising a repayment option to pay 95% of the price differential to the City of Clifton at closing for one unit of affordable housing in the municipal housing plan.

REPAYMENT OPTION — The option of a seller of a low- or moderate-income unit to sell a unit at fair market value, subject to compliance with the terms of the repayment clause and other applicable provisions of this section.

SENIOR CITIZEN HOUSEHOLD — A household in which the primary wage earner is over 62 years of age, or a household in which there is no primary wage earner and in which at least one member of the principal household unit is over 62 years of age.

SET ASIDE — The percentage of housing units devoted to low- and moderate-income households within an inclusionary development.

STATEMENT OF EXEMPTION — A certification by the Affordable Housing Agency declaring that, in accordance with the applicable provisions of this section, the resale of an affordable unit is exempt from the requirement that the resale of the unit must be to a certified low- or moderate-income household.

SUBSTANDARD HOUSING UNIT — A housing unit with health and safety code violations that requires the repair or replacement of a major system. A major system includes a roof, plumbing (including wells), heating, electricity, sanitary plumbing (including septic systems) and/or a load-bearing structural system.

TOTAL MONTHLY HOUSING COST — The total of the following monthly payments associated with the cost of the housing: mortgage payment (principal, interest, private mortgage insurance); applicable assessments by a homeowners' association; real estate taxes; and fire, theft and liability insurance. For rental units, total monthly housing costs also shall include utility costs consistent with the utility allowance approved by the Department of Housing and Urban Development (HUD) for New Jersey.

D. Clifton Affordable Housing Agency.

(1) Establishment of the Affordable Housing Agency.

(a) The Mayor and Council of the City of Clifton shall designate an Affordable Housing Agency (also referred to as the Agency) to administer the provisions of this Affordable Housing Ordinance and monitor the rehabilitation, occupancy, sale, resale, rental and rerental restrictions of low- and moderate-income units.

(b) The Affordable Housing Agency may be the Mayor and Council itself, a group of people appointed by the Mayor and Council, a member or members of the City staff, an independent consultant or other entity under contract to the City or any combination of the preceding.

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(2) Powers and duties of the Affordable Housing Agency.

(a) To establish selection procedures and criteria for determining a certified household.

(b) To qualify prospective owners and renters of affordable units as certified households in accordance with the provisions of § 461-24.2E of this section, income limits and housing eligibility.

(c) To determine the maximum sale, resale, rental and rerental charges for low- and moderate-income units in accordance with the provisions specified in § 461-24.2F of this section, Maximum sales price and rental charges, and to update the maximum charges annually to reflect changes to the median regional income and in consideration of other factors specified in § 461-24.2F.

(d) To maintain a waiting list of certified households in accordance with Subsection M(1) of this section, entitled Affordable unit occupancy preference, and to make the list available to developers, sponsors and owners of affordable units within the City of Clifton.

(e) To determine, in accordance with Subsection F(3) of this section, entitled Maximum resale prices for all affordable units, whether or not the cost or value of improvements to an affordable unit should he approved for inclusion in the resale price of the unit. Additionally, the Affordable Housing Agency shall establish regulations and procedures whereby an owner of an affordable unit may apply for such approval prior to undertaking the improvements.

(f) To issue statements of exemption in accordance with Subsection I of this section.

(g) To review and approve or disapprove the affordable housing document for each affordable unit required by § 461-24.2G of this section, and, once approved, to enforce the provisions of the affordable housing document.

(h) To verify that the affordable housing document has been recorded with the Office of the Register, Passaic County, New Jersey, and that the deed of each affordable unit references the appropriate affordable housing document.

(i) To assist the developer, prospective owner or prospective renter of an affordable unit to apply to the New Jersey Housing and Mortgage Finance Agency or other public agency for financing subsidy funds in order to facilitate the purchase or rental of an affordable unit by a certified household.

(j) To assist an owner of a substandard housing unit occupied by a low- or moderate-income household to apply for a grant or loan from the Affordable Housing Agency for the purpose of rehabilitating the unit in accordance with Subsection N this section, entitled "The Housing Rehabilitation Program."

(k) To assure that the master deeds of any inclusionary development prescribe that the homeowners' association fees for an affordable unit not be less than 1/2 of the fee charge for a market rate unit of the same number of bedrooms.

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(l) To review and approve or disapprove the affirmative marketing plan in accordance with the provisions in Subsection M of this section, and, once approved, to assure that the affirmative marketing plan has been advertised and publicized as indicated in § 461-24.2M.

(m) To develop the necessary application and financial statement forms as approved by COAH to be used by a low- or moderate-income household applying to purchase or rent an affordable unit.

(n) To administer the Housing Rehabilitation Program in accordance with the provisions of Subsection N of this section.

(o) To prepare the rehabilitation marketing plan and advertise the City of Clifton Housing Rehabilitation Program in accordance with the applicable provisions of Subsection N of this section.

(p) To develop the necessary application and financial statement forms as approved by COAH to be used by an owner of a substandard housing unit applying for a grant or loan from the Affordable Housing Agency for the purpose of rehabilitating the unit.

(q) To maintain a file on each applicant of the City of Clifton Housing Rehabilitation Program, including the following information:

[1] The name of the applicant.

[2] If the applicant is not approved, the reasons for disapproval.

[3] If the applicant is approved, the following shall be noted:

[a] Proof of income eligibility (federal tax return).

[b] The initial inspection report of the City Construction Official.

[c] The bids submitted by interested contractors.

[d] The final contracts(s) to do the required work.

[e] Periodic reports as to the progress of the required work.

[f] A copy of the final inspection report of the City Construction Official.

[g] A copy of the affordable housing document (lien) on the subject property.

(r) To develop a rehabilitation manual that complies with the rules of COAH and summarizes the administration of the City of Clifton Housing Rehabilitation Program, pursuant to Subsection N of this section. The rehabilitation manual shall include a copy of the affordable housing document (lien) to be used and shall describe the following:

[1] The Housing Rehabilitation Program's staff and their responsibilities.

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[2] The procedures for the marketing of the Housing Rehabilitation Program.

[3] Eligible repairs and improvements.

[4] The amount of money available for rehabilitation.

[5] Financing terms.

[6] Income qualification criteria.

[7] The procedures for filing applications.

[8] The procedures for review and approval of the rehabilitation work, including interim inspections.

[9] The length of the affordability controls on the affordable unit.

(s) To submit annual monitoring reports to COAH no later than February 15 of each calendar year on the monitoring forms provided by COAH.

(t) To receive, advance and pay monetary sums as authorized by the Mayor and Council, which monetary sums are necessary to protect, preserve and retain an affordable unit as an affordable unit in accordance with the provisions in Subsection J of this section, entitled Recapture of affordable sales units, and with other applicable provisions of this section.

(u) To report bimonthly to the Mayor and Council on the status of affordable units in the City of Clifton, including, but not limited to, the following regarding inclusionary developments, the housing rehabilitation program and development fees:

[1] Regarding inclusionary developments:

[a] Any statement of exemptions which have been issued by the Affordable Housing Agency.

[b] Any foreclosure upon an affordable unit which has occurred.

[c] Any proposed development which is subject to this section and for which an application has been filed with the Planning Board, including the following information:

[i] Site location.

[ii] The number of affordable units.

[iii] number of market rate units.

[iv] The calculations of the maximum sale and rental charges in accordance with the applicable provisions of this section.

[v] The distribution of the affordable units by bedroom number.

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[vi] The phasing schedule for construction of the affordable units in relation to the construction of the market rate units.

[vii] name of the developer.

[viii] date(s) that Planning Board actions(s) was/were taken or are expected to be taken.

[d] A summary comparison of the affordable units constructed and occupied versus the total number of affordable units required to be constructed and occupied.

[2] Regarding the Housing Rehabilitation Program:

[a] The number of applications filed for participation in the Rehabilitation Program.

[b] The number of units found to be substandard housing units which are occupied by low- or moderate-income households.

[c] A financial statement for each rehabilitated unit and each unit to he rehabilitated, including the amount of money expended or to be expended for actual rehabilitation activities versus administrative costs.

[d] A summary comparison of the status of the substandard housing rehabilitated units which are included in the rehabilitation program.

[3] Regarding development fees:

[a] The amount of development fees collected and their sources.

[b] A breakdown as to how the development fees collected have been expended.

E. Income limits and housing eligibility.

(1) Gross household income. The gross household income of any household shall be the total annual income from every household member 18 years of age or over who lives in the affordable unit and receives income, including income received by adults on behalf of minor children, and subject to the additional criteria included in the definition of the gross household income within Subsection C of this section.

(2) Income ceilings for low- and moderate-income households. The income ceiling for low- and moderate-income households of four members shall be 50% and 80%, respectively, of the median regional income, with adjustments for household size in accordance with the guidelines of COAH.

(3) Relationship between household size and unit size. The income of the following household sizes shall be used to determine the maximum sales price and rental charges for each of the corresponding unit sizes. No alteration of an affordable unit to increase the number bedrooms shall be undertaken after initial occupancy unless the alteration was previously approved by the Affordable Housing Committee.

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(a) All efficiency units shall be affordable to one-person households, and only one-person households may occupy an efficiency.

(b) One-bedroom units shall be affordable to one-and-five-tenths-person households.

(c) Two-bedroom units shall be affordable to three-person households.

(d) Three-bedroom units shall be affordable to four-and-five-tenths-person households.

(4) Household certification by Affordable Housing Agency.

(a) A prospective purchaser or renter of an affordable unit must be determined to be a certified household by the Affordable Housing Agency prior to the purchase or rental of the subject unit, and the Affordable Housing Agency shall issue a signed form indicating that the household has been certified.

(b) A certified household that rejects an opportunity for an affordable unit may be replaced on the waiting list upon request and may be reinterviewed for recertification when their name next appears for a subsequent affordable unit.

(c) A certification of a household by the Affordable Housing Agency shall be valid for 120 days and shall thereafter expire unless a valid sales contract or lease has been executed, provided that the following are met:

[1] If a valid sales contract or lease has been executed within the one-hundred-twenty-day time period, the certification shall be valid unless the sales contract or lease is ruled invalid and no occupancy of the affordable unit has occurred.

[2] Upon the written request of a certified household, the certification may be renewed in writing by the Affordable Housing Agency, at its discretion, for no more than an additional 120 days.

(d) Households that are denied certification by the Affordable Housing Agency may make a written request to the Affordable Housing Agency for redetermination, in accordance with the following:

[1] The household shall be required to produce additional information to support its request, and the Affordable Housing Agency shall make a redetermination and notify the household of its decision.

[2] A household which is denied certification a second time may request a hearing by forwarding a written request to the Affordable Housing Agency within 30 days following the household's receipt of the second denial notification, in accordance with the following:

[a] If a written request is not received within the thirty-day time period, the determination by the Affordable Housing Agency that the household is ineligible shall be considered a final decision.

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[b] If a written request is receive within the thirty-day time period, a hearing shall be scheduled by the Affordable Housing Agency, and its decision resulting from the hearing shall be its final decision regarding the subject household.

(5) Reference of certified households to affordable units.

(a) Certified households whose gross household income is measured at 50% or below 50% of the established regional median income shall be referred to affordable units designated for low-income households.

(b) Certified households whose gross household income is measured above 50% but below 80% of the established regional median income shall be referred to affordable units designated for moderate-income households.

(c) Certified households shall be referred to affordable units where the predetermined total monthly costs correspond to the household's calculated ability to pay, using 28% of gross monthly income as the standard for home ownership and 30% of gross monthly income as a standard for rental units.

(d) Certified households shall be referred to available affordable units using the following occupancy standards, except that households may be referred to other units, provided that no more than one additional bedroom may be contained in the unit compared to the following schedule:

[1] A maximum of two persons per bedroom;

[2] Children of the same sex in the same bedroom;

[3] Unrelated adults or persons of the opposite sex (other than husband and wife) in separate bedrooms; and

[4] Children not in the same bedroom as their parents.

F. Maximum sales prices and rental charges. Prior to the sale, resale, rental or rerental of a low- or moderate-income unit, the Affordable Housing Agency shall determine the maximum sales price or rental charge that may be charged for that size unit in each income category in accordance with the following:

(1) Estimated maximum initial sales prices for inclusionary units.

(a) As part of the final site plan application submitted to the Planning Board by a developer for an inclusionary development containing affordable units, the developer shall also submit to the Affordable Housing Agency information demonstrating the mortgage financing generally available to low- and moderate-income home buyers and the developer's calculations of the estimated maximum initial sales price in accordance with § 461-24.2F(2) hereinbelow.

(b) The Affordable Housing Agency shall review the developer's calculations and shall approve or recommend modifications to the estimated maximum initial sales prices for applicable sized units in each income category and shall notify the Planning

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Board and the developer of its action within 30 days of its receipt of the developer's calculations as part of its action on the final site plan submitted for approval. Any delay of the Affordable Housing Agency in reviewing and approving the estimated maximum initial sales prices shall not postpone or delay the Planning Board's action on the proposed development pursuant to the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.).

(2) Actual maximum initial sales prices for all affordable units.

(a) A base sales price shall be calculated such that, after a down payment of 5% the sum of the monthly payments for principal, interest, taxes, fire, theft and liability insurance, and homeowners' association fees, if any, shall not exceed 28% of the low- or moderate-income ceilings determined in accordance with Subsection E(2) of this section. Any homeowners' association fees for affordable units shall not be less than 1/2 the fee charged for market rate units of the same number of bedrooms.

(b) The Affordable Housing Agency shall use the information to determine the maximum initial sales price for the different sized units in each income category. The Affordable Housing Agency shall certify the actual maximum initial sales price to the Mayor and Council, the Building and the Construction Official in charge of issuing certificates of occupancy, within 60 days of its receipt of the pricing information described hereinabove.

[1] No certificate of occupancy for the affordable units shall be issued until the maximum initial sales prices have been certified by the Affordable Housing Agency the expiration of the aforesaid sixty-day time period, whichever is earlier.

[2] The certified sales prices shall remain in effect for a period of one year. However, the builder may request a modification of maximum sales prices at any time by applying to the Affordable Housing Agency for recalculation of the base prices on changes in any of the factors used to calculate the prices, provided that in the case of an inclusionary development, the affordable range in Subsection F(2)(c) hereinbelow is maintained.

(c) In order to assure that low- and moderate-income units within inclusionary developments are affordable by households whose income is less than the low- and moderate-income ceilings, a range of sales prices shall be offered for each such unit based on a range of income. The overall range of sales prices for all low- and moderate-income units combined shall be affordable to household with an average income of 57.5% of the median regional income.

[1] Establishing a range of affordability, units shall be offered, as best as practical, in accordance with the following distribution of prices for every six low- and moderate-income units:

[a] One at 43.0% of median.

[b] Two at 48.0% of median.

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[c] One at 59.5% of median.

[d] One at 71.50% of median.

[e] One at 75.0 % of median.

[2] At least a minimum of 60 days prior to the developer's anticipated need of certificates of occupancy for the affordable units, the developer shall provide the Affordable Housing Agency with information demonstrating the financing and insurance rates generally available locally to low- an moderate-income home buyers and the developer's calculations of the maximum sales prices. The interest rate used by the developer in calculating the maximum initial sales prices shall be the rate that the Affordable Housing Agency determines to be generally available locally for a thirty-year fixed-rate mortgage with a down payment of 5% of the purchase price, in accordance with the following:

[a] In the event that the developer obtains for the low- and moderate-income purchaser a commitment for a thirty-year fixed-rate mortgage, or in the event that the developer obtains a commitment for thirty-year fixed-rate mortgages in sufficient quantity to provide mortgage financing for all the affordable units included within the project remaining to be sold, the payment rate of the committed thirty-year fixed-rate mortgage(s) shall be used for calculating the maximum sales price.

[b] In the event that the developer or another entity shall provide other thirty-year fixed-rate mortgage financing for the affordable units, such as in a mortgage buy-down program or for an adjustable rate mortgage (ARM), the sales price of affordable units is calculated using the fixed-rate mortgage.

(3) Maximum resale prices for all affordable units.

(a) Prior to the resale of any low- or moderate-income units, the Affordable Housing Agency shall determine the maximum resale price for the unit in accordance with regulations adopted by the Affordable Housing Agency, which take into account:

[1] The changes in the median regional income; and

[2] The cost or value of improvements to the property made by the owner, as determined in accordance with the rules and regulations established by the Affordable Housing Agency pursuant to Subsection F(3)(c) hereinbelow.

(b) The base resale price, before adding the costs of improvements, shall be the previous purchase price adjusted by the percentage increase in median regional income between the year of the previous title closing and the current year, provided that in no event shall the maximum resale price established by the Affordable Housing Agency be lower than the last recorded purchase price.

(c) Improvement costs may be included in the resale price only if the owner has obtained prior approval from the Affordable Housing Agency. Allowable

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improvements for which costs may be approved shall be limited to permanent structural improvements which shall increase the occupancy potential of a unit under Subsection E(3) of this section and central air conditioning installed subsequent to the initial sale of the unit, subject to the following:

[1] No portion of the cost or value of the improvement not specifically approved by the Affordable Housing Agency shall be included for purposes of the price calculation.

[2] At resale, all items of property which are permanently affixed to the units and/or were included when the unit was initially restricted (e.g., refrigerator, range, washer, dryer, dishwasher, wall-to-wall carpeting) shall be included in the maximum allowable resale price.

[3] The purchase of central air conditioning installed subsequent to the initial sale of the unit and not included in the base price may be made a condition of the unit resale, provided that the price has been approved by the Affordable Housing Agency. Unless otherwise permitted by COAH, the purchase of any property other than air conditioning shall not be made a condition of resale.

[4] Other items of property may be sold by the owner to the purchaser at a reasonable price that has been agreed upon between the parties and has been approved by the Affordable Housing Agency at the time of the signing of the agreement and purchase.

[5] If the owner receives approval from the Affordable Housing Agency for an improvement, a portion of the cost or value of which is to be included within the resale price of affordable unit, and such owner is in need of a second mortgage in order to pay for such improvement, then the Affordable Housing Agency shall execute and deliver to the owner, for recording by the owner, a document by which the Affordable Housing Agency's rights, claims and liens under this Affordable Housing Ordinance and the affordable housing document are subordinated to such second mortgage. The Affordable Housing Agency's rights, claims and liens shall not subordinated to any second mortgage unless the Affordable Housing Agency has executed and delivered such instrument to an owner in connection with an improvement approved by the Affordable Housing Agency.

[6] The owner and the purchaser must personally certify at the time of closing that no unapproved transfer of funds for the purpose of selling and receiving property has taken place at resale.

(d) The owner (seller) shall not include in the resale price either closing costs, real estate commissions or other costs associated with the selling of the unit.

(4) Maximum rental charges for all affordable units.

(a) A base rent shall be calculated such that the sum of the monthly rental payment, including utilities, does not exceed 30% of the low- or moderate-income ceilings determined in accordance with Subsection E(2) of this section.

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(b) If the cost of utilities is not included in the monthly rental charge, the Affordable Housing Agency shall calculate for each unit size an estimated average monthly charge for those utilities not included in the rent, including the estimated cost for the operation of air-conditioning equipment and clothes-washing and -drying equipment, whether or not such equipment is provided by the developer or the owner. These charges shall be estimated utilizing the personal benefit allowance for utilities as defined by the Department of Housing and Urban Development and shall be subtracted from the maximum gross rent to determine the maximum rental charge that may be charged for each low- and moderate-income unit.

(c) The owner shall calculate the maximum rental charge for each size unit in the low- and moderate-income category and shall submit said calculations to the Affordable Housing Agency for review. The Affordable Housing Agency shall determine, based upon its review, the maximum rental charges.

[1] These rental charges shall remain in effect for a period of at least one year, or until the median regional income levels are revised. Upon a revision to the median regional income levels, the owner may request a modification of the rental charges by applying to the Affordable Housing Agency for a recalculation of the rental charges based upon the income level changes.

[2] To the extent feasible, these criteria and procedures should ensure that the rental charges are consistent with the affordability standards as set forth in this section. In all cases, the Affordable Housing Agency shall reserve the right to require the owner to seek a modification to the permitted rental charges.

(d) In order to assure that low- and moderate-income units within the inclusionary developments are affordable by households whose income is less than the low- and moderate-income ceilings, a range of rents shall be offered for each such unit based on a range of income. The maximum average rent and price of low- and moderate-income units within each inclusionary development shall be affordable to households earning 57.5% of the median regional income. In averaging 57.5%, developers and/or municipal sponsors of rental units may establish one rent for a low-income unit and one rent for a moderate-income unit for each bedroom distribution.

(5) Maximum rerental charges for all affordable units. Except for rental housing contracted pursuant to low-income tax credit regulations, the Affordable Housing Agency shall establish appropriate criteria and procedures for allowing annual rental charge increases, taking into account:

(a) The increase in the median regional income;

(b) The increase in the housing Consumer Price Index for the United States, provided that no rent increase shall exceed 9% in any one year; and

(c) The costs to the owner of any capital improvements deemed necessary by the City Construction official.

G. Affordable Housing documents for all affordable housing units.

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(1) Required preparation of an affordable housing document. Each owner of a low- or moderate-income unit shall prepare an affordable housing document which shall be a legal instrument setting forth the terms, restrictions and provisions applicable to the subject affordable unit(s), and which shall constitute the restrictive covenants running with the land with respect to the subject affordable unit(s).

(a) The affordable housing document shall be an instrument to be recorded with the Office of the Register, Passaic County, New Jersey.

(b) The affordable housing document shall be in the form adopted by COAH, which is delineated in Appendix E of the Substantive Rules of COAH (N.J.A.C. 5:93), unless amendments have been specifically approved by COAH.

(c) The affordable housing document shall be executed by the Affordable Housing Agency prior to the recording of the instrument, and the Affordable Housing Agency shall certify that the affordable housing document is consistent with the then-current Affordable Housing Ordinance.

(d) The affordable housing document also shall be executed by the developer and/or the then-current titleholder of record of the property upon which the affordable unit(s) is/are constructed.

(e) The affordable housing document shall have priority over all mortgages on the subject property except for a first mortgage placed on the property by the mortgagee prior to the expiration of the affordable housing document.

(f) The affordable housing document shall be a condition of any applicable approval of a site plan and/or subdivision plat by the Planning Board or the Zoning Board of Adjustment, as the case may be.

(2) Contents of an affordable housing document.

(a) The affordable housing document shall set forth terms, restrictions and provisions applicable to the affordable units(s) and shall be consistent with this Affordable Housing Ordinance, including but not limited to, those provisions of this section covering income limits, housing eligibility and the determination of certified households, maximum sales prices and rental charges, the duration of restrictions, procedures for the sale and rental of an affordable unit when no eligible household is found, exempt sales, the provisions for the recapture of affordable units, the obligations of owners and renters, violations and penalties, foreclosures, the legal description of the specific affordable unit(s) governed by the document and the creation of the terms, restrictions and provisions applicable to the affordable units; all as such provisions of this section exist at the time that the document is executed by the Affordable Housing Agency.

(b) The affordable housing document specifically shall bind all purchasers, owners and renters of an affordable unit, their heirs, assigns and all persons claiming by, through or under their heirs, assigns and administrators, and shall stipulate that the ownership or rental of an affordable unit shall be deemed to be an acceptance and ratification of all the applicable provisions of the affordable housing document.

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(c) If a single affordable housing document is used to govern more than one affordable unit, then the document must contain the legal description of each affordable unit governed by the document. The deed of each and every individual affordable unit so governed must contain the recording information of the document applicable to such affordable unit.

(d) Changes, amendments or revisions to the Affordable Housing Ordinance shall not affect, amend or alter the affordable housing document and such affordable housing document shall continue to be interpreted and applied in accordance with the Affordable Housing Ordinance as it existed on the date of the execution of the particular affordable housing document by the Affordable Housing Agency.

(3) Certificates of occupancy for sale units.

(a) No certificate of occupancy shall be issued for the initial occupancy of any low- or moderate-income sales unit unless there is a written determination by the Affordable Housing Agency that the affordable unit is to be controlled by an affordable housing document in the form approved by COAH.

[1] The Affordable Housing Agency shall make its determination within 10 days of its receipt of a proposed affordable housing document.

[2] No initial occupancy of a low- or moderate income-sales unit shall be permitted prior to the issuance of the certificate of occupancy.

[3] A request for an amendment to the affordable housing document may be made by the developer or owner, the Affordable Housing Agency or the Mayor and Council.

(b) A new certificate of occupancy shall be required for the reoccupancy of any low- or moderate-income unit resulting from the resale of the unit, and the same procedures shall be followed as indicated in Subsection G(3)(a) hereinabove for the issuance of the initial certificate of occupancy.

(4) Expiration of the affordable housing document. The terms, restrictions and covenants of an affordable housing document shall expire and terminate in accordance with the following schedule of years from the date of the first purchase or rental of the affordable unit by either a low-income household or by a moderate-income household and in accordance with the recapture provisions specified in Subsection J of this section.

(a) Newly constructed low- and moderate-income sales units shall remain affordable to low- and moderate-income households for not less than 30 years.

(b) Newly constructed low- and moderate-income rental units shall remain affordable to low- and moderate-income households for not less than 30 years.

(c) Rehabilitated owner-occupied single-family housing units that are improved to code standard shall be subject to affordability controls for at least six years.

(d) Rehabilitated renter-occupied housing units that are improved to code standards shall be subject to affordability controls for at least 10 years.

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(e) Accessory apartments shall be subject to affordability controls for at least 10 years.

(f) Alternative living arrangements shall be controlled in a manner, suitable to COAH, that provides assurances that such a facility will house low- and moderate-income households for at least 15 years.

(5) Deeds conveyance and leases.

(a) The deed of conveyance from the owner to the purchaser of an affordable unit, as well as the lease from the owner to the renter of an affordable unit, shall include the following clause:

> "The owner's/tenant's right, title and interest in this unit and the use, sale, resale, rental or rerental of this property are subject to the terms, conditions, restrictions, limitations and provisions as set forth in the "Affordable Housing Document" which was filed in the office of the Register of Passaic county in Misc. Book _____ at Page ___ on _____ and is on file with the City of Clifton Municipal Clerk.

(b) The above clause shall be in addition to any clause stating that the unit is subject to the master deed, which clause also shall appear in the deeds or leases of all units in an inclusionary development.

H. Provisions applicable to inclusionary developments only.

(1) Disclosure statement by developers.

(a) The developer, of inclusionary affordable units shall provide a disclosure statement to all initial purchasers and renters of affordable units prior to the execution of any contract for sale or lease, and such disclosure statement shall be included in the public offering statement, a sample copy of which is attached as an addendum to this section.[3]

(b) All owners or renters of affordable units shall provide copies of the disclosure statement to subsequent buyers or renters prior to the execution of contracts of sale or leases with such buyers or renters.

(2) Phasing of market rate versus affordable units. In order to ensure that construction of affordable units takes place simultaneously with the construction of market rate units in any inclusionary development with affordable units, such development shall be subject to the following phasing schedule:

3. **Editor's Note: A copy of the sample disclosure statement is on file in the City Clerk's office.**

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Market Rate Housing Percentage Receiving Certificate of Occupancy (Maximum)	Low- and Moderate-Income Housing Percentage Receiving Certificate of Occupancy (Maximum)
Up to 25%	0% (none required)
25% + 1 unit	At least 10%
Up to 50%	At least 50%
Up to 75%	At least 75%
Up to 90%	100%

(3) Unit sizes and bedroom distribution.

(a) Each apartment or townhouse low- and moderate-income dwelling unit shall have the following minimum net habitable floor area:

Apartments

Number of Bedrooms	Floor Area (square feet)
Efficiency	500
1	600
2	725
3	875

Townhouses

Number of Bedrooms	Floor Area (square feet)
1	700
2	850
3	1,000

(b) The bedroom mix of non-senior, low- and moderate-income units shall contain the following distribution of unit types:

[1] Efficiencies and 1-bedroom: 10% minimum and 20% maximum.

[2] Two-bedroom: 30% minimum.

[3] Three-bedroom: 20% minimum.

(c) The number of bedrooms restricted to senior citizens shall, at a minimum, equal the number of senior citizen low- and moderate-income units within the inclusionary development. This standard can be met by creating all one-bedroom units or by creating a two-bedroom unit for each efficiency unit.

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[1] Efficiencies: 25% maximum.

[2] One-bedroom: 75% maximum.

[3] Two-bedroom: 25% minimum.

(4) Distribution of affordable units within inclusionary developments. With the exception of inclusionary developments constructed pursuant to low-income tax credit regulations, the following distribution of low- and moderate-income units shall occur within any inclusionary development:

(a) At least 1/2 of all affordable units within each inclusionary development shall be affordable to low-income households.

(b) As many as 1/2 of all affordable units within each inclusionary development shall be affordable to moderate-income households.

(c) At least 1/3 of all units in each bedroom distribution category pursuant to N.J.A.C. 5:93-7.3 and Subsection H(3)(b) and (3)(c) hereinabove shall be affordable to low-income households.

I. Procedures for the sale and rental of an affordable unit when no certified household is found; exempt sales.

(1) Initial sales of affordable units.

(a) Low- and moderate-income sales units shall not be offered to non-income-eligible households at initial sales without approval from COAH.

(b) Parties may petition COAH for such approval in accordance with the procedures outlined in N.J.A.C. 5:93-12 and shall document efforts to sell the unit(s) to income-eligible households.

(2) Resale of affordable units.

(a) Persons wishing to sell an affordable unit shall notify the Affordable Housing Agency of their intent to sell.

[1] If no eligible buyer enters into a contract of sale for the affordable unit within 90 days of the notice to the Affordable Housing Agency, the Affordable Housing Agency shall have the option to purchase the subject unit for a negotiated price that shall not exceed the maximum price permitted in accordance with Subsection F(3) of this section.

[2] The Affordable Housing Agency shall consider the specific reasons for any delay in selling the affordable unit and the hardship to the seller in continuing to offer the affordable unit to an income-eligible applicant.

[3] The inability to sell the unit for the maximum permitted resale price shall, not unto itself, be considered an appropriate reason for allowing the subject affordable unit to be sold to a non-income-eligible household.

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[4] If the application is approved, the Affordable Housing Agency shall issue a statement of exemption indicating that the subject affordable unit is exempt from the requirement that the sale of the unit must be to a low- or moderate-income household, as the case may be.

(b) If a statement of exemption is issued by the Affordable Housing Agency, the seller may offer a low-income unit to a moderate-income household at the maximum resale price in accordance with Subsection F(3) of this section, and a moderate-income unit may be offered to a household earning in excess of 80% of the median regional income, in accordance with the following:

[1] The statement of exemption shall apply only to the specific resale transaction for which the seller has applied; permission for the exemption of any other transaction shall require application to, and approval by, the Affordable Housing Agency as in the original instance.

[2] Any sale pursuant to the issuance of a statement of exemption shall not eliminate the resale controls on the subject affordable unit or permit any subsequent seller to convey the affordable unit except in full compliance with the restrictions and other applicable provisions of this section.

[3] Notwithstanding the issuance of a statement of exemption for a particular transaction, all other terms, provisions and restrictions of this Affordable Housing Ordinance shall remain in full force and effect. Therefore, a purchaser of an affordable unit which is subject to a statement of exemption shall take title to the affordable unit subject to the terms, restrictions, conditions and provisions of this section applicable to the affordable unit, including but not limited to those addressing use, occupancy and resale, just as though the purchaser was in fact a certified household.

(3) Rentals of affordable units.

(a) Owners of low- and moderate-income rental units shall not offer rental units to non-income-eligible households without prior approval from COAH.

(b) Parties may petition COAH for such approval in accordance with the procedures outlined in N.J.A.C. 5:93-12 and shall document all efforts to rent the unit(s) to income-eligible households and shall demonstrate to the satisfaction of COAH that alternatives, such as a reduction of the rent, are not feasible.

(4) Exempt sales.

(a) The following transfers of ownership shall deemed to be "non-sales" for purposes of this section, and the Affordable Housing Agency shall issue a statement of exemption to the owner receiving title by virtue of the following transactions:

[1] Transfer of ownership between husband and wife.

[2] Transfer of ownership between former spouses ordered as a result of a judicial decree of divorce or separation, but not including sales to third parties.

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[3] Transfer of ownership between family members as a result of inheritance.

[4] Transfer of ownership through an executor's deed to third parties.

[5] Transfer of ownership through a court order.

(b) Such transfers of ownership shall neither extinguish the restrictions and applicability of this section to the subject affordable unit nor terminate any liens incurred under this section. Liens must be satisfied in full prior to the subsequent resale of the affordable unit, and all such subsequent resales are fully subject to the terms and provisions of this section.

J. Recapture of affordable sales units.

(1) Options to buy sales units.

(a) The terms, restrictions and covenants of an affordable housing document shall include an option permitting options for the purchase of an affordable unit at the maximum allowable restricted sales price at the time of the first nonexempt sale after the controls on affordability have been in effect on the unit for the applicable time period specified in Subsection G(4) of this section.

(b) The options to buy shall be available to the City of Clifton, the New Jersey Department of Community Affairs (NJDCA), the New Jersey Housing and Mortgage Finance Agency (NJHMFA) or a qualified nonprofit as determined by COAH.

(c) The terms, restrictions and covenants of an affordable housing document shall require the owner to notify the Affordable Housing Agency in writing by certified mail of any intent to sell the unit at least 90 days prior to entering into an agreement for the first nonexempt sale after controls have been in effect for the applicable time period specified in Subsection G(4) of this section.

(d) Within five days of receipt of such notice, the Affordable Housing Agency shall notify the City, the NJDCA, the NJHMPA and COAH that the unit is for sale at the maximum allowable resale price. Any option to buy the housing unit shall be exercised in writing to the owner by certified mail and shall be deemed exercised upon mailing. A copy of the written notification to the owner shall be mailed to the Affordable Housing Agency.

(e) If the City of Clifton exercises its option to purchase the unit, it may enter into a contract to purchase the unit, subject to the following:

[1] The contract shall require the owner to convey good and marketable title, insurable by a title company doing business in the State of New Jersey, at regular rates and free and clear of any and all liens.

[2] The deed from the owner shall be a bargain and sale deed with covenants against grantor's acts.

[3] The contract shall call for a closing date within 60 days of the exercise of the

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option, unless the owner and the Affordable Housing Agency agree to an extension thereof.

(f) If the City of Clifton fails to exercise its option to purchase the unit within 90 days its receipt of the owner's notice of an intent to sell the unit, the first of the other entities giving notice to the owner of its intent to purchase the unit during the ninety-day period shall be entitled to purchase the unit.

(g) If the option to purchase that unit at the maximum allowable resale price is not exercised by written intent to purchase by either the City of Clifton the NJDCA, NJHMFA or a qualified nonprofit entity, the owner may proceed to sell the housing unit to another party in accordance with Subsection J(5) of this section hereinbelow. However, if the owner has not conveyed title to the unit within one year of the date of delivery of the initial notice of intent to sell, the option to buy the unit shall be restored and the owner shall be required to submit a new notice of intent to sell the unit at least 90 days prior to any future proposed date of sale, as in the first instance.

(h) As referred to in this section, the term "principal differential" shall mean the difference between the controlled unit sale price and the fair market value as determined at the date of the proposed contract of sale after reasonable real estate broker fees have been paid as well as the payment of the following additional costs as be applicable and approved by COAH:

[1] Outstanding taxes and governmental assessments.

[2] The first purchase money mortgage.

[3] The attorney's fees and costs of sale of the first money mortgagee.

[4] Outstanding assessments.

[5] The attorney's fees and costs of sale of the Affordable Housing Agency.

[6] Subordinate lien holders.

[7] The attorney's fees and costs of sale of any subordinate lien holders.

(2) City of Clifton option to buy. If the City of Clifton elects to purchase a low- or moderate-income unit, it may:

(a) Sell or rent the unit to a low- or moderate-income purchaser or tenant at a price or rent not to exceed the applicable maximum allowable restricted resale price or rerental charge in accordance with Subsection F(3), F(4) and F(5) of this section for the applicable time period specified in Subsection G(4) of this section, provided that the unit is controlled by an affordable housing document in accordance with the applicable provisions of Subsection G of this section.

(b) Sell the unit at fair market value subject to the following:

[1] Notice to COAH of the proposed sale and the proposed sales price at least 90

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days before closing.

[2] Notice to COAH of the price differential.

[3] Deposit of the price differential in a trust account devoted solely to the creation, rehabilitation or maintenance of low- and moderate-income housing, provided that the money shall not be expended until the City of Clifton submits, and COAH approves, a spending plan which is in accordance with N.J.A.C. 5:93-5.1(c) and which is subject to the restrictions, monitoring requirements and penalties outlined in N.J.A.C. 5:93-8.15 through 5:93-8.17.

(3) State of New Jersey option to buy. When the New Jersey Department of Community Affairs or the New Jersey Housing and Mortgage Finance Agency elects to purchase a low- or moderate-income unit, it may:

(a) Sell or rent the housing unit to a low- or moderate-income purchaser or tenant at a price of rent not to exceed the maximum allowable restricted resale price or rerental charge in accordance with Subsection F(3), F(4) and F(5) of this section.

(b) Sell the unit at fair market value and utilize the price differential to subsidize the construction, rehabilitation or maintenance of low- and moderate-income housing within the housing region.

(4) Qualified nonprofit option to buy. Nonprofit agencies that have been designated by COAH shall be eligible to purchase low- and moderate-income units for the sole purpose of selling or renting the housing units to a low- or moderate-income purchaser or tenant, subject to the following:

(a) The sale price or rent shall not exceed the maximum allowable restricted resale price or rerental charge in accordance with Subsection F(3) and F(5) of this section for the applicable time period specified in Subsection G(4) of this section.

(b) Low-income units shall be made available to low-income purchasers or low-income renters.

(c) The unit shall be controlled by an affordable housing document in accordance with the applicable provisions of Subsection G of this section.

(5) Owner options to sell. An eligible seller of a low- or moderate-income unit which has been controlled for the applicable time period specified in Subsection G(4) of this section, and who has provided notice of an intent to sell in accordance with this section, may proceed with the sale of the affordable unit in accordance with either of the following two options if neither the City of Clifton, the NJDCA, NJHMFA or a qualified nonprofit entity has exercised its option to purchase the unit within 90 days of the seller's notice:

(a) Option #1 is for the seller to sell to a qualified low- or moderate-income household at the controlled unit sales price, in accordance with the following:

[1] The sales price shall not exceed the maximum allowable restricted resale price in accordance with Subsection F(3) of this section.

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[2] The Affordable Housing Agency shall certify the income qualifications of the purchaser.

[3] The Affordable Housing Agency has ensured that the subject affordable unit is controlled by an affordable housing document in accordance with the applicable provisions of Subsection G.

(b) Option #2 is for the seller to exercise a repayment option and sell the unit to any purchaser at fair market value, provided that the following are met and subject to the rejection of the repayment option by the City of Clifton in accordance with Subsection J(6) of this section hereinbelow:

[1] Ninety-five percent of the price differential shall be paid to the Affordable Housing Agency, as an instrument of the City of Clifton, at the date of closing and transfer of title.

[2] The Affordable Housing Agency shall examine the contract of sale containing the repayment option to determine if the proposed sales price bears a reasonable relationship to the housing unit's fair market value.

[a] In making this determination, the Affordable Housing Agency may rely on comparable sales data or an appraisal.

[b] The affordable housing agency shall not approve any contract of sale where there is a determination that the sales price does not bear a reasonable relationship to fair market value.

[c] The Affordable Housing Agency shall make a determination within 20 days of receipt of the contract of sale and shall calculate the repayment option payment.

[3] The Affordable Housing Agency also shall adopt an appeal procedure by which a seller may submit written documentation requesting the Affordable Housing Agency to do the following, provided that the determination made by the Affordable Housing Agency as a result of an owner's appeal shall be a final administrative determination by the Affordable Housing Agency:

[a] Recompute the repayment obligation if the seller believes an error has been made; or

[b] Reconsider a determination that a sales price does not bear a reasonable relationship to fair market value.

[4] The repayment proceeds to the Affordable Housing Agency shall be deposited in a trust account devoted solely to the creation, rehabilitation or maintenance of low- and moderate-income housing, provided that money may not be expended until the City of Clifton submits, and COAH approves, a spending plan which is in accordance with N.J.A.C. 5:93-5.1(c) and which is subject to the restrictions, monitoring requirements and penalties outlined in N.J.A.C. 5:93-8.15a through 5:93-8.17.

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[5] The proceeds to the owner shall, except in the event of foreclosure, be forwarded to the owner, in accordance with the following:

[a] If the former affordable unit owner cannot be located or is unavailable for purposes of payment of the owner's proceeds of the sale of the affordable unit, the Affordable Housing Agency shall deposit and hold such proceeds for a period of two years in an account in the name of the former affordable unit owner, and shall issue written notice by mail to the last known address or forwarding address provided by the former affordable unit owner. The notice shall inform the owner of the following:

[i] The amount of proceeds to which the former owner is entitled.

[ii] The circumstances under which the Affordable Housing Agency holds the proceeds in trust for the benefit the former owner.

[iii] the Affordable Housing Agency will continue to hold the proceeds until it receives a clam from the former owner in writing indicating an address to which payment shall be made, or for a period of two successive years, whichever occurs first.

[b] If the period of two successive years should elapse during which the proceeds remain unclaimed and the whereabouts of the former affordable unit owner remains unknown to the Affordable Housing Agency, such funds shall be deemed irrevocably contributed to the Affordable Housing Agency by that former affordable unit owner.

(6) City of Clifton right to reject repayment option. The City of Clifton shall have the right to determine that the most desirable means of promoting an adequate supply of low- and moderate-income housing is to prohibit the exercise of the repayment option referred to in Subsection J(5)(b) of this section and maintain the controls on affordable units beyond the expiration dates of the affordable housing documents controlling the units:

(a) Such a determination by the City of Clifton shall be made by resolution of the Mayor and Council, and the resolution shall specify the time period for which the recapture option shall not be applicable.

(b) During such time period specified by the Mayor and Council, no seller of an affordable unit in the City of Clifton may utilize the repayment option referred to in Subsection J(b) of this section, provided that the City of Clifton:

[1] Provides public notice in an official newspaper of the City;

[2] Notifies the Affordable Housing Agency; and

[3] Directs the Affordable Housing Agency to ensure that the deed restriction on all affected affordable units reflects the appropriately extended time period on the affordability controls.

K. Obligations of occupants and notices of violations.

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(1) Obligation of owners and renters.

(a) In all cases, a certified household shall be the only occupant of a low- or moderate-income unit, and in no case shall an affordable unit be sold, rented or otherwise occupied without the prior approval of the Affordable Housing Agency.

(b) The owner of an affordable unit shall pay any and all assessments by a homeowners' association, if applicable, and all taxes and public assessments levied upon or against the unit, and shall pay the assessments and taxes at the time they are due and before penalties occur.

(c) The owner and renter, if applicable, of an affordable unit shall fully comply with all of the terms, restrictions and provisions of any master deed, this Affordable Housing Ordinance, the affordable housing document and the rules and regulations of the Affordable Housing Agency.

(d) The proprietary interest of any owner of an affordable unit shall be subject to forfeiture in the event of substantial violation of any of the terms, restrictions and provisions of the master deed, this Affordable Housing Ordinance, the affordable housing document and the rules and regulations of the Affordable Housing Agency.

(e) Regarding any renter of an affordable unit, the terms, restrictions and provisions of the master deed, this Affordable Housing Ordinance, the affordable housing document and/or the rules and regulations of the Affordable Housing Agency shall be considered a material element of the renter's lease and the landlord's rules, and any violation of such terms, restrictions and provisions shall be cause for eviction pursuant to N.J.S.A. 2A:18-61.1d and/or 2A:18-16.1e.

(f) The owner and renter, if applicable, of an affordable unit shall keep the unit in good repair, and the City Construction Official, at the request and on behalf of the Affordable Housing Agency, shall enter and inspect an affordable unit in order to assess its condition relative to the applicable laws of the City of Clifton, and shall report his/her findings to the Affordable Housing Agency in writing.

(2) Notice of violations.

(a) The Affordable Housing Agency shall issue a notice of violation to an owner or renter of an affordable unit when an evident violation has occurred regarding any of the terms, restrictions and/or provisions of any master deed, this affordable housing ordinance, the affordable housing document or the rules and regulations of the Affordable Housing Agency.

(b) The notice of violation shall be in writing and shall be sent to the owner or renter, as the case may be, by certified mail and shall be deemed to have been received three days after mailing. The notice of violation shall indicate:

[1] The term(s), restriction(s), provision(s), rule(s) and/or regulation(s) violated by the owner or renter;

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[2] The particular manner in which the owner or renter violated the term(s), restriction(s), provision(s), rule(s) and/or regulation(s); and

[3] The step(s) considered necessary by the Affordable Housing Agency for the owner or renter to cure the violation(s).

(c) An owner or renter shall have 45 days from the date of receipt of the notice of violation in which to correct the violation(s) in accordance with the steps set forth by the Affordable Housing Agency in the notice of violation, in accordance with the following:

[1] If the violation(s) represents an imminent threat to the health, safety or welfare of the residents or the environment, the Affordable Housing Agency shall establish a reasonable time period to cure the violation(s), which may be a time period other than 45 days, and shall indicate the time period within the notice of violation.

[2] The Affordable Housing Agency shall have complete discretion to grant or deny a request for an extension of the specified time period to cure the violation(s), and shall not unreasonably deny such a request.

[3] Upon expiration of the time period to cure the violation(s), the Affordable Housing Agency shall decide whether or not an owner or renter has adequately corrected the violation(s), and the decision of the Affordable Housing Agency shall be final.

(d) Failure by the owner or renter of an affordable unit to cure the violation(s) within the established time period to cure the violation(s) shall be considered a notice of intent to sell the affordable unit, and the recapture provisions specified in Subsection J of this section may be declared operative. In addition to or as an alternative to declaring the recapture provisions specified in Subsection J of this section operative, the Affordable Housing Agency shall have the right to pursue any other legal and equitable remedies to which it may be entitled upon failure by an owner or renter of an affordable unit to cure the violation(s).

(e) Failure of the Affordable Housing Agency to issue a notice of violation to an owner or renter of an affordable unit for any violation(s) shall not constitute a waiver or forfeiture by the Affordable Housing Agency of its rights to enforce the terms, restrictions and/or provisions of any master deed, this Affordable Housing Ordinance, the affordable housing document or the rules and regulations of the Affordable Housing Agency with respect to the subject affordable unit or to any other affordable unit.

L. Foreclosure.

(1) Effect of foreclosure. An affordable unit which is acquired by the first mortgagee by a judgment of foreclosure, or by a deed in lieu of foreclosure or by any purchaser (other than the defaulting mortgagor) of the affordable unit at a foreclosure sale conducted by the holder of the first mortgage shall be permanently released from the terms, restrictions and provisions of any master deed, this Affordable Housing Ordinance, the

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affordable housing document and the rules and regulations of the Affordable Housing Agency, in accordance with the following:

(a) While the aforementioned terms, restrictions and provisions shall cease to be effective upon the first mortgagee and all subsequent purchasers and mortgagees of the particular unit, said, terms, restrictions and provisions shall continue upon the owner of the subject affordable unit at the time of the default.

(b) The foreclosure upon the affordable unit by another class of creditor other than the first mortgagee shall not result in the cessation of said terms, restrictions and provisions.

(2) Notice of foreclosure.

(a) The first mortgagee and/or the mortgage holder shall serve written notice upon the Affordable Housing Agency within 10 days after the first mortgage is three months in arrears, and within 10 calendar days of the filing of the complaint seeking foreclosure of the first mortgage held on the affordable unit.

(b) Failure of the first mortgagee or mortgage holder to provide notice of a foreclosure action to the Affordable Housing Agency shall not impair any of the financial institution's rights to recoup loan proceeds, shall neither negate the extinguishment of the controls on the subject affordable unit nor the validity of the foreclosure and shall not create a cause of action against the financial institution.

(3) Continuance of the affordable unit.

(a) If an affordable unit owner defaults under the terms of a first mortgage, and if a foreclosure action is brought by the first mortgagee to foreclose its lien against the affordable unit owner, the recapture provisions of Subsection J of this section shall be operative and the City of Clifton, the State of New Jersey or a qualified nonprofit agency may purchase the subject affordable unit.

(b) In addition to the possibilities of the affordable unit being purchased by the City of Clifton, the State of New Jersey or by a qualified nonprofit agency in accordance with the recapture provisions of Subsection J of this section, the City of Clifton may advance and pay sums necessary to continue the subject unit as an affordable unit under the terms of this section, subject to the following:

[1] The sum paid by the City of Clifton shall be approved by COAH and may include, but not be limited to, payment for insurance premiums, taxes, public or private assessments, second mortgages authorized by the Affordable Housing Agency and/or liens which may be or become prior and senior to any first mortgage lien on the subject affordable unit.

[2] All sums paid by the City of Clifton shall become a lien against the subject affordable unit and shall have a higher priority than any lien except the first mortgage lien and other liens by duly authorized governmental agencies.

(4) Surplus funds. In the event of a foreclosure sale by the first mortgagee, the owner of the

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affordable unit at the time of the default shall be personally obligated to pay to the Affordable Housing Agency any surplus funds resulting from the foreclosure sale, but only to the extent that such surplus exceeds the difference between the maximum resale price permitted at the time of the foreclosure in accordance with Subsection F(3) of this section and the amount necessary to redeem the first mortgage, including the costs of foreclosure, and subject to the following:

(a) The term "surplus funds" is the total dollar amount paid to the sheriff in excess of the amount required to pay and satisfy the first mortgage, including the costs of foreclosure, even if junior creditors actually receive payment from said surplus funds to the exclusion of the owner.

(b) The Affordable Housing Agency shall have a first priority lien to the full amount of the surplus funds, second only to the first mortgage of the subject unit and to any taxes or public assessments owed to a duly authorized governmental body, provided that the following:

[1] The obligation of the owner to pay any moneys owed to the Affordable Housing Agency is considered to be a personal contractual obligation of the owner of the affordable unit at the time of the foreclosure sale, and the Affordable Housing Agency is hereby empowered to enforce the obligation of the owner in any appropriate court of law or equity.

[2] Neither the first mortgagee nor the purchaser of the foreclosure sale shall be responsible or liable to the Affordable Housing Agency for any portion of the surplus funds.

(c) The distribution and payment of moneys resulting from a foreclosure sale shall be subject to any and all applicable laws of the State of New Jersey.

M. Affirmative marketing plans for new affordable units.

(1) Affordable unit occupancy preference.

(a) All affordable units shall be available to appropriately sized low- and moderate-income certified households, irrespective of sex, age, race, color, religion, national origin or number of children.

(b) The screening and interview process by the Affordable Housing Agency for income-eligible households that apply for low- and moderate-income units within Clifton shall be conducted in accordance with the procedures outlined in N.J.A.C. 5:93-11.4 of the Substantive Rules of COAH.

(c) The following priority categories for certified households for all affordable units shall prevail in the City of Clifton and, within each priority category during each round of application selection, a random selection of the eligible certified households shall prevail:

[1] First priority shall be given to certified households now living in substandard housing units in the City of Clifton.

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[2] Second priority shall be residents of Bergen, Hudson, Passaic and Sussex Counties.

[3] Third priority shall be residents of the State of New Jersey.

[4] Fourth priority shall be to anyone else.

(2) Contents of the affirmative marketing plan. The affirmative marketing plan shall be a regional marketing strategy designed to attract buyers and/or renters of the affordable units being marketed by a developer or sponsor of the units, and the affirmative marketing plan shall continue during the period of time that any of the affordable units is controlled by an affordable housing document.

(a) The affirmative marketing plan for new affordable units shall provide the following information:

[1] The name and address of the housing project.

[2] The total number of units and the total number of affordable units, including the number of sales and rental affordable units.

[3] The price of the sales affordable units and/or rents of the rental affordable units.

[4] A documentation of the potential realistic availability of mortgages for prospective low-income purchasers and moderate-income purchasers at or below the mortgage rate used to determine the sales prices of the affordable units.

[5] A documentation of the availability of private mortgage insurance in conjunction with low down payment mortgages.

[6] A statement of the projected closing costs for each unit type and price level, and the efforts to be made prior to sale to reduce the closing costs to the extent feasible.

[7] The name, address and telephone number of the sales agent and/or rental agent.

[8] A description of the random selection method that will be used to select certified households for the affordable units.

[9] A marketing program in accordance with Subsection M hereinbelow.

(b) The marketing program portion of the affirmative marketing plan shall be designed to advertise and publicize to all segments of the income-eligible population throughout the housing region that the affordable units are available, and shall include the following:

[1] The names of the specific newspapers with circulation throughout the housing region that will be used, including the frequency of the advertisements and the general text of advertisements.

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[2] The names of the specific radio and television stations broadcasting in the housing region that will be used, including the frequency of the advertisements and the general text of the advertisements.

[3] The names of other specific publications circulating within the housing region that will be used and are likely to be read by income-eligible low- and moderate-income households, such as neighborhood-oriented weekly newspapers, religious publications and organizational newsletters.

[4] The names of the specific employers throughout the housing region that will be contacted to post advertisements and distribute flyers regarding the available affordable units.

[5] The names of the specific community and regional organizations that will be used to aid in soliciting income-eligible low- and moderate-income households to apply for the available affordable units including nonprofit, religious, governmental, fraternal, civic and other organizations.

(3) Compliance with state and federal law. All advertisements shall conform with applicable affirmative action, equal opportunity and nondiscrimination laws of the State of New Jersey and federal government.

(4) Commencement of the affirmative marketing plan.

(a) The affirmative marketing plan shall begin at least four months prior to the expected occupancy of the subject affordable units, and there shall be at least one paid advertisement including at least the following information published in a newspaper of general circulation within the housing region during the first week of the marketing program:

[1] The location of the affordable units.

[2] Directions to the affordable units.

[3] The range of sales prices and/or rents for the affordable units.

[4] The number of bedrooms in the affordable units.

[5] The maximum income permitted in order to qualify for the affordable units.

[6] The location of the application forms for the affordable units.

[7] The business hours when interested households may obtain an application for an affordable unit.

(b) The application forms for affordable units shall be made available at several locations, including, at the very least, the City of Clifton Municipal Building, the City libraries and the offices of the developer or sponsor of the affordable units; moreover, the application forms shall be mailed to prospective applicants upon request.

(5) Review and approval of the affirmative marketing plan. The developer or sponsor of

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affordable units shall prepare and submit to the Affordable Housing Agency, for its review and approval, an affirmative marketing plan, prepared in accordance with the requirements hereinabove in Subsection M(1) through (3) of this section.

(a) In its review of any site plan and/or subdivision submission which will contain any affordable units, the Planning Board or Zoning Board of Adjustment, as the case may be, shall condition any site plan and/or subdivision approval upon the approval by the Affordable Housing Agency of an affirmative marketing plan.

(b) The Planning Board or Zoning Board of Adjustment, as the case may be, also shall condition the approval of any site plan and/or subdivision submission which will contain any affordable units upon the requirement that the cost of the marketing program to advertise the affordable units is to be the responsibility of the developer or sponsor.

(6) Monitoring of the affirmative marketing plan(s). The Affordable Housing Agency, on behalf of the City of Clifton, shall evaluate the results of the affirmative marketing plan(s) operative within the City of Clifton and shall file an annual report with COAH by February of each calendar year, including the following information:

(a) The monitoring forms provided by COAH.

(b) An evaluation of the income and demographic characteristics of each applicant for an affordable unit, as well as the income and demographic characteristics of each occupant of the unit.

(c) An evaluation of any necessary adjustments in the affirmative marketing plan(s) and, if deemed not effective, the affirmative marketing plan(s) shall be required to be amended.

N. Housing Rehabilitation Program.

(1) Owner eligibility. Owners of houses within the City of Clifton are eligible for the technical and financial assistance made available through the Housing Rehabilitation Program, provided that the following are met:

(a) The owner must be a certified household or must agree to rent the house to be rehabilitated to either a low-income household or a moderate-income household.

(b) The unit proposed to be rehabilitated must be a substandard housing unit as determined in writing by the City Construction Code Official upon inspection of the unit relative to the prevailing standards of the BOCA National Existing Structures Code.

(c) The proposed rehabilitation activity shall be limited to the repair or replacement of a plumbing (including wells), heating, electricity, sanitary roof, plumbing (including septic systems) and/or a load-bearing structural system; the rehabilitation activity shall not include luxury improvements, the purchase of appliances or improvements that are strictly cosmetic.

(d) The proposed rehabilitation activity shall be deemed by the City Construction

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Code Official, in writing, to be sufficient to remove the applicable existing health and safety code violation(s) and bring the unit up to the standards of the BOCA National Existing Structures Code.

(e) The owner must agree, in writing, to comply with all of the applicable requirements of this Affordable Housing Ordinance.

(2) Affordable housing document.

(a) Each owner who receives financial assistance under the provisions of the City of Clifton Housing Rehabilitation Program shall prepare and be bound by an affordable housing document in accordance with Subsection G of this section.

(b) The affordable housing document shall be the legal instrument setting forth the terms, restrictions and provisions applicable to the subject affordable unit and which shall constitute the restrictive covenants running with the land with respect to the subject affordable unit.

(c) The affordable housing document (lien) shall take effect as soon as the Affordable Housing Agency has approved the application and money has been made available for the rehabilitation activity. The affordable housing document shall remain in effect for six years in the case of an owner-occupied unit and 10 years in the case of a rental unit; and any sale of the unit shall not affect the lien.

(d) Each owner who rents a unit to a low- or moderate-income household shall agree to be bound by the provisions governing the maximum rental charges for all affordable units specified in Subsection F(4) of this section, and by the provisions governing the maximum rerental charges for all affordable units specified in Subsection F(5) of this section, as applicable.

(3) Funding and funding phasing.

(a) The City of Clifton shall provide $10,000 per unit to be rehabilitated during the course of the Rehabilitation Program. No more than $2,000 may be expended per unit for administrative expenses, and an average of $8,000 shall be expended for the actual rehabilitation activity.

(b) The City of Clifton shall provide sufficient dollars to fund 1/3 of its rehabilitation component of affordable units within one year of the date it received substantive certification from COAH.

(c) During each subsequent year, for a period of four additional years, the City of Clifton shall provide sufficient dollars to fund 1/6 of its rehabilitation component of affordable units, provided that:

[1] No more than the dollars sufficient to fund 1/6 of the rehabilitation component need be in the rehabilitation funding during each year subsequent to the first year's funding; and

[2] Any unused moneys from a prior year remaining in the rehabilitation fund may be carried forth and credited towards the following year's funding

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requirement.

(4) Application procedures.

(a) Interested owners will be able to secure information and application packets from the Affordable Housing Agency via the City Clerk by visiting the Clifton Municipal Building during the City Clerk's regularly scheduled office hours.

(b) Interested owners shall submit a completed application to the Affordable Housing Agency via the City Clerk.

(c) The Affordable Housing Agency shall review the application for completeness and, once an application is complete, determine whether the owner is eligible in accordance with the criteria set forth in Subsection N(1)(a) of this section.

(d) Upon determination by the Affordable Housing Agency that the owner is eligible, the City Construction Code official shall inspect the subject unit to determine whether it meets the definition of a substandard housing unit under the provisions of this section, and whether or not the proposed description and cost of the work needed to improve the unit will meet the parameters of the Housing Rehabilitation Program. The Construction Code Official's determination shall be submitted in writing to the Affordable Housing Agency.

(e) If the City Construction Code Official determines that the unit meets the definition of a substandard housing unit but recommends an amended description and cost estimate of the work necessary to rehabilitate the unit, the applicant will be asked to revise the application to satisfactorily address the comments the Construction Code Official.

(f) If the City Construction Code Official determines that the unit meets the definition of a substandard housing unit and that the agreed-upon work plan to rehabilitate the unit is satisfactory, the Construction Code Official shall notify the Affordable Housing Agency in writing.

(g) Once the Construction Code Official has notified the Affordable Housing Agency in writing that the agreed-upon work plan to rehabilitate the unit is satisfactory, the Affordable Housing Agency shall arrange for a low-interest loan in accordance with Subsection N(5) of this section hereinbelow. The rehabilitation work may begin as soon as the applicant and the appropriate representative of the Affordable Housing Agency have signed all necessary agreements.

(h) During the course of the completion of the rehabilitation construction, the City Construction Code Official periodically shall inspect the unit to make certain that the construction is proceeding satisfactorily in accordance with the approved work plan.

(i) After completion of the rehabilitation construction, the City Construction Code Official shall inspect the unit and, if the rehabilitation construction has been completed satisfactorily, shall certify in writing to the Affordable Housing Agency that the rehabilitation work has been completed in accordance with the approved

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work plan.

(j) Should the City Construction Code Official find upon inspection that the rehabilitation work has not been completed in accordance with the approved work plan, the Construction Code Official shall so notify the Affordable Housing Agency, which will determine a suitable remedy.

(5) Low-interest loans. An eligible owner who has executed an affordable housing document for the subject substandard housing unit shall receive a low-interest loan from the Affordable Housing Agency. The Affordable Housing Agency shall work with the applicant to establish a realistic loan repayment schedule. If the applicant does not meet the established loan repayment schedule, the Affordable Housing Agency shall collect the uncollected funds as well as the accumulated interest at the time of the sale of the unit, and the Affordable Housing Agency shall retain the right to increase the interest rates on delinquent loans.

(a) Rental rehabilitation. The following terms shall apply to loans made for the rehabilitation of a unit that is owned by a household who does not qualify as a low- or moderate-income household, but who has agreed to rent the unit to a low- or moderate-income household:

[1] The Affordable Housing Agency will make a loan to the applicant for the total amount of the cost of rehabilitation. Although the loan will be made to the applicant, the proceeds of the loan will be paid to the individual(s) or business(es) who sell the material and/or labor for the project. Owners who contribute sweat equity will not receive financial remuneration for their efforts.

[2] The interest rate will be fixed at an annual rate of two points below prime, or one point above the City of Clifton interest rate on bonds sold for such purpose, whichever is less, at the time the loan originates. The interest rate on bonds will be established and made public at the time of the sale, and all prospective borrowers will be notified in writing of the respective rates.

[3] Payments on loan principal will be deferred for a ten-year period. Payments on interest will be made in equal monthly payments during the ten-year period, or until the loan is paid before the end of the ten-year period.

[4] Repayment of the loan principal and any interest due will become payable in full at the end of 10 years, unless the owner elects to continue the affordability controls on the affordable unit for an appropriate period of time. No interest will be charged after the 10th year if the owner chooses to defer repayment of the loan principal in exchange for extending controls on the affordable unit.

[5] Sixty days prior to the end of the loan's ten-year life, the Affordable Housing Agency shall submit a letter to the owner indicating the date on which the loan principal and any interest due will become payable, the specific date when the Affordable Housing Agency expects payment and the circumstances under which the repayment of the loan principal may continue to be deferred.

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[6] Repayment of the loan may be extended beyond the ten-year period, interest free, if and only if the owner agrees to continue renting to a low- or moderate-income household, as the case may be, and extends the affordable housing document controlling the subject affordable unit. If the owner wants to take this option, he or she shall notify the Affordable Housing Agency in writing of his or her intentions within 30 days of receipt of the notification from the Affordable Housing Agency that the loan principal will become due.

[7] If an owner plans to continue affordability controls on the subject unit, he or she must sign an agreement with the Affordable Housing Agency that the affordable housing document controlling the subject affordable unit will be renewable annually, and that the owner must demonstrate to the Affordable Housing Agency at the time that the unit continues to be occupied by a low-income household or a moderate-income household, as the case may be.

(b) Owner-occupied rehabilitation. The following terms shall apply to loans made for the rehabilitation of a unit that is owner-occupied by either a low-income household or a moderate-income household:

[1] The Affordable Housing Agency will make a loan to the applicant for the total amount of the cost of rehabilitation. Although the loan will be made to the applicant, the proceeds of the loan will be paid to the individual(s) or business(es) who sell the material and/or labor for the project. Owners who contribute sweat equity will not receive financial remuneration for their efforts.

[2] The interest rate will be fixed at an annual rate of two points below prime, or one point above the City of Clifton's interest rate on bonds sold for such purpose, whichever is less, at the time the loan originates. The interest rate on bonds will be established and made public at the time of the sale, and all prospective borrowers will be notified in writing of the respective rates. The interest on the loan shall be charged for a period of 10 years, unless the loan is repaid sooner.

[3] Repayment of the loan will not be required until the sale of the property at fair market value. At the time of the sale, the unpaid principal plus the accrued interest shall be paid to the Affordable Housing Agency, except that no interest shall be charged beyond the 10th year of the loan.

(c) Priority for financial assistance. In the event that sufficient funds are not available to provide low-interest loans to every eligible owner, at least 50% of the available assistance shall be awarded to applications that will result in low-income units in preference to those that will result in moderate-income units.

(6) Rehabilitation marketing plan. The Affordable Housing Agency shall be responsible to prepare and execute a rehabilitation marketing plan, which shall consist of the following:

(a) At least one well-publicized public meeting to be held in the City of Clifton

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Municipal Building to discuss and explain the Housing Rehabilitation Program.

(b) A large poster highlighting the main features of the Housing Rehabilitation Program, to be prepared and hung in the City of Clifton Municipal Building at all times.

(c) The issuance of periodic press releases to the official newspapers of the City of Clifton regarding the Housing Rehabilitation Program in order to promote interest in the Housing Rehabilitation Program.

(d) A Rehabilitation Manual summarizing the administration of the Housing Rehabilitation Program, which shall be mailed to all residents of the City of Clifton prior to March 31 of each calendar year included in the substantive certification of the City of Clifton by COAH. The Rehabilitation Manual shall comply with the rules of COAH, shall contain a sample copy of an affordable housing document (lien) and shall describe:

[1] The Affordable Housing Agency and its responsibilities regarding the Housing Rehabilitation Program;

[2] The eligible repairs and improvements to a substandard housing unit;

[3] The amount of money available for the repairs and improvements;

[4] The financing terms;

[5] The criteria for owner eligibility;

[6] The application procedures;

[7] The procedures for review and approval of the repairs and improvements by the City of Clifton Construction Code Official, including periodic inspections of the work in progress; and

[8] The duration of the affordability controls to be contained within the affordable housing document.

O. Development fees. **[Amended 12-20-2005 by Ord. No. 6538-05]**

(1) Purpose. In Holmdel Builder's Association v. Holmdel Township, 121 N.J. 550 (1990), the New Jersey Supreme Court determined that mandatory development fees are authorized by the Fair Housing Act of 1985, N.J.S.A. 52:27d-301 et seq., and the State Constitution, subject to the Council on Affordable Housing's (COAH's) adoption of rules. This subsection establishes standards for the collection, maintenance and expenditure of development fees pursuant to COAH's rules. Fees collected pursuant to this subsection shall be used for the sole purpose of providing low- and moderate-income housing. This subsection shall be interpreted within the framework of COAH's rules on development fees.

(2) Basic requirements. The City of Clifton shall not spend development fees until COAH has approved a plan for spending such fees and the City of Clifton has received third-

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round substantive certification from COAH or a judgment of compliance.

(3) Definitions. The following terms, as used in this subsection, shall have the following meanings:

AFFORDABLE HOUSING DEVELOPMENT — A development included in the Housing Element and Fair Share Plan, and includes, but is not limited to, an inclusionary development, a municipal construction project or a one-hundred-percent affordable development.

COAH — The New Jersey Council on Affordable Housing.

DEVELOPMENT FEE — Funds paid by an individual, person, partnership, association, company or corporation for the improvement of property as permitted in COAH's rules.

EQUALIZED ASSESSED VALUE — The value of a property determined by the Municipal Tax Assessor through a process designed to ensure that all property in the municipality is assessed at the same assessment ratio or ratios required by law. Estimates at the time of issuance of a building permit may be obtained utilizing estimates for construction cost. Final equalized value will be determined at project completion by the Municipal Tax Assessor.

(4) Residential development fees.

(a) Within all districts, including: R-A1Residential, One-Family, 9,375 square feet; R-A2 Residential, One-Family, 6,600 square feet; R-A3 Residential, One-Family, 5,000 square feet; R-B1 Residential, One- and Two-Family; R-B2 Residential, One- and Two-Family and Garden Apartments; R-B3 Residential, One- and Two-Family and Multifamily Apartments; R-TH Residential, Townhouses; R-HR Residential, High-Rise Suburban Apartments; B-A Business and Professional Offices; B-A1 Business and Professional Offices and Existing Residential; B-B Neighborhood Retail Business; B-C General Business; B-D Intensive Business; PCD Planned Commercial Development; PCRD Planned Commercial and Residential District; M-1 Restricted Industrial and Research Laboratories; M-2 General Industrial; M-3 Special Industrial; PD-1 Planned Development No. 1; PD-2 Planned Development No. 2; PD-3 Planned Development No. 3; PDO-1 Planned Development Option No. 1; PDO-2 Planned Development Option No. 2; P-MU Planned Mixed Use Zone; PRC Planned Residential Community Cemeteries; PD-1(A) Planned Development No. 1(A); and PSRC Planned Senior Housing and Municipal Recreation Complex, together with such new districts as may be created from time to time, which do not have a set affordable housing obligation, residential developers shall pay a fee of 1% of the equalized assessed value for residential development, provided no increased density is permitted.

(b) When an increase in residential density pursuant to N.J.S.A. 40:55D-70d(5) (known as a "d" variance) has been permitted, developers may be required to pay a development fee of 6% of the equalized assessed value for each additional unit that may be realized.

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Example: If an approval allows four units to be constructed on a site that was zoned for two units, the fees could equal 1% of the equalized assessed value on the first two units, and 6% of the equalized assessed value for the two additional units. However, if the zoning on a site has changed during the two-year period preceding the filing of such a variance application, the density for the purposes of calculating the bonus development fee shall be the highest density permitted by right during the two-year period preceding the filing of the variance application.

(5) Nonresidential development fees.

(a) Within all districts, including: R-A1 Residential, One-Family, 9,375 square feet; R-A2 Residential, One-Family, 6,600 square feet; R-A3 Residential, One-Family, 5,000 square feet; R-B1 Residential, One- and Two-Family; R-B2 Residential, One- and Two-Family and Garden Apartments; R-B3 Residential, One- and Two-Family and Multifamily Apartments; R-TH Residential, Townhouses; R-HR Residential, High-Rise Suburban Apartments; B-A Business and Professional Offices; B-A1 Business and Professional Offices and Existing Residential; B-B Neighborhood Retail Business; B-C General Business; B-D Intensive Business; PCD Planned Commercial Development; PCRD Planned Commercial and Residential District; M-1 Restricted Industrial and Research Laboratories; M-2 General Industrial; M-3 Special Industrial; PD-1 Planned Development No. 1; PD-2 Planned Development No. 2; PD-3 Planned Development No. 3; PDO-1 Planned Development Option No. 1; PDO-2 Planned Development Option No. 2; P-MU Planned Mixed Use Zone; PRC Planned Residential Community Cemeteries; PD-1(A) Planned Development No. 1(A); and PSRC Planned Senior Housing and Municipal Recreation Complex, together with such new districts as may be created from time to time, which do not have a set affordable housing obligation, nonresidential developers shall pay a fee of 2% of the equalized assessed value for nonresidential development.

(b) If an increase in floor area ratio is approved pursuant to N.J.S.A. 40:55D-70d(4), then the additional floor area realized (above what is permitted by right under the existing zoning) will incur a bonus development fee of 6% of the equalized assessed value for nonresidential development. However, if the zoning on a site has changed during the two-year period preceding the filing of such a variance application, the base floor area for the purposes of calculating the bonus development fee shall be the highest floor area permitted by right during the two-year period preceding the filing of the variance application. **[Amended 9-05-2006 by Ord. No. 6613-06]**

(6) Eligible exactions, ineligible exactions and exemptions.

(a) Affordable housing developments shall be exempt from development fees. All other forms of new construction shall be subject to development fees unless exempted below.

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(b) Developments that have received preliminary or final approval prior to the imposition of a municipal development fee shall be exempt from development fees unless the developer seeks a substantial change in the approval.

(c) Development fees shall be imposed and collected when an existing structure is expanded or undergoes a change to a more intense use. The development fee shall be calculated on the increase in the equalized assessed value of the improved structure.

(7) Collection of fees. Fifty percent of the development fee will be collected at the time of issuance of the building permit. The remaining portion will be collected at the issuance of the certificate of occupancy. The developer shall be responsible for paying the difference between the fee calculated at building permit and that determined at issuance of certificate of occupancy. **[Amended 9-05-2006 by Ord. No. 6613-06]**

(8) Contested fees. Imposed and collected development fees that are challenged shall be placed in an interest-bearing escrow account by the City of Clifton. If all or a portion of the contested fees are returned to the developer, the accrued interest on the returned amount shall also be returned.

(9) Affordable Housing Trust Fund.

(a) There is hereby created a separate, interest-bearing Housing Trust Fund in Valley National Bank for the purpose of depositing development fees collected from residential and nonresidential developers and proceeds from the sale of units with extinguished controls. All development fees paid by developers pursuant to this subsection shall be deposited into this fund.

(b) Within seven days from the opening of the trust fund account, the City of Clifton shall provide COAH with written authorization, in the form of a three-party escrow agreement between the municipality, Valley National Bank and COAH, to permit COAH to direct the disbursement of the funds as provided for in N.J.A.C. 5:94-6.16(b).

(c) No funds shall be expended from the affordable Housing Trust Fund unless the expenditure conforms to a spending plan approved by COAH. All interest accrued in the Housing Trust Fund shall only be used on eligible affordable housing activities approved by COAH.

(10) Use of funds.

(a) Funds deposited in the Housing Trust Fund may be used for any activity approved by COAH to address the municipal fair share. Such activities include, but are not limited to, rehabilitation, new construction, RCAs subject to the provisions of N.J.A.C. 5:94-4.4(d), ECHO housing, purchase of land for affordable housing, improvement of land to be used for affordable housing, purchase of housing, extensions or improvements of roads and infrastructure to affordable housing sites, financial assistance designed to increase affordability, or administration necessary for implementation of the Housing Element and Fair Share Plan. The expenditure of all funds shall conform to a spending plan approved by COAH.

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(b) Funds shall not be expended to reimburse the City of Clifton for past housing activities.

(c) After subtracting development fees collected to finance an RCA, a rehabilitation program or a new construction project that are necessary to address the City of Clifton's affordable housing obligation, at least 30% of the balance remaining shall be used to provide affordability assistance to low- and moderate-income households in affordable units included in the municipal Fair Share Plan. One-third of the affordability assistance portion of development fees collected shall be used to provide affordability assistance to those households earning 30% or less of median income by region.

[1] Affordability assistance programs may include down payment assistance, security deposit assistance, low-interest loans and rental assistance.

[2] Affordability assistance to households earning 30% or less of median income may include buying down the cost of low- or moderate-income units in the third-round municipal Fair Share Plan to make them affordable to households earning 30% or less of median income. The use of development fees in this matter shall entitle the City of Clifton to bonus credits pursuant to N.J.A.C. 5:94-4.22.

[3] Payments in lieu of constructing affordable units on site and funds from the sale of units with extinguished controls shall be exempt from the affordability assistance requirement.

(d) The City of Clifton may contract with a private or public entity to administer any part of its Housing Element and Fair Share Plan, including the requirement for affordability assistance, in accordance with N.J.A.C. 5:94-7. **[Amended 9-05-2006 by Ord. No. 6613-06]**

(e) No more than 20% of the revenues collected from development fees each year, exclusive of the fees used to fund an RCA, shall be expended on administration, including, but not limited to, salaries and benefits for municipal employees or consultant fees necessary to develop or implement a new construction program, a Housing Element and Fair Share Plan and/or an affirmative marketing program. In the case of a rehabilitation program, no more than 20% of the revenues collected from development fees shall be expended for such administrative expenses. Administrative funds may be used for income qualification of households, monitoring the turnover of sale and rental units and compliance with COAH's monitoring requirements. Development fee administrative costs are calculated and may be expended at the end of each year or upon receipt of the fees.

(11) Monitoring. The City of Clifton shall complete and return to COAH all monitoring forms included in the annual monitoring report related to the collection of development fees from residential and nonresidential developers, payments in lieu of constructing affordable units on site and funds from the sale of units with extinguished controls and the expenditure of revenues and implementation of the plan certified by COAH. All monitoring reports shall be completed on forms designed by COAH.

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(12) Ongoing collection of fees. The ability of the City of Clifton to impose, collect and expend development fees shall expire with its substantive certification on April 5, 2006, unless the City of Clifton has filed an adopted Housing Element and Fair Share Plan with COAH, has petitioned for substantive certification and has received COAH's approval of its Development Fee Ordinance. If the City of Clifton fails to renew its ability to impose and collect development fees prior to April 5, 2006, it may resume the imposition and collection of development fees only by complying with the requirements of N.J.A.C. 5:94-6. The City of Clifton shall not impose a development fee on a development that receives preliminary or final approval after the expiration of its substantive certification on April 5, 2006, nor will the City of Clifton retroactively impose a development fee on such a development. The City of Clifton will not expend development fees after the expiration of its substantive certification on April 5, 2006.

P. Power of attorney.

(1) Grant of power. Each owner of an affordable unit, by the initial purchase of an affordable unit and in consideration of the intent and purpose of this Affordable Housing Ordinance, shall grant to the Affordable Housing Agency an irrevocable power of attorney which shall name, appoint, constitute and affirm the Affordable Housing Agency as the attorney-in-fact for such owner for the purpose of executing a deed and other instruments required to purchase or resell the affordable unit, which right of purchase shall include, but not be limited to, the right to purchase an affordable unit where the owner is in default of the terms, covenants or conditions of any mortgage or obligation which it secures upon the affordable unit.

(2) Execution of form. The owner of an affordable unit shall execute a power of attorney form in favor of the Affordable Housing Agency as part of the documentation necessary to complete a resale of an affordable unit.

(a) Said power of attorney shall be coupled with an interest in the subject matter thereof and shall run with an interest in the affordable unit and be binding upon the heirs, executors, personal representatives, administrators, successors and assigns of the owner of the affordable unit.

(b) Said power of attorney is intended to deliver all the rights, title and interest of the owner of the affordable unit in and to said power; provided, however, that such power of attorney may only be exercised in accordance with the terms and intent of this Affordable Housing Ordinance and the rules and regulations of the Affordable Housing Agency, if any, provided that such rules and regulations also are consistent with the terms and intent of this section.

Q. Penalties. Any person who violates this Affordable Housing Ordinance or fails to comply with any of its requirements shall be penalized no more than $1,000 and shall make restitution of any or all funds paid by the City of Clifton under the provisions of this section. Nothing herein contained shall prevent the City of Clifton from taking such other lawful action as necessary to prevent or remedy any violation.

R. Service upon Affordable Housing Agency. Wherever, within this Affordable Housing Ordinance or within an affordable housing document, the City of Clifton or the Affordable

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Housing Agency is authorized to receive letters, contracts or other documents, the City Clerk of the City of Clifton shall be the person to whom same are delivered.

S. Right to waive. The Affordable Housing Agency shall have the right to waive any of the restrictions or provisions of this Affordable Housing Ordinance in order to provide and preserve the affordable units governed by this section. Any such waiver of any restriction or provision of this section or the rules and regulations of the Affordable Housing Agency shall not operate as a waiver of any other restriction or provision of this section or the rules or regulations of the Affordable Housing Agency. Moreover, failure by the Affordable Housing Agency to enforce any restriction or provision of this section or its rules and regulations shall not operate as a waiver of such restriction, provision, rule or regulation of the Affordable Housing Agency, except as expressly acknowledged in writing by the Affordable Housing Agency.

T. Severability. If any portion of this Affordable Housing Ordinance shall be held to be invalid, the holding shall not affect the validity of the remaining portions of this section. Moreover, it is not the City of Clifton's intent herein that there be a violation of the rule against perpetuities, or any related rule. If any such violation should occur, this section shall be construed and, if necessary, may be reformed by the Superior Court of New Jersey in such a way as to approximate most closely the intent of the City within the time limits permissible under such rule or related rule.

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RESOLUTION OF THE PLANNING BOARD OF THE CITY OF CLIFTON ADOPTING A HOUSING PLAN ELEMENT AND FAIR SHARE PLAN TO THE CITY OF CLIFTON'S MASTER PLAN

WHEREAS, the Planning Board of the City of Clifton ("Board") has held a public hearing on June 26, 2025, as required by N.J.S.A. 40:55D-10a and N.J.S.A. 40:55D-13, for the purpose of adopting a Housing Plan Element and Fair Share Plan to the City's Master Plan prepared by Nicholas A. Graviano, PP, AICP, JD of Graviano & Gillis Architects & Planners, LLC, the City's Consulting Planner; and,

WHEREAS, the Board caused notice of the hearing to be given to adjacent municipalities and to the Passaic County Planning Board and to the public as required by the Municipal Land Use Law; and,

WHEREAS, the Board has reviewed, in detail, the proposed Housing Plan Element and Fair Share Plan and heard testimony with regard to same at the public hearing; and,

WHEREAS, the Board finds that the Housing Plan Element and Fair Share Plan complies with N.J.S.A. 40:55D-28b(3) and N.J.S.A. 52:27D-310 in that it is designed to achieve the goal of providing the realistic development of affordable housing to meet present and prospective housing needs, with particular attention to low and moderate income housing; and,

WHEREAS, the Board has determined that the Housing Plan Element and Fair Share Plan is consistent with the goals and objectives of the City of Clifton's Master Plan and that adoption and implementation of the Housing Plan Element and Fair Share Plan is in the public interest and will protect public health and safety and promote the general welfare.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the City of Clifton, that the Board hereby adopts the Housing Plan Element and Fair Share Plan prepared by Nicholas

A. Graviano, PP, AICP, JD of Graviano & Gillis Architects & Planners, LLC, the City's Consulting Planner.

BE IT FURTHER RESOLVED that the Housing Plan Element and Fair Share Plan, together with this Resolution, shall be transmitted to the Municipal Council of the City of Clifton for the purpose of utilizing such Housing Plan Element and Fair Share Plan in connection with seeking judicial approval of the City's Affordable Housing Plan and to take such action and enact such resolutions or ordinances consistent with the Housing Plan Element and Fair Share Plan for that purpose.

BE IT FURTHER RESOLVED that copies of the Housing Plan Element and Fair Share Plan shall be made available to the public in the City Clerk's Office.

APPROVED: June 26, 2025

Robert A Ferraro, Esq.
Secretary

Susan Kolodziej
Chairperson

ITEM NUMBER: A- 7

ITEM NAME: Authorization to Reappoint a Chief Municipal Court Judge for a Period of Three Years Commencing September 1, 2025 (R377-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	7/11/2025	Cover Memo

A-

JAMES P. SIERADZKI, ESQ.

Office:
1121 Main Avenue
Clifton, New Jersey 07011

July 11, 2025

Mayor Raymond Grabowski and City Council of the City of Clifton
900 Clifton Avenue
Clifton, New Jersey 07013

Re: Reappointment to the Position of Chief Municipal Court Judge

Dear Mayor Grabowski and Members of the City Council:

On June 21, 2022, I was honored to be appointed to the position of Chief Judge of the Clifton Municipal Court. My current appointment expires on August 31, 2025.

Please accept this as my respectful request to be reappointed to another three-year term as Chief Judge.

Clifton Municipal Court ranked 18th in the entire State of New Jersey in 2024, with 61,641 filings. I am dedicated to ensuring that every case and litigant is treated respectfully, efficiently, fairly, and when appropriate, firmly. During my tenure, the Court has instituted practices such as resolving less serious matters by use of the online Municipal Case Resolution portal and mail-in "Plea By Mail" forms to expedite resolution of matters, thereby reducing backlog and the need for staff involvement and repetitious court appearances. Additionally, I am on call at all times to address emergent matters such as applications for Domestic Violence Restraining Orders, determination of probable cause of criminal complaints and applications for search warrants.

Besides my courtroom and other judicial responsibilities, I have also participated in events such as the C.A.S.A. D.W.I. presentation at Clifton High School, Career Day at Woodrow Wilson Middle School and the Recreation Department's City Officials Day. I respectfully submit that my commitment to my position and our community remains steadfast.

If you have any questions or concerns regarding my request for re-appointment, or any issue involving the Municipal Court, please do not hesitate to contact me. Thank you for your consideration.

Respectfully yours,

JAMES P. SIERADZKI
Cc: Gary S. DeMarzo, MPA, Interim City Manager

ITEM NUMBER: A- 8

ITEM NAME: Authorization to Appoint an Alternate Tenant Member and a Public Member to the Rent Leveling Board Committee (R378-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	application	7/10/2025	Cover Memo
🗋	application 2	7/10/2025	Cover Memo

Recd 7/10/25

Mayor & Municipal Council
City of Clifton
900 Clifton Avenue
Clifton, NJ 07013

THE CITY OF CLIFTON
APPLICATION TO SERVE ON A BOARD OR COMMISSION

Name: Doriana Mataj Date: 07/10/2025

Address: 90 Marilyn Pl, Apt A24, Clifton NJ 07011

Telephone:

Cell:

Business:

E-mail:

Board Applying For: Alternate Tenant Member

Reason for Applying for this Board:

I am genuinely eager to contribute my skills, experience and dedication to meaningful initiatives that uplift and strengthen our community.

List Work Experience:

With over a decade of professional experience in accounting, I have developed a strong foundation in areas such as budgeting, internal controls, and compliance. Throughout my career, I've worked across diverse sectors, managing accounts payable/receivable, reconciling financial data, and leading process improvements that enhanced organizational efficiency. Beyond my professional role, I have remained actively engaged in civil society, contributing to initiatives that promote community development, empowerment, and youth participation in democracy. My involvement in nonprofit organizations has included volunteer work and community outreach, all driven by a deep commitment to social responsibility and public service.

List Educational Background:

My academic background includes a Bachelor's degree in Finance-Accounting from the University of Tirana (Albania), an MPA, and an MBA with a concentration in Accounting from Montclair State University.

List Previous Boards Served On

In the past, I have served as a board member for the nonprofit organization "Center for Youth Progress" in Albania, a local youth network, which aims to support and assist local formal and non-formal youth groups towards youth programs, youth development initiatives and works closely with stakeholders to promote quality services for young people.

Recvd ✓
7/8/2025

Mayor & Municipal Council
City of Clifton
900 Clifton Avenue
Clifton, NJ 07013

THE CITY OF CLIFTON
APPLICATION TO SERVE ON A BOARD OR COMMISSION

Name: Valaida Abraham Date: 7-8-2025

Address: 27 Van Wagoner ave, Clifton NJ 07013

Telephone: [redacted]

Cell: Same

Business: N/A

E-mail: [redacted]

Board Applying For: Rent Leveling Board

Reason for Applying for this Board: I would like to become involved w/ the city I have grown to love & have raised My son.

List Work Experience:

Reentry Service Coordinator, Paterson Mayor's office
Probation officer, Passaic County, NJ Judiciary

List Educational Background:

BA Justice Studies, Berkeley College & Seton Hall University,
Candidate for MA in HR Training and Development

List Previous Boards Served On

None

ITEM NUMBER: A- 9

ITEM NAME: Authorization to Approve the Renewal of Limousine License for Time Limousine, LLC (R379-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	checklist	7/11/2025	Cover Memo

Paid
$150.00

2025

LICENSE APPROVAL CHECK LIST

Owner Name: Osman Taymis
Address: 600 Getty Ave. Suite 211
Business Name: Time Limousine LLC.
License For: Limousine License

		Date Approved
✓	Police Department	6-17-2025
___	Fire Department	_____
✓	Zoning Department	7/10/2025
___	Health Department	_____
___	Engineering Department	_____
✓	Police Traffic	7/9/2025

ITEM NUMBER: A- 10

ITEM NAME: Authorization to Renewal of Entertainment License for Sportszone Bar & Grill (R380-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: A- 11

ITEM NAME: Authorization to Approve Peruvian Parade, Inc to Hold a Festival After Parade at Main Memorial Park on July 27, 2025

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	application	7/9/2025	Cover Memo

Recvd 6/11/23

FESTIVAL APPLICATION

For Individual:

Name_____
Address_____
Phone Number_____
Email Address_____
SSN or Tax ID No._____

For Partnership:

Name of Partnership_____
Names of Partners_____
Address of Partners_____
Phone Number_____
Email Address_____
Tax ID No._____
Chairperson or Person Responsible for Event_____
Address of Chairperson_____

For Corporation or Limited Liability Company

Name of Corporation or Limited Liability Company Peruvian Parade Inc.
Names of Officers/Stockholders/Members_____
Address of Officers/Stockholders/Members 270 Union Avenue, Paterson, NJ 07502
Registered Agent Name Mariela Seclen
Address of Agent 10 Tomahawk Drive, Wayne, NJ 07470
Tax ID No.___
Chairperson or Person Responsible for Event Mariela Seclen
Address of Chairperson 10 Tomahawk Drive, Wayne NJ 07470

For any other Type of Organization or Association

Name of Organization or Association_____
Address of Organization or Association_____
Chairperson or Person Responsible for Event_____
Address of Chairperson_____

Is the applicant a registered charitable or religious organization: X Yes ____ No

Has applicant ever been arrested or convicted of a crime: ____ Yes X No
If yes, please provide full details:_____

Has applicant, any partners/officers/stockholders or members ever been arrested or convicted of a crime: ____ Yes X No
If yes, please provide full details:_____

Location of Event: ~~[illegible]~~ Main Memorial

Date(s) and Time(s) of Event: 7/27/2025

Approximate number of people expected to attend: 500

Number of booths: 10 - 15

Arrangements made by Applicant for off-street parking: ____ Yes X No
If yes, provide details: _____

Security measures: We hire private security

Have you received any event permits within the last 12 months: ____ Yes X No
If yes, set forth the date and description of each event _____

Does applicant require any restrictions on the use of public streets or public parking during the event: ____ Yes X No
If yes, provide a detailed description of the restrictions being sought: _____

Submit Check/Surety Bond in the amount of $2,500 (under 5000 people in attendance) due after Governing Body approves event and at least five (5) days prior to the opening of the event.

Submit Check/Surety Bond in the amount of $5,000 (over 5000 people in attendance) due after Governing Body approves event and at least five (5) days prior to the opening of the event.

Submit Certificate of Liability Insurance in the amount of $250,000 per person and $500,000 per occurrence. The City of Clifton shall be named as an additional insured.

For events that will include amusement rides, the applicant shall file with the City Clerk at least five (5) days prior to the opening of the event, a Certificate of Liability Insurance from the vendor or company furnishing the amusement rides, in the amount of $1,000,000 per person and $2,000,000 per occurrence and the City of Clifton shall be named as the additional insured on such policy. In addition, the vendor or company furnishing the amusement rides, shall provide, at least five (5) days to the opening of the event, a Hold Harmless Agreement in the form attached to this application.

THE EVENT WILL NOT BE PERMITTED TO PROCEED UNLESS AND UNTIL ALL BONDING AND INSURANCE REQUIREMENTS ARE SATISFIED.

LAYOUT OF THE PROPOSED FACILITY

The applicant must attach a diagram setting forth the size of the location, a proposed layout of the facilities, stands, and booths.

Date: 6/10/2025

Print Name: Mariela Secler

Signature: Mariela Secler

Main Memorial Park, Ma
D
Dana's Dayc
Main Memorial Park
Playground
Clifton Memorial Library
3D
100 m

HOLD HARMLESS AGREEMENT

For and in consideration of permission granted by the City of Clifton to (Name and Address) Peruvian Parade Inc - 10 Tomahawk Drive Wayne NJ 07470

for (here set forth activity or use) Parade (Peruvian Parade) (Main Ave)

the said (Name) Peruvian Parade Inc (Manela Seclen) agrees to indemnify and save harmless the City of Clifton, its officers, agents, servants and/or employees, against any and all liability, claims, judgments, demands or expenses whatsoever in connection with the loss of life, personal injury and/or damage to property arising out of or resulting in whole or in part from the activity as aforesaid, and agrees to submit evidence of insurance coverage for both liability and property damage in such amounts as may be required by the City of Clifton, provided, however, that such amounts shall not be less than $1,000,000.00 combined single limit for bodily injury and property damage, and shall include the City of Clifton as a named insured; and

The undersigned further agrees to and shall indemnify and save harmless the City of Clifton, its officers, agents, servants and/or employees against any and all liability, claims, judgments, demands or expenses whatsoever in connection with the loss of life, personal injury and/or damages to property arising out of the aforesaid activity. The insurance coverages hereinabove stated for the benefit of the City of Clifton shall include contractual insurance covering the indemnification and save harmless provisions of this agreement.

Dated: 6/12/2025

By: Manela Seclen

Witness or Attest:

Rosa A Feliz

ROSA A. FELIZ
Notary Public, State of New Jersey
Commission # 2416339
My Commission Expires 01/20/2027

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 07/03/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Yiniana Nunez	
Yini & Associates Insurance 1184 Main Ave Suite100 Clifton NJ 07011	PHONE (A/C, No, Ext): (973) 510-2600	FAX (A/C, No): (973) 510-2602
	E-MAIL ADDRESS: ynunez@insuranceassociatesus.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Tapco Underwriters	
INSURED Peruvian Parade Inc 10 Tomahowk Dr Wayne NJ 07470	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** CL257302569 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			[redacted]	07/27/2025	07/27/2025	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 1,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] N/A (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below						[ ] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Passaic County is Also Listed As Additional Insured. The parade will start at Gregory Ave and Main Ave in Passaic NJ and is going to end at Main Ave and Park Slope in Clifton NJ.

CERTIFICATE HOLDER

City of Clifton
900 Clifton Ave
Clifton NJ 07013

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ITEM NUMBER: A- 12

ITEM NAME: Approval of Film Permit Waivers for Biscuit Filmworks, LLC (BetMGM Commercial) at Rutt's Hut on July 21-22, 2025

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	application	7/11/2025	Cover Memo

Recvd
7/11/2025

FILM PERMIT APPLICATION

TO: City Clerk, City of Clifton
Fire Chief, City of Clifton
Police Chief, City of Clifton
New Jersey Motion Picture and Television Commission

I hereby make application for a FILMING IN THE CITY OF CLIFTON permit issued in the name of:
Biscuit Filmworks LLC

This application:

- ☐ is for a profit organization and is applying to film on public lands, public buildings or other public facilities
- ☑ is for a profit organization and is applying to film on private property
- ☐ is a registered non-profit organization

The Applicant is a (check one that applies):

- ☐ Individual
- ☑ Partnership
- ☐ Corporation
- ☐ Other

Please Explain: LLC-P

For Individual Applicants:

Name: _____
Address: _____
Date & Place of Birth: _____

For Partnership Applicants:

Name: Shawn Lacey
Address: 7026 Santa Monica Blvd, Los Angeles, CA 90038
Date & Place of Birth: 03/22/66 Tennessee

Name: Noam Murro
Address: 7026 Santa Monica Blvd, Los Angeles, CA 90038
Date & Place of Birth: 08/16/61 Israel

Name: _____
Address: _____
Date & Place of Birth: _____

For Corporations & Other Applicants

President:
Name: _____
Address: _____
Date & Place of Birth: _____

Vice-President:
Name: _____
Address: _____
Date & Place of Birth: _____
Secretary:
Name: _____
Address: _____
Date & Place of Birth: _____
Treasurer:
Name: _____
Address: _____
Date & Place of Birth: _____
Stockholders:
Name: _____
Address: _____
Date & Place of Birth: _____
(The term "stockholder", as used herein, means and includes any person owning or having in interest, either legal or equitable, in 10% or more of the stock or other interest issued and outstanding of the corporation or other entity)

FEES:
For Profit Organization $100.00
Non-Profit Organization $50.00

ADDITIONAL FEE
For Profit Organization if filming on public property

Date(s)	Fee
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00

Non-Profit Organization $ 0.00

Any film shoot or production having 15 or more crew members or five or more commercial vehicles: $1,000.00 per day

Date(s)	Fee
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00

Any film shoot or production having 25 or more crew members or 10 or more commercial vehicles: $1,500.00 per day

Date(s)	Fee
_____	$1,500.00
_____	$1,500.00
_____	$1,500.00
_____	$1,500.00
_____	$1,500.00
_____	$1,500.00

I hereby declare that the statements in this application are true, that I am familiar with the regulations (per attached) controlling subject license within the City of Clifton and I agree to abide by said regulations.

Amy Kramer	**Production Supervisor**	203.253.4631
Name (print clearly)	Title	Phone Number

Biscuit Filmworks LLC
Organization

7026 Santa Monica Blvd.	Los Angeles, CA 90038
Address	City, State, Zip

Applicant's Signature

******Michael Sibley - Location Manager**
917-846-7977

On a separate sheet please list the following:

- Dates requested for filming (5 day limit).
- Times of each days shoot.
- Premise or Premises of each shoot.
- A description of each commercial vehicle that applicant anticipates using in connection with the film shoot or production.
- Whether the applicant has arranged for off street parking for the vehicles that the applicant anticipates using in connection with the film shoot or production.
- Whether the applicant is requesting restrictions on the use of public streets or public parking during the course of film shoot or production.
- The specific filming location of the film, shoot or production. If filming is not going to be limited to a single street address, the specific street block, setting forth the cross-streets abutting the street block, where the filming is to take place.
- Whether, due to the nature of the shoot or the actors involved in the shoot, the applicant anticipates that members of the public will attend the film shoot or production and, if so, how many members of the public does the applicant anticipate will attend the film shoot or production?
- The security measures, if any, that the applicant will employ during the film shoot or production.
- Proof of Insurance coverage as follows, naming the City of Clifton as an additional insured: For bodily injury to any one person in the amount of $500,000 and any occurrence in the aggregate amount of $1,000,000. For property damage each occurrence in the aggregate amount of $500,000.
- Whether the applicant has received any other filming permits in the City of Clifton in the 12 month period immediately preceding the application and, if so, the exact filming location of each such permit and the number of days that filming for each such permit took place.
- Any other pertinent information that may impact the safety, health and/or public welfare.

CITY OF CLIFTON, NJ

Permit applies to regulations under Chapter 317 of the City Code and in general refers to still or motion pictures either filmed or videotaped, etc., on public lands for viewing on television, in theaters of for institutional use.

Attached as required with this application are:
(Refer to copy of City Code Chapter 317 attached)

Bond:

The posting of a security deposit the amount of $1000.00 by cash or certified check or a $1,500.00 bond running in favor of the City of Clifton and protecting and ensuring that the location utilized will be left after firming in a satisfactory condition, free of debris, rubbish and equipment, and that due observance of all city ordinances, laws and regulations will be followed.

COMMUNICATION CONCERNING:

The hiring of an off-duty Clifton Police Officer at rates set by the Clifton Police Department for the times indicated on the permit. The Chief of Police shall determine, in his discretion, the number of officers required to maintain the public safety.

HOLD HARMLESS AGREEMENT

For and in consideration of permission granted by the City of Clifton to (Name and Address) Biscuit Filmworks LLC, 7026 Santa Monica Blvd, Los Angeles, CA 90038

for (here set forth activity or use) film shoot

the said (Name) Biscuit Filmworks LLC

agrees to indemnify and save harmless the City of Clifton, its officers, agents, servants and/or employees, against any and all liability, claims, judgments, demands or expenses whatsoever in connection with the loss of life, personal injury and/or damage to property arising out of or resulting in whole or in part from the activity as aforesaid, and agrees to submit evidence of insurance coverage for both liability and property damage in such amounts as may be required by the City of Clifton, provided, however, that such amounts shall not be less than $1,000,000.00 combined single limit for bodily injury and property damage, and shall include the City of Clifton as a named insured; and

The undersigned further agrees to and shall indemnify and save harmless the City of Clifton, its officers, agents, servants and/or employees against any and all liability, claims, judgments, demands or expenses whatsoever in connection with the loss of life, personal injury and/or damages to property arising out of the aforesaid activity. The insurance coverages hereinabove stated for the benefit of the City of Clifton shall include contractual insurance covering the indemnification and save harmless provisions of this agreement.

Dated: 7/10/2025

By: Amy Kramer

Witness or Attest: _____

biscuit.

July 11, 2025

Ms. Tolosi,

Hello. Thank you for taking the time to help us with this project.

Biscuit Filmworks is producing a new commercial for BetMGM and we are requesting to film at Rutt's Hut in Clifton for 2 days, Monday July 21st and Tuesday, July 22nd, 2025.

The sequence we are filming is of a car that gets stuck on a roadside in a hail storm. The friends jump out of the car in the rain, and walk into the restaurant at Rutt's Hut. They have the time of their lives, enjoying good company and betting with the BetMGM app.

For our filming, we are respectfully requesting a waiver for some nighttime filming. As it only gets dark at 9PM, we are requesting permission to film until 1:00AM on both nights. Please know that it is our intention to be done earlier, but this would give us enough night hours to complete our work. We will be providing the neighborhood with notification of filming activities to neighboring residents, per the Clerk's instructions.

Filming Location for both days: Rutt's Hut, 417 River Rd, Clifton, NJ 07014

Our filming schedule will be the following – times are approximate:

Monday, July 21st, 2025:
8AM to 1AM Pre-light and shoot interiors & exteriors scenes at Rutt's Hut
We will be requesting police assistance for the entire day at restaurant for this day.

Tuesday, July 22nd, 2025,
8AM to 7PM – Interior Filming at Rutt's Hut
7PM TO 1AM – Filming Exterior Scene on River Rd in front of Rutt's Hut with police assistance. Scouted and approved on Friday, July 11 with Captain Darren Kester of Clifton PD.

For our exterior shots:
1 – Our talent walking up to the restaurant door and going in.
2 – We have a static car (already broken down) with a cracked windshield, in the South curblane of River Rd. Our actors exit the car and run into the parking lot and restaurant.

- Camera will be across the street on the sidewalk.
- We request to make rain, with a rain tower or condor in the Rutt's parking lot.
- We request permission to scatter ice on the ground and on top of the car, and will use an ice chipper in the Rutt's parking lot to spray the area. The ice chipper will run intermittently.

biscuit.

- We request intermittent traffic control of Northbound and Southbound River Road. We are prepared to hire the necessary officers to do this safely – per Captain Kester.
- There will be an unobstructed emergency lane at all times during the filming.

Our production vehicles will be in private parking lots, both at Rutt's Hut and St. Clair's RC Church, 69 Allwood Road. They will include: 2 Motorhomes, 2 -24' equipment trucks, 6 cube trucks, 3 SUVs for sound equip, VTR and DIT.
We will also have 3 passenger vans for shuttling crew.

We do not anticipate any interaction with the public. Rutt's Hut Parking lot will be closed off during filming. All interior filming will closed to the public. Exterior filming, Clifton PD will be interacting with vehicles and residents. Per Captain Kester, we will be requesting some DPW No Parking signs for a small section of River Road in front of Rutt's Hut. Pedestrian will be able to pass exterior shoot on sidewalk unimpeded. We will provide our own set security to watch over the equipment and talent. We will have a celebrity on Monday only, filming interiors scene. Per Captain Kester, we will a Clifton PD officer with us to augment set security while celebrity is on-site.

Attached with this email, please find a Cert of Insurance for the City of Clifton. The checks are being FedExed directly to your office. Please know that the location manager and myself are available for any questions, should they arise during the meeting.

Thank you for your time and all of your help.
Kind Regards,
Carey DePalma
[redacted]

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 07/09/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Taylor & Taylor Ltd. 15060 Ventura Boulevard Suite 201-License 0731414 Sherman Oaks CA 91403-2436	CONTACT NAME: Darren Rosenbaum PHONE (A/C, No, Ext): (818) 981-9700 FAX (A/C, No): (818) 981-9703 E-MAIL ADDRESS: drosenbaum@taylorinsurance.com
INSURED Biscuit Filmworks, LLC 7026 Santa Monica Boulevard Los Angeles CA 90038	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Federal Insurance Company — 20281 INSURER B: Chubb National Insurance Company — 10052 INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:			[redacted]	11/01/2024	11/01/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ Included
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			[redacted]	11/01/2024	11/01/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $			[redacted]	11/01/2024	11/01/2025	EACH OCCURRENCE AGGREGATE	$ 10,000,000 $ 10,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N ☐ If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER OTH-STATUTE ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $
B	PRODUCTION PACKAGE			[redacted]	11/01/2024	11/01/2025		SEE ATTACHED

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is included as Additional Insured on the General Liability Policy with respect to claims arising out of the negligence of the Named Insured.

CERTIFICATE HOLDER

City of Clifton 900
Clifton Avenue
Clifton, NJ 07013

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Darren Rosenbaum

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AGENCY CUSTOMER ID: _____

LOC #: _____

ACORD

ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED
Taylor & Taylor Ltd.		Biscuit Filmworks, LLC
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance: Notes

INSURED: Biscuit Filmworks LLC

PRODUCTION PACKAGE POLICY

COMPANY: [redacted]National Insurance Company
POLICY [redacted]
PERIOD: 11/1/24 - 11/1/25

Miscellaneous Rented Equipment - $5,000,000 Limit; $3,500 Deductible
Props/Sets/Wardrobe - $5,000,000 Limit; $5,000 Deductible
Third Party Property Damage - $2,000,000 Limit; $2,500 Deductible

Coverage: Special Form including theft
Valuation: Replacement Cost
Territory: Worldwide (including transit)

There is no exclusion for theft of equipment from an unattended vehicle.

Hired Auto Physical Damage:

Limit: Included in Miscellaneous Equipment
Deductible: $3,500
Valuation: Actual Cash Value

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Tolosi, Kathleen

From: Carey DePalma [redacted]
Sent: Friday, July 11, 2025 11:16 AM
To: policeextraduty@cliftonpolice.org; DARREN KESTER
Cc: Tolosi, Kathleen; Michael Sibley
Subject: Biscuit Filmworks // Requesting Police Assistance for a BetMGM Commercial

CAUTION: This email originated outside the City of Clifton's email system.
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Aubrey,

Thank you for taking the time to speak with me the other day.
We're looking to book officers for our film shoot at Rutt's Hut for 2 days, we will know the exact start times later next week.
But to get a check and open an account, I'm hoping you can send me an invoice for the following:

July 21, 2025: 8AM to 1AM - 1 Officer for Security Detail
July 22, 2025: 7PM to 1AM - 2 Officers for Traffic Control

If you send me the invoice for the above, I should be able to get a check by Tuesday or Wednesday next week.
Feel free to call me with any questions or concerns.

Kind Regards,
Carey DePalma
[redacted]

Biscuit Filmworks
https://biscuitfilmworks.com/us/commercial/

ITEM NUMBER: A- 13

ITEM NAME: Approval of Film Permit Waivers for Camp Blood Productions Movie at Rutt's Hut on August 5 & August 8, 2025

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	application	7/10/2025	Cover Memo

FILM PERMIT APPLICATION

RECEIVED
JUL 07 2025
CITY CLERK
CLIFTON, NJ

TO: City Clerk, City of Clifton
Fire Chief, City of Clifton
Police Chief, City of Clifton
New Jersey Motion Picture and Television Commission

I hereby make application for a FILMING IN THE CITY OF CLIFTON permit issued in the name of:

This application:

____is for a profit organization and is applying to film on public lands, public buildings or other public facilities
__X__is for a profit organization and is applying to film on private property
____is a registered non-profit organization

The Applicant is a (check one that applies):

_____Individual
_____Partnership
_____Corporation
__X__Other

Please Explain: **Location Manager is applicant on behalf of Camp Blood Productions, LLC**

For Individual Applicants:

Name: **Dena Ghieth**
Address: **Camp Blood Productions, LLC - 185 Hudson St - 33rd Floor, Jersey City, NJ 07302**
Date & Place of Birth: **Date of Application: 07/07/2025**

For Partnership Applicants:

Name: _____
Address: _____
Date & Place of Birth: _____

Name: _____
Address: _____
Date & Place of Birth: _____

Name: _____
Address: _____
Date & Place of Birth: _____

For Corporations & Other Applicants

President:
Name: _____
Address: _____
Date & Place of Birth: _____

Vice-President:
Name: _____
Address: _____
Date & Place of Birth: _____
Secretary:
Name: _____
Address: _____
Date & Place of Birth: _____
Treasurer:
Name: _____
Address: _____
Date & Place of Birth: _____
Stockholders:
Name: _____
Address: _____
Date & Place of Birth: _____
(The term "stockholder", as used herein, means and includes any person owning or having in interest, either legal or equitable, in 10% or more of the stock or other interest issued and outstanding of the corporation or other entity)

FEES:
For Profit Organization $100.00
Non-Profit Organization $50.00

ADDITIONAL FEE
For Profit Organization if filming on public property

Date(s)	Fee
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00

Non-Profit Organization $ 0.00

Any film shoot or production having 15 or more crew members or five or more commercial vehicles: $1,000.00 per day

Date(s)	Fee
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00
_____	$1,000.00

Any film shoot or production having 25 or more crew members or 10 or more commercial vehicles: $1,500.00 per day

Date(s)	Fee
8/5/25	$1,500.00
8/7/25	$1,500.00
_____	$1,500.00
_____	$1,500.00
_____	$1,500.00
_____	$1,500.00

I hereby declare that the statements in this application are true, that I am familiar with the regulations (per attached) controlling subject license within the City of Clifton and I agree to abide by said regulations.

Dena Ghieth	Location Manager	347-512-7443
Name (print clearly)	Title	Phone Number

Camp Blood Productions, LLC - 'Mama's Boy'
Organization

185 Hudson St - 33rd Floor — **Jersey City, NJ 07302**
Address — City, State, Zip

Applicant's Signature

On a separate sheet please list the following:

- Dates requested for filming (5 day limit).
- Times of each days shoot.
- Premise or Premises of each shoot.
- A description of each commercial vehicle that applicant anticipates using in connection with the film shoot or production.
- Whether the applicant has arranged for off street parking for the vehicles that the applicant anticipates using in connection with the film shoot or production.
- Whether the applicant is requesting restrictions on the use of public streets or public parking during the course of film shoot or production.
- The specific filming location of the film, shoot or production. If filming is not going to be limited to a single street address, the specific street block, setting forth the cross-streets abutting the street block, where the filming is to take place.
- Whether, due to the nature of the shoot or the actors involved in the shoot, the applicant anticipates that members of the public will attend the film shoot or production and, if so, how many members of the public does the applicant anticipate will attend the film shoot or production?
- The security measures, if any, that the applicant will employ during the film shoot or production.
- Proof of Insurance coverage as follows, naming the City of Clifton as an additional insured: For bodily injury to any one person in the amount of $500,000 and any occurrence in the aggregate amount of $1,000,000. For property damage each occurrence in the aggregate amount of $500,000.
- Whether the applicant has received any other filming permits in the City of Clifton in the 12 month period immediately preceding the application and, if so, the exact filming location of each such permit and the number of days that filming for each such permit took place.
- Any other pertinent information that may impact the safety, health and/or public welfare.

CITY OF CLIFTON, NJ

Permit applies to regulations under Chapter 317 of the City Code and in general refers to still or motion pictures either filmed or videotaped, etc., on public lands for viewing on television, in theaters of for institutional use.

Attached as required with this application are:
(Refer to copy of City Code Chapter 317 attached)

Bond:

The posting of a security deposit the amount of $1000.00 by cash or certified check or a $1,500.00 bond running in favor of the City of Clifton and protecting and ensuring that the location utilized will be left after firming in a satisfactory condition, free of debris, rubbish and equipment, and that due observance of all city ordinances, laws and regulations will be followed.

COMMUNICATION CONCERNING:

The hiring of an off-duty Clifton Police Officer at rates set by the Clifton Police Department for the times indicated on the permit. The Chief of Police shall determine, in his discretion, the number of officers required to maintain the public safety.

HOLD HARMLESS AGREEMENT

For and in consideration of permission granted by the City of Clifton to (Name and Address) **Camp Blood Productions, LLC - 'Mama's Boy'**
185 Hudson St - 33rd Floor, Jersey City, NJ, 07302
for (here set forth activity or use) **Film Shoot - Private Property - August 5th 2025 & August 7th 2025**
Details listed in letter of intent below
the said (Name) **Camp Blood Productions, LLC - 'Mama's Boy'**
agrees to indemnify and save harmless the City of Clifton, its officers, agents, servants and/or employees, against any and all liability, claims, judgments, demands or expenses whatsoever in connection with the loss of life, personal injury and/or damage to property arising out of or resulting in whole or in part from the activity as aforesaid, and agrees to submit evidence of insurance coverage for both liability and property damage in such amounts as may be required by the City of Clifton, provided, however, that such amounts shall not be less than $1,000,000.00 combined single limit for bodily injury and property damage, and shall include the City of Clifton as a named insured; and

The undersigned further agrees to and shall indemnify and save harmless the City of Clifton, its officers, agents, servants and/or employees against any and all liability, claims, judgments, demands or expenses whatsoever in connection with the loss of life, personal injury and/or damages to property arising out of the aforesaid activity. The insurance coverages hereinabove stated for the benefit of the City of Clifton shall include contractual insurance covering the indemnification and save harmless provisions of this agreement.

Dated: **July 7th 2025**

By: _____

Dena Ghieth / Location Manager

Witness or Attest:

_____

Mama's Boy

June 26, 2025

Mr. Gary DeMarzo, City Manager
900 Clifton Avenue, 1st Floor
Clifton, NJ 07013

Via email: citymanager@cliftonnj.org
Cc: David Schoner, NJ Motion Picture and Television Commission: david.schoner@njeda.gov
Chris D'Amato, Councilmember: cdamato@cliftonnj.org
Kathleen Tolosi, City Clerk: ktolosi@cliftonnj.org
Liana Grasso, Confidential Secretary to the City Manager: lgrasso@cliftonnj.org

RE: Filming at Rutt's Hut – 417 River Rd, Clifton NJ 07014

Dear Mr. DeMarzo --

I'm writing from a new television series for A24 and Peacock that is currently in production under the working title 'Mama's Boy'. Set in 1972, the show is a prequel/origin story to the iconic movie 'Friday the 13th' that was originally released in 1980. We recently began filming in late June and will continue through mid-October of 2025.

We are interested in filming at the restaurant Rutt's Hut, located at 417 River Rd, for two (nonconsecutive) days during the week of August 4th, 2025. I hope this letter of intent will serve as an introduction to our production and give you an overview of our intended scope of work at this location.

In the scenes being filmed at this location, two actors engage in a fight sequence in a restaurant after-hours. In the aftermath, the restaurant goes up in flames.

Our anticipated schedule is as follows (hours are approximate):

Friday, August 1st – PREP 7:00 AM – 7:00 PM – Exterior prep only

- Art Dept will begin constructing an exterior vestibule (an extension of the existing entry vestibule) to create a burn element structure (please see attached rendering), built from non-combustible materials (aluminum storefront, sign metal, durock board, aluminum studs, limited fire-treated lumber).

Monday, August 6th – PREP 7:00 AM – 7:00 PM

- Approximately 25-40 crew members dress the interior and exterior set; SFX Dept begins to rig the vestibule structure with fire boards in isolated fireproof boxes for controlled burn. Glass panels are tempered glass rigged by SFX with squibs to break on cue.

Tuesday, August 5th – Prep continues 7:00 AM; INTERIOR FILMING 1:00 PM – 3:00 AM

- Approximately 150 crew members
- All filming will be within the restaurant interior
- Approximately 2 principal actors and 3 stunt performers
- Film equipment and 1970s period set dressing loaded in: 7:00AM – 5:00PM

Wednesday, August 6th – PREP/RESET 7:00AM – 7:00PM

- Approximately 25-40 crew members dress the set and prepare for fire special effect & exterior filming

Thursday, August 7th – Prep continues 7:00 AM
INTERIOR + EXTERIOR FILMING 3:00 PM – 4:30 AM

- Approximately 150 crew members
- 2 principal actors and 25 background actors
- Equipment, 1970s period set dressing, and picture cars loaded in: 7:00 AM – 5:00PM

Friday, August 8th – WRAP/RESTORE 7:00 AM – 7:00 PM

- Approximately 25-30 crew members remove set dressing and equipment

General Requests:

- Permission to use squibs and flame bars for burn special effect at the discretion of Clifton Fire and Police Departments. Please see individual requests below.
- Permission to park 6x 30 ft box trucks on private property in the restaurant parking lot
- Permission to park 1 x food truck for craft services within Rutt's Hut parking lot
- Permission to stage 1 x water truck for wet down and fire suppression within Rutt's Hut parking lot
- Permission to access nearest fire hydrant to refill water truck and for wet down of parking lot
- Permission to utilize standard film package including dollies, lights, c-stands, cameras and dolly track on private property
- Permission to control traffic on River Road intermittently on Thursday, August 7th at discretion of Clifton PD between the hours of 9:00 PM – 4:00 AM.

Special Effects Requests & Materials by day:

- **Tuesday August 5th – INTERIOR FILMING**
  - 4 x Smoke Machines
    - For atmospheric haze
  - 80 x herbal cigarettes for actors to smoke
  - 20 x squibs
    - For fight scene with stunt performers in restaurant kitchen

- **Thursday August 7th – INTERIOR + EXTERIOR FILMING**
  - 4 x Smoke Machines
  - 80 x herbal cigarettes for actors to smoke
  - 20 x squibs
    - For breaking of tempered glass in vestibule
  - 8 x 100 lb propane tanks
    - Tanks to be used as fuel for our burn effect
    - To be stored on a stakebed vehicle behind the building
  - 5 gallons of pyro-gel
    - Used to create pilot light on flame bars and flame details on camera
  - 5 gallons of rubber cement
    - Alternative to pyro-gel
    - Used to create pilot light on flame bars
  - 10 x smoke bombs
    - Enola Gaye smoke bombs for smoke effect
- We will have a water truck on site for fire suppression
- We will have 12x CO2 Extinguishers for fire suppression

Please let us know if you have any questions, or if it would be helpful to schedule an in-person meeting to discuss our plans with you in more detail. Once we have your approval, we will of course make every effort to notify the surrounding residents of our plans and shoot dates.

We look forward to hearing from you, and to featuring such a beloved Clifton restaurant on the show.

Sincerely,

Dena Ghieth
Location Manager
347.512.7443
dena.ghieth@gmail.com

Sean McManus
Assistant Location Manager
845.596.6039
mcms901@gmail.com

OVERHEAD SITE MAP :

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 7/7/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies Company / Dewitt Stern 500 N. Brand Boulevard, Suite 1600 Glendale, CA 91203 0F06675	**CONTACT NAME:** Lida Davidians **PHONE (A/C, No, Ext):** **FAX (A/C, No):** 818-623-5468 **E-MAIL ADDRESS:**
INSURED Camp Blood LLC 1245 Broadway, 10th Floor New York NY 10001	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** INSURER A : Fireman's Fund Insurance Company — 21873 INSURER B : General Star National Insurance Co — 11967 INSURER C : Arch Insurance Company — 11150 INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 86126597 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	✓ COMMERCIAL GENERAL LIABILITY	✓			4/28/2025	4/28/2026	EACH OCCURRENCE	$ 1,000,000
	☐ CLAIMS-MADE ✓ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	✓ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$ 1,000,000
	☐ OTHER:							$
A	AUTOMOBILE LIABILITY	✓			4/28/2025	4/28/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	☐ ANY AUTO						BODILY INJURY (Per person)	$
A	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS				4/28/2025	10/17/2026	BODILY INJURY (Per accident)	$
	✓ HIRED AUTOS ONLY ✓ NON-OWNED AUTOS ONLY			Hired Auto PD Incl. in ME			PROPERTY DAMAGE (Per accident)	$
	✓ Non-Owned Physical Damage			10% of loss $3.5K min./$7.5K max.				$
A	✓ UMBRELLA LIAB ✓ OCCUR				4/28/2025	4/28/2026	EACH OCCURRENCE	$ 10,000,000
B	☐ EXCESS LIAB ☐ CLAIMS-MADE			TBD			AGGREGATE	$ 10,000,000
	☐ DED ☐ RETENTION $							$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N				4/30/2025	4/30/2026	✓ PER STATUTE ☐ OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Props, Sets & Wardrobe Production Equipment Third Party Property Damage				4/28/2025	10/17/2026	Limit: $3,000,000 Deductible: $7,500 Limit: $5,000,000 Deductible: $10,000 Limit: $1,000,000 Deductible: $5,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is included as an Additional Insured and/or Loss Payee as their interest may appear but only as respect to operations of the Named Insured and as required by contract. RE: "Mama's Boy"

CERTIFICATE HOLDER

City of Clifton
900 Clifton Avenue
Clifton NJ 07013

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

John Mina

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ITEM NUMBER: A- 14

ITEM NAME: Authorization to Approve a Request for BRAKING AIDS Bicycle Ride Through Clifton on September 14, 2025

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	application	7/9/2025	Cover Memo

Tolosi, Kathleen

From: DARREN KESTER <dkester@cliftonpolice.org>
Sent: Wednesday, July 02, 2025 10:36 AM
To: MOHAMMAD DROUBI
Cc: Tolosi, Kathleen
Subject: Re: Request for Approval: BRAKING AIDS® Ride

Follow Up Flag: Follow up
Flag Status: Flagged

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Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Kathleen,

Based on the number of participants and the time frame, this should have no notable impact on traffic.

This is approved by the PD.

Sincerely,

Capt. Darren Kester #05003
Field Operations Bureau Commander
Clifton Police Department
Office: (973) 470-5894
Email: dkester@cliftonpolice.org

On Wed, Jul 2, 2025 at 5:18 AM MOHAMMAD DROUBI <mdroubi@cliftonpolice.org> wrote:
Good Morning,

This is not an event that I have seen before. To be on the safe side, I have included Captain Kester in this reply. This isn't something that I would approve without the captain and chief.

On Mon, Jun 23, 2025 at 4:46 PM Tolosi, Kathleen <ktolosi@cliftonnj.org> wrote:

Hi Lt. Droubi,

Tolosi, Kathleen

From: Eric Epstein <eepstein@globalimpactpro.com>
Sent: Friday, June 20, 2025 4:18 PM
To: Ferrigno, Nancy; trafficdivisioin@cliftonpolice.org
Subject: Request for Approval: BRAKING AIDS® Ride
Attachments: Clifton 1.png; Clifton 2.png; D2 Clifton.docx; Notification Approval Clifton.doc; BAR 2025 Cues 043025.xlsx

CAUTION: This email originated outside the City of Clifton's email system.
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Nancy and Lt. Droubi,

I am writing to request permission for BRAKING AIDS® Ride to travel through Clifton on Sunday, September 14, 2025.

BRAKING AIDS® Ride is a two-day, charity bicycle ride from Philadelphia to New York City. Approximately 75 bicyclists will each raise at least $3,000 to benefit Housing Works, a major AIDS service organization dedicated to ending the dual crisis of homelessness and AIDS.

This ride is a chance for everyone – not just athletes – to make an extraordinary difference. The event is a spectacular ride with people of all ages, shapes, and sizes bicycling at their own pace.

- This ride is not a race, riders will ride at their own pace.
- Riders will follow the rules of the road at all times.
- We are not requesting for any roads to be closed.

BRAKING AIDS® Ride is fully insured for property damage and general liability. If required, we will provide a certificate of insurance with your establishment named as additionally insured.

To provide you with more information regarding our route through your community, **enclosed are the route cues and route map** describing the details of our proposed route. If all looks good, **kindly fill out and return the attached Notification and Approval form** for our files.

If you have any questions, please feel free to contact me to discuss this request. I look forward to hearing from you.

Best,
Eric

Eric R. Epstein (He/Him)
President

May 19, 2025

Dear Nancy and Lt. Droubi,

I am writing to request permission for BRAKING AIDS® Ride to travel through **Clifton** on Sunday, September 14 from 10:00 am to 1:45 pm.

BRAKING AIDS® Ride is a two-day, charity bicycle ride from Philadelphia to New York City. Approximately 75 bicyclists will each raise at least $3,000 to benefit Housing Works, a major AIDS service organization dedicated to ending the dual crisis of homelessness and AIDS.

This ride is a chance for everyone – not just athletes – to make an extraordinary difference. The event is a spectacular ride with people of all ages, shapes, and sizes bicycling at their own pace.

- This ride is **not a race**, riders will ride at their own pace.
- Riders will follow the rules of the road at all times.
- We are **not** requesting for any roads to be closed.

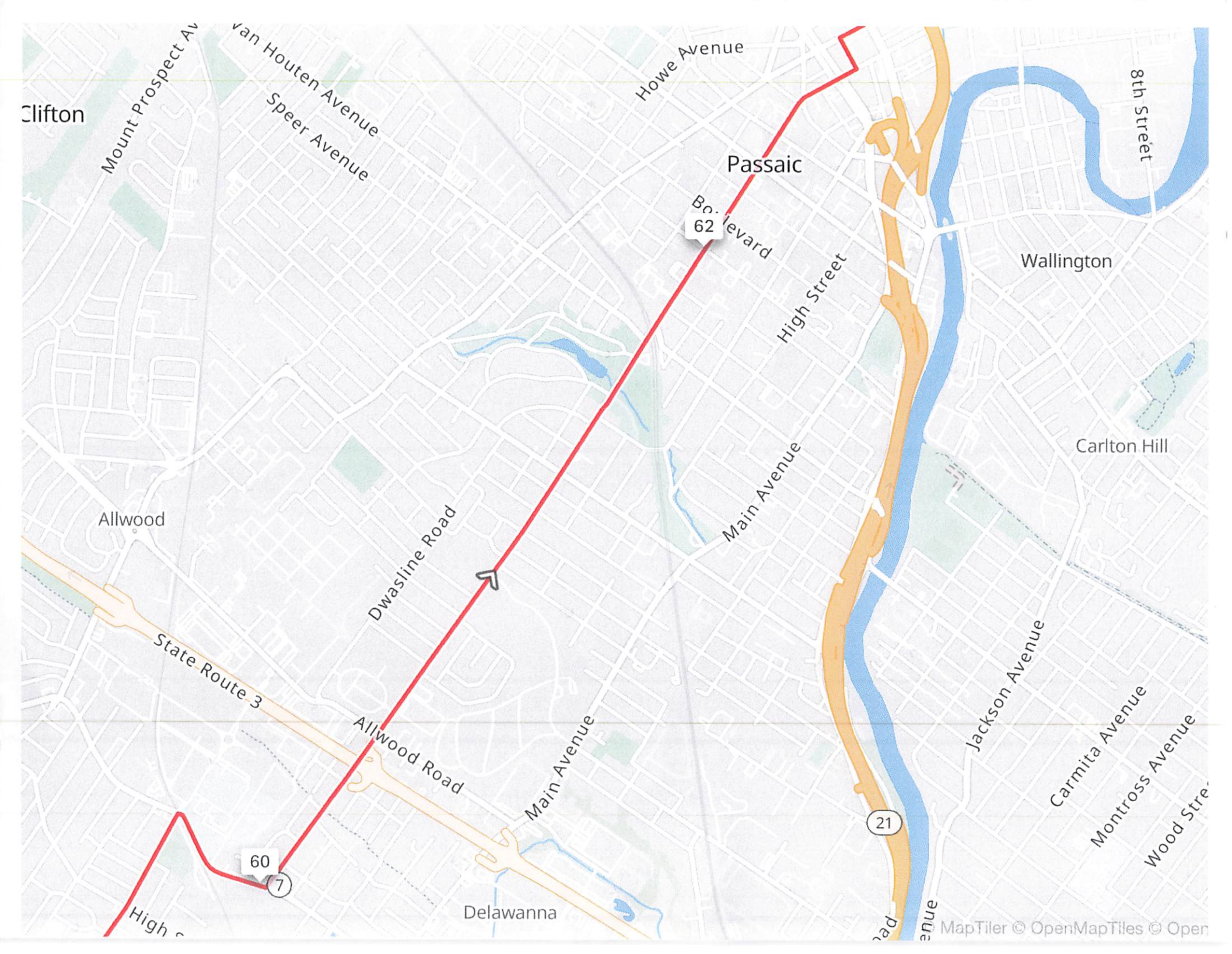
BRAKING AIDS® Ride is fully insured for property damage and general liability. If required, we will provide a certificate of insurance with your establishment named as additionally insured.

To provide you with more information regarding our route through your community, enclosed are the **Route Cues** (See the "D2" tab) and **Route Map** describing the details of our proposed route. Our certificate of insurance will be available after July 1.

If you have any questions, please feel free to contact me to discuss this request. I look forward to hearing from you.

Sincerely,

Eric Epstein
Director
BRAKING AIDS® Ride
Email: eepstein@globalimpactpro.com
Phone [redacted]


Clifton
Mount Prospect Av
Van Houten Avenue
Speer Avenue
Howe Avenue
Passaic
Boulevard
62
High Street
8th Street
Wallington
Carlton Hill
Allwood
Dwasline Road
Main Avenue
State Route 3
Allwood Road
Main Avenue
Jackson Avenue
Carmita Avenue
Montross Avenue
Wood Stre
21
60
7
Delawanna
High
MapTiler © OpenMapTiles © Open

HOLD HARMLESS AGREEMENT

For and in consideration of permission granted by the City of Clifton to (Name and Address) Global Impact Tours Inc. dba Global Impact Productions, 630 Ninth Avenue, Suite 1207, New York, NY 10036

for (here set forth activity or use) BRAKING AIDS® Ride

the said (Name) Global Impact Productions agrees to indemnify and save harmless the City of Clifton, its officers, agents, servants and/or employees, against any and all liability, claims, judgments, demands or expenses whatsoever in connection with the loss of life, personal injury and/or damage to property arising out of or resulting in whole or in part from the activity as aforesaid, and agrees to submit evidence of insurance coverage for both liability and property damage in such amounts as may be required by the City of Clifton, provided, however, that such amounts shall not be less than $1,000,000.00 combined single limit for bodily injury and property damage, and shall include the City of Clifton as a named insured; and

The undersigned further agrees to and shall indemnify and save harmless the City of Clifton, its officers, agents, servants and/or employees against any and all liability, claims, judgments, demands or expenses whatsoever in connection with the loss of life, personal injury and/or damages to property arising out of the aforesaid activity. The insurance coverages hereinabove stated for the benefit of the City of Clifton shall include contractual insurance covering the indemnification and save harmless provisions of this agreement.

Dated: July 9, 2025

By: Eric R. Lipton

Witness or Attest:

Stephanie Levitt

ITEM NUMBER: A- 15

ITEM NAME: Authorization to Approve the Submission of Grant Application from the City of Clifton Health Department and the New Jersey Department of Health for the Strengthening Local Public Health Capacity 2025-2026 (R387-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	7/9/2025	Cover Memo

Clifton Health Department

INTER-OFFICE MEMO

Date: July 8, 2025

To: Gary DeMarzo, City Manager

From: John E. Biegel III, Health Officer

CC: Joseph Kunz, CFO
Thomas Egan, Municipal Attorney
Andrew Oddo, Assistant Municipal Attorney
Kathleen Tolosi, City Clerk

Subject: **Resolution to Apply for a *Strengthening Local Public Health Capacity 2026* Grant**

I hereby request that a resolution be prepared for the Health Department to apply for a *Strengthening Local Public Health Capacity 2026* grant in the amount of $64,788. from the NJ Department of Health. The funding timeline for this grant is 7/1/2025 – 6/30/2026. This is the fifth year of funding for this grant.

Funds must be used to continue to strengthen communicable disease outbreak preparedness and response capacity and outreach to priority populations by reimbursing infectious disease staff salary expenses. This funding also assists in building public health capacity across workforce, foundational capacities, and data modernization, while building, promoting, and protecting health and equity.

Thank you for your attention to this matter.

ITEM NUMBER: A- 16

ITEM NAME: Authorization to Approve the Health Department to Apply for a 2025-2026 Childhood Lead Exposure Prevention Sub-Awardee Grant from the Passaic County Department of Health (R388-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	7/14/2025	Cover Memo

Clifton Health Department

INTER-OFFICE MEMO

Date: July 9, 2025

To: Gary DeMarzo, City Manager

From: John E. Biegel III, Health Officer

CC: Joseph Kunz, CFO
Thomas Egan, Municipal Attorney
Andrew Oddo, Assistant Municipal Attorney
Kathleen Tolosi, City Clerk

Subject: **Resolution to Apply for a 2025- 2026 *Childhood Lead Exposure Prevention Sub-Awardee* Grant**

I hereby request that a resolution be prepared for the Health Department to apply for a 2025-26 *Childhood Lead Exposure Prevention Sub-Awardee Grant* in the amount of $230,000 from the Passaic County Department of Health. The funding timeline for this grant is 7/1/2025– 6/30/2026. This will be the fourth year of funding for this grant. The amount is $30,000 less than last year.

Funding will be used to test more children for lead exposure and intervene earlier with education, environmental home inspections, and nurse case management for children with elevated blood lead levels.

Thank you for your attention to this matter.

ITEM NUMBER: A- 17

ITEM NAME: Authorization to Approve the Locations of Five (5) New Wayfinding Signs Entering the Downtown Clifton Area

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	6/27/2025	Cover Memo

Tolosi, Kathleen

From: Rodgers, Brian
Sent: Tuesday, June 10, 2025 1:59 PM
To: DeMarzo, Gary; Tolosi, Kathleen
Subject: FW: DCEDG wayfinding signs locations
Attachments: IMG_7318.jpg; DCEDG sign replacements.png

Gary and Kathleen
Please see attached signage proposed on city property by the Clifton Downtown economic development group. All proposed signs will be the same size and style as the one depicted in green in the attachment. Could you please put this proposal on the next available council agenda.
Kindly advise if any additional information is required.

Thank you
Brian

From: Angela Montague <angela@downtownclifton.com>
Sent: Tuesday, June 10, 2025 11:40 AM
To: Rodgers, Brian <Brodgers@cliftonnj.org>
Cc: pdelora25@gmail.com
Subject: DCEDG wayfinding signs locations

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Good morning Brian,

Attached is photos of the replacement locations and the new locations for our wayfinding signs for Downtown Clifton. Please review and let me know if you still want to meet tomorrow or if this is enough info for you.

Thanks
Angie
--
ANGELA MONTAGUE Executive Director DOWNTOWN CLIFTON Economic Development Group, Inc.
P.O.Box 1364 Clifton, NJ 07015 973.557.3886 angela@downtownclifton.com

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Downtown CLIFTON
ECONOMIC DEVELOPMENT GROUP, INC.
DowntownClifton.com 973-557-3886

June 20, 2025

Re: New wayfinding signs for Downtown Clifton, NJ

Dear Mayor and council,

I am reaching out to you on behalf of the Downtown Clifton Economic Development Group, Inc. (DCEDG) for your approval for five city property locations to put five new wayfinding signs entering the Downtown Clifton area.

When the original signs were put in, they were purchased with sponsorship money. That is our goal for these five signs. Once we have approval on the locations, we will start soliciting for sponsorship. This will replenish funds we are using from the DCEDG beautification budget.

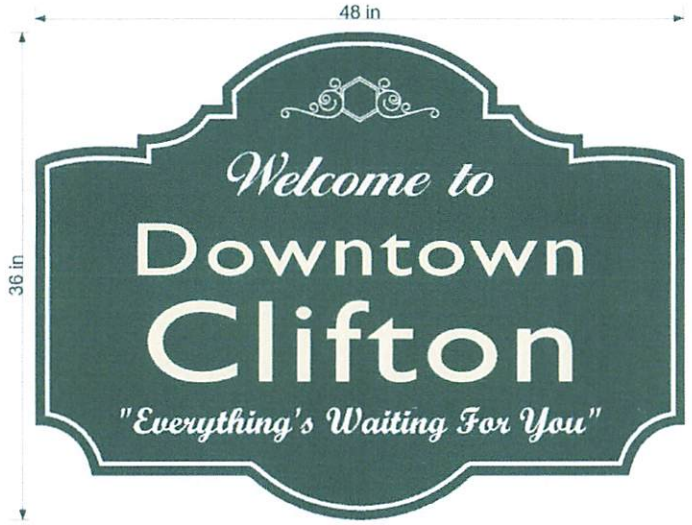
We appreciate your ongoing support for the work we do for our Special Improvement District.

Regards,

Angela Montague
Executive Director
Downtown Clifton
Economic Development Group, Inc.

PO Box 1364. Clifton. NJ 07015
info@downtownclifton.com

WELCOME TO DOWNTOWN
Clifton
Clifton's Rising Star
SPENCER SAVINGS BANK

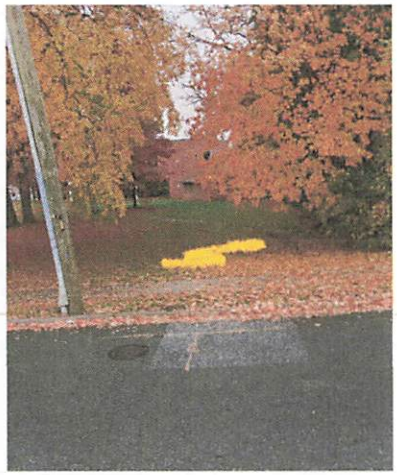

48 in
36 in
Welcome to
Downtown
Clifton
"Everything's Waiting For You"

Piaget and 46

Clifton and First Street

DCEDG signs New locations

Hurd Park



Main Avenue by the library

Main Ave and Clinton

ITEM NUMBER: A- 18

ITEM NAME: Approval of a Storage Pod at 56 Lorrie Lane from 7/15 - 7/31
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	email	7/11/2025	Cover Memo

Tolosi, Kathleen

From: Grasso, Liana
Sent: Tuesday, July 08, 2025 5:24 PM
To: Mukesh Sheth
Cc: Tolosi, Kathleen; DeMarzo, Gary
Subject: RE: 56 Lorrie Lane Clifton NJ-07012 for POD storage

Good afternoon,

Thank you for your email. Please note that PODs are not permitted to be placed on the sidewalk. However, placement on the street may be requested through our office, subject to approval by the City Council.

Could you please clarify the exact dates you are requesting? POD approvals are valid for a period of 30 days.

Thank you!

7/15 to 7/31

Sincerely,
Liana Grasso
City Manager's Office
(973) 470-5854

From: Mukesh Sheth <mukesh4118@gmail.com>
Sent: Tuesday, July 08, 2025 4:53 PM
To: Grasso, Liana <lgrasso@cliftonnj.org>
Subject: 56 Lorrie Lane Clifton NJ-07012 for POD storage

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Dear sir/Madam
We are requested to keep POD on side walk for temporary duration from mid July to end July.for we are moving
Kindly please allow permission.we already took permit today.

Thank You
Mukesh Sheth
56 Lorrie Lane Clifton NJ 07012
[redacted]

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ITEM NUMBER: A- 19

ITEM NAME: Authorization to Approve a Request to Hold a Gathering at the City's 9/11 Garden from 5:30pm - 7:30pm on September 11, 2025

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	7/9/2025	Cover Memo

From: Judith Bassford <judithbassford@gmail.com>
Date: July 1, 2025 at 2:29:50 PM EDT
To: citymanager@cliftonnj.org, "Grasso, Liana" <lgrasso@cliftonnj.org>
Subject: Request for Approval – September 11, 2024, Citizens' Gathering at 9/11 Garden

Dear Clifton City Manager:

I hope this message finds you well.

I am writing to formally request permission to hold a small citizens' gathering on **September 11, 2024**, from **5:30 PM to 7:30 PM** at the **9/11 Garden located on City Hall property**. This peaceful event is intended to honor and reflect upon the lives lost on that tragic day, including our fallen Clifton residents.

We have been holding this evening event annually for the citizens of Clifton who are unable to attend the city's official ceremony during the day. It provides a meaningful opportunity for community members to come together in remembrance and reflection.

Please note that the **former City Manager was aware of this annual ceremony and had previously granted permission** for its observance. With the recent change in leadership, I wanted to ensure that this gathering is officially placed on the calendar and submitted for approval.

Thank you for your time and thoughtful consideration. Please let me know if any additional information is needed.

Warm regards,

Judith Bassford (Citizen)

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ITEM NUMBER: A- 20

ITEM NAME: Authorization to Approve an Ad Journal for Central of Polish Organization
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Ad journal	7/9/2025	Cover Memo

Central of Polish Organizations

Established March 28, 1934
68 Union Ave.
Clifton, New Jersey 07011
Mailing Address: P.O. Box 421, Passaic, NJ 07055

July 01, 2025

OFFICERS
Annette Sroka
President
Gabriela Blazon
Vice President
Bozena Jaworska
Executive Secretary
Karol Sochacki
Recording Secretary
Marek Jaworski
Financial Secretary
Alicja Kosecki
Treasurer
Adam Soja
Sergeant-at-Arms

AUDITORS
Stanley Trojaniak
Artur Sroka
Iwona Iskra

CHAPLAIN
Ks. Jakub Grzybowski

Dear Friend,

Central of Polish Organizations is proud to announce the selection of

Mr. CHRISTOPHER DRELICH

as **2025 Marshal** of Passaic-Clifton Contingent as well as **NATALIA BLAZON** as Miss Polonia, **ELLA GRYGUS** as Junior Miss Polonia, **ZOFIA MELER** as Little Miss Polonia, **JOHN BAJEK** as Young Marshal and **DAVID KOSIERB** as Junior Marshal.

Their election will be honored at the **88th Annual Sash Night Banquet** to be held at **THE GRAND**, located at 38 Lackawanna Ave. Totowa NJ on Saturday, **September 13th** at 6:30 pm.

To commemorate this special evening as well as to help defray the costs of our participation in the Parade on October 5th we will be publishing a souvenir journal.

We ask individuals and businesses to support us by placing an advertising, congratulations or greetings to our Marshal, Miss Polonia, Junior Miss Polonia, Little Miss Polonia, Young Marshal and Junior Marshal.

Please see attached contract for detailed information.

WE THANK YOU FOR YOUR CONTINUED SUPPORT OF CENTRAL OF POLISH ORGANIZATIONS.

Sincerely,

.....

Annette Sroka, President

Central of Polish Organizations

Souvenir Journal Contract

Closing date for all ads **July 30, 2025**

_____ **$ 1,000.00 Back Page Cover**

_____ **$ 500.00 Inside Front and Back Cover**

_____ **$ 250.00 Gold Page**

_____ **$ 150.00 Full Page**

_____ **$ 100.00 ½ Page**

_____ **$ 50.00 ¼ Page**

_____ **$ 25.00 Booster**

Total amount enclosed: _____

We ask that all Journal ads are typed or clearly printed

Please make all checks payable to:

Central of Polish Organizations

You may e-mail your ad to:

marbojaw@optonline.net or karol@soundfactoryteam.com

ITEM NUMBER: A- 21

ITEM NAME: Authorization to Award Contract to CME Associates for General Professional Engineering Services (R389-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	7/11/2025	Cover Memo

A-

JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALESI, PE, PP, CME

BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PP
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME
JOHN J. HESS, PE, PP, CME
KEITH CHIARAVALLO, PE, CME

CME ASSOCIATES

June 27, 2025

Sent via Electronic Mail
City of Clifton
900 Clifton Avenue
Clifton, NJ 07013

Attn: Gary S. DeMarzo, MPA – City Manager

Re: Fee Estimate for General Professional Engineering Services
City of Clifton, Passaic County, NJ
Our Proposal No. 2025-087

Dear Mr. DeMarzo:

CME Associates ("CME") is pleased to provide this fee estimate for General Professional Engineering Services to be performed as needed on a month-to-month basis for the remainder of 2025. The scope of work will include the following:

- Complete general engineering tasks at the direction of the City under an allotted twelve (12) hours per week or forty-eight (48) hours per month.
- Assist the City in preparing conceptual site plans and preliminary engineering budgets associated with grant applications and future capital projects.
- Assist the City in identifying future capital projects;
- Assist the City with grant identification, application, implementation and management. Our office will prioritize seeking grant funding opportunities for open space and recreation projects;
- Prepare monthly engineering status reports;
- Provide consultation to the City Engineering Department, as needed;
- Meet with City staff as necessary to facilitate on-going engineering projects;
- Be available to the City Manager, Mayor and Council as a resource for general engineering inquiries.

The above services will be invoiced monthly at a **Not to Exceed Fee of $10,000.00.**

CONSULTING AND MUNICIPAL ENGINEERS
NJ CERTIFICATE OF AUTHORIZATION NO. 24GA28359000
849 W. BAY AVENUE, SUITE 16 • BARNEGAT, NEW JERSEY 08005 • (732) 410-2650 • FAX: (609) 698-1680

Exceptions

1. Any work not specifically listed in the above phases shall be considered as additional services and will be invoiced at the time said work is authorized by the City of Clifton.

2. Separate fee estimates will be provided for capital projects at the direction of the City of Clifton.

Should this fee estimate meet your approval, please provide our office with a professional services agreement or resolution as an indication of the work to proceed.

In the meantime, should you have any questions concerning this matter, please do not hesitate to contact this office.

Very truly yours,

CME Associates

Ryan MacNeill, PE
For the Firm

ITEM NUMBER: A- 22

ITEM NAME: Late Item - Authorization to Approve the Adoption of a Prototypical Service Agreement with Empower (R391-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	agreement	7/15/2025	Cover Memo

Dear Plan Contact,

Empower Retirement, LLC ("Empower") is an approved vendor of the State of New Jersey Division of Local Government Services ("NJ DLGS"), and the attached Administrative Services Agreement has been specifically approved by NJ DLGS for Empower to use with its New Jersey local government plan sponsors. Because our records indicate that your current Administrative Services Agreement is not aligned with the most recent version approved by the NJ DLGS, your Administrative Services Agreement needs to be restated on the most recent Empower Agreement approved by the NJ DLGS.

Please sign the Administrative Services Agreement via DocuSign. Note, this Agreement was approved by the State of New Jersey Division of Local Government Services in its current form, and it cannot be altered. Empower is unable to accept any modifications.

In addition, we've included a draft Resolution Adopting a Prototypical Service Agreement in the link above titled "Review Document". This resolution is required by the Division and must be adopted by the Mayor or Council of the local government. The Division requires you to send an original signed, sealed, and dated resolution to:

Tiziana.johnston@dca.nj.gov via email (preferred)

Or

NJ Department of Community Affairs
Division of Local Government Services
Deferred Compensation Program
P.O. Box 803
Trenton, NJ 08625-0803

The Administrative Services Agreement and Resolution must be completed and returned to Empower no later than August 15, 2025.

Thank you for your continued trust and partnership.

Best regards,
Your Empower Service Team

Powered by docusign

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Alternate Signing Method
Visit Docusign.com, click 'Access Documents', and enter the security code:
6FBFC97113084BE89B1689ADC19C4A6C2

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Docusign Envelope ID: 49FC76F5-492C-4622-A1D7-DA7D134E19D9

GA ID: 780704-01 PLAN NAME City of Clifton's Deferred Compensation Plan

EMPOWER

ADMINISTRATIVE SERVICES AGREEMENT

This Administrative Services Agreement ("Agreement") sets forth the general terms and conditions under which Empower Retirement, LLC ("Empower") will provide administrative services to the undersigned Plan Sponsor with respect to Plan Sponsor's defined contribution plan (the "Plan" or "Plans") established pursuant to Code section 457(b). This Administrative Services Agreement has been approved for use in connection with retirement plans sponsored by New Jersey governmental entities, agencies and instrumentalities by the Director of the Division of Local Government Services in the Department of Community Affairs (the "Director"). Accordingly, the provisions of the Agreement and all Exhibits, amendments, addendum, and schedules thereto, shall be construed in a manner consistent with the requirements of New Jersey law, regulations and practices.

1. Definitions

"Agreement" includes this base Administrative Services Agreement as well as the attached Schedule of Services and a separately executed fee schedule or fee proposal ("Fee Schedule").

"Business Day" means any day, and only for as many hours as, the New York Stock Exchange is open.

"Code" means the Internal Revenue Code of 1986, as amended from time to time.

"Empower" and "Empower Retirement" refer to Empower Retirement, LLC and its affiliates with respect to products and services offered in the retirement markets, including but not limited to recordkeeping and communication services.

"Plan Sponsor" and "Employer" refer to the undersigned Employer, the Plan Sponsor, Plan Administrator, named fiduciaries, and other delegates of the Employer (other than Empower), as dictated by the context.

2. Services Provided by Empower

2.1. Services. Empower will provide the services set forth in this Agreement (collectively the "Services"). In the performance of the Services, Empower will act as a non-discretionary service provider directed by the Plan Sponsor in compliance with applicable laws and regulations. The parties agree that the purchase and sale of securities for the Plan, except for employer stock and unaffiliated self-directed brokerage, will be effected through GWFS Equities, Inc., a broker/dealer affiliate of Empower.

All services performed by Empower will be in accordance with the terms of the Plan and Plan Document approved by the Director pursuant to N.J.A.C. 5:37-2.1(a) This Agreement was approved by the Director and incorporates the Identifier provided by the Director as required by N.J.A.C. 5:37-2.1.

Empower will ensure that in performing its services and obligations hereunder, it will be acting in compliance with the Administration of the Plan (including accurate and adequate accounting and reporting of all funds as required by N.J.A.C. 5:37-5.4), and the requirement that the Plan shall be operated for the exclusive benefit of plan participants in accordance with N.J.A.C. 5:37-5.5. Furthermore, Empower will conduct itself and perform the services hereunder in a manner consistent with the Conflict of Interest rules set forth in N.J.A.C. 5:37-5.6 and the Non-Collusion standards of N.J.A.C. 5:37-5.7.

2.2. Non-Fiduciary Status. Plan Sponsor acknowledges that the Services are ministerial and are not intended to involve the exercise of any discretion that would cause Empower to be a fiduciary or Plan Administrator as defined under the Code, the Investment Advisors Act of 1940, or state law, as

applicable. Nothing in this Agreement or otherwise shall result in Empower having any discretionary authority or responsibility for the administration of the Plan, including management of the Plan or disposition of Plan assets. Empower shall not render, or have any authority or responsibility to render, investment advice for a fee or other compensation, direct or indirect, with respect to any Plan assets.

2.3. No Tax or Legal Advice. Nothing in this Agreement is intended to constitute legal or tax advice from Empower to Plan Sponsor, or to any other party. Plan Sponsor understands that Empower has not given and may not give legal advice. All issues should be reviewed and discussed with Plan Sponsor's legal counsel and/or tax adviser.

3. Responsibilities of Plan Sponsor

Plan Sponsor acknowledges that Empower cannot effectively perform the Services without Plan Sponsor's cooperation. Accordingly, Plan Sponsor acknowledges and agrees that it will fulfill the following duties and obligations.

3.1. Plan Administrator. Plan Sponsor, a designated employee or committee, or a third party retained by Plan Sponsor or named in the Plan (other than Empower or one of its affiliates) will be the "plan administrator" and "named fiduciary" as defined by applicable law.

3.2. Provision of Information. Plan Sponsor or its designee, including any third parties retained by or on behalf of the Plan or Plan Sponsor, will provide all information necessary for Empower to perform the Services in a manner and format that does not require manual intervention or manipulation by Empower. Plan Sponsor acknowledges and agrees that Empower shall not bear any responsibility for any penalties or other costs incurred as a result of Plan Sponsor's failure to provide such information in a timely manner. Plan Sponsor further acknowledges and agrees that Empower may charge an additional fee if any necessary information is not provided on a timely basis, or in an electronic format usable by Empower without any manual intervention or manipulation. Plan Sponsor agrees that Empower shall be entitled to fully rely upon the accuracy and completeness of information Plan Sponsor submits and that Empower shall have no duty or responsibility to verify such information. If, as a result of incorrect or incomplete information furnished by Plan Sponsor, it becomes necessary to repeat any calculation or service, complete any new forms or revise any completed forms, Empower reserves the right to charge an additional fee. Each party agrees to bear its own interconnect transmission costs and is solely responsible for its own acts and omissions relating to transmitting, receiving, storing and handling documents and information, including the maintenance of all equipment, software and testing necessary to effectively, reliably and securely send and receive such documents and information.

3.3. Remitting Contributions and Allocation Instructions. Plan Sponsor agrees that it is solely responsible for collecting and remitting all initial and recurring contributions and loan repayments to Empower electronically via Empower's plan sponsor website, or another mutually agreed-upon manner within the time prescribed by applicable law. Plan Sponsor acknowledges that Empower is not responsible for monitoring the amount and/or timeliness of such contributions and loan repayments (including minimum deferral amounts established pursuant to N.J.A.C. 5:37-5.10 and N.J.A.C. 5:37-6.1). In the event that a Plan participant ("Participant") does not elect investment options, Plan Sponsor directs Empower to invest the contribution in the default investment option under the Plan at the time the contribution is received. Plan Sponsor acknowledges that Empower reserves the right to either reject contributions remitted via ACH without proper proceeds or to assess an additional processing charge, and that in such event Empower further reserves the right to reject all future ACH contribution remittances from Plan Sponsor. With respect to Plan- or Plan Sponsor-initiated distributions or rollovers, Plan Sponsor hereby instructs and authorizes Empower to rely upon the information on Empower's recordkeeping system for purposes of tax reporting

and withholding, and to treat payees with U.S. addresses as U.S. persons and payees with foreign addresses as foreign persons. Plan Sponsor certifies that such information is accurate and compliant with the Foreign Account Tax Compliance Act (FATCA) and the Code, and that required documentation supporting such information has been collected by Plan Sponsor.

3.4. Plan Document and Compliance Responsibilities. Plan Sponsor has the responsibility to ensure that the Plan documents are accurate and complete and that the Plan is being operated in accordance with its terms and applicable law. Plan Sponsor shall provide Empower with a signed copy of the Plan document and all amendments to the Plan document within thirty (30) days after such document and/or amendment is adopted. Plan Sponsor acknowledges that it is responsible for reviewing the accuracy and completeness of all Plan document services performed by Empower, if any. Plan Sponsor is solely responsible for ensuring that a Plan is qualified under the Code.

3.5. Disclosures. Plan Sponsor agrees to comply with all of its notice and disclosure responsibilities under applicable law.

3.6. Investment Options. Plan Sponsor is responsible for the selection of all investment options made available under the Plan ("Investment Options") based on Plan Sponsor's independent evaluation, or that of its registered investment advisor, consultant, broker or other agent, as applicable, in accordance with the procedures of N.J.A.C. 5:37-2.2 and a determination that such investment options are Eligible Investments pursuant to N.J.A.C. 5:37-9.1. Plan Sponsor must notify Empower in writing of the Investment Options intended to be serviced by Empower and such Investment Option services are only provided as agreed upon by Empower and may be subject to certain limitations or conditions. Plan Sponsor acknowledges that the Plan's transition to Empower may be delayed if there is a change in the investment option selections. Investment options offered hereunder shall be in accordance with N.J.A.C. 5:37-3.3; 5:37-10.1; and N.J.A.C. 5:37-10.7.

As part of the Services provided by Empower, the Plan's assets may be invested in a group annuity contract and/or array of funds offered by Great-West, its affiliates or other investment providers (the "Investment Program"). Empower may add, delete and/or replace available investment options offered under the Investment Program with at least sixty (60) days written notice to Plan Sponsor or the Plan fiduciary. This notice will explain the fund change, communicate the timeline and effective date of the fund change, provide information on fees received by Empower or an affiliate from a fund company, and explain Plan Sponsor's or the Plan fiduciary's right to opt out of the change. Plan Sponsor or the Plan fiduciary will be deemed to have approved such change unless Plan Sponsor's or Plan fiduciary's written objection is received by Empower within the sixty (60) day notice period. If Plan Sponsor or the Plan fiduciary objects to the fund change, Empower may terminate this Agreement, but will continue to provide services for at least sixty (60) days after the effective date of the fund change.

If allowed within the Investment Program, Plan Sponsor may request an addition, deletion, and/or replacement with respect to investment options available in the Plan. Plan Sponsor must provide Empower with notice of the intended change sixty (60) days prior to the intended date of the fund lineup modification. Empower must confirm, in writing, its ability to administer any requested fund additions, deletions and/or replacements prior to these changes being implemented. Once Empower receives notice of such fund change request, Empower will assess the Plan's pricing and the selected fund company's administrative requirements. Empower reserves the right to decline a fund change request if Empower is unable to administer the fund requested. Additionally, Empower reserves the right to reevaluate and modify the Fee Schedule as part of the request, and the Plan Sponsor acknowledges that such a request could impact the fees paid by the Plan or Plan Sponsor. The Plan Sponsor shall provide sufficient notice of the Plan's desired fund change to provide Empower with the opportunity to conduct the necessary review and to ensure that

Plan participants can be provided with notification of fund changes at least thirty (30) days prior to the effective date of the change. If applicable, Plan Sponsor agrees to cooperate with Empower to create and deliver all necessary participant communications, and acknowledges that there may be an additional cost for such communications.

If Plan Sponsor offers Plan Investment Options that are recordkept outside of this Agreement ("Outside Assets"), Plan Sponsor hereby instructs Empower to restrict any and all transfers between the Outside Assets and the Plan assets recordkept under this Agreement. If Plan Sponsor has selected a Great-West annuity product, Plan Sponsor agrees that any provision(s) of the group annuity contract to the contrary are inoperable with respect to the Plan.

Plan Sponsor acknowledges that Empower or its affiliates may receive fees from mutual fund families or other Investment Option sponsors or their affiliates for providing certain administrative or other services thereto ("Fund Service Fees"). Plan Sponsor may request additional information regarding such fees at any time. If the provider of an Investment Option causes an Investment Option to become unavailable, Empower will notify Plan Sponsor as soon as practicable after the Investment Option Sponsor notifies Empower. If any employer securities are included as an Investment Option or are otherwise contributed under the Plan, (i) Plan Sponsor shall be responsible for any Securities and Exchange Commission (the "SEC") or state registration, prospectus delivery or Form 11-K annual reporting requirements; and (ii) Empower shall not be responsible for the enforcement of or compliance with any SEC or Employer regulations or policies related to insider trading in Employer securities or the reporting of such trading. Plan Sponsor acknowledges that the SEC requires mutual fund companies to establish procedures to prevent market timing and excessive trading. Plan Sponsor agrees to adhere to the terms and conditions of such procedures included with this Agreement, as amended from time to time.

3.7. Upon request by the Plan Sponsor, Empower shall certify in writing to the Director on the form provided in accordance with N.J.A.C. 5:37-9.3, that each investment fund offered to the Plan and its participants complies with the requirements of N.J.S.A. 43:15B-3c. **Payment of Plan Expenses.** Plan Sponsor may direct Empower in writing to deduct Plan expenses from the Plan to the extent Plan Sponsor has determined that deduction is specifically allowed by the Plan document and applicable law, and to remit to the party designated by the Plan Sponsor.

3.8. Direction by Plan Sponsor. In performing the Services, Empower is acting at the direction of the Plan Sponsor or other named fiduciary of the Plan. Plan Sponsor agrees to provide direction in a manner reasonably requested by Empower, and Empower may rely upon any such direction, whether provided electronically or in writing, by a person that Empower reasonably believes to be authorized to act on behalf of the Plan Sponsor or other named fiduciary. Plan Sponsor agrees that all services and procedures to be followed by Empower as set forth in any service profile, summary plan description (if applicable), plan administrative guide, administrative form or other similar document will constitute direction by the Plan Sponsor to Empower, unless Plan Sponsor indicates otherwise. Plan Sponsor specifically intends that Empower will have no discretionary authority with respect to such "deemed" approved transactions, and that Empower's responsibility is limited solely to confirming it has been provided in good order and in accordance with the procedure.

3.9. Electronic Delivery. Empower will deliver plan-related documents to Participants under this Agreement in an electronic manner, to the extent available, including the following:

3.9.1. Quarterly benefit statements will be posted to the participant website after quarter end. Participants will receive an annual notice advising them of the availability of the quarterly statement on the participant website and the right to receive a paper copy of the statement.

3.9.2. Plan notices to be delivered by Empower will be delivered via email to the Participant's work utilized email address as provided to Empower by the Plan Sponsor or, if the Participant has affirmatively elected on the participant website, to the email address provided by the Participant or, if neither, via regular mail.

By providing Empower with a Participant's work utilized email address, the Plan Sponsor confirms that delivery of plan-related documents to such work utilized email address satisfies the Department of Labor's regulations (§2520.104b-1) regarding electronic delivery of plan-related documents. Participants may elect on the participant website or by contacting an Empower customer services representative to receive quarterly statements and plan notices via regular mail at any time.

3.10. Review of Reports. Plan Sponsor and Participants are responsible for reviewing and monitoring reports made available by Empower (whether provided electronically, by posting on an Empower website, or otherwise) regarding Plan activity, transactions and investments to verify that the investments indicated in the reports properly reflect the investment directions provided by the Plan Sponsor or the investment elections made by Participants, as applicable. Empower's performance of its obligations under this Agreement shall be conclusively presumed to be accurate unless Plan Sponsor or a Participant provides Empower with proper notice of discrepancies.

3.11. Error Correction. If Empower makes an Investment Option transaction error, and it is brought to Empower's attention in a timely manner, Empower will, at its own expense, retroactively correct the error by putting the Participant back in the financial position where the Participant would have been had the error not occurred. In the case of other Empower errors, Empower will, within a reasonable time after being notified of or discovering such error, notify the Plan Sponsor and, as authorized by Plan Sponsor, take commercially reasonable steps consistent with Internal Revenue Service, Department of Labor and other agency guidelines, where applicable, to correct such error. Empower will have no liability for an error or mistake caused by acts or omissions of the Plan Sponsor, Participants or any other third party. If a correction is made at Empower's expense and results in a net loss, Empower will bear the loss. However, if the correction results in an unintended net gain, Empower will retain the gain as compensation for services provided to the Plan and to defray costs of servicing the Plan including offsetting net losses as described above.

3.12. Requirement to Appoint a Trustee. Plan Sponsor is responsible for determining whether to appoint a trustee to provide trust services to the Plan and for selecting the trustee. If Plan Sponsor chooses to fund the Plan exclusively through a Great-West group annuity contract, if available, the annuity contract may be used in lieu of a separate trust agreement, and Plan Sponsor will be considered the deemed trustee. If a trust agreement is used, Plan Sponsor agrees to have the trustee execute such agreement and all other documents required to establish and operate the trust.

Any trustee or custodian selected by Plan Sponsor for the Plan must be able to interface with Empower's recordkeeping system in a "passive" role and all assets must be transferred to the omnibus custodial bank account. Plan Sponsor agrees to require the trustee or custodian to provide to Empower all information in the possession of the trustee or custodian that is necessary for the performance of Empower's duties under this Agreement.

If Plan Sponsor chooses to retain Great-West Trust Company, LLC ("Great-West") to serve as a Plan trustee or custodian, Plan Sponsor agrees to execute any and all documents required to establish the trust or custodial account. If Plan Sponsor, another entity or named employees serve as trustee of the Plan

and Great-West does not serve as a trustee, Plan Sponsor agrees to enter into a custodial agreement or other applicable agreement with Great-West for the receipt of contributions.

Plan Sponsor acknowledges that any change to the trustee and/or custodial setup or relationships during implementation may delay the Effective Date.

4. Fees & Charges

4.1. Fees. Plan Sponsor agrees to pay Empower for the Services in accordance with the Fee Schedule, excluding any applicable sales, use, excise, services, consumption and other taxes or duties as described in Section 4.2 below. To the extent not paid by the Plan, Plan Sponsor agrees to pay Empower for services provided to the Plan. To the extent fees are not guaranteed in the Fee Schedule, Empower reserves the right to change its fees upon ninety (90) days' advance written notice to Plan Sponsor. Plan Sponsor directs Empower to debit from the Plan the amount of fees payable to any outside third parties retained by Plan Sponsor to provide plan administration, investment advisory, or other services ("Plan Service Providers"), as detailed in the Fee Schedule, and to remit the fees directly to the Plan Service Provider.

4.2. Taxes. Unless Plan Sponsor provides Empower with a valid and applicable exemption certificate, Plan Sponsor will reimburse Empower for sales, use, excise, services, consumption and other taxes or duties that Empower is required to collect from the Plan Sponsor and which are assessed on the purchase, license and/or supply of Services. Plan Sponsor and Empower shall each bear sole responsibility for all taxes, assessments and other real property related levies on its owned or leased real property, personal property (including software), franchise and privilege taxes on its business, and taxes based on its net income or gross receipts. If applicable, Plan Sponsor and Empower shall reasonably cooperate to more accurately determine each party's tax liability and to minimize such liability to the extent legally permissible.

5. Confidential Information

5.1. In order to perform the Services, both parties may have access to certain information of the other party, including, without limitation, trade secrets, commercial and competitively sensitive information of the party related to business methods or practices, and proprietary software or websites of the party ("Confidential Information"). For the purpose of clarity, any software or website owned, licensed or made available by Empower ("Empower Software") is Confidential Information of Empower. The parties mutually agree to hold all Confidential Information of the other party in confidence and not to disclose any Confidential Information of the other party to anyone except the parties' affiliates, suppliers, and respective personnel in connection with the performance or receipt of Services hereunder or as directed or approved by the other party or its agents. Confidential Information does not include: information that is otherwise in the public domain through no action of the non-disclosing party; information that is acquired by a party from a person other than the other party or its agents without any obligation of confidentiality; or information that is independently developed by a party without reference to the Confidential Information of the other party.

5.2. In the event a party is required to make a legally required disclosure of the other party's Confidential Information, such party shall notify the other party of the disclosure as soon as reasonably practicable, and shall cooperate with any efforts by such party to obtain protective treatment of such Confidential Information to the extent permitted by law. The foregoing shall not apply to broad-based regulatory examinations associated with a party's general business or operations, to disclosures made in conjunction with a law enforcement investigation, or where notice is prohibited by law.

5.3. All records regarding participation, amounts deferred, account balances, withdrawals and any other information regarding participants and participants accounts shall be held confidential by Empower in accordance with N.J.A.C. 5:37-10.8.

5.4. Empower shall fully comply with N.J.A.C. 5:37-10.9 by making available upon written request all records, reports or other information relating to the Plan.

Empower shall provide any information and materials requested in connection with an audit required by the Plan or under N.J.A.C. 5:37-10.4, and any other materials as required by the Regulations Governing the Creation, Implementations and Operations of Municipal, County and Authority Deferred Compensation Plans promulgated by the State of New Jersey. The Plan Sponsor and the Director shall have the right upon reasonable notice, exercised directly or indirectly through its independent auditors, to examine and audit Empower's records related to the Plan to determine Empower's compliance with the terms and conditions of this Agreement and the applicable rules and regulations. The Plan Sponsor shall pay the cost of any audit review required by the Plan or N.J.A.C. 5:37-10.4.

6. Privacy & Data Security

6.1. Empower and Plan Sponsor each agree to maintain and hold in confidence all Nonpublic Personal Information received in connection with the performance of Services under this Agreement ("NPI"). Empower and Plan Sponsor agree that their collection, use and disclosure of any and all NPI is and will be at all times conducted in compliance with all applicable data protection and/or privacy laws, rules and/or regulations. NPI includes personally identifiable financial information as defined by Title V of the Gramm-Leach-Bliley Act. Plan Sponsor authorizes Empower to disclose NPI to its affiliates, service providers, and to other Plan service providers, in connection with Empower's performance of Services under this Agreement. Empower shall comply with the additional requirements set forth in its current Privacy Notice, a copy of which has been provided to the Plan Sponsor.

6.2. The parties will use best efforts to secure NPI through the use of appropriate physical and logical security measures, and will take all commercially reasonable organizational and technical steps to protect against unlawful and unauthorized processing of NPI. For purposes of this section, NPI includes user credentials, passwords, and other authentication data that enables Plan Sponsor, its authorized agents, or Participants to access Empower Software. The parties will promptly notify the other in the event of (i) any breach of the party's security measures that results in unauthorized access to NPI; (ii) the consequences of the breach; and (iii) the corrective action taken to remedy the breach.

6.3. Upon request, Empower will provide Plan Sponsor or its designated agent with information (which may include NPI) received from or in relation to Participants in connection with the performance of services under this Agreement including recorded phone calls and written and electronic correspondence. To the extent Plan Sponsor requests such information, Plan Sponsor agrees to indemnify Empower and to waive, absolve and forfeit any claims against Empower for providing such information to the Plan Sponsor or its designated agent.

6.4. For purposes of Rule 14(b)-1 and Rule 14(b)-2 of the Securities Exchange Act of 1934, as amended from time to time, Plan Sponsor authorizes Empower, and/or its affiliates and services providers, to provide the name, address and share position of the Plan with respect to any class of securities registered under the Investment Company Act of 1940 when requested by such SEC registrant for purposes of shareholder meetings. The above-referenced rules prohibit the requesting SEC registrant from using the

Plan's name and address for any purpose other than corporate communications of the type contemplated under the rules.

7. Business Continuity & Disaster Recovery

7.1. Empower will maintain business continuity and disaster recovery procedures to address the security, integrity and availability of the technology, operational, financial, human and other resources required to provide the Services. Such procedures shall be designed to enable Empower to continue to perform mission-critical Services in the event of a natural disaster or other interruption of normal business operations. Further, Empower agrees to review and test such disaster recovery procedures at least once annually.

7.2. GWFS Equities, Inc.'s current Business Continuity Plans Notice is attached to this Agreement. By executing this Agreement, Plan Sponsor acknowledges receipt of this Notice.

8. Records & Audit

8.1. Record Retention. Empower shall retain all records in its custody and control that are pertinent to performance under this Agreement in accordance with its record retention policy and as required by applicable law. Subject to the foregoing, each party agrees to return or destroy the other party's Confidential Information and NPI once it is no longer required for the purpose of performing or receiving the Services, provided that the parties are not obligated to destroy copies of Confidential Information or NPI that must be retained for audit, legal or regulatory purposes, or is stored in non-readily accessible electronic format, such as on archival systems.

8.2. SSAE 16. Each year upon the request of Plan Sponsor, Empower will provide Plan Sponsor with a copy of the review performed by Empower's external auditors under the "Statement of Standards for Attestation Engagements Number 16 Reporting on Controls at a Service Organization of the American Institute of Certified Public Accountants (SSAE16) SOC 1, or any new or replacement standard or protocol established by the American Institute of Certified Public Accountants.

9. Intellectual Property Rights

9.1. Plan Sponsor Materials. As between the parties hereto, excluding the Empower Materials (as defined below), Plan Sponsor shall own all trademarks, trade names, logos, trade dress, and other Confidential Information provided or made accessible by Plan Sponsor to Empower in providing the Services (collectively, the "Plan Sponsor Materials"). Plan Sponsor Materials do not include data and information in the form maintained by Empower or supplied to Plan Sponsor by Empower. Plan Sponsor grants to Empower a nonexclusive, nontransferable and non-sublicensable license to use Plan Sponsor Materials in connection with its provision of the Services. Plan Sponsor grants Empower a limited, revocable right and license to use Plan Sponsor's trade name, logo or trademark, general Plan design information, and aggregated data that does not contain NPI in materials created by Empower and for the purpose of promotion, advertisement or prospecting for new clients, including, without limitation, media releases, requests for proposals, case studies, and sales and marketing material.

9.2. Empower Materials. As between the parties hereto, Empower and its affiliates shall own all materials, documentation, user guides, forms, templates, business methods, trademarks, trade names, logos, websites, Empower Software, technology, computer codes, domain names, text, graphics, photographs, artwork, interfaces, and other information or material provided by Empower or its affiliates

hereunder (collectively, the "Empower Materials"). Empower grants to Plan Sponsor and Participants (as applicable) a nonexclusive, non-transferable and non-sublicensable license to use the Empower Materials during the term of the Agreement solely for purposes of using Empower's Services hereunder and subject to the terms and conditions set forth in this Agreement and any terms of use associated with Empower Software. All rights with respect to the Empower Materials not specifically granted hereunder are reserved by Empower.

10. Liability & Indemnification

10.1. Empower agrees to indemnify the Plan Sponsor from and against any and all expenses, costs, reasonable attorneys' fees, settlements, fines, judgments, damages, liabilities, penalties or court awards asserted by a third party (collectively, "Damages") to the extent resulting from Empower's breach of this Agreement, negligence, or willful misconduct. Notwithstanding anything to the contrary herein, Empower shall not be liable to Plan Sponsor for any Damages resulting from: 1) any acts or omissions undertaken at the direction of the Plan Sponsor or any authorized agent thereof; 2) any direction of any third party retained by Plan Sponsor to provide services relating to the Plan, including but not limited to prior service providers, investment advisors, or any authorized agent thereof; or 3) any performance of the Services that is in strict compliance with the terms of this Agreement.

Plan Sponsor acknowledges that Empower and its directors, officers, employees and authorized representatives are not responsible for the investment performance of any Investment Options under the Plan.

10.2. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS AGREEMENT, NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY INDIRECT, SPECIAL, PUNITIVE, INCIDENTAL, OR CONSEQUENTIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, LOSS OF REVENUE OR PROFIT) EVEN IF THE PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

10.3. Insurance. Empower will, at its own cost and expense, procure and maintain in full force and effect throughout the term of this Agreement insurance coverage that is reasonably appropriate to the Services provided under this Agreement. The requirements in this section are not intended to, and will not in any way, limit or qualify the liabilities and obligations of Empower under this Agreement.

11. Dispute Resolution

The parties shall engage in reasonable and good faith discussions to resolve any dispute arising out of or relating to this Agreement. If the parties are unable to agree between themselves, the parties will submit the dispute to non-binding mediation conducted by a private mediator agree to by both parties. If the parties cannot agree on a mediator, the mediator may be selected by a nationally recognized, independent arbitration or mediation organization to which the parties mutually agree. The costs of mediation shall be borne equally by the parties, and each party shall pay its own expenses. If the parties are unable to resolve the dispute through non-binding mediation, either party may initiate litigation; provided, however, that if one party requests mediation and the other party rejects the proposal or refuses to participate, the requesting party may initiate litigation before the expiration of the above period.

12. Termination

12.1. Effective Date. This Agreement will be effective as of the Effective Date specified in the Signature Page and will continue in effect for the initial term, if any, specified in the Fee Schedule and will continue thereafter until terminated in accordance with the termination provisions of this Agreement.

12.2. Termination. This Agreement may be terminated by either party, in whole or in part, by delivering sixty (60) days advance written notice to the other party. Plan Sponsor directs Empower to deduct any and all outstanding expenses and fees owed to Empower from the Plan's trust on the termination date, unless paid by Plan Sponsor. Plan Sponsor agrees to amend the Plan, if necessary, to provide for the payment of expenses from the Plan consistent with the foregoing. Upon termination of this Agreement, Empower will cease to provide the Services. Plan Sponsor acknowledges that after the termination of this Agreement, Plan Sponsor will be responsible for performing all actions required to be taken with respect to the Plan including, but not limited to: processing of contributions, loans and distributions, and the distribution of forms to Participants. On and after the actual date of termination of this Agreement, Empower shall have no further obligations hereunder except as set forth in this subsection. Notwithstanding the foregoing, upon a written request by Plan Sponsor, Empower will provide Plan Sponsor, or a designated successor service provider, with Plan data and other information residing on Empower's recordkeeping system in Empower's standard format or another mutually agreeable format. Any request for Empower to provide information other than in its standard format shall be at Empower's sole discretion, and Plan Sponsor agrees to pay all fees, costs and expenses associated with such a request.

12.3. Plan Termination. If the Plan terminates, Empower may utilize any procedures promulgated by the U.S. Department of Labor or other applicable regulatory agencies for abandoned or orphaned plans, including the facilitation of distributions to payees and any other required plan termination requirements.

13. Miscellaneous

13.1. Affiliates & Agents. Plan Sponsor acknowledges and agrees that Empower may utilize the services of affiliates, agents, vendors and suppliers selected by Empower. Empower's use of any such party will not relieve Empower of its obligations hereunder, and Empower shall at all times remain liable for the performance of the Services hereunder.

13.2. Relationship of the Parties. The relationship between the parties is that of independent contractors. Neither Empower nor its personnel shall be considered employees of Plan Sponsor for any purpose. None of the provisions of this Agreement shall be construed to create an agency, partnership or joint venture relationship between the parties or the partners, officers, members or employees of the other party by virtue of either this Agreement or actions taken pursuant to this Agreement.

13.3. No Third Party Beneficiaries. This Agreement is solely for the benefit of the parties hereto and their affiliates and is not intended to confer any rights or remedies upon any other person.

13.4. Assignment. This Agreement shall be binding upon and inure to the benefit of each of the parties, their affiliates, successors and permitted assigns; provided, however, that neither party may assign its rights or obligations hereunder without the other party's prior written consent. Notwithstanding the foregoing, a party may assign this Agreement in connection with: (i) the sale of substantially all of its assets or the assets of any business unit to an entity that assumes the assignor's obligations under this Agreement; (ii) a merger, acquisition or divestiture; and/or (iii) a transfer to a parent or affiliate, in each case without the other party's consent.

13.5. Entire Agreement. This Agreement, including all Exhibits, Schedules, notices and attachments, constitutes the entire agreement of the Parties with respect to the subject matter hereof and supersedes all prior drafts, agreements, negotiations and proposals, written or verbal, relating to the Services. Except as otherwise provided herein, this Agreement may be modified only by an Amendment signed by authorized representatives of each party. This Agreement may be amended to comply with Plan amendments made in accordance with N.J.A.C. 5:37-4.1, N.J.A.C. 5:37-4.2, and N.J.A.C. 5:37-4.3. Notwithstanding the foregoing, Empower may unilaterally amend the Agreement in order to comply with applicable laws, to add or enhance the Services, or to update the method of providing the Services, by providing written notice to Plan Sponsor at least 30 days in advance of the effective date of such change and explaining Plan Sponsor's right (if any) to opt out of the change. Service elections or modifications that alter the terms of the Schedule of Services or the Fee Schedule may be reflected in a new version of such document, which will be produced by Empower and made available to Employer, and which shall replace all prior versions of such document(s). Any Empower notices or policies that are attached to or referenced in this Agreement may be modified by Empower at any time. No waiver of any breach of any provision of this Agreement shall constitute a waiver of any prior, concurrent or subsequent breach of such provision or any other provision hereof and no waiver shall be effective unless made in writing.

13.6. Governing Law; Waiver of Jury Trial. This Agreement shall be construed and enforced in accordance with and governed by the laws of the state of the Plan Sponsor's residence, without regard to conflict of law principles, and any claim arising under or related to this Agreement shall be subject to the exclusive jurisdiction of the federal and state courts located in the Plan Sponsor's state of residence. Both parties agree to waive any right to have a jury participate in the resolution of any dispute or claim arising out of, connected with, related to or incidental to this Agreement to the fullest extent permitted by law. Plan Sponsor agrees that to the extent it can assert sovereign immunity under applicable law, it waives such sovereign immunity to the extent necessary to permit Empower to enforce the terms and conditions of this Agreement under the dispute resolution mechanism specified herein. Plan Sponsor further agrees to not assert sovereign immunity as a defense to any claim or action that Empower may bring relating to this Agreement.

13.7. Unclaimed Property. With respect to any unclaimed property, Empower's standard policy is to follow state unclaimed property regulations and escheat assets in those accounts to the Plan or Participant's state of residence based on Empower's records. By executing this Agreement, Plan Sponsor acknowledges and agrees that this standard policy will be applied to any unclaimed property associated with the Plan. However, Plan Sponsor may direct Empower, in writing, to treat the Plan's unclaimed property in a different manner. If Plan Sponsor directs Empower to dispose of such assets in any manner that differs from or is inconsistent with Empower's standard policy, Plan Sponsor understands and agrees that it is solely responsible for (i) determining whether any assets in those accounts are payable to any State or other jurisdiction under applicable escheat or unclaimed property laws; and
(ii) issuing proper directions to Empower and the Trustee (as applicable) as to disposition of such assets.

13.8. Website Services. Empower will, as part of the Services, host, maintain and make certain information available to Plan Sponsor and Participants on a website or websites (the "Website Services"). Plan Sponsor will not use or permit any use of the Website Services (i) in any unlawful or illegal manner; (ii) in any way that could impair the Website Services or any other party's use thereof; or (iii) to distribute, sell, resell, license or transfer any of Plan Sponsor's rights to access or use the Website Services or make the Website Services available to any third party. Any user credentials, including user identification and passwords, established by Plan Sponsor and its delegates or any Participant (each a "**User ID**") is issued to

a specific user and may not be shared or used by any individual other than that user. Plan Sponsor will be responsible for the compliance by its users with the applicable terms of this Section. Empower may terminate the User ID, or portions thereof, for any user involved in a breach of this Section. Plan Sponsor acknowledges that transmissions through the internet are inherently unsecure, that virus protection software, firewalls and other security measures are not foolproof, and that the Website Services and their content are not invulnerable to fraud or hacking. In addition, Plan Sponsor acknowledges that Empower shall from time to time perform scheduled or emergency repairs, maintenance, and disaster recovery testing on the websites, and that such activity, or other circumstances beyond Empower's reasonable control, may cause the Website Services to be unavailable or delayed. Plan Sponsor agrees that Empower shall not be liable for any such delays or downtime in the Website Services, or for any virus or malicious access to the Website Services by third parties, provided that Empower has implemented and maintained security features with respect to the Website Services that are consistent with this Agreement and commercially reasonable industry standards.

13.9. Force Majeure. Neither Empower nor Plan Sponsor shall be liable to the other for any and all losses, damages, costs, charges, counsel fees, payments, expenses or liability due to delay or interruption in performing its obligations hereunder, and without the fault or negligence of such party, due to causes or conditions beyond its control, including, without limitation, labor disputes, riots, war and war-like operations including acts of terrorism, epidemics, explosions, sabotage, acts of God, civil disturbance, governmental restriction, transportation problems, failure of power or other utilities including phones, internet disruptions, fire or other casualty, natural disasters, or disruptions in orderly trading on any relevant exchange or market, or any other cause that is beyond the reasonable control of either party

13.10. Severability. The provisions of this Agreement are severable, and if for any reason a clause, sentence, paragraph or provision of this Agreement is determined to be invalid by a court or federal or state agency, board or commission having jurisdiction over the subject matter thereof, such invalidity will not affect other provisions of this Agreement that can be given effect without the invalid provision.

13.11. Notices. All formal notices required by this Agreement will be in writing and shall be sent to Empower as set forth below and to the most current Plan Sponsor and trustee address on file with Empower. All notices sent shall be effective upon receipt.

Notice To Empower:
Empower Retirement, LLC
Empower Retirement Division
8515 East Orchard Road
Greenwood Village, CO 80111

With a copy to:
Empower Retirement, LLC
8515 East Orchard Road
Greenwood Village, CO 80111
Attn: General Counsel

13.12. Headings; Defined Terms; Counterparts. Section headings used in this Agreement are intended for reference purposes only and shall not affect the interpretation of this Agreement. Unless the context requires otherwise, capitalized terms defined in this Agreement have the meanings set forth herein for all purposes of this Agreement including any Schedules or Exhibits. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one

and the same agreement. The parties' execution and delivery of this Agreement by facsimile, email, or electronic copies shall have the same force and effect as execution and delivery of an original.

13.13. Survival. The provisions of the following sections shall survive the termination of this Agreement: Fees & Charges; Confidential Information; Privacy & Data Security; Record Retention; Intellectual Property Rights; Indemnification; Limitation of Liability; Dispute Resolution; Governing Law; Waiver of Jury Trial; Unclaimed Property; Website Services; Survival; Severability; No Third-Party Beneficiaries; and any other section that would by its context be reasonably expected to survive termination.

13.14. Signatures/Corporate Authenticity. Plan Sponsor has been provided a signature page ("Signature Page") that applies to this Agreement as well as to certain other documents, which are listed thereon. By signing the Signature Page, the parties certify that they have read and understood this Agreement, that they agree to be bound by its terms, and that they have the authority to sign it. This Agreement is not binding on either party until signed by both parties.

13.15. Empower Representations: Empower hereby acknowledges and certifies as to the following:

13.15.1. Award of Service Agreement. Its receipt of the award of this Agreement was made after compliance with proposal procedures as required under N.J.A.C. 5:37-7.1.

13.15.2. Ban on Solicitation Prior to Award of Contract. It will not engage (and has not engaged) in any solicitation of participants unless expressly permitted under N.J.A.C. 5:37-7.2, after obtaining the consent of the Plan Sponsor.

13.15.3. Insurance Companies. Empower is authorized by Commissioner of Insurance to do business in the State of New Jersey as required by N.J.A.C. 5:37-7.3.

13.15.4. Mutual Fund Companies. To the extent applicable, Empower will comply with all registration requirements related to the mutual funds offered to the Plan, pursuant to N.J.A.C. 5:37-7.4.

13.15.5. Nonprofit Corporations. To the extend applicable, Empower will comply with the provisions of N.J.A.C. 5:37-7.5 for any nonprofit company involved with the Plan.

13.15.6. Banking Institutions. Empower will cooperate with the Plan Sponsor with regard to the Plan's depository institute to ensure compliance with N.J.A.C. 5:37-7.6.

13.15.7. Nondiscrimination. Empower is in full compliance with all Federal and State laws regarding discrimination in employment and investment policies and practices as required by N.J.A.C. 5:37-7.7.

13.15.8. Contract Disclosure. Empower has disclosed any endorsement fees that it has paid to any organization whose membership includes public employees of the employer.

13.15.9. Bonding and Insurance. Empower has obtained any required bonding and insurance pursuant to N.J.A.C. 5:37-7.9.

13.15.10. Division of Local Government Services Rules. This Agreement shall be subject to all the rules and regulations of the Division of Local Government Services.

13.15.11. Responsibilities of Empower. Empower shall be responsible for the performance of its duties outlined in this Agreement with the standard of care outlined in N.J.A.C. 5:37-7.11.

Empower Retirement, LLC	**Plan Sponsor:** City of Clifton
Signature	Signature
Joseph Smolen Printed Name	Joseph Kunz Printed Name
EVP Core & Institutional Markets Title	CFO Title
July 2, 2025 Date Signed	Date Signed

Docusign Envelope ID: 49FC76F5-492C-4622-A1D7-DA7D134E19D9

BUSINESS CONTINUITY PLAN NOTICE

GWFS Equities, Inc., a subsidiary of Great-West Life & Annuity Insurance Company and affiliate of Empower Retirement, LLC and Great-West Life & Annuity Insurance Company of New York* ("the Company"), maintains a comprehensive business continuity plan designed to respond reasonably and effectively to events that lead to significant business disruption, such as natural disasters, power outages, or other events of varying scope. This plan defines critical functions and systems, alternate work locations, vital books and records, and staff resources, and provides for the continuation of business operations with minimal impact, depending on the severity and scope of the disruption. The plan is reviewed and tested no less than once annually to ensure that the information in the plan is kept current and that documented recovery and continuity strategies adequately support its business operations. Of utmost importance to the plan is the ability for customers to maintain access to securities accounts and assets in those accounts.

In the event that one of the Call Centers or back office operation facilities becomes unavailable for any reason, calls would be re-routed to one of the firm's alternative call center or operations facilities.

In the event of a significant business disruption to the primary office and/or data center, access to customer accounts will be provided via the Company's Web site and voice response system, operated from an alternative data center. Customer Service will continue to be provided by re-routing telephone calls to a Call Center located in one or more alternative sites located outside of the region.

While no contingency plan can eliminate the risk of business interruption, or prevent temporary delays with account access, the firm's continuity plan is intended to mitigate all reasonable risk and resume critical business operations within 24 hours or the next business day, whichever is later.

* Record keeping and administrative services are provided by Empower Retirement, LLC, or one of its subsidiaries or affiliates. Securities offered in your account may be offered through another broker/dealer firm other than GWFS Equities, Inc., a wholly owned subsidiary of Great-West Life & Annuity Insurance Company. Please contact your investment provider for more information if needed.

This disclosure is subject to modification at any time. The most current version of this disclosure can be found on the Web site or can be obtained by requesting a written copy by mail.

BCP – GWFS Customer Notice (Ed. Jan. 2020)

Docusign Envelope ID: 49FC76F5-492C-4622-A1D7-DA7D134E19D9

Procedures for Complying with Fund Company Market Timing and Excessive Trading

The prospectuses, policies and/or procedures of certain fund companies require retirement plan providers offering their fund(s) to agree to restrict market timing and/or excessive trading ("prohibited trading") in their funds. The following procedures describe how we, as your recordkeeper, will comply with fund company instructions designed to prevent or minimize prohibited trading.

Various fund companies instruct intermediaries to perform standardized trade monitoring while others perform their own periodic monitoring and request trading reports when they suspect that an individual is engaging in prohibited trading. If an individual's trading activity is determined to constitute prohibited trading, as defined by the applicable fund company, the individual will be notified that a trading restriction will be implemented if prohibited trading does not cease. (Some funds may require that trading restrictions be implemented immediately without warning, in which case notice of the restriction will be provided to the individual and plan, if applicable). If the individual continues to engage in prohibited trading, the individual will be restricted from making transfers into the identified fund(s) for a specified time period, as determined by the applicable fund company. Individuals are always permitted to make transfers out of the identified fund(s) to other available investment options. When the fund company's restriction period has been met, the individual will automatically be allowed to resume transfers into the identified fund(s).

Additionally, if prohibited trading persists, the fund company may reject all trades initiated by the plan, including trades of individuals who have not engaged in prohibited trading.

Note: certain plan sponsors have or may elect to implement plan level restrictions to prevent or minimize individual prohibited trading. To the extent that such procedures are effective, we may not receive requests for information from the fund companies or requests to implement the restrictions described above.

10/16/07

Docusign Envelope ID: 49FC76F5-492C-4622-A1D7-DA7D134E19D9

PRIVACY NOTICE

REV 5/2021

EMPOWER

FACTS	What does Great-West Life & Annuity Insurance Company (Empower Retirement) do with yourpersonal information?
WHY?	Financial companies choose how they share your personal information. Federal law gives consumers the rightto limit some but not all sharing. Federal law also requires us to tell you how we collect, share and protect your personal information. Please read this notice carefully to understand what we do.
WHAT?	The types of personal information we collect and share depend on the product or service you have with us.This information can include: • Social Security number and account balances. • Retirement assets and transaction history. • Employment information and income. When you are no longer our customer, we continue to share your information as described in this notice.
HOW?	All financial companies need to share customers' personal information to run their everyday business. In the section below, we list the reasons financial companies can share their customers' personal information, the reasons Empower Retirement chooses to share and whether you can limit this sharing.

REASONS WE CAN SHARE YOUR PERSONAL INFORMATION	DOES EMPOWER RETIREMENT SHARE?	CAN YOU LIMIT THIS SHARING?
For our everyday business purposes — such as to process your transactions, maintain your account(s), respond to court orders and legal investigations, or report to credit bureaus	Yes	No
For our marketing purposes — to offer our products and services to you	Yes	No
For joint marketing with other financial companies	No	We don't share
For our affiliates' everyday business purposes — information about your transactions and experiences	Yes	No
For our affiliates' everyday business purposes —information about your creditworthiness	No	We don't share
For nonaffiliates to market to you	No	We don't share

QUESTIONS?	Call toll-free at **855-756-4738** or go to **empower-retirement.com/privacy**

EMPOWER

WHO WE ARE	
Who is providing this notice?	Companies owned by Great-West Life & Annuity Insurance Company. A list of companies is provided at the end of this notice.
WHAT WE DO	
How does Empower Retirement protect my personal information?	To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include physical, technical and procedural safeguards, such as building and system security and personnel training.
How does Empower Retirement collect my personal information?	We collect your personal information, for example, when you: • Provide account information or apply for a loan. • Enter into an investment advisory contract or seek advice about your investments. • Tell us about your investment or retirement portfolio. We also collect your personal information from others, such as credit bureaus, affiliates orother companies.
Why can't I limitall sharing?	Federal law gives you the right to limit only: • Sharing for affiliates' everyday business purposes — information about your creditworthiness. • Affiliates from using your information to market to you. • Sharing for nonaffiliates to market to you. State laws and individual companies may give you additional rights to limit sharing.
DEFINITIONS	
Affiliates	Companies related by common ownership or control. They can be financial andnonfinancial companies. • *Our affiliates include companies with the Empower, Empower Retirement or Great-West names, as listed below, and other financial companies such as Advised Assets Group, LLCand Empower Retirement, LLC.*
Nonaffiliates	Companies not related by common ownership or control. They can be financial andnonfinancial companies. • *Empower does not share with nonaffiliates so they can market to you.*
Joint marketing	A formal agreement between nonaffiliated financial companies that together market financial products or services to you. • *Empower doesn't jointly market.*

WHO IS PROVIDING THIS NOTICE?

Great-West Life & Annuity Insurance Company; The Great-West Life Assurance Company (U.S. operations); Great-West Life & Annuity Insurance Company of New York; Great-West Financial Retirement Plan Services, LLC; Advised Assets Group, LLC; GWFS Equities, Inc.; The Canada Life Assurance Company (U.S. operations); Empower Retirement, LLC; Great-West Life & Annuity Insurance Company of South Carolina; Great-West Capital Management, LLC; Great-West Funds, Inc.; and Great-West Trust Company, LLC

EMPOWER

Schedule of Services

Services provided by Empower

A. Recordkeeping Services - Core Services. The following services are core recordkeeping and communication services available to all plans.

Implementation Services:

Empower will provide the following conversion services prior to the receipt of assets:

- Gathering initial plan information;
- Coordinating conversion assets from a prior service provider;
- Reconciling plan assets;
- Loading records onto the recordkeeping system; and
- Assisting Employer's payroll office or payroll vendor to process the next scheduled payroll to Empower on or after the implementation period.

Implementation Period:

Merging Plan:

An existing Employer Plan that is converting to Empower will be subject to an implementation period to facilitate the movement of Participant, Alternate Payee and Beneficiary records and Plan assets from the prior record keeper and/or trustee to Empower.

Blackout Notice Services:

Initial Blackout Notices:

Empower will assist in the preparation of the initial transition blackout notice and will provide the blackout notice to the Plan Sponsor for distribution to Participants, Alternate Payees and Beneficiaries, as requested by the Plan Sponsor. A "Blackout Period" is defined as any period of more than three consecutive Business Days during which the Participant, Beneficiaries and Alternate Payees are prohibited or restricted from exercising certain otherwise available rights, such as directing investment of their accounts, obtaining loans or making distributions. During the implementation period, Plan Sponsor's prior record keeper's improper reporting or incomplete transferred records may impact the blackout period end date. Such an impact may cause an extension of the blackout period, resulting in a second notice. Empower may agree to provide this additional blackout notice if the parties agree in writing.

Future Blackout Notices:

If mutually agreed to in writing, Empower may provide blackout notices to the Plan Sponsor for distribution to Participants, Alternate Payees and Beneficiaries for fund or other ongoing plan changes that result in a period of more than three (3) consecutive Business Days where the Participant, Alternate Payee and Beneficiary are restricted from exercising certain otherwise available rights such as directing investments of their accounts, obtaining loans or taking distributions.

Establishment of Accounts:

1. **Participant Accounts:**
   a. Participant accounts shall be established and maintained for each Employer-approved new enrollee and each employee or former employee with a balance in the plan

("Participant"). Each Participant's account record shall consist of the Participant's name, Social Security number ("SSN"), mailing address, date of birth, and any such other information as required from time to time for provision of services to the Plan.

b. On and after the receipt of assets, Empower shall maintain a record of each Participant's investment option allocation and transaction received in good order to the recordkeeping system, including:

(i) Current and historical investment allocations and percentages for each available investment option.

(ii) Current account balances of each Participant in each available investment option and money source.

(iii) An accounting of each transaction made to each available investment option and money source.

c. Empower shall provide each Participant with access to his or her account and investment information via a Web site, the voice response unit ("VRU") and the Client Service Center toll-free telephone number. Participants may use these services to change allocations of future deferrals and/or initiate transfers between and among investment options available under the Plan(s).

d. Empower shall make available to each Participant a quarterly account statement in Empower's standard format pursuant to the requirements of N.J.A.C. 5:37-7.12.

Additionally, confirmation will be provided of every completed change requested by a Participant Participants will also have access to their account activity via the VRU and the Web site.

e. If applicable, Empower will include vesting information on Participant statements, provided that Plan Sponsor provides Empower with all vesting information required under applicable law.

2. Alternate Payee Accounts

If the Plan accepts Qualified Domestic Relations Orders ("QDROs"), Plan Sponsor hereby instructs Empower to complete an administrative review of all Employer-approved QDROs submitted on or after the Effective Date of this Agreement to ensure that Empower can determine the amount of the Alternate Payee's award, mailing address and SSN. If elected by the Alternate Payee in good order and in a manner satisfactory to Empower, an Alternate Payee account will be established pursuant to the terms of the QDRO, the Plan requirements in effect on the date of account establishment.

3. Beneficiary Accounts

If elected by the Beneficiary(ies) in good order and in a manner satisfactory to Empower, Empower will establish a Beneficiary account pursuant to the terms of the Plan requirements in effect on the date of establishment.

Contribution Processing:

Contributions sent directly via the PSC and processed with ACH funding by 12:00 Midnight Mountain Time (2:00 am Eastern Time) will be allocated effective the next Business Day (at that Business Day's unit value). Empower may allow other contribution methods which may require different timing. Empower will provide additional information upon request.

In the event that a Participant has not affirmatively elected an investment allocation, Plan Sponsor instructs Empower to allocate to a default fund(s) chosen by the Plan Sponsor.

Distributions and Forfeitures:

Empower will create and maintain a record of any distribution, including the distribution reason, from the Plan made with respect to each Payee. If applicable, Empower will provide a Code §402(f) Notice of Special Tax Rules on Distributions to the Payee at the time of distribution. Unless otherwise agreed to in writing, Empower is not responsible for issuing any other Participant, Alternate Payee or Beneficiary notice required by the Code, as applicable. Distributions will be made within two (2) Business Days if Empower receives instructions in good order.

1. **Participant Distributions**

   Empower will make distributions to Participants pursuant to the Plan Sponsor's and Participant's distribution requests received in good order.

2. **Alternate Payee Distributions**

   Upon receipt by Empower of an Alternate Payee's distribution request in good order and in a manner satisfactory to Empower and completion of a QDRO administrative review discussed above, Empower shall process a distribution pursuant to the terms of the QDRO, the Plan and the Code, as applicable and in effect on the date of the distribution. Plan Sponsor instructs Empower to determine the amount due to the Alternate Payee based solely on the account records on Empower's recordkeeping system.

3. **Beneficiary Distributions**

   Plan Sponsor instructs Empower to pay the claimant listed on the Death Benefit Claim form signed by the Plan Sponsor unless there is a conflict between the designation on file with Empower and the claimant listed on the Death Benefit Claim form. In the event of a conflict, the Plan Sponsor will determine which Beneficiary designation will control.

4. **Forfeiture Processing**

   If applicable, Empower will calculate forfeiture amounts based upon the Participant's vesting and will place the forfeiture amounts in a separate Plan account as instructed by the Plan Sponsor.

5. **Participant Termination Services**

   If the services described in this subsection is made available to the Plan Sponsor by Empower, and if the Plan provides for de minimis Participant accounts to be distributed after termination, then the Plan Sponsor instructs Empower to distribute communication material to the terminated Participant informing them of their distribution options. Such information includes

communicating to the Participant that if he/she does not take a distribution of the account that it will be automatically rolled over into the Plan Sponsor-elected de minimis IRA. Plan Sponsor also instructs Empower to automatically roll any monies remaining in the Plan after a certain period of time following these communications to the rollover provider selected by the Plan Sponsor.

Plan Sponsor permits Empower to send out communication material to terminated participants informing them of their distribution options.

Transfers:

Participant, Alternate Payee and Beneficiary-initiated transfers will be processed and effective the Business Day they are received at Empower's home office, if received before the close of the New York Stock Exchange (typically 4:00 p.m. Eastern Time or such earlier time as may have to be implemented to comply with any applicable future law, rule or regulation). If transfers are received at Empower's home office after the close of the New York Stock Exchange, transfers will be processed and be effective the next Business Day (or such earlier time as may have to be implemented to comply with any applicable future law, rule or regulation).

Tax Reporting of Distributions:

1. Plan Sponsor appoints Empower as its agent to perform income tax withholding and reporting for all Payee distributions and agrees to provide all necessary information needed by Empower to perform these services.

2. Empower shall deposit the income tax withheld with the Internal Revenue Service ("IRS") and other appropriate governmental entities, as applicable, on or before the applicable due dates for such remittances.

3. Empower will complete necessary tax reporting forms for Payee distributions, file the tax reporting forms with the IRS and send copies to the Payee.

Plan Loans:

Empower will process Participant account reduction loans pursuant to the Plan's loan policy and Empower's loan procedures, as amended from time to time. Plan Sponsor agrees to provide an authorization for all Participant loan requests.

Ongoing Plan Resources:

1. Empower will provide the Plan Sponsor access to Plan information and electronic approval capabilities via the PSC.

2. Empower will provide the Plan Sponsor access to a Plan Services Representative for assistance with plan questions.

3. Empower shall provide periodic Employer Plan Reports in Empower's standard format.

Participant Rollover Contributions:

Plan Sponsor directs Empower to process Participant rollover contributions received in good order pursuant to the Participant's direction in accordance with procedures provided by Empower to the Plan Sponsor and without any further Plan Sponsor approval or authorization.

Communication and Education (subject to applicable law):

1. Standard forms, notices and other information necessary for the service provided to the Plan will be provided to Plan Sponsor and to Participants via the PSC and/or through enrollment meetings.

2. Empower will provide investment education and communication materials, which may include education and planning tools, newsletters, brochures, or other materials.

Participant Fiduciary Services

Empower may offer investment advice and provide recommendations as a fiduciary under applicable law to Participants on certain Plan transactions, such as point-in-time investment advice on designated investment alternatives, investment advisory services available under the Plan, and recommendations on distribution and rollover options, which may include services and products offered by Empower and its affiliates. When Empower acts as a fiduciary, it will do so in the best interest of the Participants. Empower will provide such fiduciary services pursuant to applicable law.

B. **Elective Services.** The following elective services are available upon Plan Sponsor meeting certain requirements. Additional fees may apply.

1. Eligibility Determination

Plan Sponsor can instruct Empower to calculate Participant eligibility based on Plan Sponsor's instructions as to the Plan's eligibility requirements. Plan Sponsor instructs Empower to reject the enrollment of any Participant determined to be ineligible. For each ineligible determination, Plan Sponsor instructs Empower to notify the Participant to contact the Plan Sponsor if he or she wishes to appeal the determination.

2. Online Enrollment

Plan Sponsor can instruct and authorize Empower to allow online Participant enrollment. Plan Sponsor instructs Empower to issue a Personal Identification Number ("PIN") to every eligible employee, allowing enrollment in the Plan through the Web site and VRU.

3. Automatic Enrollment

Empower can perform automatic enrollment and deferral increase services, and create and mail initial and annual automatic enrollment notices, as elected by Plan Sponsor in good order and in a form acceptable to Empower.

4. Deferral Processing

Plan Sponsor can instruct and authorize Empower to provide for deferral processing by the Plan Sponsor via the Web site. Participants may access the Web site to input the required payroll deferral amount/percentage information. Plan Sponsor acknowledges that the Deferral Processing service described in this Section shall only be available as long as Empower is the sole record keeper for the Plan.

If Plan Sponsor uses Empower's Automatic Enrollment services, Deferral Processing does not require separate election.

5. Vesting Services

Plan Sponsor needs to provide Empower all information necessary to perform vesting services. Employer hereby instructs and authorizes Empower to:

a. Maintain each Participant's vesting percentage on Empower's recordkeeping system;
b. Display the Participant's vested account balance on the quarterly statements; and
c. Calculate and process withdrawals and/or loans according to the vested percentage.

6. Loan Approval

Plan Sponsor can instruct and authorize Empower to process, without further Plan Sponsor approval, Participant loan requests submitted in a manner acceptable to Empower. If the Plan is subject to spousal consent requirements, loans may only be initiated by paper forms and not online or by VRU. Plan Sponsor agrees to specifically authorize each principal residence loan request.

7. Distribution Processing

Plan Sponsor can instruct and authorize Empower to process, without further Plan Sponsor approval, requests for distributions in good order and in a manner acceptable to Empower. If Plan Sponsor does not provide the Participant's termination date or other required information, Plan Sponsor instructs Empower to route the request to Plan Sponsor for approval before processing the distribution.

8. In-Service Distributions at Age 59½ (for 401(k) and 401(a) Plans Only)

Plan Sponsor can instruct and authorize Empower to process, without further Plan Sponsor approval, Participant age 59½ in-service distribution requests received in good order and in a manner acceptable to Empower. If the Participant's birth date information has not been provided, or if there is a discrepancy between the birth date on the system and the birth date on the form, Empower is instructed to rely on the birth date specified by the Participant on the form.

9. Voluntary In-Service DeMinimus Distributions (for Governmental 457(b) Plans Only)

Plan Sponsor can instruct and authorize Empower to process, without further Plan Sponsor approval, Participant initiated DeMinimus distribution requests received in good order and in a manner acceptable to Empower. If vesting is applicable and the Participant's birth date information has not been provided, or if there is a discrepancy between the birth date on the system and the birth date on the form, Empower is instructed to rely on the birth date specified by the Participant form.

10. Automated Mandatory Distributions (De Minimis)

Empower can perform automated mandatory distributions of small account balances, as elected by Plan Sponsor in good order and in a form acceptable to Empower.

11. Beneficiary Record Keeping

If Empower is and remains the sole record keeper for the Plan during the term of this Agreement, Plan Sponsor can instruct and authorize Empower to accept, maintain and file, without Plan Sponsor's signature, Beneficiary Designation forms received by Empower in good order and in a manner acceptable to Empower. Upon request, Plan Sponsor agrees to provide Empower with any and all Beneficiary information filed with the Plan by the Participant prior to the Effective Date of this Agreement.

If the spousal consent rules apply, Plan Sponsor shall provide Empower with instructions as to the portion of the Participant account for which a Beneficiary may be designated without spousal consent under the Plan. Plan Sponsor instructs Empower to rely on the marital status specified by the Participant on the Beneficiary Designation form and to obtain spousal consent, when applicable.

12. Investment Advisory-Related Services

If the Plan Sponsor meets the relevant underwriting and other requirements, Advised Assets Group, LLC ("AAG"), a federally registered investment adviser and wholly owned subsidiary of Empower, may offer fund performance data and/or similar services regarding the investment options in the Plan through the Plan's recordkeeping and administrative relationship with Empower.

AAG, may separately offer Empower Retirement Advisory Services (Online Investment Guidance, Online Investment Advice and Managed Account service) to the Participants in the Plan through the Plan's recordkeeping and administrative relationship with Empower. Plan Sponsor may instruct AAG to make Empower Retirement Advisory Services available to Plan Participants in accordance with the terms and conditions of the Empower Retirement Advisory Services Agreement between AAG and Plan Sponsor.

Special Investment Options:

1. Self-Directed Brokerage Accounts

Plan Sponsor can choose to offer a self-directed brokerage option ("SDB"). Plan Sponsor agrees to complete and execute all documents required to activate the SDB.

2. Life Insurance

If, at the time of conversion, the Plan has existing life insurance policies, limited services may be available as described in Empower's life insurance guidelines and policies, as updated from time to time. If Empower determines that such services will be offered, Empower will remit insurance premiums to the applicable life insurance provider pursuant to Plan Sponsor's instructions as to the timing and manner of premium remittance. Plan Sponsor may be required to retain a third-party administrator to perform certain compliance and other services. Life insurance cannot be added to an existing Plan. Additional fees may apply.

C. Plan Document Services

Empower will offer a plan document and plan document amendments required by changes in applicable laws and regulations. If Plan Sponsor declines to use Empower's plan document, it acknowledges that Empower will not be responsible for providing plan document updates or other plan document services as described in the Agreement.

The plan document offered by Empower has met the certification requirements of N.J.A.C. 5:37-3.4 and N.J.A.C. 5:37-3.5. The Plan Sponsor may only amend the Plan Document by complying with the procedural requirements of N.J.A.C. 5:37-4.3(a), (b) and (c).

D. Designation of Third Party Administrator as Agent of Employer; Authorization

Plan Sponsor represents, acknowledges, and agrees that Plan Sponsor may retain a Third Party Administrator ("TPA") to provide certain administrative and compliance services for the Plan under a separate agreement between the TPA and Plan Sponsor. If Plan Sponsor retains a TPA, Plan Sponsor agrees to provide Empower with proper notice and information regarding the services to be provided by such TPA. In order for Empower to implement such services, Plan Sponsor hereby designates the TPA as an agent of Plan Sponsor, and authorizes and directs Empower to grant the TPA access to Plan and Participant information and to reports produced by Empower. Such access permits the TPA to update Plan and Participant information and approve plan operations, including distributions. Plan Sponsor has, in a separate agreement, authorized the TPA as its limited agent and hereby authorizes and directs Empower to (1) construe any TPA directions or certifications as Plan Sponsor directions, and (2) comply with direction provided by the TPA. If the agreement between Plan Sponsor and the TPA is terminated for any reason, the Client shall notify Empower within five (5) business days of such termination. Plan Sponsor acknowledges and understands that it may appoint a successor TPA eligible to participate in Empower's TPA program and may direct the terminated TPA to transfer the Plan's records to the successor TPA selected by Plan Sponsor. Plan Sponsor understands and agrees that, if a successor TPA is appointed, Empower will comply with any successor TPA directions.

Plan Sponsor hereby acknowledges and agrees that, in order for the TPA to provide services to the Plan, Empower may enter into an Agreement with the TPA (the "TPA Agreement") enabling Empower and the TPA to interact and communicate in order to provide services to the Plan. In the event that such TPA Agreement is terminated due to TPA dissolution, bankruptcy, or other reasons, Empower will notify Plan Sponsor as promptly as administratively possible.

Docusign Envelope ID: 49FC76F5-492C-4622-A1D7-DA7D134E19D9

RESOLUTION ADOPTING A PROTOTYPICAL SERVICE AGREEMENT

WHEREAS

The City of Clifton
previously adopted a Deferred Compensation Plan and Service Agreement provided by Empower Annuity Insurance Company of America (f/k/a Great-West Life & Annuity Insurance Company) for the purposes of:

- the desire to attract and retain qualified employees;
- the accrual of tax benefits to eligible employees through participation in a DeferredCompensation Plan as established pursuant to *Section 457* of the *Federal Internal Revenue Code*;
- the fact that there is no cost to the local governmental unit to adopt and administer aDeferred Compensation Plan; and
- the administration of a Deferred Compensation Plan serves the interests of the local governmental unit by enabling it to provide enhanced retirement security to itseligible employees.

WHEREAS

Empower Annuity Insurance Company of America has assigned the provision of services to its wholly owned subsidiary, Empower Retirement, LLC, who will continue to provide the same services under Empower's approved Services Agreement. The previously adopted Deferred Compensation Plan remains in full effect and is not being changed.

NOW, THEREFORE BE IT RESOLVED

Execution of a Service Agreement and Contractor Identified

The CFO
is/are authorized to execute a Service Agreement with Empower Retirement, LLC, 21-SA-EMPOWER-110121, and to submit all necessary documents to the Director of the Division of Local Government Services within the State Department of Community Affairs for approval.

Docusign Envelope ID: 49FC76F5-492C-4622-A1D7-DA7D134E19D9

Local Plan Administrator *(N.J.A.C. 5:37-5.4)*

The CFO
is hereby designated as the Local Plan Administrator for theadministration of the Plan.

Statement of Non-Collusion *(N.J.A.C. 5:37-5.7)*

There has been no collusion, or evidence or appearance of collusion, between any local official and a representative of the contractor in the selection of a contractor for the administration of a Service Agreement pursuant to N.J.A.C. 5:37-5.7.

Execution of a Service Agreement and Contractor Identified

The CFO
is/are authorized to execute a Service Agreement with Empower Retirement, LLC and Service Agreement Identifier 21-SA-EMPOWER-110121 *and to submit all necessary documents to the Director of the Division of Local Government Services within the State Department of Community Affairs for approval.*

Certification

I, Joseph Kunz
CFO
do solemnly swear that this is a true copy of a resolution duly passed by the
of the
at a meeting held on .

Signature

Joseph Kunz
Printed Name

docusign

Certificate Of Completion

Envelope Id: 49FC76F5-492C-4622-A1D7-DA7D134E19D9
Status: Delivered
Subject: Empower Retirement, LLC - Administrative Services Agreement
Source Envelope:
Document Pages: 28
Signatures: 0
Certificate Pages: 7
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:
Empower via DocuSign
PO Box 1700
Denver, CO 80201
DocuSign-NOREPLY@empower.com
IP Address: 137.83.222.217

Record Tracking

Status: Original
7/14/2025 10:42:23 AM
Holder: Empower via DocuSign
DocuSign-NOREPLY@empower.com
Location: DocuSign

Signer Events	Signature	Timestamp
Joseph Kunz jkunz@cliftonnj.org CFO Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 7/14/2025 11:04:37 AM ID: 83cee561-4186-4381-a52a-5c5f26b88cfd Company Name: Empower		Sent: 7/14/2025 10:42:32 AM Viewed: 7/14/2025 11:04:37 AM

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/14/2025 10:42:33 AM
Certified Delivered	Security Checked	7/14/2025 11:04:37 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE CONSENT AGREEMENT

The purpose of this Electronic Record and Signature Consent Agreement ("Agreement") is to formally agree to receive electronically and use an electronic signature on one or more of the document(s) included in the electronic envelope on the Docusign system ("Document Package"). By accepting this Agreement, you are agreeing that electronic signatures and electronic delivery (*i.e.*, email or posting to a website) are the legal equivalent of an actual physical signature and actual physical delivery, respectively, for purposes of the Document Package.

This Agreement is voluntary. This Agreement is only required if you want to electronically sign and receive the Document Package.

If you do not want to electronically sign and receive the Document Package, do not check the 'I agree to use electronic records and signatures' box. If you do not want to electronically sign the Document Package, contact Empower for a standard PDF file that you can print and execute with wet signatures and return via regular mail. If you have any problems accessing PDF documents, contact Empower to discuss alternative arrangements. Note that even if you agree to electronically sign the Document Package, in the future after receiving an electronic document package, you will be able to choose whether or not to electronically sign that document or ask for another version to sign.

Please confirm your acceptance by checking the 'I agree to use electronic records and signatures' box. By checking this box, you acknowledge that you have carefully and thoroughly read the information below, you can access this information electronically to your satisfaction, and you agree to these terms and conditions:

1. **Definitions:**

   The words "you" and "your" mean the account owner of the account.

"Empower" and the words "we," "our," and "us" mean Empower Annuity Insurance Company of America and its affiliates, successors, and assigns, including but not limited to Empower Life & Annuity Insurance Company of New York, Empower Funds, Inc., Empower Trust Company, LLC, Empower Capital Management, LLC, Empower Advisory Group, LLC, and Empower Financial Services, Inc. as applicable.

2. **Scope of this Agreement**:

This Agreement only applies to the electronic signatures and electronic delivery of the Document Package. This Agreement does not apply to any situation by law or otherwise that requires you to provide written notice or document to us, which must be done on paper unless we provide instruction to you how to deliver the item to us electronically. We may, in our sole discretion, choose to provide you with any document on paper, even if you have authorized electronic delivery.

3. **Electronic Signatures**:

By accepting this Agreement, you consent to use electronic signatures for the Document Package, and you agree that electronic signatures shall be deemed to be legally equivalent to actual physical signatures. The electronic signature process will be facilitated through DocuSign, Inc., which is separate company retained by us to facilitate this service, but has no other affiliation with Empower. One or more electronic documents will be included in an electronic envelope on the Docusign system and a link to the envelope will be e-mailed to you. These electronic documents may include but are not limited to service and account agreements between you and us, along with transaction forms and other documents related to your account with us.

4. **Authentication and Qualified Security Procedures**:

The electronic signature process through DocuSign provides authentication through the use of a digital audit trail. Generally, "authentication" refers to the act of attributing an electronic signature to the individual that signed the document, and determining that the document has not been changed since its execution.

In order to electronically sign the Document Package, you will need to access a unique link sent to your email address that you provided to us. After signing the Document Package, we will receive a court-admissible "Certificate of Completion." This "Certificate of Completion" contains a digital audit trail of the transaction, including the signer names, authentication history, digital signatures, email addresses, signer IP addresses, chain of custody (i.e., sent, viewed, signed, etc.), trusted timestamps, geolocation capture of the signer (if provided), and completion status. By accepting this Agreement, you agree that these authentication and qualified security procedures are commercially reasonable.

5. **Electronic Delivery**:

By accepting this Agreement, you agree the electronic delivery of the Document Package emailed to you, is the legal equivalent of actual physical delivery, such as delivery by the United States Postal Service or hand-delivery, whether or not you actually see or view the Document Package. For purposes of this agreement, unless we receive actual notice of a delivery failure, we shall be deemed to have conclusively delivered the Document Package to you when we attach and send the document(s) to the email address that you provided to us.

6. **Updating Your Email Address and Other Contact Information**:

It is your responsibility to provide us with accurate and complete e-mail address and other contact information. You agree to maintain and promptly update any changes in this information.

7. **Withdrawing Your Consent:**

We will ask for your consent each time we present an envelope of electronic documents to you.

Once you give your consent for that envelope, you cannot withdraw it for that envelope but you can still choose not to sign any or all electronic documents included in that envelope. In addition, before you execute an electronic signature in DocuSign, the DocuSign system allows you to exit the electronic signing process. You should inform us that you no longer want to electronically sign and then receive the document(s) in another manner by emailing Empower directly with your request.

8. **Requesting Paper Copies:**

At any time, you may request from us a paper copy of any record that we provided or made available electronically to you. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session. If you elect to create a DocuSign signer account, you may access them for a limited period of time, typically 30 days after such documents are first sent to you.

Additionally, subject to our document retention procedures, you may contact us and request another electronic or paper copy of the Document Package. If you wish for us to send you paper copies of any such documents, you will be charged a $0.00 per-page fee.

You may request a paper copy of the Document Package by contacting Empower directly with your request.

9. **Required Hardware and Software:**

Operating Systems:	Windows XP, Windows Vista®, Windows® 7, Windows® 8 or higher; Mac OS® X or higher
Browsers:	Final release versions of Internet Explorer® 9.0 or above (Windows only); Mozilla Firefox 35 or above (Windows and Mac); Safari™ 7.0 or above (Mac only), Chrome 40 or above
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files

Screen Resolution:	1024 x 768 minimum
Enabled Security Settings:	Allow per session cookies; Users accessing the Internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

These minimum requirements are subject to change. If these requirements change before the Document Package is fully executed, you will be asked to re-accept this Agreement. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

10. **Docusign**

-

We have entered into an agreement with DocuSign, Inc. ("DocuSign") to make their electronic system available to facilitate your receipt and electronic signature of the Document Package. Your use of the DocuSign system is subject to the terms and conditions of DocuSign's system. We are not responsible for the DocuSign system and we disclaim any representations and all warranties regarding the DocuSign system.

11. **Acknowledgement and Consent**:

To confirm to us that you can access this information electronically, please verify that you were able to read this Agreement and that you also were able to: print on paper or electronically save for your future reference and access, or that you were able to e-mail to an address where you will be able to print on paper or save it for your future reference and access. By checking the 'I agree to use electronic records and signatures' box, I confirm that:

- I meet the required hardware and software requirements listed above;
- I can access and read this Agreement;
- I can print on paper the Document Package or save or send the Document Package to a place where I can print it for future reference and access;
- I have read this Agreement and agree to be bound by its terms and conditions.

12. **Contacting Empower**

Please contact us to let us know of changes as to how we may contact you electronically, to request paper copies of certain information to us, and to withdraw your consent to receive the Document Package:

To contact us by e-mail: retirementsolutionsservice@empower.com

To contact us by phone: 866-317-6586

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ITEM NUMBER: D- 1

ITEM NAME: Limit the Time Allowed for Questions to Two Minutes During Action Items (AL)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: D- 2

ITEM NAME: Requesting Department Heads to be Available During Workshop Portion of Meeting from 6:30pm-7:30pm (GD)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: D- 3

ITEM NAME: Authorization to Approve a Request to Establish the Title "Network Administrator 1" (Title Code: 10328) in the Police Department

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	7/9/2025	Cover Memo
🗋	memo	7/9/2025	Cover Memo
🗋	memo	7/8/2025	Cover Memo

City of Clifton

LAW DEPARTMENT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

(973) 470-5817
FAX: (973) 470-5254

July 9, 2025

Mayor Raymond Grabowski & Members of
the Clifton Municipal Council
City Hall - 900 Clifton Avenue
Clifton, New Jersey 07013

Re: **Police Network Administrator Position Request**

Dear Mayor Grabowski and Members of the Municipal Council:

Attached please find correspondence from Captain David J. Niland requesting the Mayor and Council authorize the adoption of a job title. Personnel Officer, Douglas Johnson, recommends a salary range of $75,000 to $95,000. If the Council supports this request we will prepare an ordinance adopting the title for the next meeting.

Very truly yours,

/s/ *Andrew P. Oddo*

ANDREW P. ODDO
First Assistant Municipal Attorney

APO/kmk
Attachment

A-

TO: Honorable Mayor and City Council
FROM: Douglas Johnson, Personnel Officer
DATE: June 26, 2025
RE: Request to Establish the Title "Network Administrator 1 (Title Code: 10328)" in the Police Department

---

I respectfully submit for your consideration a request to formally establish the title **"Network Administrator 1" (Title Code 10328)** within the Police Department and to authorize a salary range of **$75,000 – $95,000 annually** for this critical role.

The increasing reliance on digital infrastructure, cloud-based storage, and data management systems within the Police Department necessitates a dedicated professional with advanced technological expertise. The proposed **Network Administrator 1** will work under the direction of the City's MIS Manager but will be assigned full-time to the Police Department to address its specialized IT needs, which include maintaining secure systems that handle sensitive law enforcement data.

This position will serve as the primary resource for ensuring the integrity, reliability, and security of the department's internal networks and computer systems. Key responsibilities will include:

- Maintaining and troubleshooting the department's networks, including VPNs, routers, mainframes, and various hardware;
- Installing and configuring both hardware and software systems;
- Updating security protocols and virus protection software to guard against data breaches;
- Monitoring systems for performance and proactively identifying and resolving issues;
- Supporting Police staff with hardware/software troubleshooting and providing training as needed;
- Being available after hours for emergency system failures or cyber incidents;
- Creating technical documentation and training materials tailored for Police use.

This role requires a candidate with specialized knowledge in both general IT administration and criminal justice data systems. Given the sensitivity of police systems and the ever-growing need for cybersecurity, the position must be filled by a high-level professional with demonstrable technical qualifications.

Salary Recommendation:
After conducting a review of current market conditions, I find that qualified candidates with the technical skills, law enforcement system knowledge, and availability expectations (including on-call support) are currently commanding salaries **above $90,000** in both public and private sectors. The proposed salary band of **$75,000 – $95,000** is competitive enough to attract top

talent while remaining within reasonable budgetary parameters. It is also aligned with the salaries of other IT positions across comparable municipalities.

In conclusion, this role is essential to maintaining the operational readiness, data integrity, and security of the Police Department's technology infrastructure. I respectfully request the Council's approval to formally create the title **Network Administrator 1 (10328)** for the Police Department and to adopt the proposed salary range.

Please let me know if further information is needed in support of this request.

Respectfully submitted,

Douglas Johnson
Personnel Officer

You are reading the State of New Jersey Job Descriptions. This is **not** a Job Vacancy Announcement.

Job Specification

NETWORK ADMINISTRATOR 1

DEFINITION:

Under the limited supervision of a supervisory official, in a state department, institution, or agency, or in a local government agency, performs complex professional work which includes development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN); maintains centralized, decentralized, and remote network services; maintains network security and data integrity; provides consultations and recommendations to infrastructure managers, as required, to troubleshoot and resolve network problems, monitor overall performance, and conduct upgrades as required; may be assigned to the administration of Storage Area Networks (SANs); does other related duties as required.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Participates in the development, implementation, and maintenance of multi-network, multi-user environments.

Maintains availability of centralized, decentralized, and remote network services including, but not limited to, file service, printing, local electronic mail, internet electronic mail, office applications, remote access, internet web connectivity, and mainframe gateway.

Schedules and dispatches resources to track, troubleshoot, and correct network-related issues logged through the help desk and/or recorded through monitoring of the network.

Plans and installs software updates and patches to network operating systems, server-based applications, and centralized services.

Plans and installs hardware upgrades for network servers, gateways, and associated telecommunication devices.

Maintains accurate and up-to-date documentation for network hardware and software.

Plans, configures, and troubleshoots networked devices including, but not limited to, printers, personal computers, facsimile, modems, plotters, and scanners.

Plans, configures, and troubleshoots network client software installations and updates.

Provides guidance to infrastructure managers/technicians on troubleshooting and resolving network problems, monitoring overall performance, and conducting upgrades as needed.

Administers user access to network resources and adds, modifies, and deletes user accounts for file/print and dial-in servers.

Administers internal and internet electronic mail gateways.

Diagnoses and repairs or coordinates repair of network hardware.

Monitors performance of server and telecommunications devices (such as hubs, switches, and routers); takes appropriate action to tune and optimize such devices to maximize performance and throughput, and minimize downtime.

Monitors disk capacity and takes appropriate action to ensure adequate disk space is available to networked users, software applications, and attached devices.

Checks and responds appropriately to errors logged by the server and/or network devices.

Maintains accurate and up-to-date documentation (manual or online log file) of all errors of high severity and action taken to correct the error.

Develops, implements, and ensures adherence to system standards/procedures.

Maintains the highest levels of network security and data integrity, including antivirus countermeasures.

Develops, tests, implements, and periodically updates a disaster recovery plan for the enterprise.

Ensures daily or weekly and incremental or full backups are performed and verified, and media is rotated offsite.

Ensures clients can restore files from backup and/or archive.

Provides technical support to end-users.

Maintains knowledge of network-related emerging technologies and evaluates vendor products for potential use within the agency.

Coordinates with NJ Office of Information Technology (NJOIT) and other government agencies to ensure optimal use of network topology, WAN, and wiring infrastructure.

Participates in the capacity planning process to ensure timely and cost-effective advancement of the network.

Prepares annual budget for development, implementation, installation, and termination of network servers and related hardware, software, and telecommunications components.

Prepares clear, technically sound, accurate, and informative reports containing findings, conclusions, and recommendations.

Prepares detailed correspondence.

Maintains essential records, reports, and files.

Will be required to learn how to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

NOTE: When assigned to the administration of Storage Area Networks (SANs), employees at this level will be assigned the following:

Works with assigned SAN technical support team and others involved in the work of the unit.

Installs, configures, supports, and maintains SANs and associated components.

Administers SANs, servers, and associated schedules; manages storage and related devices.

Configures and administers data restore and disaster recovery.

Responds to user requests for storage allocation.

Prepares reports on storage administration best practices, new technologies, and recommended enhancements and configuration changes.

Provides formal and informal storage administration training and mentoring.

REQUIREMENTS:

NOTE: Applicants must meet one of the following or a combination of both experience and education. Thirty (30) semester hour credits are equal to one (1) year of relevant experience.

Seven (7) years of professional experience in the development, implementation, and maintenance of multi-network, multi-user Local Area Network (LAN), Metropolitan Area Network (MAN), and/or Wide Area Network (WAN) environments, including or supplemented by a minimum of eighteen (18) semester hour credits in mathematics, computer science, information technology, and/or computer information systems.

NOTE: For positions involved in the administration of a Storage Area Network (SN) applicants must have at least three (3) years of professional experience installing, configuring, and supporting network hardware and software, one (1) year of which shall have been in planning, implementation, and support of SAN and related technologies.

OR

Possession of a bachelor's degree from an accredited college or university including or supplemented by a minimum of eighteen (18) semester hour credits in mathematics, computer science, information technology, and/or computer information systems; and three (3) years of the above-mentioned professional experience.

NOTE: Evidence of formal training in Computer Science or Information Technology received from or evaluated by an accredited institution of higher learning may be submitted with your application. Applicants must provide documentation from the accredited institution that clearly outlines the training course(s) that are acceptable and the corresponding number of credit hours for the training to be accepted. In-house courses (such as training provided on the job or through the appointing authority) will not be accepted.

NOTE: "Professional experience" refers to work that is creative, analytical, evaluative, and interpretive; requires a range and depth of specialized knowledge of the profession's principles, concepts, theories, and practices; and is performed with the authority to act according to one's own judgment and make accurate and informed decisions.

LICENSE:

Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

KNOWLEDGE AND ABILITIES: Knowledge of industry-standard Network Operating Systems (NOS).

Knowledge of server hardware and associated software.

Knowledge of telecommunication components used to interconnect servers to communication devices and, ultimately, clients (PCs).

Knowledge of countermeasures for dealing with network security and virus protection.

Knowledge of techniques used to determine system capacity and cost effectiveness of system utilization.

Ability to establish goals and set priorities.

Ability to schedule and organize work activities.

Ability to identify, troubleshoot, and resolve network-related issues.

Ability to effectively interact with others and come to consensus on various issues.

Ability to prepare clear, technically sound, accurate, and informative reports containing findings, conclusions, and recommendations.

Ability to prepare detailed correspondence.

Ability to work independently or in a team environment.

Ability to maintain essential records, reports, and files.

Ability to learn how to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, and communicate in English sufficiently to perform the duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible if they can perform the essential functions of the job with or without reasonable accommodation. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

This job specification is applicable to the following title code

Job Spec Code	Variant	State, Local or Common	Class of Service	Work Week	State Class Code	Local Class Code	Salary Range	Note
10328		L	N		N/A	27		-

This job specification is for **local** government use only.
Salary range is only applicable to state government.
Local salaries are established by individual local jurisdictions.

1/28/2023

CITY OF CLIFTON

POLICE DEPARTMENT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

Main: 973-470-5895 **Fax: 973-470-9539**
Email:dniland@cliftonpolice.org
Captain of Administrative Service Bureau

THOMAS RINALDI
CHIEF OF POLICE

DAVID J. NILAND
CAPTAIN

To: City Manager DeMarzo
From: Capt David J. Niland
Subject: Request for Computer Network Administrator Position
Date: 06/30/25

Sir,

I am writing to request that the creation of a Computer Network Administrator position for the Clifton Police Department be placed on the City Council's agenda for approval. While I recognize the current budget constraints and consideration of a hiring freeze, the critical nature of this position to our department's operations warrants immediate action.

For over 15 years, a Police Detective with specialized technical expertise has managed our department's complex and highly specialized computer network. With this Detective's upcoming reassignment to other critical duties, we face a significant gap in maintaining and securing our network infrastructure. This intricate system, tailored specifically to police operations, supports essential functions, including records management, computer-aided dispatch, evidence tracking, and secure communications. It underpins every facet of our daily operations and requires dedicated technical expertise that existing staff cannot adequately provide without compromising other operational priorities. This position is essential to ensuring the continued functionality, security, and efficiency of our network, which directly impacts public safety.

Given the Police Department's vital role in the community, we respectfully request that this position be prioritized for approval. The Chief of Police has discussed this matter with the Personnel and Legal Departments, and they support this request.

Thank you for your attention to this urgent matter and for your support in placing it on the Council's agenda for prompt consideration. Please let me know if additional details or justification are needed.

Respectfully Submitted,

Capt. David J. Niland

Captain David J. Niland

You are reading the State of New Jersey Job Descriptions. This is **not** a Job Vacancy Announcement.

Job Specification

NETWORK ADMINISTRATOR 1

DEFINITION:

Under the limited supervision of a supervisory official, in a state department, institution, or agency, or in a local government agency, performs complex professional work which includes development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN); maintains centralized, decentralized, and remote network services; maintains network security and data integrity; provides consultations and recommendations to infrastructure managers, as required, to troubleshoot and resolve network problems, monitor overall performance, and conduct upgrades as required; may be assigned to the administration of Storage Area Networks (SANs); does other related duties as required.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Participates in the development, implementation, and maintenance of multi-network, multi-user environments.

Maintains availability of centralized, decentralized, and remote network services including, but not limited to, file service, printing, local electronic mail, internet electronic mail, office applications, remote access, internet web connectivity, and mainframe gateway.

Schedules and dispatches resources to track, troubleshoot, and correct network-related issues logged through the help desk and/or recorded through monitoring of the network.

Plans and installs software updates and patches to network operating systems, server-based applications, and centralized services.

Plans and installs hardware upgrades for network servers, gateways, and associated telecommunication devices.

Maintains accurate and up-to-date documentation for network hardware and software.

Plans, configures, and troubleshoots networked devices including, but not limited to, printers, personal computers, facsimile, modems, plotters, and scanners.

Plans, configures, and troubleshoots network client software installations and updates.

Provides guidance to infrastructure managers/technicians on troubleshooting and resolving network problems, monitoring overall performance, and conducting upgrades as needed.

Administers user access to network resources and adds, modifies, and deletes user accounts for file/print and dial-in servers.

Administers internal and internet electronic mail gateways.

Diagnoses and repairs or coordinates repair of network hardware.

Monitors performance of server and telecommunications devices (such as hubs, switches, and routers); takes appropriate action to tune and optimize such devices to maximize performance and throughput, and minimize downtime.

Monitors disk capacity and takes appropriate action to ensure adequate disk space is available to networked users, software applications, and attached devices.

Checks and responds appropriately to errors logged by the server and/or network devices.

Maintains accurate and up-to-date documentation (manual or online log file) of all errors of high severity and action taken to correct the error.

Develops, implements, and ensures adherence to system standards/procedures.

Maintains the highest levels of network security and data integrity, including antivirus countermeasures.

Develops, tests, implements, and periodically updates a disaster recovery plan for the enterprise.

Ensures daily or weekly and incremental or full backups are performed and verified, and media is rotated offsite.

Ensures clients can restore files from backup and/or archive.

Provides technical support to end-users.

Maintains knowledge of network-related emerging technologies and evaluates vendor products for potential use within the agency.

Coordinates with NJ Office of Information Technology (NJOIT) and other government agencies to ensure optimal use of network topology, WAN, and wiring infrastructure.

Participates in the capacity planning process to ensure timely and cost-effective advancement of the network.

Prepares annual budget for development, implementation, installation, and termination of network servers and related hardware, software, and telecommunications components.

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1/28/2023

ITEM NUMBER: D- 4

ITEM NAME: ATV Ordinance
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	7/10/2025	Cover Memo

D-

City of Clifton

LAW DEPARTMENT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

(973) 470-5817
FAX: (973) 470-5254

July 10, 2025

Mayor Raymond Grabowski & Members of
the Clifton Municipal Council
City Hall - 900 Clifton Avenue
Clifton, New Jersey 07013

Re: **ATV Ordinance**

Dear Mayor Grabowski and Members of the Municipal Council:

Attached you shall find a memo from the Police Department regarding Paterson's ATV ordinance. In short, the Police Department is of the opinion that the concerns regarding ATV's and dirt bikes are already addressed by state statute and that the Department is addressing ATV incidents consistent with state statute and the Attorney General Guidelines.

Very truly yours,

/s/ *Andrew P. Oddo*

ANDREW P. ODDO
First Assistant Municipal Attorney

APO/kmk
Attachment

Thomas A. Rinaldi
Chief of Police

City of Clifton
POLICE DEPARTMENT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY

FIELD OPERATIONS BUREAU
Office: 973-470-5894
Email: dkester@cliftonpolice.org

Captain Darren Kester
Commander

To: Chief Rinaldi
From: Capt. Kester
Date: July 10th, 2025
Re: Paterson Dirt Bike/ATV Ordinance

Chief,

Lt. Droubi, Sgt. Fogg and I have reviewed Chapter 448 of Paterson's ordinances, entitled "All-Terrain Vehicle, Dirt Bike and Snowmobile Regulation" (adopted 9/27/22). The following concerns have been identified:

1. §448.1 Definitions
    - The term "Dirt Bike" needs to be addressed so that it does not include legally registered, insured and license-plated dual sport motorcycles, adventure bikes, etc. There are dirt bikes that can be legally registered, insured and operated on the street. This definition makes such vehicles illegal to operate and refuel in the City of Paterson, and subjects them to impound and destruction. We can't see how this restriction is legal.

2. §448-2 E. / §448-3 G.
    - These sections attempt to preempt NJSA 39:3-70 which addresses mufflers on vehicles. The additional language on noise control standards can not be enforced by officers as we are not certified decibel meter readers.

3. §448-3 J.
    - This section attempts to preempt NJSA 39:4-50 Driving While Intoxicated

4. §448-5 B.
    - Consideration has to be given to how/where these vehicles will be stored, how the vehicles will be destroyed, the constitutionality of destroying someone's property, and the additional work that will fall on administrative personnel to accomplish this.
5. §448-7
    - We have not seen instances of these vehicles fueling in Clifton. Clifton has been a cut-through for these vehicles traveling from Paterson to Passaic and Newark, and vice versa. Additionally, a gas station attendant would be forced to decide whether a dirt bike is street legal or not.

Clifton Police Officers are governed by the New Jersey Attorney General's Vehicular Pursuit Policy (updated 4/29/2022) and the Clifton Police Department Pursuit and Forcible Stopping Guideline. The AG's Policy does not authorize vehicle pursuits if a vehicle simply fails to stop for police officers, or for simple motor vehicle violations. Clifton's Guideline further averts liability by prohibiting the pursuit of

the types of vehicles addressed in Paterson's ordinance, absent one of several 1st or 2nd degree crimes. Clifton Police Officers actively attempt to initiate motor vehicle stops of these vehicles, however if they fail to pull over for us, a pursuit is not generally authorized. Paterson's ordinance provides no ability to take actions above and beyond the AG Policy.

Nonetheless, Clifton Police Officers continue to address these vehicles without an ordinance similar to Paterson's, while still following the AG's policy and Clifton Guideline:

- On 4/3/25, officers witnessed a group of 10-15 dirt bikes/atvs committing motor vehicle violations along Allwood Road. One of the mopeds became disabled, and an officer conducted a motor vehicle stop. The driver fled on foot and was chased and tackled. He was found to have an active warrant, was charged with 2C:29-1a Obstruction, and issued 20 motor vehicle summonses. The moped was towed, and still sits at the tower's yard, unclaimed.

- On 5/13/25, officers responded to a report of a dirt bike racing up and down Clinton Avenue. Upon arrival, they located a party sitting on a dirt bike parked in the road. The dirt bike was found to have a defaced VIN and the rider was charged with 2C:17-6B Possession of Altered Motor Vehicle Parts, in addition to being issued 24 motor vehicle summonses. The dirt bike was towed, and still sits at the tower's yard, unclaimed.

- On 6/10/25, Passaic PD put out a BOLO for armed robbery suspects that had fled on a moped. Clifton Officers located the moped on Lakeview Avenue, and because of the armed robbery, were permitted to pursue the vehicle. The vehicle crashed a short time later and the driver was apprehended. The moped was determined to be stolen. The driver was charged with 2C:29-2B Eluding, 2C:20-10.2A Receiving Stolen Property and 2C:29-2A(2) Resisting Arrest, as well as 14 motor vehicle summonses. The owner of the moped claimed his stolen property from the tower's yard.

- On 6/23/25, officers attempted to conduct a motor vehicle stop on a moped and it fled from them. Later in the day, the same moped was spotted in Weasel Brook Park, and the driver was standing next to it. Officers approached on foot and were able to detain the juvenile driver. He was issued 4 motor vehicle summonses with further charges pending further investigation. The moped was towed, and still sits in the tower's yard, unclaimed.

The Officers of the Clifton Police Department address the issues of dirt bike/ATV riders to the extent that we are legally permitted to. The proposed Paterson Ordinance adds the ability to destroy these vehicles, which creates administrative work and possible costs of destruction. From the examples above, the vehicles are often not reclaimed by the operators, likely because they are stolen and/or the operator has no way to prove ownership.

Capt. Darren Kester
FOB Commander

Chapter 448 All-Terrain Vehicle, Dirt Bike and Snowmobile Regulation

[HISTORY: Adopted by the City Council of the City of Paterson 9-27-2022 by Ord. No. 22-059. Amendments noted where applicable.]

§ 448-1 Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

ALL-TERRAIN VEHICLE (ATV)
Any all-terrain vehicle that is motor-propelled or contains a motor to assist the operation of said vehicle, and which vehicles are commonly referred to as "dirt bikes," "minibikes," "trail bikes," "motorized sport bikes," "go-carts," "all-terrain vehicles (ATVs)," "trikes," "quads," "snowmobiles," "dune buggies," and "golf carts," etc., which vehicles, by their nature and design, are not intended to be used and operated along paved roads and highways but are intended, rather, to be operated off road, in or upon dirt, sand, mud or similar conditions and to traverse hills, trails and similar-type areas. The definition of ATV includes golf carts and snowmobiles. ATV does not include construction machines, utility vehicles used for business operations, agriculture, yard work, landscaping, snow removal or otherwise being used for their intended purpose.

DIRT BIKE
A motorcycle-type vehicle designed and built with special tires and suspension for riding on unpaved roads and over rough terrain.

OCCUPANT
A person who regularly resides on the property in question.

OPERATE
To ride in or on, other than as a passenger, or use or control the operation of an all-terrain vehicle in any manner within the jurisdiction of the City.

OWNER
Any person who has legal or equitable title to the property on which the ATV or dirt bike is being operated.

PRIVATE PROPERTY
Any land, rights-of-way, roads or other real property owned, maintained, or otherwise under the control of any persons or entity other than the City, and not available for general use by the public.

SNOWMOBILE
A motor vehicle, especially one with runners in the front and caterpillar tracks in the rear, for traveling over snow.

STORAGE FACILTY
Real property designed and used for the purpose of renting or leasing individual storage space to occupants who are to have access to the space for the purpose of storing personal property.
[Added 11-10-2022 by Ord. No. 22-072]

§ 448-2 Operation; use.

[Amended 11-10-2022 by Ord. No. 22-072]

A. Owner or occupant. Only the owner or an occupant or their guests or invitees shall be permitted to operate an ATV, dirt bike, or snowmobile on private property.

B. Access limitation. No person shall go on or cross the land of another to operate an ATV, dirt bike, or snowmobile without the written permission of the landowner, which written permission shall be carried on the person of the operator. No person shall use state or City roads to gain access to the land used for ATV, dirt bike, or snowmobile vehicle operation.

C. Maximum numbers, facilities and events.

(1) The operation of more than four ATVs, dirt bikes, and/or snowmobiles at one time requires an event permit from the City, provided the event is otherwise a permitted use under applicable City zoning and other ordinances.

(2) Where one or more structures, a track, a course, or one or more obstacles, including dirt mounds, are installed or arranged for use by ATVs, dirt bikes, and/or snowmobiles regulated under this section, a permit shall be obtained from the City, where the permit would not otherwise be in violation of City ordinances. Proper erosion and sedimentation controls shall be installed prior to use by the vehicles governed under this section.

D. Time limitations. It shall be unlawful for any person, corporation, partnership or any other entity to operate an ATV, dirt bike, or snowmobile for recreational purposes between the hours of 9:00 p.m. and 7:00 a.m. Operation of ATVs, dirt bikes, and snowmobiles will be limited to a one-hour session with a three-hour rest before the next operation of the vehicle. The rest period must he provided to prohibit disturbance of the peace within the City. Operation within this prohibited time period shall be considered a disturbance of the peace with the City.

E. Noise limitation. No person shall operate an ATV, dirt bike, or snowmobile without an effective and suitable muffling device on its engine which efficiently deadens or muffles the noise of the exhaust. At no point shall the sound intensity produced by an ATV, dirt bike, or snowmobile exceed the noise control regulation standards defined in Chapter 337 of the Paterson Code.

F. Speed limitation. No person shall operate an ATV, dirt bike, or snowmobile at a speed greater than that is reasonable and prudent considering the existing conditions.

G. Environmentally sensitive area limitation. No person shall operate, allow or permit the operation of an ATV, dirt bike, or snowmobile within a stream, creek, waterway, drainage way, wetland, or erosion-sensitive area, floodplain, or within 50 feet of such an environmentally sensitive area.

§ 448-3 **Prohibited acts.**

It shall be unlawful to operate an ATV, dirt bike, or snowmobile in the following locations and/or manner:

A. Upon public property, streets, and sidewalks at any time without express consent or permit issued by the governmental agency in control of stated property, which shall include easements granted to the City including the same or similar restrictions.

B. On any public or school grounds, park property, playgrounds, recreational areas, cemeteries and/or burial grounds, and/or golf courses without the express written permission to do so by the proper public authority.

C. On any private property generally open to the public, such as shopping centers and/or malls.

D. In violation of the requirements and regulations of the Department of Motor Vehicles of the State of New Jersey. Should the Department of Motor Vehicles require registration or licensing of said vehicles, then it shall be unlawful to operate said vehicle without proper registration and licensing.

E. In a manner that is disturbing and bothersome to adjoining property owners.

F. In a manner which causes, or otherwise results in, the propulsion of sand, dirt, dust, rocks, gravel or other similar materials beyond a property line.

G. Without an operable muffler or other similar device to reduce the sound emitted from the vehicle.

H. On or near any public roadway so as to cause operators of other motor vehicles to take evasive or irregular action to distance said motor vehicle(s) from an ATV or dirt bike.

I. Upon any private street, easement or right-of-way within the City of Paterson without the written permission of the owner of the private street or right-of-way.

J. While under the influence of liquor, drugs or any substance that impairs the driver's ability to operate the vehicle to any extent.

§ 448-4 **Property subject to forfeiture.**

[Amended 11-10-2022 by Ord. No. 22-072]

This chapter declares that the use of an all-terrain vehicle, dirt bike, and snowmobiles operated on any public street, highway, or right-of-way in Paterson in violation of § 17 of P.L. 1973, c. 307 (N.J.S.A. 39:3C-17) poses an immediate threat to the public health, safety, or welfare and designate such all-terrain vehicles or dirt bikes so operated as contraband subject to forfeiture in accordance with the provisions of N.J.S.A. 2C:64-1 et seq. and the fines, prohibitions, and fees stated herein are in addition to the prohibitions, fines, penalties, impoundment and forfeiture as provided by state statute N.J.S.A. § 39:3C-17 and § 39:3C-35. Any interest in ATVs, dirt bikes, and snowmobiles operated in violation of this chapter shall be forfeited and no property right shall exist in them. These shall be designated prima facie contraband.

§ 448-5 **Forfeiture.**

A. A law enforcement officer may remove any ATV, dirt bike, or snowmobile and effect forfeiture if:

   (1) The identity of the operator or owner of the ATV, dirt bike or snowmobile is unknown to the officer;

   (2) The operator of the ATV, dirt bike, or snowmobile has no evidence of permission to operate on private property;

   (3) The operator of the ATV, dirt bike, or snowmobile has violated any provision of this chapter;

   (4) The ATV, dirt bike, or snowmobile was involved in an accident causing serious injury or death.

B. Property which has been forfeited may be destroyed if it can serve no lawful purpose or it presents a danger to the public health, safety or welfare.
[Amended 11-10-2022 by Ord. No. 22-072]

C. All forfeited property or any proceeds resulting from the forfeiture shall become the property of the entity funding the prosecuting agency involved and shall be disposed of, distributed, appropriated and used in accordance with the provisions of this chapter.

§ 448-6 **Violations and penalties for §§ 448-2 through 448-5.**

A. Any person who violates any provision of this chapter shall, upon conviction thereof, pay a fine not to exceed $500 for the first offense. Second offenses shall not to exceed $750 and subsequent offenses are subject to fines of $1,000 and up to $2,000 and/or imprisonment for a term not exceeding 90 days. All fines are payable to the City of Paterson, plus reasonable towing and storage costs.

B. In addition to the penalties, fines, and feed outlined in this section, the ATV, dirt bike, or snowmobile shall be forfeited in accordance with § 448-4 and § 448-5 of this chapter. This

chapter is in addition to the prohibitions, fines, penalties, impoundment and forfeiture as provided by state statute N.J.S.A. § 39:3C-17 and § 39:3C-35.
[Amended 11-10-2022 by Ord. No. 22-072]

§ 448-7 Disbursing from gas stations.

[Added 11-10-2022 by Ord. No. 22-072]

A. It shall be unlawful and pose an immediate threat to the public health, safety and welfare of the residents of the City of Paterson for any person owning a gas station in the City of Paterson disbursing gas from gas pumps located on said property to the general public to disburse or allow to be disbursed gasoline directly into any all-terrain vehicle, dirt bike or snowmobile. It shall be lawful to distribute gasoline directly into an all-terrain vehicle, dirt bike, or snowmobile driven to a gas station on a properly registered trailer, truck, or other lawful means of conveyance.

B. It is not a violation of § 448-7 if the gas station employee/owner feels he/she would be subject to physical harm if they did not disburse or allowed to be dispersed gasoline to the all-terrain vehicle, dirt bike or snowmobile, so long as the employee/owner immediately reports the activity to the City of Paterson Police Department Communications Center once safe to do so, but in no instance longer than one hour after the riders have departed the property.

§ 448-8 Storage facility access.

[Added 11-10-2022 by Ord. No. 22-072]

It shall be unlawful and pose an immediate threat to the public health, safety and welfare of the residents of the City of Paterson for any person owning a storage facility that allows a person to deliver or remove an all-terrain vehicle or dirt bike to or from a storage facility that is not driven to the storage facility on a properly registered vehicle, truck, or other lawful means of conveyance.

§ 448-9 Violations and penalties for §§ 448-7 through 448-8.

[Added 11-10-2022 by Ord. No. 22-072]

Any person who shall be convicted of a violation of the terms and conditions of this chapter shall pay a fine of not less than $500 nor more than $1,000 for the first offense and not less than $1,000 nor more than $2,000 for any subsequent offense within a calendar year.

ITEM NUMBER: D- 5

ITEM NAME: Emergency Orders Regarding Property Maintenance
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	7/10/2025	Cover Memo

D-

City of Clifton

LAW DEPARTMENT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

(973) 470-5817
FAX: (973) 470-5254

July 10, 2025

Mayor Raymond Grabowski & Members of
the Clifton Municipal Council
City Hall - 900 Clifton Avenue
Clifton, New Jersey 07013

Re: **Emergency Orders Regarding Property Maintenance**

Dear Mayor Grabowski and Members of the Municipal Council:

At the last meeting the Council discussed the issue of property maintenance, particularly property owners who do not cut their grass and how long it takes before the City can take action against delinquent property owners. When this issue came up previously, the Zoning Officer instituted changes described in the attached email. The City's current ordinance provides for enforcement in the shortest amount of time allowed by the State statute.

Very truly yours,

/s/ *Andrew P. Oddo*

ANDREW P. ODDO
First Assistant Municipal Attorney

APO/kmk
Attachment

From: Rodgers, Brian <Brodgers@cliftonnj.org>
Sent: Wednesday, July 9, 2025 3:27 PM
To: Oddo, Andrew <aoddo@Cliftonnj.org>
Cc: Egan, Thomas <tegan@cliftonnj.org>; DeRosa, Scott <sderosa@cliftonnj.org>
Subject: UNCUT GRASS ENFORCEMENT PLAN

Andy
Below and attached you will see the plan that was implemented in 2023. This procedure was implemented after several property owners claimed that they were not notified prior to the city cutting the grass. In light of the council's outcries earlier this year about the procedure, I have further expedited the process by having the inspectors post the emergency order directly on vacant houses the same day as it is mailed (below in red). This way if the certified mail is not received, the house would be already be posted and documented and we have the grass cut after 10 days of failure to respond. Let me know if you would like to discuss further.

Thanks

Brian

From: Rodgers, Brian
Sent: Wednesday, September 13, 2023 9:00 AM
To: Egan, Thomas <tegan@cliftonnj.org>; Villano, Dominick <dvillano@cliftonnj.org>
Cc: Bolcato, Liana <lbolcato@cliftonnj.org>
Subject: REVISED ENFORCEMENT PLAN

Tom/Nick
As previously discussed, the revised procedure for enforcement of uncut grass and overgrowth will be as follows:

1. Upon initial inspection of a violation; A notice of violation will be sent to the property owner, registered agent, mortgage holder, etc.
2. After 10 calendar days, if the property is still in violation; a court summons will be issued and an emergency order will be implemented ***Vacant properties posted***
3. After 10 calendar days (of receipt of the emergency order), if the property is still in violation; we will contact the landscaper, have the necessary work completed and initiate the lien.
4. Any further violation would then start the process over at step 2 with a court summons and emergency order.
5. Any property owner that fails to receive the emergency order by certified mail; the order will be posted on the front door of the building at which time they will be given 10 days to abate the violation. (***For vacant properties, this occurs at step 2)

I have attached a copy of the revised emergency order for your review, kindly advise if this new procedure is acceptable. If so, we can begin to implement immediately.

Thanks
Brian

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DOMINICK VILLANO
City Manager

City of Clifton

OFFICE OF THE CITY MANAGER
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

TEL: (973)-470-5854
(201)-303-8749
FAX: (973) 470-5265
dvillano@cliftonnj.org
www.cliftonnj.org

DATE:

Via USPS Regular Mail Certified
Mail Return Receipt Requested

OWNER
ADDRESS
CITY STATE ZIP

RE: Block - Lot

EMERGENCY ORDER

An emergency exists at the premises known as ADDRESS which affects the public health, safety and welfare. It is ORDERED, therefore, that:

** PROPERTY REQUIRES CLEAN-UP / Overgrowth

273-11 J – Safety and sanitary maintenance requirements.

Every building, dwelling and dwelling unit and all other areas of the premises shall be clean and free from garbage or rubbish and other hazards to safety. Lawns, hedges and bushes shall be kept trimmed and shall not be permitted to become overgrown and unsightly. Brush, weeds, uncut grass and/or obnoxious growths shall not exceed six inches in height

All work must be completed within 10 days after receipt of this letter.

In the event that you fail to abate the aforesaid hazards within 10 days from the date receipt of this letter, the City of Clifton will authorize all necessary work to be done and for a lien to be filed against the premises for the costs of the same.

If you have any questions about this Order, please call Inspector: in the housing department at Phone number

_____ Date _____

Dominick Villano City Manager

New Jersey Statutes Annotated
Title 40. Municipalities and Counties
Subtitle 3. Municipalities Generally (Refs & Annos)
Chapter 48. General Powers (Refs & Annos)
Article 1. General and Regulatory Powers

N.J.S.A. 40:48-2.13

40:48-2.13. Removal or destruction of brush, weeds, debris, etc., constituting fire hazard or injurious to public health or safety from lands or dwelling; ordinances authorized

Currentness

The governing body of every municipality shall have power to make, enforce, amend and repeal ordinances requiring the owner or tenant of a dwelling or lands lying within the limits of such municipality, where it shall be necessary and expedient for the preservation of the public health, safety, general welfare or to eliminate a fire hazard, to remove from such lands or dwelling or destroy brush, weeds, including ragweed, dead and dying trees, stumps, roots, obnoxious growths, filth, garbage, trash and debris within 10 days after notice to remove or destroy the same, and to provide for the removal or destruction of the same by or under the direction of some officer of the municipality in cases where the owner or tenant shall have refused or neglected to remove or destroy same in the manner and within the time provided above, and to provide for the imposition of penalties for the violation of any such ordinance. For the purposes of this section, garbage shall not include solid waste stored in such a way that it is accessible to and likely to be strewn about by animals such as but not limited to dogs, cats, raccoons, birds or rodents pursuant to section 1 of P.L.1994, c. 167 (C.40:48-2.13a).

Credits

L.1943, c. 71, p. 280, § 1, eff. April 6, 1943. Amended by L.1968, c. 94, § 1, eff. June 21, 1968; L.1994, c. 167, § 2, eff. Dec. 20, 1994.

N. J. S. A. 40:48-2.13, NJ ST 40:48-2.13
Current with laws through L.2023, c. 64 and J.R. No. 10.

End of Document

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ITEM NUMBER: D- 6

ITEM NAME: Landscape Permits/Dumping Fees
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	6/12/2025	Cover Memo

D-

City of Clifton

LAW DEPARTMENT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

(973) 470-5817
FAX: (973) 470-5254

June 6, 2025

Mayor Raymond Grabowski and Members of
the Clifton Municipal Council
900 Clifton Avenue
Clifton, New Jersey 07013

Re: Landscape Permits/Dumping Fees

Dear Mayor Grabowski & Council Members:

Attached please find a memo and detailed analysis from Jason Vanwinkle, the Director of Public Works regarding the landscaper permits and dumping fees that is appearing on the agenda as a discussion item.

Thank you for your attention in this matter. Please contact me should you have any questions.

Very truly yours,

THOMAS M. EGAN
First Assistant Municipal Attorney

TME/ssj
Attachment

Egan, Thomas

From: Vanwinkle, Jason
Sent: Thursday, June 5, 2025 10:35 AM
To: DeMarzo, Gary; Egan, Thomas
Cc: Oddo, Andrew; Lapczynski, Janet
Subject: Analysis of landscaper dumping at DPW and Ordinance change
Attachments: Analysis of Surrounding Municipalities.xlsx; Landscaper Ordinance.docx; Memo to City Manager.docx; RER Resolutions R059-23 and amendment R281-25.pdf; Vendor Backup.pdf; 2025 Permit-ApplicationForm.doc

Gary/Tom,

Please see attached memo and supporting documentation for the landscaper dumping of vegetative waste and leaves at DPW. Currently the City of Clifton is absorbing the additional cost of landscapers registered to dump with the city. The landscapers are paying us less than the cost under contact for us to dispose of vegetative waste and leaves. This also does not cover any additional operational costs. Further more we took a poll from some surrounding towns and we are the only one that allow landscapers to dump at our Public Works yard. Most landscaper dump at a private facility.

We have attached a memo for council discussion and a recommended ordinance change. We have also supplied private vendor backup and a polling sheet with comment from other towns.

The recommendation is to either raise the fees to be sustainable or do away with the program all together and have the landscapers dump at private facilities. Keep in mind we will have to continually monitor rates as our yearly contracts change to be competitive.

Janet and I are open for discussion if would like to have a meeting about this.

Thank you,

JASON VAN WINKLE CPWM, CRP
DIRECTOR OF PUBLIC WORKS
CITY OF CLIFTON PUBLIC WORKS
307 EAST 7TH STREET
CLIFTON NJ 07011

PHONE 973 470 2237
EMAIL JVANWINKLE@CLIFTONNJ.ORG
FAX 973 340 7049

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City of Clifton
Department of Public Works

INTEROFFICE MEMORANDUM

To: Gary DeMarzo – Interim City Manager

CC: Tom Eagan – City Attorney

From: Jason Vanwinkle, Director of Public Works

Date: June 5, 2025

Re: Landscape Permit/Dumping Fees

The Department of Public Works, after a thorough review of our operating costs, have found that our current dumping fees have not covered the associated expenses in the past several years. After careful financial review, it has come to our attention that the existing fees are no longer sustainable and are resulting in a consistent operational loss.

Currently, the dumping fees for landscapers are:

- 0-5 yards are $ 60.00 which equals $12.00 a yard
- 6-10 yards are $120 which equals $12.00 a yard
- 11-15 yards are $180 which equals $12.00 a yard

As per the current contract with RER Supply, LLC the City of Clifton's pays $15.07 per cubic yard from March to October and $8.02 per cubic yard for leaves during November and December.
One may think that the City makes revenue during the months of November and December during leaf season, however, as per the current ordinance a landscaper receives one (1) free dump for every two (2) dumps they purchase from March to October that they can utilize to dump from November and December.

The total cubic yards dumped by landscapers at the Public Works facility from March to October was 3,680 cubic yards. At the current price of $12.00 the landscaper revenue for the city was $44,160.00. During leaf season (November and December) the amount dumped by landscapers

was 1,655 cubic yards. All the free dump tickets the landscapers received were utilized for those dumps. As a result, there was no revenue for the City of Clifton for leaf season.

RER Supply costs for vegetative landscaper dumps for 3,680 cubic yards at $15.07 per cubic yard was $55,457.60. The leaves dumped by landscapers were 1,655 cubic yards and the cost to the City of Clifton was $13,273.10.

In the calculations below you will also note that there is a small profit in the row labeled ***landscaper permits***. A landscaper who landscapes in the City of Clifton must obtain a permit at Public Works to work in Clifton. The landscapers who have obtained a State License through the State are exempt from any of Clifton's required permit fees unless they choose to dump at the Public Works facility. The fee for a permit and one truck is currently $50.00 and any additional truck is $25.00 per truck. If a landscaper seeks to dispose of grass or other vegetative waste at our facility the permit/dump decal is $100.00 per year for Clifton based landscapers and $400.00 for non-Clifton based landscapers with a $25.00 fee for any additional trucks.

	CUBIC YARDS DUMPED (March to October)	CUBIC YARDS - LEAVES (November/December)	
City of Clifton	3,680	1,655	
PRICE PER CUBIC YARD (March to October)	$12.00	$0.00	
	$44,160	0	
City of Clifton Total Revenue			**$44,160**

	CUBIC YARDS DUMPED (March to October)	CUBIC YARDS - LEAVES (November/December)	
RER Supply, LLC	3,680	1,655	
PRICE PER CUBIC YARD (March to October)	-$15.07	-$8.02	
	(55,457.60)	(13,273.10)	
Total Paid to RER			**($68,730.70)**

Landscaper Permits	$4,030.00
Clifton Revenue	$44,160.00
RER Payment	($68,730.70)
Total Loss	**-$20,540.70**

As you can see the City of Clifton has been absorbing the cost for the landscaper's dumping and disposal program at the Public Works facility.

We went further into our research and made inquiries with local facilities where vegetation is dumped for a fee. We have included three (3) local vendors where landscapers dump their customers' vegetation/leaf waste with their current prices they charge said landscapers. We compared the fees to Clifton's fees vs. the fees of the vendor's below and what the vendor would profit if the landscapers brought the 2024 cubic yard amount to said vendor:

Mixed Yard Waste Revenue Comparison				
	City of Clifton	Environmental Renewal (Woodland Park)	Nature's Choice	RER Supply
Landscaper pays per yard	$12.00	$29.00	$32.00	$32.00
Total yards dumped @ DPW (2024)	3,680	3,680	3,680	3,680
Total =	**$44,160**	**$106,720**	**$117,760**	**$117,760**

Leaves Waste Revenue Comparison				
	City of Clifton	Environmental Renewal (Woodland Park)	Nature's Choice	RER Supply
Landscaper pays per yard	$8.02	$14.00	$18.00	$12.85
Total yards dumped @ DPW (2024)	1,655	1,655	1,655	1,655
Total =	**($13,273.10)**	**$23,170.00**	**$29,790.00**	**$21,266.75**

In addition, the Public Work's office staff and the loader operator that manages the dumped vegetative debris give a portion of their day to the landscaper program. Every February the office staff mails the landscaper license application to all previously registered landscapers. Once the landscapers fill out their applications and have all the required insurance information they come in and the office staff check the said application. The staff confirms the yardage of each truck; writes receipt for the payment the landscaper is responsible for and gives them the correct decal(s). When the Public Work's facility opens to dumping the landscaper comes upstairs to sign in the Landscaper sign in book. The office staff then sends out a text message to our loader operator to let him know so-and-so is dumping. This helps avoid anyone coming into the yard and dumping at taxpayers' expense. At the end of every month the office staff tallies up the cost for each landscaper's dumps based on the sizes of each truck and forwards them a total that is owed to the City of Clifton.

We took the office staff and loader's salaries into consideration for this program as well. Below please find the total Department of Public Works Net Cost/Loss:

Landscapers' Program: Department of Public Works Net Costs

Landscapers' Dumping Fees:	($20,540.70)
Landscapers' Permit/Registration Fees:	$ 4,030.00
DPW Office Resources:	
Employee #1 - 5% of $68,000.00	($3,400.00)
Employee #2 - 10% of $60,260.72	($6,026.00)
Employee #3 - 15% of $60,000.00	($9,000.00)
DPW Loader Fees (removal of debris):	($10,682.00)

DPW Total Net Loss:	($45,618.70)

If we had changed the dumping fee to $27.00 a cubic yard and the leaf dumping fee to $12.00 a cubic yard in 2023 to 2025 the following would have been the revenue to the City of Clifton based on the cubic yard numbers from 2024 dumped at Public Works.

	CUBIC YARDS DUMPED (March to October)	CUBIC YARDS - LEAVES (November/December)
City of Clifton	3,680	1,655
PRICE PER CUBIC YARD (March to October)	$27.00	$12.00
	$99,360	$19,860
City of Clifton Total Revenue		**$119,220**

	CUBIC YARDS DUMPED (March to October)	CUBIC YARDS - LEAVES (November/December)
RER Supply, LLC	3,680	1,655
PRICE PER CUBIC YARD (March to October)	-$15.07	-$8.02
	($55,457.60)	($13,273.10)
Total Paid to RER		**($68,730.70)**

Landscaper Permits	$4,030.00
Clifton Revenue	$119,220.00
Employee %	($29,108.00)
RER Payment	($68,730.70)
Revenue for the City of Clifton	**$25,411.30**

In 2026 the contract with RER Supply changes to $16.52 per cubic yard from March to October and $8.76 per cubic yard for leaves during November and December. We suggest raising the amount every year by $1.00 to every cubic yard of vegetative waste and $1.00 for leaves. For example, the following would be the revenue to the City of Clifton based off the cubic yard numbers from 2024 dumped at the Public Works.

	CUBIC YARDS DUMPED (March to October)	CUBIC YARDS - LEAVES (November/December)
City of Clifton	3,680	1,655
PRICE PER CUBIC YARD (March to October)	$28.00	$13.00
	$103,040	$21,515
City of Clifton Total Revenue		**$124,555**

	CUBIC YARDS DUMPED (March to October)	CUBIC YARDS - LEAVES (November/December)
RER Supply, LLC	3,680	1,655
PRICE PER CUBIC YARD (March to October)	-$16.52	-$8.72
	($60,793.60)	($14,431.60)
Total Paid to RER		**($75,225.20)**

Landscaper Permits	$4,030.00
Clifton Revenue	$124,555.00

Employee %	($29,108.00)
RER Payment	($75,225.20)
Revenue for the City of Clifton	**$24,251.80**

To not burden the taxpayers with further loss the landscapers' dumping fees need to be increased to fair market value and request change to the current ordinance governing the landscaper dumping fees.

We respectfully request that the Mayor and Council consider placing this ordinance amendment on the agenda for discussion and approval at an upcoming meeting. We have prepared all necessary supporting documentation, including cost breakdowns and proposed fee structures, to assist in your review.

MUNICIPALITY	NOTES:
Montclair	No Dumps for vegetative waste at their facility by any residents or landscapers. The town has a contractor and they haul the vegetative waste to a facility. All Landscapers are required to haul away all debris at locations they work at and are not permitted to leave at the location they worked at.
Passaic	No Dumps for vegetative waste at their Passaic Public Works facility by any residents or landscapers. The town has a contractor and they haul the vegetative waste to Passaic Public Works and then a contractor comes and picks it up. All Landscapers are required to haul away all debris at locations they work at and are not permitted to leave at the location they worked at.
Little Falls	Little Falls Public Works staff picks up the vegetative waste (No Contractor). Residents are permitted to drop off vegetative waste. Landscapers are not permitted to drop off any debris at their facility. All Landscapers are required to haul away all debris at locations they work at and are mot permitted to leave at the location they worked at.
Garfield	Garfield Public Works staff picks up the vegetative waste (No Contractor). Residents are permitted to drop off vegetative waste. Landscapers are not permitted to drop off any debris at their facility. All Landscapers are required to haul away all debris at locations they work at and are mot permitted to leave at the location they worked at.
Wayne	No Dumps for vegetative waste at their facility by any residents or landscapers. The town has a contractor and they haul the vegetative waste to a facility. All Landscapers are required to haul away all debris at locations they work at and are not permitted to leave at the location they worked at.

§ 296-1**Definitions.**

As used in this chapter, the following terms shall have the meanings indicated:

ADOPT-A-SPOT PROGRAM

A voluntary program in the City in which landscapers agree to maintain designated locations approved by the ***City Manager*** at the landscapers' expense in accordance with standards established by the City.

ANNUAL LICENSE

A license issued by the Director of the Department of Public Works of the City of Clifton for the purposes stated.

CUSTOMER

Anyone who employs the services of a landscaper to perform the services of maintaining, cutting, cleaning or raking property within the City of Clifton.

LANDSCAPE CONTRACTOR

The same as a landscaper.

LANDSCAPER

A person or persons doing business with five or more residential and/or commercial customers for the purpose of maintaining, cutting, cleaning, raking or performing similar activities on property within the City of Clifton.

LANDSCAPER DISPOSAL FEE

A fee charged by and payable to the City of Clifton to dispose any cuttings, clippings and/or waste material at a location directed by the Director of the Department of Public Works of the City of Clifton.

LICENSE FEE

The fee charged by and payable to the City of Clifton to obtain a license as a landscaper.

VEHICLE

Any commercial vehicle required to be registered with the New Jersey Department of Motor Vehicles for use on local roads and highways and used by a landscaper in the performance of his work in the City of Clifton.

§ 296-2**License required; decal.**

A.

All landscapers performing landscaping services within the City of Clifton shall be required to obtain a license in order to offer their services in the City of Clifton. A license shall be required for each vehicle the landscaper owns or operates within the City of Clifton. Said license shall be obtained from the Director of the Department of Public Works prior to ***January 1***

each calendar year. Landscapers who have obtained a State License must submit their state license certificate to the Department of Public Works. State license holders are exempt from all Clifton permit fees unless they chose to dump at the Public Works facility.

B.

Proof of licensure will be demonstrated by the issuance of and the display of a decal, which shall be issued to each licensee and displayed on the front driver's side bumper of each vehicle that the landscaper owns or operates in the City of Clifton. All expired decals issued by the City of Clifton must be removed from all vehicles within five days of the expiration of the decal. Landscapers who hold a State License must have a current copy of state license in every vehicle that the landscaper operates in the City of Clifton.

§ 296-3**Application for license.**

A.

Applications for licensing as required by this chapter shall be made to the Director of the Department of Public Works of the City of Clifton, located at 307 East 7th Street, under oath, on a form furnished by him.

B.

The application shall set forth the following information:

(1)

The applicant's name, business name, business address and telephone number.

(2)

Whether the applicant is an individual, a partnership, a corporation or any other entity and, if another entity, a full explanation and description thereof.

(3)

If the applicant is an individual, the applicant's residence address and date of birth.

(4)

If the applicant is a partnership, the full names, residence addresses, dates and places of birth of each partner.

(5)

If the applicant is a corporation or other entity, in the case of a corporation, the full names, residence addresses, dates and places of birth of each major officer and each stockholder, the name and address of the registered

agent and the address of the principal office; in the case of another entity, the full name, residence address, date and place of birth of each person owning or having any interest, either legal or equitable, aggregating in value 10% or more of the total capital of said entity, the name and address of the registered agent, if any, and the address of the principal office. The term "stockholder," as used herein, means and includes any person owning or having an interest, either legal or equitable, in 10% or more of the stock issued and outstanding of the applicant corporation.

(6)

Whether the applicant or any partners, officers or stockholders thereof have ever been arrested or convicted of a crime and, if so, the name of the person arrested or convicted, the date of arrest, the crime or charge involved and the disposition thereof. The term "officers," as used herein, means and includes the president, vice president, secretary and treasurer of a corporate applicant.

(7)

The number of years the applicant has been in business at its present business address or at any prior location, including the addresses of such prior locations, if any.

(8)

The make, year and commercial license plate of each vehicle to be licensed.

(9)

The applicant must submit proof of general liability insurance coverage in the amount of at least $500,000, motor vehicle liability insurance in the minimum amount generally required by applicable state statutes and workers' compensation insurance in the form of a current, original certificate of insurance or policy declaration page showing that the applicant has obtained and possess each such form of insurance from a duly licensed commercial insurance company.

C.

Landscapers who fail to apply for a license on or before April 1 will not be issued a dumping permit for that calendar year.

[Amended 4-3-2012 by Ord. No. 7009-12]

§ 296-4**Compliance required.**

Every landscaper operating within the City of Clifton shall be required to comply with the following:

A.
The name of the landscaping company shall be clearly indicated on both sides of any vehicle used in the operation, shall be no less than three inches in height and shall include the name, address and telephone number.

B.
If a landscaper wants to dispose of any cuttings, clippings and/or waste material at a location directed by the Director of the Department of Public Works of the City of Clifton, the landscaper shall be required to provide the City of Clifton with a list of its customers in the City of Clifton. The landscaper shall only dispose of said materials from properties located within the City of Clifton.

§ 296-5**License fees; terms; dumping fees.**

A.
Upon filing such application, the applicant shall pay to the Department of Public Works a fee of $50 for the first truck and $25 for each additional truck, made payable to the City of Clifton. Any fraction of a year will be considered a full year for the purposes of this section.

B.
The term of such license shall expire on December 31 of the calendar year in which such license is issued.

C.
Such license shall be renewed by the Director of the Department of Public Works upon payment by the applicant to the Director of the Department of Public Works of an annual renewal fee of $50 for the first truck and $25 for each additional truck, made payable to the City of Clifton. Such renewal shall be for the calendar year in which such renewal occurs.

D.
In the event that a landscaper seeks to dispose of other vegetative waste at a location designated by the Director of the Department of Public Works in accordance with § **296-4B** hereof, there shall be a landscaper disposal fee of $100 per year for any landscaper having its principal place of business in the City of Clifton, and $400 per year for non-Clifton-based landscapers.
[Amended 5-5-2015 by Ord. No. 7212-15]

E.
Dumping fees.

[Amended 4-3-2012 by Ord. No. 7009-12; 5-5-2015 by Ord. No. 7212-15; 5-7-2019 by Ord. No. 7510-19]

(1)

Any landscaper wishing to dump vegetative waste, including leaves, at the Department of Public Works yard shall pay the following fees, in addition to the annual disposal fee:

Truck Capacity (cubic yards)	Fee Per Load
0 to 5	~~$60~~ $140
6 to 10	~~$120~~ $280
11 to 15	~~$180~~ $420

(2)

~~For each two loads of vegetative waste dumped at the Department of Public Works facility between March 20 and October 31, a landscaper shall be given a voucher for one equivalent free load of leaves to be dumped between November 1 and December 31.~~

(3)

~~Landscapers not paying to dump vegetative waste from March 20 thru October 31 will not receive any vouchers and will be required to pay the full price to dump leaves after November 1, in accordance with the fees shown in Subsection E(1) above.~~

(4)

If a landscaper participates in the Adopt-A-Spot program, that landscaper shall receive an additional credit of $200 toward dumping fees for each Adopt-A-Spot location he or she maintains. Landscapers who participate in the Adopt-A-Spot program must maintain each Adopt-A-Spot location at least once every two weeks. Grass, hedges and bushes shall be kept trimmed and shall not be permitted to become overgrown and unsightly. Each location shall be in compliance with the standards of the property maintenance and other applicable ordinances of the City of Clifton.

§ 296-6**Revocation of license.**

If any person licensed in accordance with the provisions of this chapter shall be convicted of violating any statute, ordinance or regulation in the execution of any work for which a permit is required by the applicable ordinances of the City of Clifton relevant to landscaping, the Director of the Department of Public Works shall revoke the license immediately. The Director of the Department of Public Works shall not restore such license

during such time as the violation for which such conviction was obtained, exists or remains.

§ 296-7**Relicensing after revocation.**

Any person whose license has been revoked under the provisions above may be relicensed by the Director of the Department of Public Works when the grounds upon which such license was revoked are removed or corrected and upon payment of the fee prescribed herein.

§ 296-8**Violations and penalties.**

A.

Any person who violates any provision of this chapter, other than disposal requirements, shall, upon conviction thereof, be punished by a fine not exceeding $500 or by imprisonment for a term not exceeding 90 days, or both. A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

B.

Any person who violates the disposal requirements of this chapter shall, upon conviction thereof, be punished by a fine not exceeding $1,000, or by imprisonment for a term not exceeding 90 days, or both. A separate offense shall be deemed committed for each violation of this provision.

By using *eCode360* you agree to be legally

R059-23

Contract # 22-133.

RESOLUTION AWARDING BID CONTRACT FOR VEGETATIVE WASTE DISPOSAL TO RER SUPPLY LLC

WHEREAS, pursuant to resolution R403-22, adopted on September 6, 2022, Council authorized advertising for Vegetative Waste Disposal Services; and

WHEREAS, On October 12, 2022 the City received two bids which substantially exceeded appropriations, and Council rejected the same, and authorized readvertising for bids pursuant to R502-22, adopted November 1, 2022; and

WHEREAS, on Thursday December 8, 2022, the Purchasing Agent received and opened two sealed bids One from R.E.R Supply and other from Nature's choice in accordance with N.J.S.A. 40A:11-1 et seq., and RER Supply LLC was found to be the lowest responsive and responsible bidder; and

WHEREAS, the Public Works Director recommends an award of three (3) years to RER supply LLC located at 4 South Corporate Drive Riverdale, NJ 07547, with the following options:
Below is the list of bidders along with their respective bids for Option 1: Delivered by Scavengers or City Vehicles

Description/Item Number	R.E.R Supply (1/1/2023-12/31/2025)
Item# 4 Brush Waste Disposal - 18000 cubic yards	$7.24/Cubic Yard
	Total: $130,320.00
Item# 10	$10.77//Cubic Yard
Tree Stumps & Logs Transported 6000 cubic yards	Total: $64,620.00
Total Contract Price A:	**$194,940.00**

	Option Year One		Option Year Two
Item Number/Description	1/1/2026- 12/31/2026	Item Number/Description	1/1/2027-12/31/2027
Item #5 - Disposal of Brush approximately 6000 cubic yards @ $7.98 per cubic yard	$47,880.00.00	Item #6 - Provide Disposal of Brush approximately 6000 cubic yards @ $8.38 per cubic yard	$50,280.00
Item#11 Disposal of Logs & Stumps 2000 cubic yards @ $11.49 per cubic yard	$22,980.00	Item#12 Disposal of Logs & Stumps 2000 cubic yards @ $11.98 per cubic yard	$23,960.00
Total Contract Price	**$70,860.00**		**$74,240.00**

Below is a list of bidders along with their respective bids for Option 2 : Transported by Contractor

Description/Item Number	R.E.R Supply (1/1/2023-12/31/2025)
Item# 13 Disposal of Vegetative Waste -45000 cubic yards	$15.07/Cubic Yard
	Total: $678,150.00
Item#19	$8.02/Cubic Yard
Leaves Collected from DPW Yard 30,000 cubic yards	Total: $240,600.00
Total Contract Price: B	**$918,750.00**

Item Number/Description	Option Year One 1/1/2026- 12/31/2026	Item Number/Description	Option Year Two 1/1/2027-12/31/2027
Item #14 - Veg Waste Disposal-15000 cubic yards @$16.52 c/y	$247,800.00	Item #15 - Veg Waste Disposal 15,000 cubic yards @ $12.94 c/y	$259,650.00
Item #20 – Leaves-10,000 cubic yards @ $8.76 c/y	$87,600.00	Item #21 – Leaves -10,000 cubic yards @ $9.16 c/y	$91,600.00
Total Contract Price:	**$335,400.00**		**$351,250.00**

Hence the total amount of the contract for three years will be A+B = $1,113,690.00 for the term of three years (1/1/2023 to 12/31/2025)

R281-25

AUTHORIZING AMENDMENT OF RESOLUTION R059-23, ADOPTED JANUARY 17,2023, FOR VEGATATIVE WASTE DISPOSAL TO LOW BIDDER

WHEREAS, pursuant to Resolution 059-23, the City of Clifton authorized a contract for Disposal of Vegetative Waste on January 17,2023 to RER Supply, LLC; and,

WHEREAS, the contract award to RER Supply, LLC, was for a period of three-years, for a total contract amount of $918,750.00, based on estimated annual amounts; and,

WHEREAS, a scrivener's error was identified in the per cubic yard price for Option Year 2 (January 1, 2027 through December 31, 2027) under Item #15 – Vegetative Waste Disposal, which was incorrectly stated as $12.94 per cubic yard; and

WHEREAS, the correct per cubic yard price for Option Year 2 should be $17.31 for 15,000 cubic yards of vegetative waste; and

WHEREAS, with this for year 2027, the not to exceed total contract award amount would remain the same; and,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Council of the City of Clifton hereby approve and authorize an amendment to Resolution R059-23 to correct the per cubic yard price for Item #15 – Vegetative Waste Disposal for Option Year 2 to reflect $17.31 per cubic yard, and acknowledge that the total contract amount remains unchanged.

NOW, THEREFORE, BE IF RESOLVED, that the Mayor and Municipal Council do hereby approve and authorize the amendment to the above.

Joseph D. Kunz, CFO Date: 5/30/2025

Adopted: June 3, 2025

Kathleen Tolosi, City Clerk

RER Supply

Serving New Jersey Since 1996

RER SUPPLY, LLC

PHONE 973.616.6654 FAX 973.616.6470

Wholesale 2025

DISPOSAL FEES

BRUSH	$18.00
LOGS	$30.00
STUMPS	$52.00
GRASS OR SOD	$28.25
LEAVES	$12.85
CO-MINGLED/YARD WASTE	$32.00
CLEAN WOOD CHIPS	CALL

BULK MATERIALS

TOPSOIL-CONTRACTORS 3/4"	CALL
TOPSOIL-PREMIUM 3/8"	$33.00
DOUBLE GROUND MULCH	$16.50
PLAYGROUND MULCH	$20.00
CERTIFIED PLAYGROUND	call
CEDAR MULCH	$55.00
HEMLOCK MULCH	$55.00
RED DYED MULCH	$36.00
BLACK DYED MULCH	$29.00
BROWN DYED MULCH	$29.00
COMPOST UNSCREENED	$22.00
SCREENED COMPOST	$30.00
WOOD CHIPS	$10.50

Premium Topsoil picked up In Wantage by Customer only

$28.00

VOLUME DISCOUNTS AVAILABLE

ALL SALES ARE C.O.D.

YARD LOCATIONS

4 SOUTH CORPORATE DR
RIVERDALE, NJ 07457
MONDAY-FRIDAY 7AM-4:00PM
SATURDAY 9AM-3PM

1 CLARK RD
WANTAGE, NJ 07461
MONDAY-FRIDAY 7AM-4:00PM
SATURDAY 7AM-1PM

DUMPSTERS & DELIVERIES AVAILABLE

MAILING ADDRESS: 4 South Corporate Dr. Riverdale, NJ 07457

3/10/2025

5% FUEL SURCHARGE WILL BE ASSESSED IF DIESEL FUEL GOES OVER $3.90 PER GALLON

Environmental Renewal 973-890-8300

Mixed Yard Waste	- 29.00
Grass	- 29.00
Brush	- 16.00 (3 inches in diameter and under)
Leaves	- 14.00 (fall goes up)
Sod?	- Do Not Take
Wood Chips, Tree Parts	- 15.00 wood chips
+ Logs	- 25.00 Logs
Stumps	- 35.00 Stumps

Nature's Choice 201-998-3019

Mixed Yard Waste	- 32.00
Grass	- 32.00
Brush	- 28.00
Leaves	- 18.00
Sod?	- Do Not Take
Wood Chips, Tree Parts	- 13.00 (only wood chips)
+ Logs	$35 for tree part
Stumps	Logs + Stumps

PERMIT NUMBERS: _____

PAID FOR DUMPING AT DPW: YES NO
DUMPING PERMIT #'S.: _____

2025
LANDSCAPER LICENSE APPLICATION

I, hereby declare that, the statements in this application are true, that I am familiar with the ordinance and regulations controlling landscapers within the City of Clifton and I agree to abide by said ordinance and regulations. I herewith enclose license fee of Fifty Dollars ($50.00) for 1St Vehicle and Twenty-Five Dollars ($25.00) for each additional Vehicle.

Print Company's Name _____ **Telephone Number** _____

Street Address _____

City _____ **State** _____ **Zip Code** _____

Name and Title _____

Signature _____ **Date** _____

E-Mail Address: _____

A. Vehicle Requirements:
The name of the landscaping company shall be clearly indicated on both sides of any vehicle used in said operation; shall be no less than three (3) inches in height and shall include the name, address, and telephone number. Proof of licensure will be demonstrated by the issuance of and the display of a decal, which will be issued to each licensee and displayed on each commercial vehicle the landscaper, owns or operates in the City of Clifton.

License Fee / Renewal:
Upon filing this application, the applicant shall pay to the City of Clifton a fee of Fifty Dollars ($50.00) 1ST Vehicle and Twenty-Five Dollars ($25.00) for each additional Vehicle. A fraction of a year is considered a full year. Applications must be renewed each year with updated information.

State License/Registration/Certificate:
If you possess a State of New Jersey Home Improvement Contractors license, you are exempt from the license requirement and license fee. Please bring or mail a copy of your certificate and ID card to 307 East 7th Street, Clifton, NJ 07011. Please note that, you **MUST** keep a copy of your certificate in all vehicles that will be actively operating within the City of Clifton.

Term:
Landscaper licenses expire on December 31st in the calendar year in which, such license was issued.

A. The approximate number of my Clifton customers is: _____

B. My estimated annual cubic yards of grass clippings disposed of at the City Public Works location is: _____

C. My estimated annual cubic yards of leaves disposed of at the City Public Works location is: _____

D. My vehicle(s) are as follows:

Sticker #:	Vehicle Make/Description	Year:	License Plate #:	Cubic Yards Per Truck *

*** Note: Truck Cubic Yards capacity must be approved by the official designee for the City of Clifton and landscapers CANNOT add additional wall storage to truck capacity.**

2025

APPLICATION FOR LANDSCAPER
D.P.W. DISPOSAL AUTHORIZATION
CHAPTER 296 (1-8)

Company's Name: _____
Business Address: _____
Business Phone#: _____

A. DISPOSAL IS FOR CLIFTON CUSTOMERS ONLY: (If needed provide additional sheet(s) with data)

NAME:	ADDRESS:	PHONE #:

B. Disposal Fee:
Upon filing this application, the applicant shall pay to the City of Clifton a yearly dumping fee of ONE HUNDRED **($100.00)** DOLLARS for Clifton based Landscapers and FOUR HUNDRED **($400.00)** DOLLARS for non-Clifton based Landscapers. **Also, all landscapers will be required to sign in with the office staff at time of arrival to the dumping yard.** Failure to sign in could result in loss of dumping privileges and an illegal dumping violation.

- **Dump tickets must be purchased in EVEN number increments/Example: 2, 4, 6, etc.**

Fees Per Load:
Landscapers shall purchase tickets at the Public Works and pay the following fees per truck load.

Truck Capacity	Fee Per Load
0 to 5 c/yd	$ 60.00
6 to 10 c/yd	$ 120.00
11 to 15 c/yd	$ 180.00

Term:
Landscaper licenses expire on December 31st of the calendar year in which, such license was issued.

Note:
For each two (2) loads of vegetative waste dumped at the Department of Public Works facility between April 1st and October 31st, a landscaper shall be given a voucher for one (1) equivalent free load of leaves to be dumped between November 1st and December 31, 2025.

ADOPT – A – SPOT Program – As an Incentive Landscapers will receive an additional discount of TWO HUNDRED ($200.00) DOLLARS credit towards Dumping Fees for each Adopt-A-Spot location (see 296-5 (2).

ADOPT–A–SPOT _____ __
(YES OR NO)

LOCATIONS OF ADOPT –A-SPOT

1._____ 2._____

3._____ 4._____ 5._____

I, HEREBY DECLARE THAT, THE STATEMENTS IN THIS APPLICATION ARE TRUE THAT, I AM FAMILIAR WITH THE ORDINANCE AND REGULATIONS CONTROLLING LANDSCAPERS WITHIN THE CITY OF CLIFTON AND I, AGREE TO ABIDE BY SAID ORDINANCE AND REGULATIONS AND HEREWITH ENCLOSE DISPOSAL FEE OF ONE HUNDRED ($100.00) DOLLARS FOR CLIFTON BASED LANDSCAPERS AND/OR FOUR HUNDRED ($400.00) DOLLARS FOR NON- CLIFTON BASED LANDSCAPERS.

_____ _____ _____
APPLICANT'S SIGNATURE **TITLE** **DATE**

[ADDITIONAL SHEET TO CUSTOMER LIST]

Company's Name: _____
Business Address: _____
Business Phone#: _____

NAME:	**ADDRESS:**	**PHONE #:**

Provided for informational purposes only. For the official version please contact the City Clerk's office.

CHAPTER 296. LANDSCAPERS

[HISTORY: Adopted by the Municipal Council of the City of Clifton 4-1-1992 by Ord. No. 5577-92, as amended; amended in its entirety 5-5-2009 by Ord. No. 6809-09 also amended April 5, 2011.

§ 296-1. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

ADOPT-A-SPOT PROGRAM – A voluntary program in the City in which landscapers agree to maintain designated locations approved by the City Manager, at the landscapers' expense, in accordance with standards established by the City.

ANNUAL LICENSE – A license issued by the Director of the Department of Public Works of the City of Clifton for the purposes stated.

CUSTOMER – Anyone who employs the services of a landscaper to perform the services of maintaining, cutting, cleaning or raking property within the City of Clifton.

LANDSCAPE CONTRACTOR – The same as a landscaper.

LANDSCAPER – A person or persons doing business with five or more residential or commercial customers for the purpose of maintaining, cutting, cleaning, raking or performing similar activities on property within the City of Clifton.

LANDSCAPER DISPOSAL FEE – A fee charged by and payable to the City of Clifton to dispose of any cuttings, clippings and/or waste material at a location directed by the Director of the Department of Public Works of the City of Clifton.

LICENSE FEE – The fee charged by and payable to the City of Clifton to obtain a license as a landscaper.

VEHICLE – Any commercial vehicles are required to be registered with the New Jersey Department of Motor Vehicles for use on local roads and highways and used by a landscaper in the performance of his work in the City of Clifton.

§ 296-2. License required; decal.

A. All landscapers performing landscaping services within the City of Clifton shall be required to obtain a license in order to offer their services in the City of Clifton. A license shall be required for each vehicle the landscaper owns or operates within the City of Clifton. Said license shall be obtained from the Director of the Department of Public Works after January 1st each calendar year.

B. Proof of licensure will be demonstrated by the issuance of and the display of a decal, which shall be issued to each licensee and displayed on the front driver's side bumper of each vehicle that the landscaper owns or operates in the City of Clifton, all expired decals issued by the City of Clifton must be removed from all vehicles within five (5) days of the expiration of the decal.

§ 296-3. Application for license.

A. Applications for licensing as required by this chapter shall be made to the Director of the Department of Public Works of the City of Clifton, located at 307 East 7th Street, under oath, on a form furnished by him or her.

B. The application shall set forth the following information:
   (1) The applicant's name, business name, business address and telephone number.
   (2) Whether the applicant is an individual, a partnership, a corporation or any other entity and, if another entity, a full explanation and description thereof.
   (3) If the applicant is an individual, the applicant's residence addresses and date of birth.
   (4) If the applicant is a partnership, the full names, residence addressee, dates and places of birth of each partner.
   (5) If the applicant is a corporation or other entity, in the case of a corporation, the full names, residence addresses, dates and places of birth of each major officer and each stockholder, the name and address of the registered agent and the address of the principal office; in the case of another entity, the full name, residence address, date and place of birth of each person owning or having any interest, either legal or equitable, aggregating in value 10% or more of the total capital of said entity, the name and address of the registered agent, if any, and the address of the principal office. The term "stockholder," as used herein, means and includes any person owning or having an interest, either legal or equitable, in 10% or more of the stock, issued and outstanding, of the applicant corporation.
   (6) Whether the applicant or any partners, officers or stockholders thereof have ever been arrested or convicted of a crime and, if so, the name of the person arrested or convicted; the date of arrest, the crime or charge involved and the disposition thereof. The term "officers," as used herein, means and includes the president, vice president, secretary and treasurer of a corporate applicant.
   (7) The number of years the applicant has been in business at its present business address or at any prior location, including the addresses of such prior locations, if any.
   (8) The make, year and license plate number of each vehicle to be licensed.
   (9) The applicant must submit proof of general liability insurance coverage in the amount of at least $500,000, motor vehicle liability insurance in the minimum amount generally required by applicable state statutes and workers' compensation insurance in the form of a current, original certificate of insurance at policy declaration page showing that the applicant has obtained and possess each such form of insurance from a duly licensed commercial insurance company.

C. Landscapers who fail to apply for a license on or before April 1st will not be issued a dumping permit for that calendar year.

§ 296-4. Compliance required.

Every landscaper operating within the City of Clifton shall be required to comply with the following:

A. The name of the landscaping company shall be clearly indicated on both sides of any vehicle used in the operation, shall be no less than three inches in height and shall include the name, address and telephone number.

B. If a landscaper wants to dispose of any cuttings, clippings and/or waste material at a location directed by the Director of the Department of Public Works of the City of Clifton, the landscaper shall be required to provide the City of Clifton with a list of its customers in the City of Clifton. The landscaper shall only dispose of said materials from properties located within the City of Clifton.

§ 296-5. License fees; terms; dumping fees.

Amended by Ordinance 6865-10, Adopted 02/02/10.

A. Upon filing such application, the applicant shall pay to the Department of Public Works a fee of $50 for the first truck and $25 for each additional truck, made payable to the City of Clifton. Any fraction of a year will be considered a full year for the purposes of this section.

B. The term of such license shall expire on December 31 of the calendar year in which such license is issued.

C. Such license shall be renewed by the Director of the Department of Public Works upon payment by the applicant to the Director of the Department of Public Works of an annual renewal fee of $50 for the first truck and $25 for each additional truck, made payable to the City of Clifton. Such renewal shall be for the calendar year in which such renewal occurs.

D. In the event that a landscaper seeks to dispose of grass or other vegetative waste at a location designated by the Director of the Department of Public Works in accordance with § 296-4B hereof, there shall be a landscaper disposal fee of $100 per year for any landscaper having its principal place of business in the City of Clifton, and $ 400 per year for non-Clifton based landscapers.

E. Dumping fees.
   (1) Any landscaper wishing to dump vegetative waste at the Department of Public Works yard shall pay the following fees:

Truck Capacity (cubic yards)	Fee Per Load
0 to 5	$ 60
6 to 10	$120
11 to 15	$180

   (2) For each two (2) loads of vegetative waste dumped at the Department of Public Works facility between April 1st and October 31st, a landscaper shall be given a voucher for one (1) equivalent free load of leaves to be dumped between November 1st and December 31st.

§ 296-6. Revocation of license.

If any person licensed in accordance with the provisions of this chapter shall be convicted of violating any statute, ordinance or regulation in the execution of any work for which a permit is required by the applicable ordinances of the City of Clifton relevant to landscaping, the Director of the Department of Public Works shall revoke the license immediately. The Director of the Department of Public Works shall not restore such license during such time as the violation for which such conviction was obtained, exists or remains.

§ 296-7. Relicensing after revocation.

Any person whose license has been revoked under the provisions above may be relicensed by the Director of the Department of Public Works when the grounds upon which such license was revoked are removed or corrected and upon payment of the fee prescribed herein.

§ 296-8. Violations and penalties.

A. Any person who violates any provision of this chapter, other than disposal requirements, shall, upon conviction thereof, be punished by a fine not exceeding $500 or by imprisonment for a term not exceeding 90 days, or both. A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

B. Any person who violates the disposal requirements of this chapter shall, upon conviction thereof, be punished by a fine not exceeding $1,000 or by imprisonment for a term not exceeding 90 days, or both. A separate offense shall be deemed committed for each violation of this provision.

ITEM NUMBER: D- 7

ITEM NAME: Entertainment License Ordinance Proposed Amendment
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	6/26/2025	Cover Memo

City of Clifton

LAW DEPARTMENT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

(973) 470-5817
FAX: (973) 470-5254

June 26, 2025

Mayor Raymond Grabowski and Members
of the Clifton Municipal Council
900 Clifton Avenue
Clifton, NJ 07013

Re: Entertainment License Ordinance Proposed Amendment

Dear Mayor Grabowski and Council Members:

Please be advised that at the April 15, 2025 meeting, Councilwoman Pino requested that a proposed amendment be made to the current entertainment ordinance to require all applicants for an entertainment license, even those seeking renewals, to provide notice to all residents within 200 feet of the business establishment and to also personally appear before the Municipal Council. As I explained at the last council meeting, the City Clerk's office advised that this year's renewal applications had already been sent out so that it would be too late to change the ordinance, reissue the applications and schedule all applicants to personally appear before the Council at this juncture. However, we have prepared a draft ordinance which incorporates the proposed amendments, which is attached to this correspondence and is placed on the agenda as a discussion item. We are also recommending that the ordinance be amended to increase the fine for a violation from an amount not to exceed $500 to an amount not to exceed $2,000.

Should you have any questions or need additional information, please do not hesitate to contact me. Thank you your attention and consideration in this matter.

Very truly yours,

THOMAS M. EGAN
Municipal Attorney

TME/sd
Enc.

AN ORDINANCE TO AMEND, REVISE, AND SUPPLEMENT CHAPTER 215 OF THE CODE OF THE CITY OF CLIFTON ENTITLED "ENTERTAINMENT" AT §215-7 ENTITLED "APPLICATION FOR LICENSE" AND §215-11 ENTITLED "VIOLATIONS AND PENALTIES" (ADDS REQUIRMENT THAT RENEWAL APPLICATIONS MUST PROVIDE NOTICE TO PROPERTY OWNERS WITHIN 200 FEET OF ESTABLISHMENT AND APPEAR IN PERSON BEFORE THE MUNICIPAL COUNCIL AND INCREASES POTENTIAL PENALITY FOR A VIOLATION OF THIS CHAPTER)

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that:

1. Chapter 215 of the Code of the City of Clifton, entitled "Entertainment," more particularly at §215-7, entitled "Application for license," and §215-11, entitled, "Violations and penalties" is hereby amended, revised and supplemented to read as follows:

2. Additions are marked with an underline and deletions are marked with ~~strikethrough~~.

§ 215-1. License required. [Amended 6-8-2016 by Ord. No. 7298-16]

It shall be unlawful for any public assembly hall, cabaret, theater, movie house, social club, restaurant and/or any person, partnership or corporation holding a plenary retail consumption license occupying any buildings or parts of buildings to furnish in or on those premises occupied by the aforesaid establishments entertainment of any kind or nature, whether or not an admission charge, cover fee or minimum is charged, without first obtaining a license therefor from the governing body.

§ 215-2. Lewd entertainment prohibited.

No licensee shall engage in or shall allow, permit or suffer any person employed to perform dancing or other entertainment in or upon the licensed premises or to carry on any part of such dancing or other entertainment in a lewd, licentious or lascivious manner.

§ 215-3. Topless or bottomless dancing prohibited.

No licensee shall engage in or shall allow, permit or suffer any person to appear on the premises of any establishment licensed for entertainment in any act, scene, sketch or other form of entertainment, including dancing for the benefit of patrons, with either or both breasts or the lower part of the torso uncovered or so thinly covered or draped so as to appear uncovered, such as in the manner of topless or bottomless dancing.

§ 215-4. Indecent exposure by other employees.

No licensee shall employ, allow, permit or suffer any waitress, waiter, bartender, barmaid or any other person employed by the licensee for a purpose other than providing entertainment, which other person comes in contact with or is likely to come in contact with the patrons of said licensed establishment, to appear in the presence of such patrons with either or both breasts or the lower part of the torso uncovered or so thinly covered or draped so as to appear uncovered.

§ 215-5. Entertainers under eighteen prohibited.

No licensee shall engage, employ, allow, permit or use entertainers under the age of 18 years.

§ 215-6. Indecent movements by entertainers prohibited.

No licensee shall employ, allow, permit or suffer in and upon the licensed premises any person to perform for hire or for the entertainment of patrons any dances, ballet, acrobatics or public performances of any kind, in which body movement constitutes the principal or integral part of such performance, which body movement shall be representative of indecent acts or activity that would arouse the sexual desire of others. No licensee shall provide any entertainment which entertainment shall cause the aforesaid premises to be conducted in such a manner as to become a nuisance.

§ 215-7. Application for license.

A. Any person desiring a license under this chapter shall file with the City Clerk an original and four copies of an application, under oath, in writing, on a form furnished by the City Clerk.

B. The application shall set forth the following information:

(1) The applicant's name, business name and business address.

(2) Whether the applicant is an individual, a partnership, a corporation or another entity, and, if another entity, a full explanation and description thereof.

(3) If the applicant is an individual, the applicant's residence address and date and place of birth.

(4) If the applicant is a partnership, the full names, residence addresses, dates and places of birth of each partner.

(5) If the applicant is a corporation or other entity, in the case of a corporation, the full names, residence addresses, dates and places of birth of each major officer and each stockholder, the name and address of the registered agent and the address of the principal office [The term "stockholder," as used herein, means and includes any person owning or having an interest, either legal or equitable, in 10% or more of the stock issued and outstanding of the applicant corporation.]; in the case of another entity, the full names, residence addresses, dates and places of birth of each person owning or having any interest, either legal or equitable, aggregating in value 10% or more of the total capital of said entity, the name and address of the registered agent, if any, and the address of the principal office.

(6) Whether the applicant or any partners, officers or stockholders thereof have ever been arrested or convicted of a crime, and, if so, the name of the person arrested or convicted, the date of arrest, the crime or charge involved and the disposition thereof. The term "officers," as used herein, means and includes the president, vice presidents, secretary and treasurer of a corporate applicant.

(7) The number of plenary retail consumption licenses held by the applicant.

(8) The applicant shall provide in the application a specific description of the nature and type of entertainment to be provided on the licensed premises. In the event of a substantial change in the format of the operation of the licensee's business or a change in the type of entertainment to be provided on the licensed premises, the licensee shall file an amended application with the City Clerk prior to instituting such change in the format of operation or the type of entertainment to be provided. **[Amended 12-4-1990 by Ord. No. 5463-90]**

(9) All applicants for entertainment licenses including but not limited to new applications, renewal applications, and applications for a special event ~~No entertainment license shall be granted to any establishment that did not have an entertainment license prior to May 15, 2014, or to any establishment seeking any type of expansion of its previously approved entertainment license, or to any establishment seeking approval for a special event unless the applicant for such license~~ shall first give notice, in writing, at least 10 days prior to the meeting at which the application will be heard and considered, of its intention to apply for such license to owners of all real property, as shown on the current tax duplicates, located within 200 feet in all directions of the property where such entertainment license is sought. The applicant shall file with the City Clerk

an affidavit of proof of service of such notice 24 hours prior to the scheduled hearing before the Municipal Council, which the applicant must attend. Notice may be served upon the property owner either personally or by registered or certified mail, addressed to the last known address. The notice shall include a copy of the application for entertainment and the date, time and place for the hearing set in connection with the application for the entertainment license. **[Added 6-17-2014 by Ord. No. 7167-14]**

(10) If an application requires a use variance, the applicant shall first be required to obtain the variance from the appropriate land use board. **[Added 6-17-2014 by Ord. No. 7167-14]**

C. Upon receipt of such application or amended application, the City Clerk shall submit the same to the Police Department, Fire Department, Building Department and Health Department for reports with reference to the compliance or noncompliance of the licensed premises with municipal and state rules, regulations, statutes and ordinances and the truth of the matters contained in the application. **[Amended 4-6-1971 by Ord. No. 4037-71; 12-4-1990 by Ord. No. 5463-90]**

D. Upon receipt of such application or amended application and reports, the City Clerk shall submit same to the Municipal Council for its consent and approval. **[Amended 12-4-1990 by Ord. No. 5463-90]**

E. The Municipal Council shall consent to and approve the issuance of such permit unless it reasonably finds that the applicant's character and business responsibility are not satisfactory; that a violation of municipal or state rules, regulations, statutes and ordinances exist; that untrue matters are contained in the application for such permit; that the issuance of such permit will tend to create a nuisance; or that the issuance of such permit will adversely affect the good government, order and protection of persons and property and the preservation of the public health, safety and welfare of the City of Clifton and its inhabitants. The Municipal Council shall determine that the applicant's character and business responsibility are satisfactory unless the application, the reports of the various departments or other evidence presented shall tangibly disclose any of the following:

(1) Conviction for a crime involving moral turpitude.

(2) Prior violations of statutes, ordinances or regulations relevant to the furnishing of entertainment.

(3) Conviction for a crime or disorderly persons offense involving gambling.

(4) Concrete evidence of bad character.

(5) Grounds similar to those listed above which would reasonably cause the Municipal Council to determine that the character and business responsibility of the applicant or any partner, officer or stockholder thereof are not satisfactory.

F. Upon the consent and approval of the Municipal Council to the issuance of such permit, the City Clerk shall issue the same; subject, however, to such appropriate conditions and safeguards, if any, consistent with the intent and purpose of and reasonably necessary to accomplish the objectives of this chapter and the statutory authority for the same as may be imposed by the Municipal Council, to include the following: **[Amended 3-1-1988 by Ord. No. 5250-88; 7-3-2001 by Ord. No. 6209-01]**

(1) All new licenses shall be issued for a period of 90 days. At the end of said ninety-day period, the City Clerk shall have the authority to issue a license for a period of one year, provided that there have been no complaints received by the City of Clifton during said ninety-day period resulting from the entertainment license issued.

(2) The number of standard nights and optional nights hours that entertainment is permitted.

(3) The standard hours and optional hours that the entertainment is permitted.

(4) The type of entertainment that is permitted.

(5) The necessity for security to be provided by the applicant.

(6) The prohibition of loud or offensive music; go-go or exotic dancers; dancing and other entertainment of a lewd, licentious or lascivious manner; topless, bottomless or indecently exposed entertainers or service employees; entertainers under 18 years of age.

§ 215-8. Suspension or revocation of permit. [Amended 8-20-1991 by Ord. No. 5529-91]

Any permit issued under this chapter may be suspended or revoked by the Municipal Council. If the Municipal Council shall determine that there are grounds upon which to suspend or revoke any such permit, such grounds being the same grounds upon which the Council may refuse to consent to and approve the issuance of such permit as set forth in § 215-7E above, it shall cause a notice to be served, in writing, upon the permittee or other person in charge of the premises for which such permit has been issued, citing the permittee to appear before the Municipal Council at the time and place designated in the notice, to show cause why such license should not be suspended or revoked. Notice may be served upon the permittee by personal service or by registered or certified mail addressed to the permittee's last known address. The permittee shall be afforded a hearing before the Municipal Council prior to the suspension or revocation of such permit. In addition to either a suspension or revocation of the permit, the Municipal Council may impose such conditions and safeguards for the continuation of said permit as it may deem necessary to provide for the public health, safety and welfare.

§ 215-9. Permit fees; expiration. [Amended 5-20-1991 by Ord. No. 5498-91]

A. The permit fee for an entertainment license shall be as follows: **[Amended 4-1-1997 by Ord. No. 5883-97; 12-16-2003 by Ord. No. 6387-03; 2-20-2007 by Ord. No. 6646-07; 1-5-2009 by Ord. No. 6788-09]**

(1) Occupancy up to 100: $125.

(2) Occupancy of 101 to 150: $235.

(3) Occupancy of 151 to 200: $400.

(4) Occupancy of over 200: $750.

B. The occupancy capacity for each licensee shall be the exact number on file for said premises in the Building Department of the City of Clifton.

C. All permits shall accompany the application for the permit. All permits shall run from July 1 and expire on June 30 of the next succeeding year of its issuance.

§ 215-10. Seating requirement.

No entertainment permit shall be granted unless the licensed premises shall have provisions for seating 25 or more persons.

§ 215-11. Violations and penalties.

Any person, partnership or corporation who violates any provision of this chapter shall, upon conviction thereof, be punished by a fine not exceeding ~~$500~~ $2,000 or imprisonment for a term not exceeding 90 days, or both.

§ 215-12. Additional days to constitute separate violations.

Except as otherwise provided, each and every day in which a violation of any provision of this chapter exists shall constitute a separate violation.

§ 215-13. Severability. [Added 3-1-1988 by Ord. No. 5250-88]

The invalidity of any section, paragraph, subparagraph, subdivision or provision of this chapter shall not

invalidate any other section, paragraph, subparagraph, subdivision or provision of this chapter.

3. All ordinances or parts of ordinances inconsistent herewith are hereby repealed as to such inconsistency only.

4. This ordinance shall take effect July 1, 2026.

PASSED: _____

_____
Raymond Grabowski, Mayor

ATTEST:

_____
Kathleen Tolosi, City Clerk

ITEM NUMBER: CM- 1

ITEM NAME: Adjustment to Public Bidding Threshold
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Memo from Purchasing Agent	7/3/2025	Cover Memo
🗋	State Information -Backup	7/3/2025	Cover Memo
🗋	Local Finance Notice	7/8/2025	Cover Memo

City of Clifton
Department of Finance

INTEROFFICE MEMORANDUM

To: Gary DeMarzo, City Manager
From: Amisha Jariwala, Purchasing Agent
Date: July 3, 2025
Re: Update on Bid and Quote Thresholds – State of New Jersey Purchasing Regulations

---

I am writing to inform you of recent updates that the State of New Jersey has updated its public purchasing thresholds for municipalities, effective July 1,2025. These changes impact both the bid threshold and the quote threshold and are applicable to contracting units operating under a Qualified Purchasing Agent (QPA) certification.

Updated Thresholds:

- **Bid Threshold:** Increased from **$44,000.00** to **$53,000.00**
- **Quote Threshold:** Increased from **$6,600.00** to **$7,950.00**

These updates are in accordance with N.J.S.A.40A:11-3, which allows the bid threshold to be adjusted every five years by the Governor in consultation with the State Treasurer, in response to changes in the Consumer Price Index (CPI).

Implications:

- Purchases below the new bid threshold may now be awarded without formal bidding, provided that competitive quotations/Request for Proposals are obtained as required.
- The increased quote threshold allows for more flexibility in acquiring informal quotes, streamlining the procurement process for lower-cost items.

Please note that we remain committed to ensuring all municipal purchases continue to meet the highest standards of transparency, fiscal responsibility, and compliance with applicable state regulations

Respectfully submitted,
Amisha J. Jariwala, QPA
Qualified Purchasing Agent

Emergency Contracts

New Jersey Stand-by Debris Contracts

Adjustment to Public Bidding Threshold

TO: All Affected Agencies

FROM: Elizabeth Maher Muoio, State Treasurer

DATE: September 1, 2025

SUBJECT: Adjustment To Public Bidding Thresholds – 5 Year Schedule

Pursuant to the provisions of P.L. 2021, c. 412, which authorized the Director of the Division of Purchase and Property to increase the delegated purchasing authority to using agencies for goods and services, after consulting with the Governor, the Treasurer exercised the statutory authority pursuant to N.J.S.A. 52:34-7 to adjust the bid thresholds for awarding a contract without advertising as noted below. Accordingly, all covered purchases and contracts, which exceed these established thresholds, must be achieved through open competitive bidding.

Statute	Jurisdiction	2025 Threshold
N.J.S.A. 18A:18A-3[1]	Public School Districts	$39,000
N.J.S.A. 18A:18A-3	Public School Districts - *With a Qualified Purchasing Agent*	$53,000
N.J.S.A. 40A:11-3[2]	Local Public Contracts Law (Including County Bridge Commissions and Joint Sewer Plants)	$17,500
N.J.S.A. 40A:11-3	Local Public Contracts Law - *With a Qualified Purchasing Agent* (Including County Bridge Commissions and Joint Sewer Plants)	$53,000
N.J.S.A. 52:34-14	State House Commission	$243,000
N.J.S.A. 58:1B-22	New Jersey Water Supply Authority (NJDEP) Contracts Necessary to Water Supply Management	$53,000
N.J.S.A. 5:10-21.1	New Jersey Sports and Exposition Authority	$53,000
N.J.S.A. 27:23-6.1	New Jersey Turnpike Authority	$53,000
N.J.S.A. 13:17-6.1[3]	Hackensack Meadowlands Development Commission	$53,000
N.J.S.A. 18A:71A-10	Higher Education Student Assistance Authority	$53,000
N.J.S.A. 27:25A-8	South Jersey Transportation Authority	$243,000
N.J.S.A. 52:25-23 N.J.S.A. 52:34-7	Division of Purchase and Property	$304,000
N.J.S.A. 52:34-7	Division of Property Management and Construction *Professional consultant services for construction*	$53,000
N.J.S.A. 52:34-7	Division of Property Management and Construction *Construction Contracts*	$86,000
N.J.S.A. 27:25-11(g)(1)	New Jersey Transit Corporation	$304,000

All threshold adjustments are based upon the Division of Law's interpretation of the particular entity's statutory authority and language. Any questions or comments regarding this memo should be directed to the Department of Community Affairs, Division of Local Government Services - Purchasing & Procurement Unit at (609) 292-6110 or to the Department of the Treasury, Division of Purchase and Property – Contract

Compliance and Audit Unit at 609-292-5400.

[1]Pursuant to N.J.S.A. 18A:18A-3(a), "the board of education may adopt a resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotations."

[2]Pursuant to N.J.S.A. 40A:11-3 and Local Finance Notice 2011-15, the bid threshold, for entities without a Qualified Purchasing Agent, under the Local Public Contracts Law was set at $17,500 and is not subject to the Governor's adjustment. Additionally pursuant to N.J.S.A. 40A:11-3(a) "the governing body of any contracting unit may adopt an ordinance or resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotes."

[3]In February 2015 the Hackensack Meadowlands Development Commission (N.J.S.A. 13:17-6.1) a/k/a New Jersey Meadowlands Commission was consolidated into the New Jersey Sports and Exposition Authority.

Last Updated: Wednesday, 07/02/25

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Division of Purchase & Property
Procurement Bureau
P. O. Box 230
Trenton, NJ 08625-0230

Site Maintained by Division of Revenue and Enterprise Services

DIVISION OF
LOCAL GOVERNMENT
SERVICES

Local Finance Notice

LFN 2025-08

July 7, 2025

Philip D. Murphy, Governor
Tahesha L. Way, Lt. Governor
Jacquelyn A. Suárez, Commissioner
Michael F. Rogers, Director

Contact

Website
www.nj.gov/dca/dlgs

E-mail
dlgs@dca.nj.gov

Phone
609.292.6613

Mail and Delivery
101 South Broad St.
PO Box 803
Trenton, New Jersey
08625-0803

Distribution
Procurement Officials
Chief Financial Officers
Municipal Clerks
Clerks – Boards of County Commissioners
Authority Officials
Fire District Officials
Auditors

Adjustments to Public Bidding Thresholds and Office of State Comptroller Reporting Thresholds Effective July 1, 2025

Pursuant to N.J.S.A. 40A:11-3(c) and 18A:18A-3(b), the State Treasurer has exercised her authority to adjust bid thresholds for contracting units subject to the Local Public Contracts Law and the Public School Contracts Law. These adjustments became effective on July 1, 2025 and are available on the Division of Purchase and Property's webpage for bid thresholds adjusted by the State Treasurer on a five-year schedule.

For contracting units that have appointed a Qualified Purchasing Agent, pursuant to N.J.S.A 40A:11-9(b) and avail themselves of the related higher bid threshold pursuant to N.J.S.A 40A:11-3 and 18A:18A-3, the maximum bid threshold has been increased from $44,000 to $53,000.

If a contracting unit governed by the Local Public Contracts Law (N.J.S.A 40:11-1 et seq.) does not have a Qualified Purchasing Agent, the maximum bid threshold remains at $17,500. The maximum bid threshold for those contracting units subject to the Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) that do not have a Qualified Purchasing Agent has been increased from $32,000 to $39,000.

The threshold for soliciting quotations, which is 15% of the bid threshold in accordance with 40A:11-6.1(a) and 18A:18A-37(a), is correspondingly increased. Contracts exceeding the new bid threshold amount are subject to the appropriate requirements of the Local Public Contracts Law and the Public School Contracts Law.

Contracting units should, as appropriate, review their procurement policies and enabling resolutions or ordinances to determine what action, if any, is needed to take advantage of the higher bid and quotation thresholds. For example, where the contracting unit has set fixed amounts, including if resolutions appointing a Qualified Purchasing Agent used fixed threshold amounts, the governing body may take action to adjust the bid and quotation threshold amounts. Contracting units may elect to set their bid thresholds at a lower amount.

The following table summarizes the current Local Public Contracts Law and Public School Contracts Law thresholds:

	Bid Threshold	Quotation Threshold
LPCL Units without QPAs	$17,500	$2,625
PSCL Units without QPAs	$39,000	$5,850
LPCL & PSCL Units with QPAs	$53,000	$7,950

Other Bid Threshold Adjustments

Two exceptions to the above-referenced bid threshold amounts involve road contracts subject to N.J.S.A. 27:2-1 or N.J.S.A. 27:16-16. N.J.S.A. 27:2-1 applies to when "the cost of constructing, reconstructing, or resurfacing any State, county or municipal road, street or highway, or portion thereof, will exceed [the bid threshold]," while N.J.S.A. 27:16-16 applies to the expansion of a county road to its authorized or full width for the accommodation of public travel. The odd-year bid threshold adjustment formula that was in effect prior to P.L. 1999, c. 440 for all contracting units still applies to the above-referenced road projects for which, as of July 1, 2025, the applicable bid threshold is $24,200.

Effective July 1, 2025, the bid threshold for public school student transportation contracts as calculated pursuant to N.J.S.A. 18A:39-3 is also $24,200.

Effective July 1, 2025, the bid threshold for county colleges pursuant to N.J.S.A. 18A:64-54 of the County College Contracts Law is $44,900.

Effective July 1, 2025, the State College Contracts Law public works bid threshold pursuant to N.J.S.A. 18A:64-54 is $42,600 while the non-public works bid threshold is $119,800.

The above-referenced bid thresholds are listed on the Division of Purchase and Property's webpage for bid thresholds adjusted by the State Treasurer on a two-year schedule.

Pay-to-Play

The "pay to play" threshold remains at $17,500.

Sections 11 and 12 of the Elections Transparency Act, enacted in 2023, amended N.J.S.A. 19:44A-20.4 and 20.5, respectively, to clarify that the governing body of a municipality or county (or any agency or instrumentality thereof) may delegate the authority to award a contract having an anticipated value in excess of $17,500, but below the increased bid threshold of a Local Public Contracts Law contracting unit with a qualified purchasing agent (i.e. a "window contract"), to the Qualified Purchasing Agent. This delegation of authority should be incorporated into the resolution adopted pursuant to N.J.S.A. 40A:11-3 increasing the contracting unit's bid threshold.

Please review Local Finance Notice 2023-14 for further information on the Elections Transparency Act's changes to the Pay-to-Play law.

Adjustment of Reporting Thresholds to the Office of the State Comptroller

Pursuant to N.J.S.A 52:15C-10(d), the Office of the State Comptroller, after consultation with the Department of the Treasury, has exercised its statutory authority to adjust the threshold amounts set forth in N.J.S.A 52:15C-10 (a) and (b).

Accordingly, as of July 1, 2025, all "contracting units" as defined pursuant to N.J.S.A. 52:15C-10(a) shall notify the State Comptroller of contracts that meet or exceed the following thresholds:

(1) For contracts involving consideration or an expenditure of more than $3,000,000, but less than $15,200,000, no later than 20 business days after the contract award;

(2) For contracts involving consideration or an expenditure of $15,200,000 or more, at the earliest time practicable as the contracting unit commences the procurement process, but no later than the time the contracting unit commences preparation of: any bid specification or request for proposal; concession offering; proposal to purchase, sell, or lease real estate; or other related activities and contracts, but not less than 30 days prior to public advertisement or other public or private solicitation; and

(3) For contracts issued pursuant to an emergency or public exigency involving consideration or an expenditure of more than $3,000,000, no later than 30 business days after the award of a contract.

Updated contract submission forms are available on the State Comptroller's Procurement website.

An updated table of all current threshold amounts is attached to this notice in the Appendix below, with a pdf version also available on the DLGS Local Public Contracts Law webpage.

Please distribute copies of this Notice to any staff dealing with public purchasing. Email LPCL@dca.nj.gov with any questions regarding the updated bid thresholds and contracts@osc.nj.gov for questions regarding the updated State Comptroller reporting thresholds.

Approved: Michael F. Rogers, Director

Document	Internet Address
State Treasury – Adjusted Bid Thresholds (2 Year)	https://www.nj.gov/treasury/purchase/adjpubbid052yr.shtml
State Treasury – Adjusted Bid Thresholds (5 Year)	https://www.nj.gov/treasury/purchase/adjpubbid05.shtml
LFN 2023-14	https://www.nj.gov/dca/dlgs/lfns/2023/2023-14.pdf
OSC Notice of Adjustment to Contract Review Thresholds	https://nj.gov/comptroller/about/work/contracting/docs/OSC_Threshold_Adjustment.pdf
Contract Submission - OSC Procurement Div.	https://nj.gov/comptroller/about/work/contracting/contracts.shtml
Contracting Thresholds	https://www.nj.gov/dca/dlgs/programs/lpcl_docs/Contracting%20Threshold%20Tables.pdf
LFN 2024-18	https://www.nj.gov/dca/dlgs/lfns/2024/2024-18.pdf

CONTRACTING THRESHOLD TABLE

Public Bidding Thresholds under the Local Public Contracts Law and Public School Contracts Law*		
N.J.S.A. 40A:11-3(a) and (c); 18A:18A-3(a) and (c)	**LPCL**	**PSCL**
Bid threshold with a QPA**	$53,000	$53,000
Quote threshold with a QPA (15% of bid threshold)	$7,950	$7,950
Bid threshold without a QPA	$17,500	$39,000
Quote threshold without a QPA (15% of bid threshold)	$2,625	$5,850

***Thresholds are effective as of July 1, 2025**

****Qualified Purchasing Agent - N.J.S.A. 40A:11-9(b) and N.J.A.C. 5:32-4.**

Related Bid Thresholds		
Statutory Reference	**Description**	**Current Threshold***
18A:39-3	School Districts, Boards of Education for Transporting Pupils	$24,200
27:2-1	State, County, Municipal Contracts for Work on Public Thoroughfares (paving)	$24,200
27:16-16	County Road Improvements	$24,200
40:68-48	Local Government – Beach Erosion Control Districts Waterfront Improvements	$24,200
18A:64A-25.3	County Colleges	$44,900
18A:64-54	State College Contracts Law (Public Works)	$42,600
18A:64-54	State College Contracts Law (Non-Public Works)	$119,800

***Current as of July 1, 2025**

Prevailing Wage Thresholds			
Statutory Reference	**Description**	**Prior Threshold**	**Current Threshold***
34:11-56.25	Prevailing Wage for Municipalities (5-year cycle 2024-2029)	$16,263	$19,375
34:11-56.25	Prevailing Wage for All Other Contracting Units	$2,000	$2,000

***Current as of July 1, 2024** (See Local Finance Notice 2024-18)

Office of State Comptroller Reporting Thresholds			
Description	**Prior Threshold**	**Current Threshold***	**Reporting Time-frame**
Contracts involving consideration or expenditures of:	$2,500,000 To $12,500,000	$3,000,000 To $15,200,000	**20 business days after** contract awarded
	Above $12,500,000	Above $15,200,000	**30 business days prior** to public advertisement or other Public/Private Solicitation
Contracts issued pursuant to an Emergency or Public Exigency	More than $2,500,000	More than $3,000,000	No later than **30 business days after** contract awarded

***Current as of July 1, 2025 for all "contracting units"**

ITEM NUMBER: CON- 1

ITEM NAME: Litigation/Pending Litigation- to be discussed
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: CON- 2

ITEM NAME: Personnel/Professionals - to be discussed
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: CON- 3

ITEM NAME: Contracts/Agreements - to be discussed
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER:

ITEM NAME: Pastor Eric Farrar - Hope Reformed Church
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER:

ITEM NAME: Notice of Public Hearing and Public Display City of Clifton, NJ Five Year Consolidated Plan for PY 2025-2029, PY 2025 Annual Action Plan and Citizens Participation Plan Community Development Block Grant Program

RECOMMENDATION:

SUMMARY:

A Public Hearing is scheduled for the Five Year Consolidated Plan for PY 2025-2029, PY 2025 Annual Action Plan and Citizen Participation Plan. All interested citizens are invited to attend this public hearing and present comments on the proposed Plans. The Community Development Office held a public meeting on March 27, 2025 at the Botany Village Health Clinic at 207 Parker Avenue, Clifton, NJ. The proposed use of funds outlined in the PY2025 Action Plan were developed after conducting focus group meetings with area service providers. This plan has also been placed on Clifton's website for public view.

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Public Display and Meeting Notice	7/9/2025	Cover Memo
🗋	Clifton Citizen Participation Plan 2025	7/9/2025	Cover Memo
🗋	Clifton NJ Consolidated Plan 2025-2029 Draft	7/9/2025	Cover Memo

NOTICE OF PUBLIC HEARING AND PUBLIC DISPLAY
CITY OF CLIFTON, NJ
FIVE YEAR CONSOLIDATED PLAN FOR PY 2025-2029,
PY 2025 ANNUAL ACTION PLAN AND
CITIZEN PARTICIPATION PLAN
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Notice is hereby given that in accordance with the federal regulations at 24 CFR, Part 91, the City of Clifton has prepared its Five-Year Consolidated Plan for PY 2025-2029, its Annual Action Plan for PY 2025 and amended Citizen Participation Plan. The Five-Year Consolidated Plan outlines the City's housing and non-housing community development needs and priorities for the next five years. The Annual Plan for PY 2025 describes how the City intends to expend $1,261,206 in Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). The Citizen Participation Plan outlines the City's responsibilities for obtaining citizen comment on the Consolidated Plan, Annual Plans, Plan Amendments, the Consolidated Annual Performance and Evaluation Report (CAPER) and any Section 108 loan application should the City undertake one.

The PY 2025-2029 Consolidated Plan and PY 2025 Annual Action Plan contain the following major components:

1. Identification of housing and non-housing community development needs and priorities over the next five years within the City.
2. Identification of federal and non-federal resources that are reasonably expected to be made available during the program year to undertake activities identified in the proposed Five-Year Consolidated Plan for PY 2025-2029.
3. A list of activities to be undertaken during PY 2025 to address community development and housing needs including the geographic distribution of activities to be completed.
4. Identification of homeless and special needs activities to be undertaken during the 2025 annual program period to address identified needs within the City.

The Five-Year Consolidated Plan for PY 2025-2029 and the proposed use of funds outlined in the PY 2025 Annual Plan were developed after conducting focus group meetings with area service providers, holding a public hearing within the City, and conducting an online public needs survey.

The City expects to receive a grant of $1,261,206. PY 2025 (Year 51) Proposed Uses Include:

1. **Public Facilities and Improvements: $426,661**
    a. **Sewer Improvements**, including sewer lining, at various locations around the City.
2. **Public Services:** (subject to 20.18% cap) **$251,000**
    a. **Senior Citizen & Handicapped Outreach** – A program providing comprehensive transportation for seniors and disabled. Eligibility reference 570.201(e), National Objective/Presumed Benefit Group 570.208(a)(2). $110,000.
    b. **DIAL** – Provides services for handicapped persons. Eligibility reference 570.201(e), National Objective/Presumed Benefit Group 570.208(a)(2). Activities will be completed within the Program Year. $30,000.
    c. **Boys and Girls Club, Daycare Services** - Provides for children of low/moderate income parents. Eligibility reference 570.201(e), National Objective/Benefits a limited clientele 570.208 (a) (2). Activity will be completed within the Program Year. $55,000.
    d. **St. Peter's Haven -** Homeless Street Outreach – Providing case management, needs

assessment, financial and vocational services. Eligibility reference 570.208(a)(2), National Objective/Benefits a Limited Clientele. Activity will be completed in the Program Year. $18,000.

e. **Botany Village Special Improvement District Program** – Provides for neighborhood watch to support crime prevention. (Eligibility reference 570.201e, National Objective/Area Benefit 570.208(a). Activity will be completed within the Program Year. $30,000.
f. **Literacy Intervention Program** – A program providing comprehensive literacy skills for income qualifying children and parents. Eligibility reference 570.201(e), National Objective/Benefits a limited clientele 570.208 (a) (2). Activity will be completed within the Program Year. $8,000.

3. **Housing Rehabilitation and Code Enforcement**: (City-wide) **$340,000**
   a. **CHIP – Single Family -** Deferred payment loans up to $20,000 become grants after six (6) years to low/moderate income homeowners for rehabilitation, city-wide. Eligibility reference 570.202(b), National Objective/Limited clientele 570.208(a)(3). Activity will be completed within the Program Year. $100,000.
   b. **Code Enforcement** – Inspections of housing units in low/moderate income areas to identify code deficiencies, also advisory to owners on sources of funds for improvements. For qualifying low/moderate income persons. Eligibility reference 570.202(c), National Objective/Area Benefit 570.208(a)(1). Activity will be completed within the Program Year. $240,000.
4. **Planning and Program Administration**: (Subject to 20% cap) **$243,545**
   a. **General Administration** – Oversight, management, monitoring, and coordination of the CDBG program, planning, indirect costs, and related costs. Eligibility reference 570.206. Activity will be completed within the Program Year.

GRAND TOTAL $1,216,206

DISPLACEMENT
The City will minimize displacement by limiting activities to those that do not require displacement. If displacement is required, the City will comply with the Uniform Relocation Act (URA). If the URA is not applicable, the City will provide reasonable benefits including prompt notification of possible relocation, referral assistance, advice and counseling, if needed.

In order to obtain the views of citizens, public agencies, and other interested parties, the City has placed its proposed PY 2025-2029 Five-Year Consolidated Plan, Annual Action Plan for PY 2025, and amended Citizen Participation Plan on public display online at https://www.cliftonnj.org and at City Hall, 900 Clifton Avenue, Clifton, NJ 07013, for 30 days beginning July 1 through July 31, 2025. Copies of the document will also be e-mailed or mailed upon request. The Plan will be provided in alternative formats, upon request, for persons with special needs and limited English proficiency.

Gujarati:
જો તમને આ દસ્તાવેજના ભાષાંતરની જરૂર હોય, તો કૃપા કરીને ઇમેઇલ દ્વારા CDબીજી ઓફિસનો સંપર્ક કરો: JHartmann@Cliftonnj.org

Spanish:
Si necesita la traducción de este documento, póngase en contacto con la oficina de CDBG por correo electrónico: JHartmann@Cliftonnj.org

Polish:

Jeśli potrzebujesz tłumaczenia tego dokumentu, skontaktuj się z biurem CDBG przez e-mail: JHartmann@Cliftonnj.org

In accordance with the City's Citizen Participation Plan, a public hearing to solicit public comments on the Five-Year Consolidated Plan for PY 2025-2029, Annual Action Plan for PY 2025, and amended Citizen Participation Plan is scheduled on July 15, 2025, at 8:00 p.m. in the Municipal Council Chambers, City Hall, 900 Clifton Avenue, Clifton, NJ 07013. The City Council meetings are available to Verizon Subscribers by tuning into channel 40 and Cablevision Subscribers can tune into channel 77 at 8:00 p.m. The meeting will also be streamed Live on Clifton's website - www.cliftonnj.org.

All interested citizens are invited to attend this public hearing and present comments on the proposed Five-Year Consolidated Plan for PY 2025-2029, the proposed use of funds for PY 2025, and the proposed Citizen Participation Plan. All comments received by July 31, 2025, will be considered. Written comments can also be submitted in the following ways:

1. Mailed to City Hall, Attn: Community Development Office, 900 Clifton Avenue, Clifton, NJ 07013
2. Emailed to jhartmann@cliftonnj.org

City of Clifton will make reasonable accommodations and services necessary for sensory-impaired and disabled citizens at the public meeting. Additionally, translation services may be offered upon request and availability. Persons requiring special accommodation or translation assistance can make arrangements at least three (3) business days in advance by contacting the Community Development Office at 973-470-5255, TTY 7-1-1 (New Jersey Relay Center), or jhartmann@cliftonnj.gov.

Clifton City Council is expected to act on the proposed PY 2025-2029 Consolidated Plan, Annual Action Plan for PY 2025, and amended Citizen Participation Plan on August 6, 2025, at its regularly scheduled meeting at 8:00 p.m. in the Municipal Council Chambers, City Hall, 900 Clifton Avenue, Clifton, NJ 07013. In accordance with the Final Rule for consolidation of the CDBG Program, 24 CFR Part 91, et. al., the City will submit the Consolidated Plan and Annual Plan to HUD on or before August 15, 2025.

Saved as: CP Public Display and Meeting Notice Yr. 51 July 15, 2025 & August 6, 2025 Council - Novus

DRAFT FOR PUBLIC DISPLAY

CITIZEN PARTICIPATION PLAN

FOR

CITY OF CLIFTON, NEW JERSEY

PREPARED BY THE

CLIFTON COMMUNITY DEVELOPMENT OFFICE

RELATING TO THE ADMINISTRATION OF

THE COMMUNITY PLANNING & DEVELOPMENT PROGRAMS

OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Adopted by City Council on _____

CITY OF CLIFTON, NJ

COMMUNITY DEVELOPMENT OFFICE

900 CLIFTON AVENUE

CLIFTON, NJ 07013

(973) 470-5255

jhartmann@cliftonnj.gov

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CITIZEN PARTICIPATION PLAN (CPP) FOR CLIFTON, NJ

A. Introduction

Purpose

Pursuant to the citizen participation requirements of 24 CFR Part 91 and 24 CFR Part 5, the City of Clifton (referred to as the "City"), set forth the following Citizen Participation Plan (the "Plan") as it relates to the administration of the Community Planning and Development (CPD) programs funded by the U.S. Department of Housing and Urban Development (HUD).

The Plan presents the City's intent for providing for and encouraging all citizens to participate in the development, revision, amendment, adoption, and implementation of:

1) The Citizen Participation Plan
2) The Consolidated Plan (CP)
3) The Annual Action Plan (AAP)
4) The Consolidated Annual Performance and Evaluation Report (CAPER), and
5) The Section 108 Loan Guarantee Program

Lead Agency

The Clifton Community Development Office is the lead agency responsible for the administration of the Community Development Block Grant (CDBG) Program.

Contact Person

All communication regarding the Plan, the Consolidated Plan, the Annual Action Plan, the CAPER, comments, complaints, reasonable accommodation for disabled persons, translation services, or other elements shall be directed to: Clifton Community Development Office, 900 Clifton Avenue, 1st Floor, Clifton, NJ 07013; (973) 470-5255 *TTY 7-1-1 (New Jersey Relay Center).*

Effective Date

After approval of this amended Citizen Participation Plan by the Clifton City Council, this Plan shall be effective until it is amended or otherwise replaced.

B. Encouragement of Citizen Participation

General

The City provides for and encourages citizens to participate in the development, revision, amendment, adoption and implementation of the Citizen Participation Plan, the Consolidated Plan, the Annual Action Plan, and the CAPER. The City encourages participation by low- and moderate-income persons, particularly those living in areas designated as revitalization areas or in slum and blighted areas and in areas where HUD funds are proposed to be used, and by residents of predominantly low- and moderate-income neighborhoods. With respect to the public participation initiatives included in this Plan, the City will take appropriate actions to encourage the participation of all citizens, including minorities, non-English speaking persons, and persons with disabilities, as described below.

Non-English Speakers

To encourage non-English speaking residents to participate in the development of the Citizen Participation Plan, the Consolidated Plan, and the Annual Action Plan, the City will include the following language, in all advertisements in *The Record-News Herald*:

> *La información será proporcionada en español por petición. (This information is available in Spanish, upon request.)*
> *Informacje te są dostępne w języku polskim, na życzenie. (This information is available in Polish, upon request.)*
> *આ માહિતી ગુજરાતીમાં, વિનંતી કરવા પર ઉપલબ્ધ છે. (This information is available in Gujarati, upon request.)*

The City will provide Spanish, Polish, and Gujarati versions of meeting agendas, handouts, and surveys at meetings and stakeholder interviews conducted for each planning process, if requested.

Where a significant number of non-English speaking residents can be reasonably expected to participate in a public meeting, an interpreter will be provided upon written request to the Community Development Office no later than three (3) business days prior to the day of a public meeting.

Persons with Disabilities

Persons with disabilities requiring special accommodation to participate in public meetings should call the Contact Person, or a designee, no later than three (3) business days prior to the day of a meeting. The City will conduct all public meetings in locations that are handicapped-accessible, when available. If requested, the City will mail copies of public meeting notices to persons who are homebound and request such accommodation no less than seven (7) days prior to the public meeting.

All advertisements for public meetings will indicate such and include the following:

> *City of Clifton will make reasonable accommodations and services necessary for sensory-impaired and disabled citizens at the public meeting. Additionally, translation services may be offered upon request and availability. Persons requiring special accommodation or translation assistance can make arrangements at least three (3) business days in*

advance by contacting the Community Development Office at 973-470-5255 TTY 7-1-1 (New Jersey Relay Center), or jhartmann@cliftonnj.gov.

Low- and Moderate-Income Persons

The City will conduct at least one public meeting in a neighborhood that contains at least 51% low- and moderate-income residents, based on current HUD data, during the development of the Consolidated Plan and the Annual Action Plan.

Organizations and Agencies

The City encourages the participation of local and regional institutions, the Continuum of Care, businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations in the process of developing, revising, amending, adopting and implementing all documents covered by this Plan. This will be achieved through stakeholder interviews, focus groups and/or public meetings.

Local Public Housing Authority(ies)

The City, in consultation with the Clifton Housing Department, encourages the participation of residents of Section 8 Housing Choice Vouchers located within the City, in the process of developing, revising, amending, adopting and implementing the documents covered by this Plan. The City will provide information to the department director about the Consolidated Plan activities so that the housing deparment can make this information available at the annual public hearings required for its Public Housing Agency Plan.

The City encourages participation by Clifton Housing Department stakeholders. This will be carried out by providing information on public meetings, surveys and other outreach initiatives related to the documents covered by this Plan.

Public Notices

Public review/comment periods and public hearings held in the process of developing, revising, amending, adopting and implementing the documents covered by this Plan shall be advertised in *The Record-News Herald* no less than one (1) day before the public review and comment period commences and no less than fourteen (14) days before a public hearing is held.

Public Hearings

All public hearings will be scheduled at times and locations that are reasonably convenient for potential and actual program beneficiaries, and with accommodation for persons with disabilities and non-English speakers in accordance with this Plan. The City may provide a virtual participation link for individuals not wishing to attend the public hearing in person. Instructions for participating virtually will be included in all public notices.

Technical Assistance

The staff of the Community Development Office are available to assist organizations and other eligible entities that are interested in submitting a proposal to obtain funding through the CDBG program. All potential applicants are strongly encouraged to contact the Contact Person, or a designee, for technical assistance before initiating a funding request application.

Online Access

The City will post draft copies and final copies of all documents covered by this Plan on its website accessible at: https://www.cliftonnj.org/239/Community-Development

Other Engagement Techniques

The Plan may be amended as the City continues to gain access to technology that improves the avenues of participation by its residents.

C. The Citizen Participation Plan

Plan Development

The City shall follow the following procedure when amending its Citizen Participation Plan.

a. Public Review of the Draft Plan

The draft Citizen Participation Plan will be made available for public review for a 15-day period prior to the City Council consideration and adoption and may be done concurrently with the public review and comment process for the Consolidated Plan. Copies of the draft Citizen Participation Plan will be made available for review at the following locations:

- Clifton Community Development Office: 900 Clifton Avenue, 1st Floor, Clifton, NJ 07013
- City of Clifton website: https://www.cliftonnj.org/239/Community-Development

Hard copies can be made available to those requesting the Citizen Participation Plan by contacting the Contact Person, or a designee.

b. Public Hearing

The City will conduct a public hearing to accept comments on the Citizen Participation Plan, or any amendments thereto, prior to its approval and submittal to HUD. This public hearing may be held concurrently with the public hearing held in conjunction with the Consolidated Plan and/or Annual Action Plan preparation.

c. Comments Received on the Draft Plan

Written comments will be accepted by the Contact Person, or a designee, during the 15-day public review period. The City will consider any comments or views of residents received in writing, or orally at the public hearing, in preparing the final Plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Plan for submission to the City Council and to HUD.

d. City Council Action

Following the public display and comment period and the public hearing, the Plan will be presented to the City Council for consideration and formal action. A summary of all written comments and those received orally during the public hearing, as well as the City's responses to all written comments, will be attached to the Plan prior to submission to the City Council.

e. Submission to HUD

The Plan will be approved as a stand-alone document and submitted to HUD with a summary of all written comments and those received orally during the public hearing, as well as the City's responses to written comments and proof of compliance with the 15-day public review and comment period requirement. A summary of any comments or views not accepted and the reasons therefore shall be supplied to HUD as well.

Amendments to the Approved Citizen Participation Plan

The City shall follow the following procedure to amend its approved Citizen Participation Plan, as needed.

a. Amendment Considerations

The City will amend the Plan, as necessary, to ensure adequate engagement and involvement of the public in making decisions related to its HUD programs. Substantial amendments to the Citizen Participation Plan may be required should a provision of the Plan be found by the City to conflict with HUD regulations, or when changes in HUD regulations occur. Edits to the Plan that only include updated contact information or editorial changes for clarity will not be placed for a formal public review and comment period, nor will a public hearing or City Council action be required.

b. Draft Amended Plan Review

The draft Amended Plan will be made available for public review for a 15-day period prior to the City Council consideration and adoption and may be done concurrently with the public review and comment process for the Consolidated Plan or the Annual Action Plan. Copies of the draft Amended Plan will be made available for review at the following locations:

- Clifton Community Development Office: 900 Clifton Avenue, 1st Floor, Clifton, NJ 07013
- City of Clifton website: https://www.cliftonnj.org/239/Community-Development

Hard copies can be made available to those requesting the Amended Citizen Participation Plan by contacting the Contact Person, or a designee.

c. Comments Received on Draft Amended Plan

Written comments will be accepted by the Contact Person, or a designee, during the 15-day public review period.

d. Public Hearing

The City will conduct a public hearing to review and accept public comments on the draft Amended Plan prior to its approval and submittal to HUD. This public hearing may be held concurrently with the public hearing held in conjunction with the Consolidated Plan or the Annual Action Plan.

e. City Council Action

Following the public display and comment period and the public hearing, the Plan will be presented to the City Council for consideration and formal action.

f. Submission to HUD

A copy of the Amended Citizen Participation Plan, including a summary of all written comments and those received during the public hearing as well as the City's responses and proof of compliance with the minimum 15-day public review and comment period requirement, will be submitted to HUD. A summary of any comments or views not accepted and the reasons therefore shall be supplied to HUD as well.

Plan Access

The approved Citizen Participation Plan, and any amendments, will be kept on file at the Clifton Community Development Office, 900 Clifton Avenue, 1st Floor, Clifton, NJ 07013. The plan can be accessed online at: https://www.cliftonnj.org/239/Community-Development

Hard copies can be made available to those requesting the approved Amended Plan by contacting the Contact Person, or a designee.

In the Event of an Emergency or Disaster

In the event of a local, state or federally declared disaster or emergency where public places may be closed to the public or in-person participation may not be feasible or large gatherings may be considered a public health risk, the City may opt to forgo the public hearing for amendments to its Citizen Participation Plan. The length of public display and comment for amendments to the Citizen Participation Plan shall be no less than five (5) days, or some length of time as instructed by HUD. Draft documents for public comment and review will be made available on the City's website at https://www.cliftonnj.org/239/Community-Development. Copies of the draft documents will be mailed or e-mailed upon request, if possible.

D. The Consolidated Plan (CP)

Plan Development

The City will follow the process and procedures described below in the development of its Consolidated Plan (CP).

a. Stakeholder Consultation and Citizen Outreach

In the development of the CP, the City will consult with other public and private agencies including, but not limited to, the following:

- Clifton Housing Department
- Other assisted housing providers
- Social service providers including those focusing on services to minorities, families with children, the elderly, persons with disabilities, persons with HIV/AIDS and their families, homeless persons, and other protected classes
- Continuum of Care that serves the jurisdiction
- Community-based and regionally-based organizations that represent protected class members and organizations that enforce fair housing laws
- Business and civic leaders
- Organizations promoting economic and/or workforce development
- Regional government agencies involved in metropolitan-wide planning and transportation responsibilities
- Broadband internet service providers, organizations engaged in narrowing the digital divide
- Agencies whose primary responsibilities include the management of flood prone areas, public land or water resources
- Emergency management agencies
- Other related organizations and agencies

When preparing the portion of the CP concerning lead-based paint hazards, the City shall consult with local or state health and child welfare agencies and examine existing data related to lead-based paint hazards and poisonings, including health department data on the addresses of housing units in which children have been identified as lead-poisoned.

When preparing the description of priority non-housing community development needs, the City will notify adjacent units of local government, to the extent practicable. This shall involve, at a minimum, the City sending a letter to the chief elected official of each adjacent unit of government notifying them of the draft CP and how to access a copy online for review and comment.

A variety of mechanisms may be utilized to solicit input from these persons/service providers/agencies/entities. These include written letters, telephone, virtual or in-person interviews, mail surveys, internet-based feedback and surveys, focus groups, and/or consultation workshops.

b. Public Hearings

The City will conduct at least two public hearings during the development of the CP. The first public hearing will be conducted before the draft CP is published for public comment, during which time the City will address housing and community development needs, development of proposed activities, the amount of assistance the City expects to receive (including grant funds and program income), the range of activities that may be undertaken, including the estimated amount that will benefit low- and moderate-income residents, and a review of program performance.

The second public hearing will be conducted during or after the 30-day public comment period during which the City will address identified housing and community development needs and proposed eligible activities.

c. Potential Displacement of Persons

Although the City does not anticipate any residential displacement to occur in the foreseeable future, it is required to describe its plans to minimize the displacement of persons and to assist any persons displaced. When displacement is unavoidable on a temporary or permanent basis, the City will comply with the federal Uniform Relocation Act. Should displacement of residents be necessary as a result of the use of funds covered by this Plan, the City shall compensate residents who are actually displaced in accordance with *HUD Handbook No. 1378, Tenant Assistance, Relocation and Real Property Acquisition*.

This resource is accessible online at http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/handbooks/cpd/13780

d. Public Display and Comment Period

The draft CP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary and purpose of the CP; the anticipated amounts of funding (including program income, if any); proposed activities likely to result in displacement, if any; plans for minimizing the displacement of persons as a result of CDBG or HOME activities, if any; plans to assist persons actually displaced by the project, if any; the dates of the public display and comment period; the locations where copies of the draft CP can be examined; how comments will be accepted; when the document will be considered for action by the City Council; and, the anticipated submission date to HUD. Copies of the draft CP will be made available for review at the following locations:

- Clifton Community Development Office: 900 Clifton Avenue, 1st Floor, Clifton, NJ 07013
- City of Clifton website: https://www.cliftonnj.org/239/Community-Development

Hard copies can be made available to those requesting the draft CP by contacting the Contact Person, or a designee.

e. Comments Received on the Draft Consolidated Plan

Written comments will be accepted by the Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at the public hearings, in preparing the final CP. A

summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final CP for submission to HUD.

f. City Council Action

Following the public display and comment period and the second public hearing, the CP will be presented to the City Council for consideration and formal action.

g. Submission to HUD

The CP will be submitted to HUD no less than 45 days before the start of the City's five-year program cycle, or at such time as instructed by HUD.

Revisions to the Consolidated Plan

The City shall follow the following procedure to revise its CP, as needed.

a. Revision Considerations

There are two types of amendments that may occur with the CP: minor amendments and substantial amendments. An amendment to the approved CP is considered substantial under the following circumstances:

- When a goal is added or deleted
- When there is a change in the priorities identified in the CP
- When the entitlement programs for which the City will receive a formula allocation change

All other changes that do not meet the criteria defined above will be considered minor amendments, will be reviewed and approved by the Clifton Community Development Office and will not be subject to public comments. All amendments, substantial and minor, will be submitted to HUD via the Integrated Disbursement and Information System (IDIS).

b. Public Display and Comment Period

The draft Revised CP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the revisions, the dates of the public display and comment period, the locations where copies of the proposed revised CP can be examined, how comments will be accepted, when the document will be considered for action by the City Council, and the anticipated submission date to HUD. Copies of the draft Revised CP will be made available for review at the following locations:

- Clifton Community Development Office: 900 Clifton Avenue, 1st Floor, Clifton, NJ 07013
- City of Clifton website: https://www.cliftonnj.org/239/Community-Development

Hard copies can be made available to those requesting the draft Revised CP by contacting the Contact Person, or a designee.

c. Comments Received on the Draft Revised Consolidated Plan

Written comments will be accepted by the Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City

residents received in writing in preparing the final Revised CP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Revised CP for submission to HUD.

d. City Council Action

Following the public comment period, the Revised CP will be presented to the City Council for consideration and formal action.

e. Submission to HUD

The Revised CP will be submitted to HUD upon the City Council' approval.

In the Event of an Emergency or Disaster

In the event of a local, state or federally declared disaster or emergency where public places may be closed to the public or in-person participation may not be feasible or large gatherings may be considered a public health risk, the City will conduct public hearings and meetings exclusively via virtual methods such as conference call or live web-streaming with the ability to ask questions in real time. Accommodations will be made for persons with disabilities and non-English speaking persons upon request, such as sign language or language interpretation services. Documents for public review will be shared via the City's website. Copies of the document may be mailed or e-mailed upon request.

Additionally, where program funds covered by this Plan may be expended to carry out eligible activities to address the City's disaster response, the City's requirements under this Plan will be streamlined to include:

a. A 15-day public display and comment period to amend the CP or a period of public comment as outlined and directed by HUD.

b. Following the public display and comment period, the Revised CP will be presented to the City Council for consideration and formal action.

c. The revised CP will be submitted to HUD upon City Council' approval.

Plan Access

The approved Citizen Participation Plan, and any amendments, will be kept on file at the Clifton Community Development Office, 900 Clifton Avenue, 1st Floor, Clifton, NJ 07013. The plan can be accessed online at: https://www.cliftonnj.org/239/Community-Development

Hard copies can be made available to those requesting the approved Amended Plan by contacting the Contact Person, or a designee.

F. The Annual Action Plan (AAP)

The Annual Action Plan (AAP) is a component of the CP, and it describes the City's proposed use of available federal and other resources to address the priority needs and specific objectives in the CP for each program year; the City's method for distributing funds to local non-profit organizations; and the geographic areas of the City to which it will direct assistance.

Plan Development

The City will follow the process and procedures described below in the development of its AAP.

a. Public Hearings

The City will conduct at least two public hearings during the development of the AAP. The first public hearing will be conducted before the AAP draft is published for public comment, during which the City will address housing and community development needs, development of proposed activities, the amount of assistance the City expects to receive (including grant funds and program income), the range of activities that may be undertaken, including the estimated amount that will benefit low- and moderate-income residents, and a review of program performance.

The second public hearing will be conducted during or after the 30-day public comment period during which the City will address identified housing and community development needs and proposed eligible activities.

Both hearings conducted for the Year 1 AAP may be conducted concurrently with the required public hearings for the 5-Year Consolidated Plan.

b. Public Display and Comment Period

The draft AAP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the AAP, the anticipated amounts of funding (including program income, if any), the dates of the public display and comment period, the locations where copies of the draft AAP can be examined, how comments will be accepted, when the document will be considered for action by the City Council and the anticipated submission date to HUD. Copies of the draft AAP will be made available for review at the following locations:

- Clifton Community Development Office: 900 Clifton Avenue, 1st Floor, Clifton, NJ 07013
- City of Clifton website: https://www.cliftonnj.org/239/Community-Development

Hard copies can be made available to those requesting the AAP by contacting the Contact Person, or a designee.

c. Comments Received on the Draft Annual Action Plan

Written comments will be accepted by the Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at the public hearings, in preparing the final AAP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final AAP for submission to HUD.

d. City Council Action

Following the public display and comment period and the public hearing, the AAP will be presented to the City Council for consideration and formal action.

e. Submission to HUD

The AAP will be submitted to HUD no less than 45 days before the start of the City's annual program year, or at such time as instructed by HUD.

Revisions to the Annual Action Plan

The City shall follow the following procedure to revise its AAP, as needed.

a. Revision Considerations

There are two types of amendment that may occur with the AAP: minor amendments and substantial amendments. An amendment to the approved AAP is considered substantial under the following circumstances:

- When an eligible activity is added or deleted
- When a change occurs in the purpose, location, or beneficiaries of an activity previously approved

All other changes that do not meet the criteria defined above will be considered minor amendments, will be reviewed and approved by the Clifton Community Development Office and will not be subject to public comments. All amendments, substantial and minor, will be submitted to HUD via the Integrated Disbursement and Information System (IDIS).

b. Public Display and Comment Period

The draft Revised AAP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the revisions, the dates of the public display and comment period, the locations where copies of the draft AAP can be examined, how comments will be accepted, when the document will be considered for action by the City Council, and the anticipated submission date to HUD. Copies of the draft Revised AAP will be made available for review at the following locations:

- Clifton Community Development Office: 900 Clifton Avenue, 1st Floor, Clifton, NJ 07013
- City of Clifton website: https://www.cliftonnj.org/239/Community-Development

Hard copies can be made available to those requesting the Revised AAP by contacting the Contact Person, or a designee.

c. Comments Received on the Draft Revised Annual Action Plan

Written comments will be accepted by the Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing in preparing the final Revised AAP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final revised AAP for submission to HUD.

d. City Council Action

Following the public display and comment period, the Revised AAP will be presented to the City Council for consideration and formal action.

e. Submission to HUD

The revised AAP will be submitted to HUD upon the City Council' approval.

In the Event of a Disaster

In the event of a local, state or federally declared disaster or emergency where public places may be closed to the public or in-person participation may not be feasible or large gatherings may be considered a public health risk, the City will conduct public hearings and meetings virtually via conference call or live web-streaming with the ability to ask questions in real time. Accommodations will be made for persons with disabilities and non-English speaking persons upon request, such as sign language or language interpretation services. Documents for public review will be shared via the City's website. Copies of the document will be mailed or e-mailed upon request.

Additionally, where program funds covered by this Plan may be expended to carry out eligible activities to address the City's disaster response, the City's requirements under this Plan will be streamlined to include:

a. A 15-day public display and comment period to amend the AAP or a period of public comment as outlined and directed by HUD.

b. Following the public display and comment period, the Revised AAP will be presented to the City Council for consideration and formal action.

c. The revised AAP will be submitted to HUD upon City Council' approval.

Plan Access

The approved Citizen Participation Plan, and any amendments, will be kept on file at the Clifton Community Development Office, 900 Clifton Avenue, 1st Floor, Clifton, NJ 07013. The plan can be accessed online at: https://www.cliftonnj.org/239/Community-Development

Hard copies can be made available to those requesting the approved Amended Plan by contacting the Contact Person, or a designee.

E. Consolidated Annual Performance and Evaluation Report (CAPER)

Report Development

The City shall follow the following procedure in the drafting and adoption of its Consolidated Annual Performance and Evaluation Report (CAPER).

a. Report Considerations

The City will evaluate and report the accomplishments and expenditures of the previous program year for its HUD programs and draft the CAPER in accordance with HUD requirements.

b. Public Display and Comment Period

The draft CAPER will be placed on display for a period of no less than 15 days to encourage public review and comment. Public notice of the display and comment period will be published in the *The Record-News Herald* no less than one day before the period begins with accommodation for persons with disabilities and non-English speakers in accordance with this Plan. The public notice shall include a brief summary and purpose of the CAPER, a summary of program expenditures, a summary of program performance, the dates of the public display and comment period, the locations where copies of the draft CAPER can be examined, how comments will be accepted, and the anticipated submission date to HUD. Copies of the draft CAPER will be made available for review at the following locations:

- Clifton Community Development Office: 900 Clifton Avenue, 1st Floor, Clifton, NJ 07013
- City of Clifton website: https://www.cliftonnj.org/239/Community-Development

Hard copies can be made available to those requesting the CAPER by contacting the Contact Person, or a designee.

c. Comments Received on the Draft CAPER

Written comments will be accepted by the City's Contact Person, or a designee, during the 15-day public display and comment period. The City will consider any comments or views of City residents received in writing in preparing the final CAPER. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final CAPER for submission to HUD.

d. Submission to HUD

The CAPER will be submitted to HUD within 90 days following the end of the City's program year.

F. Section 108 Loan Guarantee Program

Development of Section 108 Loan Guarantee Application

Applications for assistance filed by the City for Section 108 Loan Guarantee assistance authorized under HUD regulation 24 CFR Part 570, Subpart M, are subject to all provisions set forth within this Plan. Such applications for Section 108 assistance may be included as part of the Consolidated Planning process, the Annual Action Planning process, or may be undertaken separately anytime during the City's program year.

Before the City submits an application for Section 108 loan guarantee assistance, the City will make available to citizens, public agencies and other interested parties' information that includes the amount of assistance the City expects to be made available (including program income), the range of activities that may be undertaken, the estimated amount that will benefit persons of low- and moderate-income, and any activities likely to result in displacement.

Public Display and Comment Period

The City will publish its proposed Section 108 loan application for review and comment. The public notice shall include a summary describing the contents and purpose of the application and listing the locations where the entire application may be examined. An application for Section 108 Loan Guarantee funding shall be made available for public review for a 30-day period prior to consideration and submission to HUD and may be done concurrently with the public review and comment process for the Consolidated Plan or Annual Action Plan.

Copies of the proposed Section 108 loan application will be made available for review at the following locations:

- Clifton Community Development Office: 900 Clifton Avenue, 1st Floor, Clifton, NJ 07013
- City of Clifton website: https://www.cliftonnj.org/239/Community-Development

Hard copies can be made available to those requesting the Section 108 loan application by contacting the Contact Person, or a designee.

Comments Received on the Proposed Section 108 Application

Written comments will be accepted by the Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing in preparing the final application. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final application for submission to HUD.

Submission to HUD

Following the public display and comment period, the Section 108 Loan Application will be submitted to HUD.

G. Complaints

Residents may register complaints regarding any aspect of the CDBG program by contacting the Contact Person, or a designee. All written complaints received will be addressed in writing within 15 days.

Residents wishing to object to HUD approval of the final Consolidated Plan, Annual Action Plan or any other documents identified in this Plan may send written objections to the HUD Newark Field Office at:

U.S. Department of Housing & Urban Development
Newark Field Office
One Newark Center
1085 Raymond Blvd
Newark, NJ 07102

Objections should be made within 30 days after the City has submitted any of the documents covered by this Plan to HUD. Any objections made will only be submitted to HUD for the following reasons:

- The applicant's description of needs and objectives is plainly inconsistent with available facts and data.
- The activities to be undertaken are plainly inappropriate to meet the needs and objectives identified by the applicant.
- The application does not comply with the requirements of the CDBG program, or other applicable laws.
- The application's proposed activities which are otherwise ineligible under the program regulations.

Objections shall include both an identification of requirements not met and available facts and data.

2025-2029 Consolidated Plan

2025 ANNUAL ACTION PLAN

City of Clifton, NJ | For Public Display July 1 – 31, 2025

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Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Clifton is a federal entitlement community under the U.S. Department of Housing and Urban Development's Community Development Block Grant (CDBG) Program. The City is also a participating jurisdiction in the HOME Investment Partnerships Program (HOME) Program. As a HUD entitlement community, the City is required to prepare a Five-Year Consolidated Plan (CP) in order to implement any federal programs that fund housing, community development, and economic development within the community. This CP covers the five-year period beginning August 1, 2025, and ending July 31, 2029, and will be submitted to HUD for approval.

The lead entity responsible for the preparation of the CP is the Passaic County Department of Human Services, Office of Community Development.

The purpose of the CP is to guide federal funding decisions in the next five years. The CP is guided by three overarching goals that are applied according to a community's needs. The goals are:

1. To provide decent housing by preserving the affordable housing stock, increasing the availability of affordable housing, reducing discriminatory barriers, increasing the supply of supportive housing for those with special needs, and transitioning homeless persons and families into housing.

2. To provide a suitable living environment through safer, more livable neighborhoods, greater integration of low- and moderate- income residents throughout the City, increased housing opportunities, and reinvestment in deteriorating communities.

3. To expand economic opportunities through more jobs paying self-sufficient wages, homeownership opportunities, development activities that promote long-term community viability, and the empowerment of low- and moderate- income persons to achieve self-sufficiency.

The overall priority for the investment of federal funds is to increase self-sufficiency and economic opportunity for lower income residents and individuals with special needs so that they can achieve a reasonable standard of living.

The City of Clifton anticipates receiving the following federal resources in FY 2025; estimated projections for five years follow in parentheses:

- CDBG: $1,261,206 ($6,306,030)
- HOME: $0 ($1,545,550)

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The Strategic Plan provides a framework to address the needs of the City for the next five years using CDBG and HOME funds. The three overarching objectives guiding the proposed activities are:

- Providing Decent Affordable Housing
- Creating Suitable Living Environments
- Creating Economic Opportunities

Outcomes show how programs and activities benefit a community or the people served. The three outcomes that will illustrate the benefits of each activity funded by the CDBG and HOME programs are:

- Improve Availability/Accessibility
- Improve Affordability
- Improve Sustainability

All future activities funded in the next five years will support at least one objective and one outcome.

3. Evaluation of past performance

The following evaluation of past performance is from the Program Year 2023 (August 1, 2023 – July 31, 2024) Consolidated Annual Performance and Evaluation (CAPER) report. The accomplishments that follow are those achieved through the expenditure of CDBG funds.

- Senior Citizen and Handicapped Outreach – Assisted 3,545 persons with transportation services.
- DIAL: Handicapped Services – Assisted 56 disabled persons.
- Boys & Girls Club: Day Care Services – Provided 57 scholarships for day care for children of low-income working families.
- Literacy Intervention Program – Assisted 57 persons by providing comprehensive literacy program for children and parents.
- Street Improvements - Continued street improvements such as curb drops and sanitary sewer rehabilitation.
- Botany Village Special Improvement District: Crime Prevention Program - fund the neighborhood watch and walking security to support crime prevention
- Code Enforcement – Inspected properties benefiting 33,620 residents.

4. Summary of citizen participation process and consultation process

The Community Development Department developed an outreach effort to maximize input from a large cross-section of stakeholders. This outreach effort included public meetings, published meeting notices, public display/comment period, and stakeholder interviews.

The City's Citizen Participation Plan outlines the procedures for public participation during the planning process for use of Community Development Block Grant funds. The City holds two public hearings concerning HUD programs. Residents that inquire about the program are given information and encouraged to meet with our staff at any time to discuss potential future programs and/or projects. Any comments that are received are noted for the record and taken into consideration.

5. Summary of public comments

No public comments were received.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were accepted.

7. Summary

This plan outlines the goals of the City of Clifton for its CDBG and HOME funds. Following outreach and public input, the Consolidated Plan and Annual Action Plan clearly outline programs and activities that will address the identified needs. Despite the number of needs identified by stakeholders and the public, the City's CDBG and HOME Programs are limited in funding. This document outlines the City's plans to maximize the investment of federal resources.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	CLIFTON	Community Development
HOME Administrator	CLIFTON	Community Development

Table 1 – Responsible Agencies

Narrative

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Consolidated Plan Public Contact Information

Jill A. Hartmann
City of Clifton Community Development Department
900 Clifton Avenue
Clifton, NJ 07013
(973) 470-5255
jhartmann@cliftonnj.org

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(l) and 91.315(l)

1. Introduction

The Community Development Department developed an outreach effort to maximize input from a large cross-section of stakeholders. This outreach effort included public meetings, published meeting notices, public display/comment period, and stakeholder interviews meant to engage a broad variety of stakeholders and City residents.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The Community Development Department consulted with a variety of non-profits, social service providers, community residents, and governmental agencies to determine the needs of the City and better allocate entitlement resources. Individual stakeholder interviews were scheduled with affordable/special needs housing and service providers, homeless service agencies, educational providers, economic development officials, neighborhood groups, and health and human service providers. In addition, two advertised public hearings were held on March 27, 2025, and July 15, 2025, in the City Council Chambers. These public hearings were advertised in accordance with the City's approved Citizen Participation Plan.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

The City supports the cooperative efforts and activities of local service providers through its membership in the Passaic County Continuum of Care. The lead agency for the Passaic/Paterson Continuum of Care (CoC) is the Passaic County Department of Human Services. The CoC works to address homelessness, and the priority needs of homeless individuals and families, including homeless subpopulations. To the extent possible, the City also assists agencies seeking federal, state, and private funding for housing and activities related to homelessness and those at risk of homelessness. The Catherine A. Rowe Commons Transitional Housing Program and Saint Peter's Haven, service providers near the City of Clifton that are dedicated to assisting the homeless, were invited to participate in stakeholder interviews.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The City does not receive ESG funding.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	Clifton Housing Department
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Clifton Public Housing Authority administers the Section 8 Housing Choice Voucher Program. Coordination between the PHA, CDBG, and HOME is intended to improve the administration of both programs to insure that low/moderate income households are served efficiently by the programs.
2	**Agency/Group/Organization**	Saint Peter's Haven
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization received an e-mail invitation to participate in the consolidated plan process, including stakeholder interviews and public meetings.

3	**Agency/Group/Organization**	DIAL
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization received an e-mail invitation to participate in the consolidated plan process, including stakeholder interviews and public meetings.
4	**Agency/Group/Organization**	BOYS AND GIRLS CLUB OF CLIFTON
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization received an e-mail invitation to participate in the consolidated plan process, including stakeholder interviews and public meetings.
5	**Agency/Group/Organization**	CLIFTON ADULT OPPROTUNITY CENTER
	Agency/Group/Organization Type	Services-Persons with Disabilities Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization received an e-mail invitation to participate in the consolidated plan process, including stakeholder interviews and public meetings.
6	**Agency/Group/Organization**	Clifton Department of Health and Human Services
	Agency/Group/Organization Type	Services-Health Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization received an e-mail invitation to participate in the consolidated plan process, including stakeholder interviews and public meetings.
7	**Agency/Group/Organization**	DOWNTOWN CLIFTON ECONOMIC DEVELOPMENT GROUP, INC.
	Agency/Group/Organization Type	Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization received an e-mail invitation to participate in the consolidated plan process, including stakeholder interviews and public meetings.

Identify any Agency Types not consulted and provide rationale for not consulting

There were no agencies that the City did not consult, either through public meetings or individual stakeholder interviews. Broadband stakeholders did not participate; these sections were populated using PolicyMap.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Passaic County Continuum of Care	Strategic Plan goals align with the goals in the CoC's Plan to End Homelessness
Forty-First Annual Domestic Violence Report	New Jersey State Police	This 2023 report informed the Needs Assessment section of the CP.
Passaic County 2014 Point in Time (PIT) Count	Monarch Housing Associates	PIT informed the Homeless Needs Assessment section of the CP.
Analysis of Impediments to Fair Housing Choice	City of Clifton	2011 AI informed the Needs Assessment and Market Analysis sections of the CP.
Strategic Plan for the Workforce Development Board	Passaic County Workforce Development Board	2017-2021 SP informed the Non-Housing Community Development Assets section of the CP.
Passaic County and All Mun. Hazard Mitigation Plan	Passaic County Office of Emergency Management	Hazard Mitigation Plan 2020 informed the Natural Disaster Risk section of the Plan.
PHA Five-Year and Annual Plan, Five-Year Plan 2025	Clifton Public Housing Agency	2025-2029 AP informed the Public and Assisted Housing section of the CP.
Clifton 2025 PIT Survey	St. Peter's Haven	PIT informed the Homeless Needs Assessment section of the CP.
Comprehensive Economic Development Strategy (CEDS)	Passaic County Department of Planning and Economic Development	Goals and Strategies identified in the Economic Development Strategy are consistent with the Strategic Plan.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

In accordance with 24 CFR 91.100(4), the City of Clifton will notify adjacent units of local government of the non-housing community development needs included in its CP. The City will continue to interact with public entities at all levels to ensure coordination and cooperation in the implementation of the Consolidated Plan and thereby maximize the benefits of the City's housing and community development activities for the residents being served.

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The City's Citizen Participation Plan outlines the procedures for public participation during the planning process for use of Community Development Block Grant funds. Information concerning the program and accomplishments is posted on the City's webpage, at various City facilities, and in local newspapers. The City also holds two public hearings concerning CDBG and HOME. Residents that inquire about the program are given information and encouraged to meet with our staff at any time to discuss potential future programs and/or projects. Any comments that are received are noted for the record and taken into consideration.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-targeted/broad community	None received.	None received.	N/A	N/A
2	Public Hearing – March 27, 2025	Non-targeted/broad community	No attendance.	None received.	N/A	N/A
3	Public Hearing – July 15, 2025	Non-targeted/broad community	TBD	TBD	TBD	
4	Public Display/Comment Period – July 1-31, 2025	Non-targeted/broad community	TBD	TBD	TBD	

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The Needs Assessment is based on an analysis of housing problems across the City of Clifton by income level among renters, owners, and households with special needs. Additionally, needs were identified through a public outreach process that included stakeholder consultations/interviews and public meetings.

Data in this section was drawn primarily from HUD's Comprehensive Housing Affordability Strategy (CHAS) data set, which is a special tabulation of 2016-2020 American Community Survey (ACS) data from the Census Bureau. The CHAS data describes housing problems, such as overcrowding or incomplete kitchen and/or plumbing facilities, as well as cost burden, which occurs when a household pays more than 30% of its gross income on housing costs. Severe cost burden occurs when a household pays more than 50% of its gross income on housing costs.

Supplemental data were drawn from the 2018-2023 ACS 5-Year Estimates and other sources to provide additional context when needed.

Summarizing the data throughout this section and input received during stakeholder interviews held in preparing the Five-Year Consolidated Plan, the most significant needs are:

- Housing rehabilitation and code enforcement: Nearly 42.8% (12,780) of housing units in the City of Clifton were built prior to 1950, which are presumed to be in need of extensive rehabilitation. LMI households with a severe housing cost burden greater than 50% of income tend to be either small, related families (42.9%) or elderly households (40.6%).
- Increased supply of decent, affordable housing:
    - According to CHAS data, 17.4% of households in the City are cost burdened and 22% of households are severely cost burdened.
    - The lowest income households also have the highest concentrations of minorities that experience challenges accessing healthcare, housing, and services.
    - The waiting list for the Section 8 Voucher Program is increasing, with over 100 individuals/families currently on the list. Until a voucher becomes available, households on the waiting list continue to subsist on extremely low incomes in housing conditions that are likely unaffordable, inadequate, or both.
- Permanent supportive housing and family units to stabilize and transition families out of homelessness.

- Elderly care and programs, disability (including severe disabilities) care and programs for independent living, childcare, youth programming, food related services, and health services for low- moderate-income households.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

High housing costs reduce economic opportunities and access to prosperity, especially among lower-income households in the City of Clifton. ACS 2018-2023 estimates indicate that 12.2% of households in the City of Clifton earned less than $25,000.00. Real incomes in the area increased by 9.67% between 2015-2020 when adjusted for inflation, and while home values have declined, median contract rent has increased at a greater rate than real income, resulting in an increase in the need for affordable housing options.

Between 2015 and 2020, the median income for City residents increased by 9.67% after adjusting for inflation, while median rent increased by 3.47% and median home values decreased by 3.59%. Decreasing home values translates to increased buying power for households. Meanwhile, monthly rent increased at a higher rate than median income when adjusted for inflation, meaning that housing costs take up a relatively larger share of income for renters in the City compared to 2015.

As the data below show, the most significant housing issues identified are cost burden and severe cost burden. According to CHAS data, 17.4% of households in the City are cost burdened and 22.0% of households are severely cost burdened. Given a lack of decent, affordable housing options, the area's lower-income households often face a choice between deficient, substandard housing and cost burden. With regard to other housing problems, overcrowding is the second most common problem, particularly among renter households earning below 50% HAMFI.

In general, elderly and small family households have more difficulty in affording housing costs than other household types. According to CHAS data, 44.85% of elderly renter-households earning below 30% HAMFI are cost burdened, and 22.32% of elderly renter-households in this income tier are severely cost burdened. Over half (54.28%) of small, related renter-households earning below 30% HAMFI are cost burdened, and 100% of small related renter-households in this income tier are severely cost burdened.

The following are HUD-generated tables using 2016-2020 CHAS data that are part of the Consolidated Plan tool. These tables are automatically generated when creating the Consolidated Plan. Please note that HAMFI refers to "HUD Adjusted Median Family Income," which is the median family income calculated by HUD for each jurisdiction, in order to determine Fair Market Rents and income limits for HUD programs. HAMFI will not necessarily be the same as other calculations of median incomes such as a simple Census number due to a series of adjustments that are made. Where the HUD tables below report AMI (Area Median Income), they refer to HAMFI.

Demographics	Base Year: 2015	Most Recent Year: 2020	% Change
Population	85,550	85,200	-0%
Households	29,065	29,865	3%
Median Income	$67,992.00	$83,086.00	22%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	5,115	4,250	3,875	3,415	13,205
Small Family Households	1,550	1,735	1,475	1,650	7,145
Large Family Households	355	485	370	435	1,640
Household contains at least one person 62-74 years of age	1,245	980	1,285	790	3,835
Household contains at least one person age 75 or older	1,230	790	505	380	1,125
Households with one or more children 6 years old or younger	685	825	455	425	1,195

Table 6 - Total Households Table

Data Source: 2016-2020 CHAS

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	75	55	25	25	180	0	0	35	0	35
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	70	85	35	35	225	10	10	25	0	45
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	185	190	185	20	580	0	30	25	75	130
Housing cost burden greater than 50% of income (and none of the above problems)	2,650	1,060	0	0	3,710	1,315	705	340	110	2,470

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	180	1,105	725	55	2,065	75	385	730	640	1,830
Zero/negative Income (and none of the above problems)	125	0	0	0	125	120	0	0	0	120

Table 7 – Housing Problems Table

Data Source: 2016-2020 CHAS

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	2,975	1,390	250	75	4,690	1,325	745	430	185	2,685
Having none of four housing problems	600	1,450	1,610	1,330	4,990	215	665	1,585	1,825	4,290
Household has negative income, but none of the other housing problems	0	0	0	0	0	0	0	0	0	0

Table 8 – Housing Problems 2

Data Source: 2016-2020 CHAS

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,255	1,085	405	2,745	150	355	375	880
Large Related	179	270	60	509	155	140	115	410
Elderly	990	680	125	1,795	935	600	490	2,025
Other	665	395	180	1,240	159	30	125	314
Total need by income	3,089	2,430	770	6,289	1,399	1,125	1,105	3,629

Table 9 – Cost Burden > 30%

Data Source: 2016-2020 CHAS

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	0	0	475	475	135	295	0	430
Large Related	0	0	75	75	135	115	15	265
Elderly	870	250	0	1,120	890	280	175	1,345
Other	0	665	265	930	155	0	0	155
Total need by income	870	915	815	2,600	1,315	690	190	2,195

Table 10 – Cost Burden > 50%

Data Source: 2016-2020 CHAS

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	265	275	170	40	750	10	25	50	75	160

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	4	14	65	0	83	0	10	0	0	10
Other, non-family households	0	0	0	15	15	0	0	0	0	0
Total need by income	269	289	235	55	848	10	35	50	75	170

Table 11 – Crowding Information – 1/2

Data Source: 2016-2020 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present								

Table 12 – Crowding Information – 2/2

Describe the number and type of single person households in need of housing assistance.

According to 2023 American Community Survey (ACS) data, there are 8,488 single-person households in the City of Clifton, 5,030 of which (59.3%) are renter households. The median income for a single-person household in 2023 was $41,108, compared to the City's median income of $99,003. Given that this is roughly 42% of Clifton's median income, it can reasonably be assumed that there are a significant number of single-person households experiencing difficulty finding affordable housing, pointing to a need for additional studio and one-bedroom units.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

There is a lack of data concerning the housing need of families in the City of Clifton who are disabled or victims of domestic violence, dating violence, sexual assault, and stalking. Stakeholder feedback emphasized a lack of family units and supportive housing for families in these populations.

Disabled: According to 2018-2023 ACS 5-year estimate, there are 10,064 persons, or 11.3% of the City's population, who identify as having one or more disabilities. Among these, 5,412 reported an ambulatory disability, 3,852 a cognitive disability, 2,731 a hearing difficulty, 1,708 vision difficulty, and

4,297 an independent living difficulty. 16.1% of individuals with disabilities live below the poverty line. Stakeholders interviewed stressed the need for additional in-home services for persons with disabilities, citing difficulties with this population accessing housing, food, and health services.

Victims of Domestic Violence, Sexual Assault, and Stalking: 2024 Passaic County Point in Time data estimates that 83 victims of domestic violence experience homelessness on any given night and comprise approximately 11.7% of the homeless population. The type of families in need of housing assistance who are victims of domestic violence are families with children (56%). Additionally, 36% of domestic violence victims identified as Black/African American.

According to the Forty-First Annual Domestic Violence Report (2023) issued by the New Jersey State Police, there were 4,442 domestic violence offenses committed in Passaic County in 2023. Of these, 50.04% (2,223 cases) involved assault and 1% (35 cases) involved sexual assault or stalking.

What are the most common housing problems?

According to 2018- 2023 ACS 5-year estimates, there were 243 units of housing stock lacking complete kitchen facilities and 178 units lacking complete plumbing facilities. In addition, 46.5% (15,485) of housing units were built prior to 1950, which are presumed to be in need of extensive rehabilitation.

The most significant housing issues identified are cost burden and severe cost burden. Cost burden is defined as spending over 30% of household income on housing costs, such as mortgage and rent payments. Similarly, severe cost burden is defined as spending over 50% of household income on housing. According to CHAS data, 11.11% of households in the City are cost burdened and 5.37% of households are severely cost burdened. With regard to other housing problems, overcrowding is the second most common problem, particularly among renter households earning below 50% HAMFI.

Are any populations/household types more affected than others by these problems?

Cost burden and severe cost burden affect households across the income spectrum, though the need for affordable housing is felt most acutely by the lowest income households. In general, the rate of cost burden declines as household income increases. LMI households that rent are only 3 percentage points more likely to experience housing problems than LMI households that own their home. The incidence of cost burden and severe cost burden is 7 percentage points higher for renters earning below 50% HAMFI than for homeowners in this income tier.

In terms of household type, LMI households with a severe housing cost burden greater than 50% of income tend to be either small, related families (42.9%) or elderly households (40.6%).

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the

needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Of the 321 homeless households counted in Passaic County in the 2024 PIT, 38 (12%) were families with at least one child under the age of 18 and one adult. Over 57.3% of adults 18 or older reported some type of a disability and 16.7% (62) of households attributed their homelessness to loss of employment or a reduction in income. Factors such as a disability and/or lack of employment skills make long-term employment an ongoing challenge for single parents who wish to achieve independence and find an affordable rental unit in the area. The lack of affordable housing units makes it difficult for low-income individuals and families with children to maintain a stable household.

Needs of those who are recently housed include employment skills training, assistance to repair poor credit and landlord history, and financial assistance to clear rent and utility arrearages that may have led to homelessness in the first place. Continued wraparound services, particularly related to mental health and substance abuse and the formerly incarcerated are critical to lower recidivism rates.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

The City does not estimate at-risk populations; the figures above are based on HMIS data provided by the CoC indicating the number of persons entering the homeless system each year.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

As shown in the tables above, LMI households with a severe housing cost burden greater than 50% of income tend to be either small, related families (42.9%) or elderly households (40.6%). Food, transportation, healthcare, and other costs further reduce disposable income and the ability to save. These households are vulnerable to possible eviction and homelessness if their income is reduced for any reason or if they encounter an unexpected expense such as a medical emergency. The lowest income households also have the highest concentrations of minorities that experience challenges accessing healthcare, housing, and services. These households must frequently choose between substandard housing that is affordable and decent housing that is unaffordable. There remains a strong need for decent, affordable housing.

Discussion

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has a disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

HUD defines a disproportionately greater housing need when a racial or ethnic group experiences housing problems at a rate over 10 percentage points than that of the corresponding income level as a whole. The data table below summarizes the percentage of each racial/ethnic group experiencing housing problems by HUD Adjusted Median Family Income (HAMFI) levels. Where the HUD tables below report AMI, they refer to HAMFI. Housing problems include:

- Housing units lacking complete kitchen facilities and/or complete plumbing facilities
- Overcrowding (more than one person per room)
- Housing costs greater than 30% of income (i.e., cost burden)

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	4,555	560	0
White	2,535	250	0
Black / African American	110	30	0
Asian	115	90	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	1,640	185	0

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2016-2020 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,625	625	0
White	1,460	325	0
Black / African American	175	30	0
Asian	250	15	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	1,665	240	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data Source: 2016-2020 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,130	1,740	0
White	1,050	860	0
Black / African American	50	25	0
Asian	205	195	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	795	650	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data Source: 2016-2020 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	955	2,460	0
White	650	1,305	0
Black / African American	4	80	0
Asian	75	130	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	230	890	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data Source: 2016-2020 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Racial/ Ethnic Group	0-30% AMI	30-50% AMI	50-80% AMI	80-100% AMI
	% with one or more housing problems			
White	91.0%	81.8%	55.0%	33.2%
Black/ African American	78.6%	85.4%	**66.7%**	4.8%
Asian	56.1%	94.3%	51.3%	36.6%
Hispanic	89.9%	87.4%	55.0%	20.5%
Jurisdiction as a Whole	89.1%	85.3%	55.0%	28.0%

Source: CHAS 2016-2020

Supplemental Table: One or more housing problems by racial/ethnic group

Discussion

For White, Black/African American, Asian, and Hispanic households, the percentage of households with a housing problem is highest for the lowest income brackets (0-50% AMI) and decreases as income increases. According to the above definitions, Black/African American households between 50-80% AMI experience one or more housing problems at a disproportionate level.

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has a disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

HUD defines a disproportionately greater housing need when a racial or ethnic group experiences housing problems at a rate over 10 percentage points than that of the corresponding income level as a whole. The data table below summarizes the percentage of each racial/ethnic group experiencing severe housing problems by HUD Adjusted Median Family Income (HAMFI) levels. Where the HUD tables below report AMI, they refer to HAMFI. Severe housing problems include:

- Housing units lacking complete kitchen facilities and/or complete plumbing facilities
- Overcrowding (more than 1.5 persons per room)
- Housing costs greater than 50% of income (i.e., cost burden)

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	4,300	815	0
White	2,425	360	0
Black / African American	100	40	0
Asian	70	140	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	1,555	275	0

Table 17 – Severe Housing Problems 0 - 30% AMI

Data Source: 2016-2020 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,135	2,115	0
White	740	1,050	0
Black / African American	60	145	0
Asian	165	100	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	1,095	815	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data Source: 2016-2020 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	680	3,195	0
White	335	1,585	0
Black / African American	20	60	0
Asian	90	310	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	240	1,210	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data Source: 2016-2020 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	260	3,155	0
White	180	1,770	0
Black / African American	0	84	0
Asian	20	185	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	65	1,060	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data Source: 2016-2020 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

Racial/ Ethnic Group	0-30% AMI	30-50% AMI	50-80% AMI	80-100% AMI
	% with one or more severe housing problems			
White	87.1%	41.3%	18.3%	9.2%
Black/ African American	71.4%	29.3%	25.0%	0.0%
Asian	33.3%	**62.3%**	22.5%	9.8%
American Indian, Alaska Native	0.0%	0.0%	0.0%	0.0%
Pacific Islander	0.0%	0.0%	0.0%	0.0%
Hispanic	85.0%	57.3%	16.6%	5.8%
Jurisdiction as a Whole	84.1%	50.2%	17.5%	7.6%

Source: CHAS 2016-2020

Supplemental table: Severe housing problems by racial/ethnic group

Discussion

In general, the percentage of households with a severe housing problem is high for the lowest income brackets (0-50% AMI) and decreases as income increases. According to the above definitions, Asian

households between 30-50% AMI experience one or more severe housing problems at a disproportionate level.

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

HUD defines a disproportionately greater housing need when a racial or ethnic group experiences housing problems at a rate over 10 percentage points than that of the corresponding income level as a whole. Cost-burden is defined as paying more than 30% of household income on housing, and severely cost burdened is defined as paying greater than 50% of household income on housing.

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	17,920	5,155	6,500	280
White	9,995	2,680	3,340	125
Black / African American	555	200	215	0
Asian	1,680	410	290	50
American Indian, Alaska Native	25	0	0	0
Pacific Islander	0	0	0	0
Hispanic	5,375	1,810	2,445	110

Table 21 – Greater Need: Housing Cost Burdens AMI

Data Source: 2016-2020 CHAS

	Less than 30% (No Cost Burden)	30-50%	More than 50%	No/ negative income (not computed)
Racial/ Ethnic Group	**% with housing cost burden**			
White	62.4%	16.7%	20.9%	0.8%
Black/ African American	57.2%	20.6%	22.2%	0.0%
Asian	70.6%	17.2%	12.2%	2.1%
Hispanic	55.8%	18.8%	25.4%	1.1%
Jurisdiction as a Whole	60.6%	17.4%	22.0%	0.9%

Source: CHAS 2016-2020

Supplemental table: Housing cost burden by racial/ethnic group

Discussion:

The data table below summarizes the percentage of each racial/ethnic group experiencing cost burden at various levels. While it is not considered disproportionate, it is noteworthy that 20.6% Black/African American households pay 30-50% of their income and 25.4% of Hispanic Households pay 50% of their income on housing costs.

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

The impact of housing problems in the City of Clifton varies primarily by income level. However, the following income tiers experienced problems at a rate of at least ten percentage points higher than the City as a whole:

Housing Problems

- Black/African American households between 50-80% AMI experience one or more housing problems at a disproportionate level.

Severe Housing Problems

- Asian households between 30-50% AMI experience one or more severe housing problems at a disproportionate level.

Cost Burden

- While it is not considered disproportionate, it is noteworthy that 20.6% Black/African American households pay 30-50% of their income and 25.4% of Hispanic Households pay 50% of their income on housing costs.

If they have needs not identified above, what are those needs?

The needs among race/ethnicities are indicated above. Income categories have more general needs as described in NA-10 and the Housing Market Analysis.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

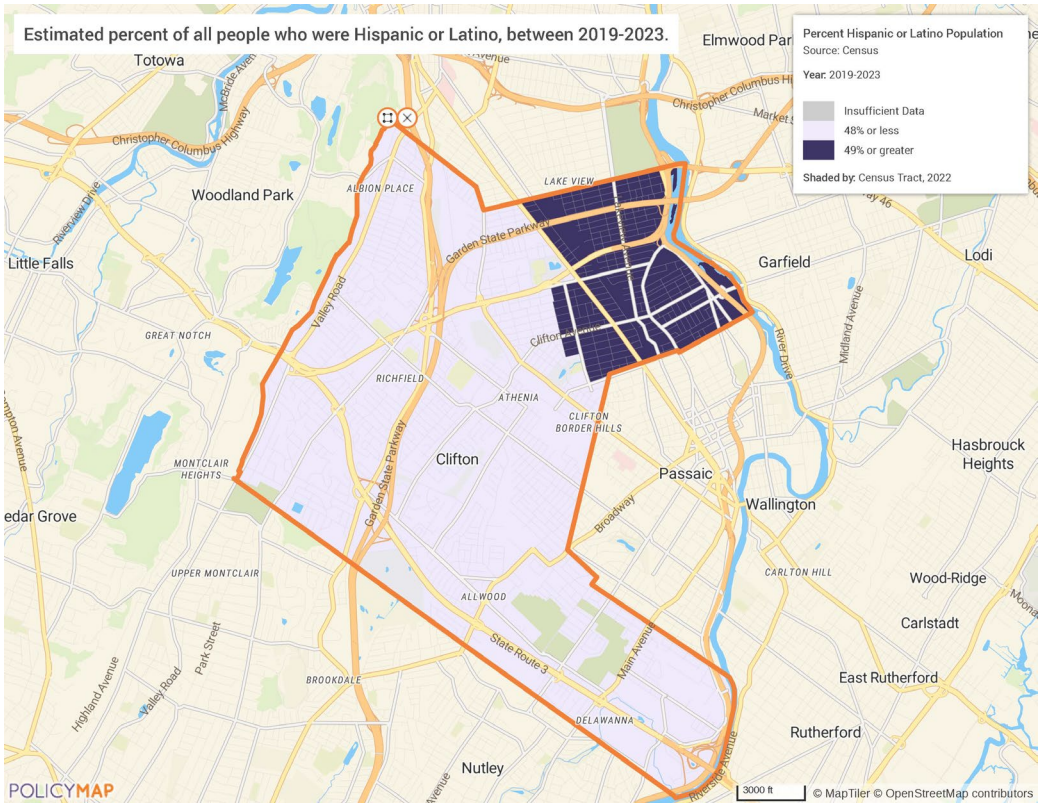
For the purposes of this Consolidated Plan, concentration is defined as a census tract where a minority group's population is ten percentage points higher in that census tract than its proportion in the City's population. The City's population is 39.4% Hispanic. An area of concentration of Hispanic residents will be any census tract that is at least 49.4% Hispanic. Areas of concentration are identified on the following map and correspond to Census Tracts Census Tracts 1247, 1248, 1249, 1250, and 1251. These census tracts correspond to zip code 07011, Botany Village, which also has the highest concentration of LMI residents.

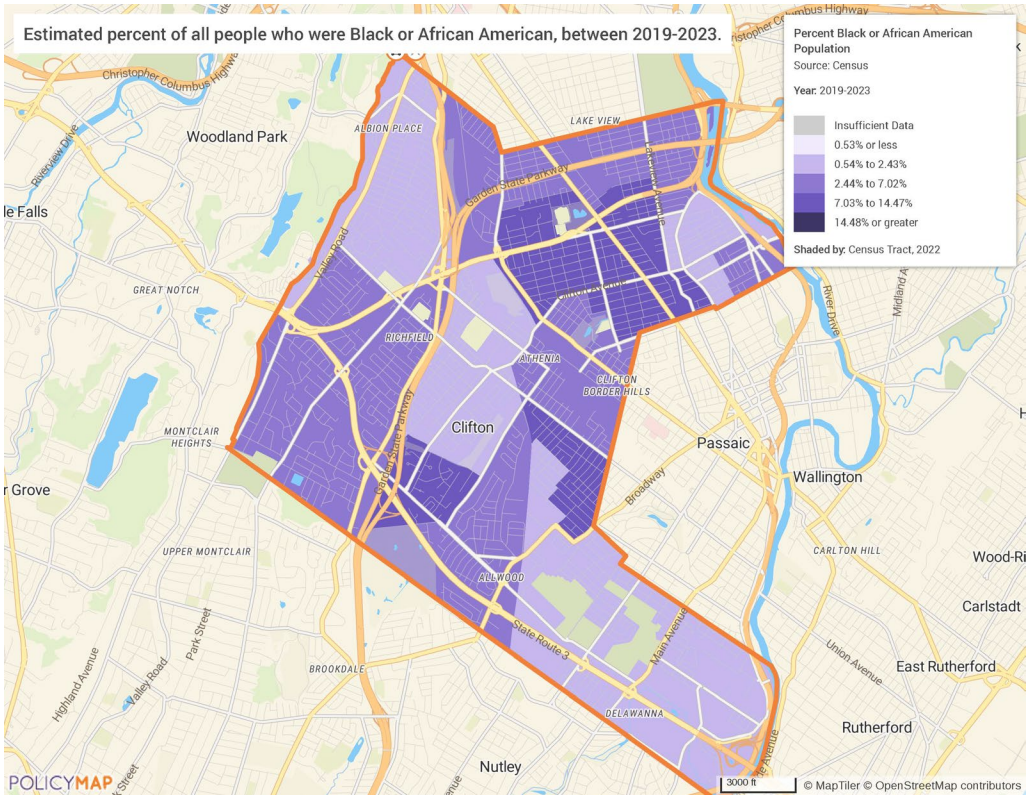
Black/African American residents comprise 4.7% of the City of Clifton's population. An area of concentration of Black/African American residents will be any census tract that is at least 14.7%

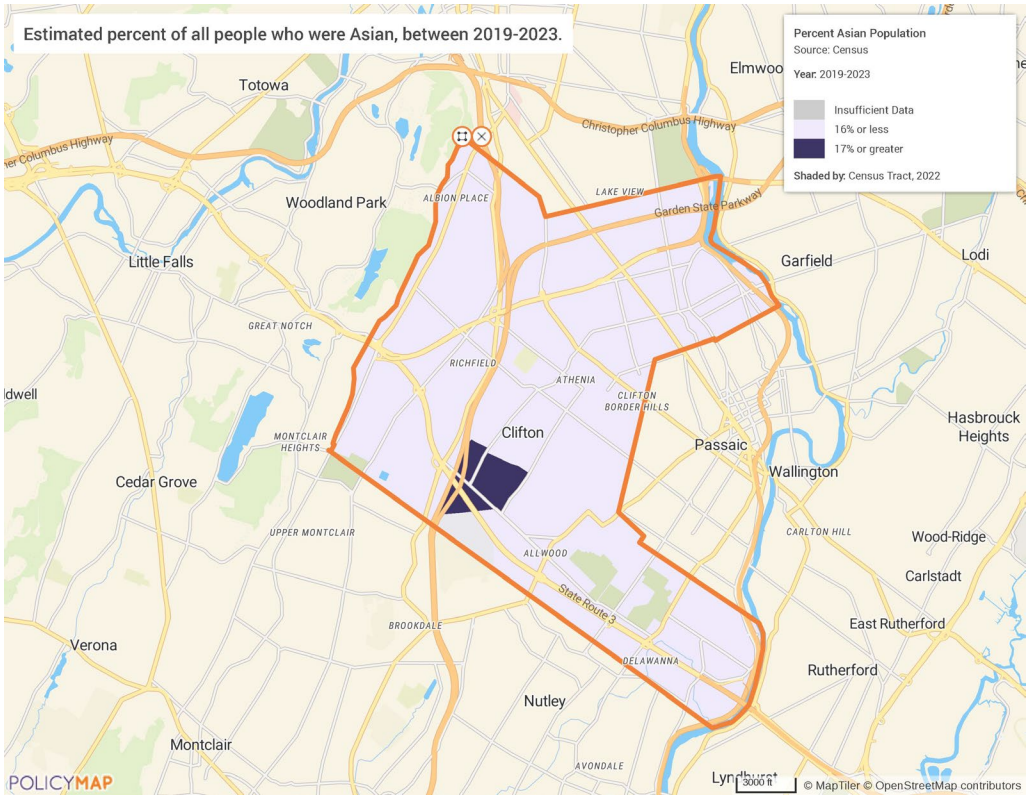
Black/African American. While no census tracts qualify as an area of concentration, Census Tracts 1249 and 1243.23 have Black/African American populations of 14.18% and 10.18% respectively.

The City's population is 7.8% Asian. An area of concentration of Asian residents will be any census tract that is at least 17.8% Asian. Areas of concentration correspond to Census Tracts Census Tracts 1243.23. These census tracts correspond to zip code 07012, which also has the highest concentration of LMI residents.

Areas of minority concentration can be viewed on the maps below, including LMI concentrations.




Estimated percent of all people who were Black or African American, between 2019-2023.
Percent Black or African American Population
Source: Census
Year: 2019-2023
Insufficient Data
0.53% or less
0.54% to 2.43%
2.44% to 7.02%
7.03% to 14.47%
14.48% or greater
Shaded by: Census Tract, 2022
Woodland Park
Clifton
Passaic
Wallington
Nutley
Rutherford
East Rutherford
Carlstadt
Wood-Ri
Grove
POLICYMAP
3000 ft
© MapTiler © OpenStreetMap contributors


Estimated percent of all people who were Asian, between 2019-2023.
Percent Asian Population
Source: Census
Year: 2019-2023
Insufficient Data
16% or less
17% or greater
Shaded by: Census Tract, 2022
Totowa
Woodland Park
Little Falls
Clifton
Passaic
Wallington
Garfield
Lodi
Hasbrouck Heights
Cedar Grove
Verona
Montclair
Nutley
Rutherford
East Rutherford
Carlstadt
Wood-Ridge
POLICYMAP
3000 ft
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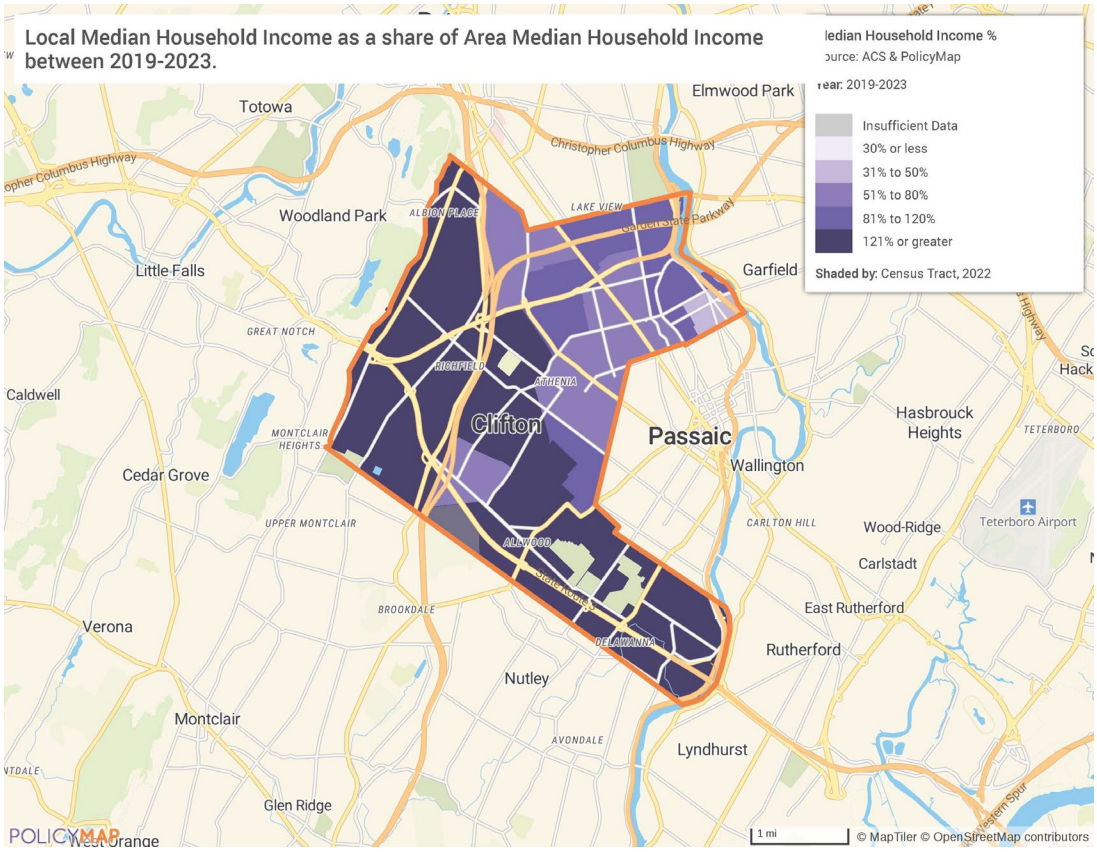

Local Median Household Income as a share of Area Median Household Income between 2019-2023.
Median Household Income %
Source: ACS & PolicyMap
Year: 2019-2023
Insufficient Data
30% or less
31% to 50%
51% to 80%
81% to 120%
121% or greater
Shaded by: Census Tract, 2022
Totowa
Elmwood Park
Woodland Park
Little Falls
Garfield
Caldwell
Clifton
Passaic
Hasbrouck Heights
Wallington
Cedar Grove
Wood-Ridge
Carlstadt
East Rutherford
Rutherford
Verona
Nutley
Montclair
Lyndhurst
Glen Ridge
Teterboro Airport
1 mi
© MapTiler © OpenStreetMap contributors

NA-35 Public Housing – 91.205(b)

Introduction

There are no public housing units within the City of Clifton; however, the City does administer a Section 8 Program to benefit eligible low-income families, seniors, and persons with disabilities. Clifton will continue to provide quality affordable housing to families, the disabled, and elderly through code enforcement, a landlord outreach program, and an established network of landlords accepting Section 8.

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	0	269	0	269	0	0	0

Table 22 - Public Housing by Program Type

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	0	0	15,161	0	15,161	0	0
Average length of stay	0	0	0	6	0	6	0	0

Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
Average Household size	0	0	0	2	0	2	0	0
# Homeless at admission	0	0	0	0	0	0	0	0
# of Elderly Program Participants (>62)	0	0	0	72	0	72	0	0
# of Disabled Families	0	0	0	26	0	26	0	0
# of Families requesting accessibility features	0	0	0	269	0	269	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	0	219	0	219	0	0	0
Black/African American	0	0	0	50	0	50	0	0	0

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Asian	0	0	0	0	0	0	0	0	0
American Indian/Alaska Native	0	0	0	0	0	0	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0
***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**									

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	150	0	150	0	0	0
Not Hispanic	0	0	0	119	0	119	0	0	0
***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**									

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

Section 504 of the Rehabilitation Act of 1973 and 24 CFR Part 8 requires that 5% of all public housing units be accessible to persons with mobility impairments. Another 2% of public housing units must be accessible to persons with sensory impairments. There are no public housing units in the City of Clifton.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

While there are no public housing units within the City of Clifton, the greatest needs of households currently utilizing the City's Section 8 Housing Choice Voucher (HCV) Program are an increased supply of decent, affordable housing. Additional needs of those households accessing the HCV Program include access to employment supportive public transportation, employment opportunities, and barrier removal for the elderly and disabled.

How do these needs compare to the housing needs of the population at large

Stakeholders reported the need to increase access to clean, safe, affordable housing options for the population at large, as well as the large number of individuals paying large portions of their income for housing. A majority of City households are cost-burdened, emphasizing a need to increase the supply of affordable housing as well as its quality to improve housing choice, living environments, and promote self-sufficiency of LMI households. Stakeholders noted that the waiting list for the HCV Program is significantly long, with over 100 families currently on the list. Stakeholders also reported the increase of Port-Ins to Clifton for the HCV Program, which can add to the wait time for other LMI households to receive a voucher. Until a voucher becomes available, households on the Section 8 waiting list continue to subsist on extremely low incomes in housing conditions that are likely unaffordable, inadequate, or both.

Discussion

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

The Passaic County Continuum of Care (CoC), a partnership of City, County and nonprofit agencies to end chronic homelessness, manages many of the region's homeless related activities and programs. The CoC, assisted by Monarch Housing Associates and the New Jersey Housing and Mortgage Finance Agency, conducts an annual point-in-time (PIT) count. The PIT provides a "snapshot" of the Passaic County's homeless population and subpopulations; however, it is the best data available on the housing and supportive service needs of these populations. The 2024 count identified a total of 710 homeless persons, including 451 homeless households, in Passaic County. Of those individuals counted, 603 were in the various emergency shelters throughout the County, 13 were in transitional housing, and 94 were unsheltered. The data below is based on the COC report for Passaic County.

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

Of the 451 homeless households, 61 (14%) were families with at least one child under the age of 18 and one adult. These families included 191 persons, including 120 children under the age of 18 and 71 adults.

Out of the 710 persons identified as homeless, there were a total of 109 chronically homeless persons, representing 15.4% of the counted homeless population. There were 21 homeless veterans representing 5.1% of the counted homeless adult population. 83 victims of domestic violence were identified representing 11.7% of the total identified homeless population. Homeless youth (individuals and families with heads of households 24 years old or younger) represented 6.9% of the counted homeless population with 49 persons identified.

While subpopulation data is not available, Monarch Housing Associates is able to estimate that there are 703 persons experiencing homelessness each year in Passaic County. Each year, 404 persons are experiencing homelessness for the first time. Each year, 566 people exit homelessness. The average number of days a person experiences homelessness is 382.

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	**Unsheltered**	**703**	**404**	**566**	**382**
Persons in Households with Adult(s) and Child(ren)	60	1				
Persons in Households with Only Children	0	0				
Persons in Households with Only Adults	303	87				
Chronically Homeless Individuals	82	27				
Chronically Homeless Families	0	0				
Veterans	11	10				
Unaccompanied Youth	44	5				
Persons with HIV	5	0				
Severely Mentally Ill	139	0				
Chronic Substance Abuse	131	0				
Victims of Domestic Violence	77	6				

Nature and Extent of Homelessness: (Optional)

Race: White	**Sheltered:** 112	**Unsheltered (optional):**
Race: Black/African American	**Sheltered:** 212	**Unsheltered (optional):**
Race: Unknown	**Sheltered:** 225	**Unsheltered (optional):**
Ethnicity: Hispanic/Latino	**Sheltered:** 161	**Unsheltered (optional):**
Ethnicity: Non-Hispanic	**Sheltered:** 222	**Unsheltered (optional):**
Ethnicity: Unknown	**Sheltered:** 225	**Unsheltered (optional):**

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

Monarch Housing Associates estimated 61 families with children (both sheltered and unsheltered) in need of housing assistance and 21 families of veterans.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

Clifton's homeless population is disproportionately comprised of minorities. Black/African American residents represent 9.5% of the City's population and 29.9% of the homeless population. The City's population is 37.0% Hispanic, and Hispanics represent 22.7% of the homeless population.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

According to the data provided by the CoC, a total of 710 persons, including 451 households, were experiencing homelessness. 610 homeless persons were served in emergency shelters, 13 homeless persons stayed in transitional housing, and a total of 94 households were unsheltered.

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

Introduction:

Persons with special needs include the elderly and frail elderly, persons with severe mental illness, personswith developmental disabilities, persons with physical disabilities, and persons with alcoh ol/other drug addictions. In addition, many persons with such special needs also have very low incomes.

Describe the characteristics of special needs populations in your community:

Elderly

Elderly persons are more likely to live on fixed, very low incomes or require special supportive service to complete their daily routines. This means elderly residents especially need affordable housing options and easy access to service providers. Stakeholders reported the need to assist elderly homeowners to improve the quality and stability of their housing and remain in their homes

According to ACS 2019-2023 estimates, 49.7% of households consist of at least one person aged 65 or over. In addition, the Census reported that 32.7% of persons 65 years and over had at least one disability in 2017; 48.7% of whom experienced an independent living difficulty and 26.7% experienced a self-care disability.

Persons with Disabilities

In 2023, 11.3% of the population had a disability. Individuals with ambulatory disabilities generally require accessible housing units, and individuals with independent living disabilities may require assisted living facilities. Data from the 2023 ACS indicates that of the population with a disability, 53.9% indicated an ambulatory difficulty; 38.3% reported a cognitive difficulty.

In the City, 6.8% of all adults aged 18-64 live below the poverty line. However, there are differences in the incidence of poverty by disability status. For persons with a disability, 16.3% live below the poverty line, compared to 7.6% of people without a disability.

Substance Abuse and Addiction

No specific data on the characteristics of non-homeless persons with alcohol or other addictions is available for the City of Clifton.

Individuals who have special needs are typically extremely low income and face tremendous challenges finding housing that they can afford. Individuals with special needs also require supportive services in addition to affordable housing. Public and private sources have limited funds available for these purposes, making it difficult for non-profit organizations to develop and operate housing and supportive service programs.

What are the housing and supportive service needs of these populations and how are these needs determined?

Summarizing the above estimates and input received during stakeholder interviews held in preparing the Five-Year Consolidated Plan, the most significant needs for these populations are:

- Access to clean, safe, and affordable housing for renters and owners;
- Assistance making repairs to owner-occupied homes, including accessibility improvements;
- Rehabilitation and code enforcement of aging housing stock;
- Creating permanent emergency warming/cooling centers;
- Additional supportive services for the disabled and elderly populations;
- Increasing the number of designated supportive housing units and permanent supportive housing for homeless families.
- Increasing food pantry access and distributions to minimize food scarcity.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

The City of Clifton does not receive HOPWA funds.

If the PJ will establish a preference for a HOME TBRA activity for persons with a specific category of disabilities (e.g., persons with HIV/AIDS or chronic mental illness), describe their unmet need for housing and services needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2) (ii))

The City of Clifton will not establish a preference.

Discussion:

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

Through CDBG funds, the City of Clifton can fund the construction, rehabilitation, or installation of public facilities. Eligible public facilities include neighborhood facilities (such as educational centers, parks, recreation centers, and libraries) and facilities for special needs populations (such as homeless shelters, elderly facilities, or centers for teens and people with disabilities).

How were these needs determined?

Public facilities needs are determined by coordination of the Clifton Community Development Block Grant Monitor, the City Manager, and the City Engineer. Current needs are based on City departments' assessments, general knowledge of the needs, and emergencies as they arise.

Describe the jurisdiction's need for Public Improvements:

Through the investment of CDBG and HOME funds, the City can also fund the construction, rehabilitation, or installation of public improvements. Public improvements include, but are not limited to, street and sidewalk improvements, water and sewer installation, and maintenance and ADA compliance construction and rehabilitation.

How were these needs determined?

The City of Clifton facilitated a series of stakeholder interviews and a public meeting.

Describe the jurisdiction's need for Public Services:

Through the investment of CDBG funds, the City can fund an array of public services. Eligible public services include, but are not limited to, homeless services, education and workforce development programs, homebuyer counseling, elderly care and programs, and childcare and health services for low-moderate-income households. According to stakeholders, public service needs include:

- Supportive services and outreach for non-homeless special needs populations, particularly the disabled and elderly;
- Supportive services for individuals and families who are homeless or at-risk of homelessness;
- Youth programming (day programs, summer camp, after-school activities, child care, and job training)

How were these needs determined?

The City of Clifton facilitated a series of stakeholder interviews and a public meeting.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

This market analysis identifies the need to preserve existing affordable housing opportunities while advancing efforts to create a diverse supply of additional affordable units. Ideally, the City of Clifton will have a mix of housing types to accommodate households of all types and income levels. The City's housing strategies will be especially guided by the increasing mismatch between incomes and housing costs and the specific accommodations necessary to ensure that special needs populations have adequate affordable housing options with appropriate supportive services where needed.

General conclusions about the market, as described in the following pages, include:

- Single family units – which tend to be larger than multi-family units – comprise nearly half of the housing stock.
    - There is a need for more multi-family housing units which tend to be more affordable, particularly for small families with children and single person households, demographic groups particularly prone to cost burden and severe cost burden.
- There is insufficient housing for all income groups.
    - According to CHAS data analyzed in the Needs Assessment, there are 9,365 households earning between 0% and 50% of the median family income in the County. However, there are only 3,544 housing units (both renter and owner-occupied) affordable to these households, accommodating only 37.9% of this population.
- A common age threshold used to signal a potential deficiency is approximately 50 years or more; 41.7% of the housing units in the City were built prior to 1950, and another 42.4% of all units were built between 1950-1979.

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

The City of Clifton had an estimated 31,375 housing units, according to 2016-2020 ACS data. The housing stock is principally single-family (45%) and owner-occupied (53.5%). The vacancy rate during this period was 4.8% or 1,510 vacant units. Of the 16,780 owner-occupied units, 71% consist of three or more bedrooms. Among renter-occupied units, 67% are two- and three-or more bedrooms. These data are consistent; single family units – which tend to be larger than multi-family units – comprise nearly half of the housing stock. There is a need for more multi-family housing units which tend to be more affordable, particularly for small families with children and single person households, demographic groups particularly prone to cost burden and severe cost burden.

Data from 2018-2023 ACS indicates that among the entire City population, 7.4% live below the poverty line. Among children under the age of 18 and seniors over the age of 65, approximately 6.1% and 10.9%, respectively, live below the poverty line. For persons with a disability, 16.1% live below the poverty line. The high incidence of poverty among households with children and persons with disabilities points to the need for affordable housing, particularly within the renter-occupied market. This is consistent with the 2011 Analysis of Impediments for the City of Clifton, which found that single heads of households, single person households, people with disabilities, minorities, and seniors are disproportionately affected by the high cost of rental units.

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	14,050	45%
1-unit, attached structure	2,010	6%
2-4 units	10,195	32%
5-19 units	2,545	8%
20 or more units	2,565	8%
Mobile Home, boat, RV, van, etc	10	0%
Total	***31,375***	***100%***

Table – Residential Properties by Unit Number

Data Source: 2016-2020 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	35	0%	995	8%
1 bedroom	510	3%	3,260	25%
2 bedrooms	4,400	26%	5,910	45%

	Owners		Renters	
	Number	%	Number	%
3 or more bedrooms	11,835	71%	2,915	22%
Total	***16,780***	***100%***	***13,080***	***100%***

Table 26 – Unit Size by Tenure

Data Source: 2016-2020 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

Descriptions of the most common assisted housing programs within the City of Clifton are listed below:

- Community Development Block Grant Program (CDBG) – provides Federal HUD funding for the repair and rehabilitation of affordable housing for very-low, low-, and moderate-income households. This program can serve both owner and renter households.
- Housing Choice Voucher (HCV)/Section 8 Program – provides rental assistance in the form of Housing Choice Vouchers for very-low, low-, and moderate-income families, including senior citizens and the disabled.
- Housing Trust Fund - provides municipalities, for-profit and non-profit developers with financial assistance to spur the development of affordable housing.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

There are seven apartment developments in the City of Clifton that have income-based apartments. The *National Housing Preservation Database (NHPD)* tracks address-level inventory of federally assisted rental housing in the US, including HUD and USDA, as well as Low-Income Housing Tax Credit units that are going to expire. There are no units expected to be lost to the inventory.

Does the availability of housing units meet the needs of the population?

The number of available units is insufficient to meet the needs of the population. There is an extremely long waiting list for HCV/Section 8 housing. This aligns with the nationwide trend of communities experiencing a significant shortage of affordable and available rental units for extremely low-, low-, and moderate-income households.

Describe the need for specific types of housing:

Single family units – which tend to be larger than multi-family units – comprise 45% of the housing stock. There is a need for more multi-family housing units which tend to be more affordable, particularly for small families with children and single person households, demographic groups particularly prone to cost burden and severe cost burden.

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

The HUD-provided table below (Table 35) indicates the number of affordable units available to households with various income levels. The 515 rental units identified as affordable to households below 30% of the HUD-adjusted Median Family Income (HAMFI) represent only 3.9% of the renter-occupied housing inventory in the County. Given that CHAS data indicates there are 5,115 households with incomes below 30% of HAMFI, there are 10 households that need affordable housing at this income level for each affordable unit available, representing a clear and demanding need for additional affordable housing units.

The Fair Market Rent (FMR) for a two-bedroom unit in the City of Clifton is $1,892 per month. The City of Clifton uses Small Area Fair Market Rents (SAFMRs) calculated by zip code to set Section 8 Housing Choice Voucher payments as required by HUD. To avoid being cost burdened, a household needs to earn $75,684 per year, or roughly $36.39 per hour. A minimum-wage worker in Clifton earning $11.00 per hour in 2020 needs to work in excess of 75 hours per week (more than two full-time jobs) to afford a two-bedroom unit. The monthly Supplemental Security Income (SSI) payment in 2020 was $783. Households for which this is the sole source of income can spend $261 monthly on housing, which is less than 14% of the cost of renting a one-bedroom unit.

Cost of Housing

	Base Year: 2015	Most Recent Year: 2020	% Change
Median Home Value	333,300	354,700	6%
Median Contract Rent	1,133	1,296	14%

Table 27 – Cost of Housing

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Rent Paid	Number	%
Less than $500	965	7.4%
$500-999	1,865	14.3%
$1,000-1,499	6,395	48.9%
$1,500-1,999	3,145	24.0%
$2,000 or more	710	5.4%
Total	***13,080***	***100.0%***

Table 28 - Rent Paid

Data Source: 2016-2020 ACS

Housing Affordability

Number of Units affordable to Households earning	Renter	Owner
30% HAMFI	515	No Data
50% HAMFI	2,675	340
80% HAMFI	7,590	1,670
100% HAMFI	No Data	4,535
Total	***10,780***	***6,545***

Table 29 – Housing Affordability

Data Source: 2016-2020 CHAS

Monthly Rent

Monthly Rent ($)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	$1,400	$1,645	$1,892	$2,342	$2,946
High HOME Rent	$1,400	$1,560	$1,847	$2,157	$2,386
Low HOME Rent	$1,135	$1,215	$1,458	$1,685	$1,880

Table 30 – Monthly Rent

Data Source: HUD FMR and HOME Rents

Is there sufficient housing for households at all income levels?

There is insufficient housing for all income groups. The table above shows that there is insufficient housing for extremely low- and very low-, income households in the City. According to CHAS data analyzed in the Needs Assessment, there are 9,365 households earning between 0% and 50% of the median family income in the City. However, there are only 3,530 housing units (both renter and owner-occupied) affordable to these households, accommodating only 37.7% of this population.

How is affordability of housing likely to change considering changes to home values and/or rents?

According to the table provided in the Needs Assessment section, between 2015 and 2020 the median City income increased by 10.67% after adjusting for inflation, while median rent increased by 4.55% and median home values decreased by 2.54%. Decreasing home values translates to increased buying power for households. Meanwhile, monthly rent increased at a higher rate than median income when adjusted for inflation, meaning that housing costs take up a relatively larger share of income for renters in the City compared to 2015. If these trends continue, then housing affordability will become an even greater barrier for most residents who rent.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The Monthly Rent Table, Table 64, was populated using HUD's Fair Market Rent schedule for 2024. As discussed above, the median rent is not attainable for most lower-income households. Rental housing costs are increasing at a higher rate than median income, meaning that housing costs account for a relatively larger share of income for renters. As housing construction and rehabilitation costs rise, it will be increasingly difficult to produce much needed affordable housing. The creation of new affordable units will help to offset the cost burden faced by so many households in the City.

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

The following data provides an overview of the condition of housing in the City of Clifton.

Describe the jurisdiction's definition of "standard condition" and "substandard condition but suitable for rehabilitation":

Standard Condition

No major structural defects; adequate plumbing and kitchen facilities; appearance which does not create a blighting influence; and the house meets additional, more stringent, local standards and building codes, including lead-based paint clearance.

Substandard Condition but Suitable for Rehabilitation

The nature of the substandard condition makes rehabilitation both financially and structurally feasible.

Housing Conditions

Condition of units is assessed using the same criteria as in the Needs Assessment. This includes: 1) lacks complete plumbing facilities, 2) lacks complete kitchen facilities, 3) more than one person per room, 4) cost burden (amount of income allocated to housing) is greater than 30%, and 5) complies with applicable building code standards.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	5,375	32%	6,395	49%
With two selected Conditions	125	1%	555	4%
With three selected Conditions	0	0%	55	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	11,285	67%	6,070	46%
Total	***16,785***	***100%***	***13,075***	***99%***

Table 31 - Condition of Units

Data Source: 2016-2020 ACS

Condition of Units: Discussion

The table above shows the number of housing units, by tenure, based on the number of selected conditi ons or characteristics the unit has. Selected conditions are similar to housing problems reported in the Needs Assessmentsection of this Consolidated Plan and include the following: (1) the lack of complete plumbing facilities, (2) the lack ofcomplete kitchen facilities,

(3) more than one person per room, and (4) cost burden greater than 30%. The table also includes the calculations for the percentage of total units in each category.

Renter-occupied units have a higher percentage of units with substandard conditions than owner-occupied units; however, 67% of owner-occupied units and 46% of renter-occupied units have no substandard conditions.

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	1,160	7%	885	7%
1980-1999	1,075	6%	1,320	10%
1950-1979	7,515	45%	5,140	39%
Before 1950	7,045	42%	5,735	44%
Total	***16,795***	***100%***	***13,080***	***100%***

Table 32 – Year Unit Built

Data Source: 2016-2020 CHAS

Year Unit Built: Discussion

As indicated in the table above, a majority of the housing stock, both renter- and owner-occupied units, in the City of Clifton was constructed prior to 1979, with 42.8% of the stock being built prior to 1950. The age of the housing stock points to the need for residential rehabilitation of both renter- and owner-occupied units.

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	14,560	87%	10,875	83%
Housing Units build before 1980 with children present	465	3%	130	1%

Table 33 – Risk of Lead-Based Paint

Data Source: 2016-2020 ACS (Total Units) 2016-2020 CHAS (Units with Children present)

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units			
Abandoned Vacant Units			
REO Properties			
Abandoned REO Properties			

Table 34 - Vacant Units

Tabel 40 – Vacant Units did not populate due to the ACS data being broken down into different categories than what the table includes. Below is a supplemental table with information on the housing units that have a vacancy status within the City of Clifton:

Vacancy Status	Total
Vacant Units	1,510
For Rent	169
Rented, not occupied	55
For sale only	207
Sold, not occupied	62
For seasonal, recreational, or occasional use	133
For migrant workers	0
Other vacant	884

Supplemental Table: Vacancy Status

Data Source: 2016-2020 ACS

Need for Owner and Rental Rehabilitation

Older housing typically requires more continual maintenance. In the absence of routine maintenance, older housing can quickly become substandard. A common age threshold used to signal a potential deficiency is approximately 50 years or more; 42.8% of the housing units in the City were built prior to 1950, and another 42.4% of all units were built between 1950-1979.

Based on the table above, the percentage of units built within the four time periods vary among owner- and renter-occupied housing units. Although both owner and rental units likely require rehabilitation from normal wear and tear, the need is slightly greater among renter units; 42.8% were built prior to 1950, compared to 42% for owner-occupied units. However, the market has more owner-occupied units than renter units.

Renter-occupied units have a higher prevalence (49%) of having at least one selected condition than owner-occupied units (32%). This may also indicate that more renter-occupied units require rehabilitation than owner occupied units, although “selected condition” includes cost burden and overcrowding, which are not reflections of the physical state of the unit.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Lead-based paint was banned from residential uses in 1978. All houses constructed before 1978 are therefore considered at risk for containing lead-based paint. HUD has made the elimination of housing units containing lead-based paint a priority, estimating that 90% of pre-1940 housing units, 80% of units constructed between 1940-1959, and 62% of units constructed from 1960-1979 have lead-based paint. Given the age of the City's housing stock, the table above estimates that more than 80% of both owner and renter-occupied units are at risk of lead paint exposure.

Lead-based paint hazards pose the greatest risk for children, especially those under seven years of age. The poisoning of children from contact with lead-based paint has been recognized as a major public health problem by the Center for Disease Control (CDC). According to the CDC, lead is the number one environmental health hazard to American children. It is estimated that 10%-15% of all preschoolers in the United States are affected. Lead poisoning causes IQ reductions, reading and learning disabilities, decreased attention span, hyperactivity, and aggressive behavior. The HUD IDIS-generated table above provides data on owner-occupied and renter- occupied units built before 1980 with children present. As the table indicates, children in the City's owner-occupied units are just as likely to be impacted by lead-based paint hazards as children in renter-occupied units.

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

The City of Clifton is approved to administer 264 HCV/Section 8 Vouchers to assist families with housing choice and the opportunity to achieve self-sufficiency through the FSS Program. There are no public housing units within the City.

Totals Number of Units

Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available				264			0	0	0
# of accessible units									
***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**									

Table 35 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

There are no public housing developments within the City of Clifton; however, the City administers 264 HCV/Section 8 Vouchers. In its FY 2025 5-year PHA Plan, the Clifton Public Housing Agency reported the need for additional vouchers with the increase of port-ins and waiting list.

Public Housing Condition

Public Housing Development	Average Inspection Score
N/A	N/A

Table 36 - Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

There are no public housing units within the City of Clifton.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

There are no public housing units within the City of Clifton. The City outlined its progress in implementing the following strategy to improve the living environments of LMI families through affordable housing:

1. Administer HCV/Section 8 housing in the amount of 264 vouchers;
2. Expand economic opportunities to increase the number of income eligible households that achieve ownership and self-sufficiency;
3. Support households through code enforcement and rehabilitation/improvement assistance to maintain the existing housing stock; and
4. Administer public service programs to promote employment and educational opportunities.

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

This section of the Consolidated Plan lists and describes housing facilities and services available to meet the needs of the homeless population in the City of Clifton. The City supports the cooperative efforts and activities of local service providers through its membership in the Passaic County Continuum of Care. The lead agency for the Passaic/Paterson Continuum of Care (CoC) is the Passaic County Department of Human Services. The CoC works to address homelessness, and the priority needs of homeless individuals and families, including homeless subpopulations. To the extent possible, the City also assists agencies seeking federal, state, and private funding for housing and activities related to homelessness and those at risk of homelessness.

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	58	0	2	0	0
Households with Only Adults	390	0	0	115	0
Chronically Homeless Individuals	109	0	0	0	0
Veterans	21	0	0	0	0
Youth	39	0	10	0	0

Table 37 - Facilities and Housing Targeted to Homeless Households

Describe mainstream services, such as health, mental health, and employment services to the extent those services are use to complement services targeted to homeless persons

The following mainstream services complement services targeted to homeless persons:

- Housing Choice Voucher (HCV)/Section 8 Program: The City of Clifton assists extremely low-, low-, and moderate-income households to maintain permanent housing and avoid becoming homeless by administering 264 housing vouchers.
- Senior Citizen and Handicapped Outreach: Provides home delivery of meals to the elderly, frail elderly, and persons with disabilities, as well as transportation to medical appointments and workshops**.**
- Disabled Information Awareness and Living (DIAL): Provides scheduled workshops for the developmentally disabled.
- Boys and Girls Club: Provides after school day care and summer day care for children of low-income working families.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

The City does not provide any programs that specifically address the needs of homeless persons or persons at-risk of homelessness; however, the City supports the cooperative efforts and activities of local service providers through its membership in the Passaic County Continuum of Care. Facilities to assist the homeless population are located throughout Passaic County. The following are service providers near the City of Clifton that are dedicated to assisting the homeless:

- Catherine A. Rowe Commons Transitional Housing Program: Provides transitional housing for families, case management, meals, bathing and laundry facilities, counseling, childcare, and supportive programming such as parenting, resume and job readiness, drug and alcohol education, budgeting, health and hygiene education, and nutrition.
- Saint Peter's Haven: Provides emergency shelter and short-term, transitional housing for homeless and at-risk families, as well as supplemental food assistance and case work services.

In addition, the following homeless service providers provide a range of services to Passaic County:

- Catholic Charities: Provides housing and counseling services to homeless individuals and families. Catholic Charities (formerly Catholic Family and Community Services) has an Emergency/Housing Assistance Program which includes case management services, including for those with HIV/AIDS, to provide a range of specialized social services. Food Pantry Services provides groceries to meet basic food needs. Homelessness Prevention Services offers financial

assistance to aid with one month of rental and utility payments. Housing Counseling Services provides delinquency/default counseling, rental counseling, and homeless/displacement counseling.

- New Destiny Community Corporation/ New Destiny Family Success Center: Provides a range of social services, from after-school enrichment programs to enhance academic enrichment to case management services and referrals to agencies that provide childcare and mental health services.
- Collaborative Support Programs of New Jersey: Provides services to persons with psychiatric disorders. The Collaborative has self-help centers and supportive housing to address individualized needs of persons with mental illness.
- United Passaic Organization: Provides homeless services as well as referrals to agencies on behalf of those with special needs.
- Eva's Kitchen & Sheltering Program: Provides shelter and wraparound services to homeless families and also has a transitional housing program.
- Passaic County Women's Center: Provides transitional housing and wraparound services for victims of domestic violence.
- Community Hope Supportive Services for Veteran Families (SSVF) Program: A homeless prevention program designed to assist veterans and veteran families at risk of homelessness to maintain their housing and to rapidly re-house veteran families who have recently become homeless.

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

The special needs population includes individuals with mobility impairments, disabilities, or those that require supportive services. Typically, this population has severe or persistent mental illness, development and/or physical disabilities.

Various supportive housing needs of the non-homeless have been identified by service providers who were interviewed during the Consolidated Plan process. Cited needs include home repair and maintenance for the elderly, increased public and in-home supportive services for disabled and elderly populations, and affordable housing for all sub-populations.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

Supportive housing is defined as living units that provide a planned services component with access to a wide range of services needed for the residents to achieve personal goals. Various populations with special needs require supportive housing. For some individuals, supportive housing is needed because they are unable to undertake the activities of daily living without assistance. The specific needs of local special needs subpopulations are described in NA-45, Non-Homeless Special Needs Assessment.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

Due to limited funding and current needs/priorities, the City does not plan to utilize CDBG funds for this type of program; however, the City supports the cooperative efforts and activities of local service providers through its membership in the Passaic County Continuum of Care. The Passaic County Continuum of Care has a discharge plan for persons returning from mental and physical health institutions to ensure appropriate supportive services and referrals to appropriate community agencies.

In addition, the Passaic County Department of Human Services is mandated to provide appropriate housing with the least possible restrictions for persons who are leaving institutions.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

The City will continue to provide homeowners with funding to make needed repairs and accessibility improvements to ensure a safe living environment. Such repairs may include adaptations to remove handicap barriers.

The City is supportive of the efforts by the Adult Opportunity Center group home facility on its City-hall campus to expand services offered to developmentally disabled adults.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

The City plans to undertake the following activities during the next year to address the housing and supportive service needs of non-homeless, special needs populations:

- Housing Choice Voucher (HCV)/Section 8 Program: The City of Clifton assists extremely low-, low- and moderate-income households to maintain permanent housing and avoid becoming homeless by administering 264 housing vouchers.
- St. Peter's Haven: Provides supplemental food assistance, transitional housing, and casework services for families and individuals in need, including homeless persons, elderly, and veterans.
- Disabled Information Awareness and Living (DIAL): Provides workshops for the developmentally disabled.
- Boys and Girls Club: Provides after school day care and summer day care for children of low-income working families.

In addition, the City will continue to provide homeowners with funding to make needed repairs and accessibility improvements to ensure a safe living environment.

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

First, public policies regarding investment of Federal Housing and Community Development funds, specifically reduced funding, increased reporting requirements, and increased restrictions on the use of federal funds, have reduced financial resources to housing related programs and initiatives.

Second, the City's 2011 Analysis of Impediments to Fair Housing Choice identified the following areas having negative effects on affordable housing and investment:

- The high cost of rental units: As discussed in MA-15, rental housing costs are increasing at a higher rate than median income, meaning that housing costs account for a relatively larger share of income for renters. According to CHAS data, 17% of households in the City are cost burdened and 22% of households are severely cost burdened.
- The limited supply of affordable housing, which disproportionately affects the housing choices of the protected classes: According to CHAS data analyzed in the Needs Assessment, there are 9,365 households earning between 0% and 50% of the median family income in the County. However, there are only 3,530 housing units (both renter and owner-occupied) affordable to these households, accommodating only 37.7% of this population. Asian households between 30-50% AMI, and Black/African American households between 50-80% AMI experience one or more severe housing problems at a disproportionate level (30-50% AMI = 62.3% Asian households compared to 50.2% jurisdiction as a whole, 50-80% AMI = 25.0% Black/African American households compared to 17.5% jurisdiction as whole.
- Cost-burdened Black/African American households have disproportionate housing need; 20.6% Black/African American households pay 30-50% of their income and 25.4% of Hispanic Households pay 50% of their income on housing costs.
- The need for additional affordable housing for senior citizens: Elderly persons are more likely to live on fixed, very low incomes or require special supportive service to complete their daily routines. This means elderly residents especially need affordable housing options and easy access to service providers. According to ACS 2018-2023 estimates, 49.7% of households consist of at least one person aged 65 or over. In addition, the Census reported that 32.7% of persons 65 years and over had at least one disability. As discussed in NA-10, LMI households with a severe housing cost burden greater than 50% of income tend to be either small related families (42.9%) or elderly households (40.6%).

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

The largest number of workers who live in the City, according to the Business Activity table below, are employed in Education and Health Care Services (21.8%), followed by Retail Trade (14.4%). This is consistent with the types of employment opportunities available for City residents; Major employers include BAE Systems, St. Joseph's Regional Medical, Driscoll Foods, Accurate Box Company, Maquet Cardiovascular, and UPS.

The following HUD-generated tables contain data pertinent to economic development in the City of Clifton. Discussion and analysis of the data follows the Educational Attainment table**.**

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	33	13	0	0	0
Arts, Entertainment, Accommodations	3,500	2,781	9	9	0
Construction	1,724	1,531	5	5	0
Education and Health Care Services	7,480	5,275	20	17	-3
Finance, Insurance, and Real Estate	2,662	1,019	7	3	-4
Information	965	254	3	1	-2
Manufacturing	3,459	5,361	9	18	8
Other Services	1,481	1,163	4	4	0
Professional, Scientific, Management Services	3,917	2,523	10	8	-2
Public Administration	0	0	0	0	0
Retail Trade	4,931	5,040	13	16	3
Transportation and Warehousing	1,665	856	4	3	-2
Wholesale Trade	2,539	3,011	7	10	3
Total	34,356	28,827	--	--	--

Table 38 - Business Activity

Data Source: 2016-2020 ACS (Workers), 2020 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	47,360
Civilian Employed Population 16 years and over	45,030
Unemployment Rate	4.93
Unemployment Rate for Ages 16-24	21.34
Unemployment Rate for Ages 25-65	3.19

Table 39 - Labor Force

Data Source: 2016-2020 ACS

Occupations by Sector	Number of People
Management, business and financial	
Farming, fisheries and forestry occupations	
Service	
Sales and office	
Construction, extraction, maintenance and repair	
Production, transportation and material moving	

Table 40 – Occupations by Sector

Data Source: 2016-2020 ACS

Tabel 47 – Occupation by Sector did not populate due to the ACS data being broken down into different categories than what the table includes. Below is a supplemental table with information on the population of the City of Clifton and their occupations by sector:

Occupations by Sector	Number of People
Management, business, science, and arts	16,931
Service	7,340
Sales and office	9,817
Natural resources, construction, and maintenance	3,332
Production, transportation, and material moving	7,610

Supplemental Table: Occupations by Sector

Data Source: 2016-2020 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	25,120	59%
30-59 Minutes	13,062	31%
60 or More Minutes	4,263	10%
Total	***42,445***	***100%***

Table 41 - Travel Time

Data Source: 2016-2020 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		
	Civilian Employed	Unemployed	Not in Labor Force
Less than high school graduate	3,065	140	1,340
High school graduate (includes equivalency)	10,335	590	2,715
Some college or Associate's degree	9,360	235	1,660
Bachelor's degree or higher	14,100	490	1,680

Table 42 - Educational Attainment by Employment Status

Data Source: 2016-2020 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade					
9th to 12th grade, no diploma					
High school graduate, GED, or alternative					
Some college, no degree					
Associate's degree					
Bachelor's degree					
Graduate or professional degree					

Table 43 - Educational Attainment by Age

Data Source: 2016-2020 ACS

Table 50 – Educational Attainment by Age did not populate due to the ACS data being broken down into different categories than what the table includes. Below are supplemental tables with information on the population of the City of Clifton and their educational attainment by age:

	Age
Educational Attainment	18–24 yrs
Less than high school graduate	458
High school graduate	1,734
Some college or associate's degree	2,708
Bachelor's degree or higher	743

	Age
Total population	5,643

Supplemental Table: Education Attainment

Data Source: ACS 2016-2020

	Age
Educational Attainment	**25 and older**
Less than 9th grade	4,745
9th to 12th grade, no diploma	3,247
High school graduate	17,994
Some college, no degree	10,825
Associate's degree	4,792
Bachelor's degree	14,862
Graduate or professional degree	8,421
High school graduate or higher	56,894
Bachelor's degree or higher	23,283
Total population	64,886

Supplemental Table: Educational Attainment

Data Source: ACS 2016-2020

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	29,064
High school graduate (includes equivalency)	32,582
Some college or Associate's degree	41,179
Bachelor's degree	62,995
Graduate or professional degree	77,436

Table 44 – Median Earnings in the Past 12 Months

Data Source: 2016-2020 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The major employment sector within the City of Clifton is the Manufacturing Sector, providing 18.6% of the jurisdiction's jobs. The Education and Health Care Services and the Retail Trade Sectors are the next largest employment sectors, providing 18.3% and 17.5% of jobs within the City, respectively.

Describe the workforce and infrastructure needs of the business community:

The largest negative values in the Jobs Less Workers column, which suggests commuting out of the City of Clifton, are within Education and Health Care Services, Finance, Insurance, and Real Estate, Information, Professional, Scientific, and Management Services, and Transportation and Warehousing. This indicates commuter populations working in these jobs, traveling from the City for opportunities in these sectors, which in turn indicates a shortage of these jobs within the City.

The largest positive value in the Jobs Less Workers column, which signifies importing workers, is within Manufacturing. This indicates that workers are traveling to the City for opportunities in this sector, which in turn suggests a surplus of these jobs within the City.

2018-2023 ACS 5-year data reveals that 19.5% of the City's population is under the age of 18, while an additional 18.3% of the population are over the age of 65. This suggests that over one-third of the City's population is unable to fully contribute to the workforce due to age. The availability of a younger workforce and need for appropriate senior housing services to accommodate pre-retirement and post-retirement households are concerns noted in the 2011 AI.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

The City has a large number of neighborhood shopping areas, a downtown business district and an industrial riverfront. No major changes are planned. However, national and regional business re-alignment, particularly growth of business along the Rt. 3 corridor, have direct impacts on the City of Clifton.

To encourage rehabilitation in existing commercial and office areas that are in need of reinvestment, the City developed a Facade Program to improve and encourage improvement in the Main Avenue and Botany Village business districts. A City-wide program has also been developed to encompass those areas not included in the Façade Program.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

As indicated above, the major employment sectors within the City of Clifton and their shares of the jurisdiction's jobs are: Manufacturing (18.6%), Education and Health Care Services (18.3%), and Retail Trade (17.5%), These job categories are generally among the lower paid of the various sectors. According to the Educational Attainment by Employment Status table, 91.7% of employed Clifton residents have earned a high school diploma or higher, while 38.3% hold a bachelor's degree or higher. The Strategic Plan for the Workforce Development Board of Passaic County for 2017-2021 projected that job growth during this period is likely to remain concentrated in low-wage occupations and industries that require a high school diploma or higher.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The following programs are offered in Passaic County to enhance the skills of the current workforce:

1. One-Stop Career Center: The program provides employment services, unemployment insurance, and vocational rehabilitation to assist individuals to gain productive employment.

2. Passaic County Community College (PCCC): PCCC offers over 60 degrees and career programs plus continuing education and community-based programs, serving students who face financial challenges or require literacy, numeracy, and basic skills development.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Passaic County participates in a Comprehensive Economic Development Strategy which includes the City of Clifton.

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

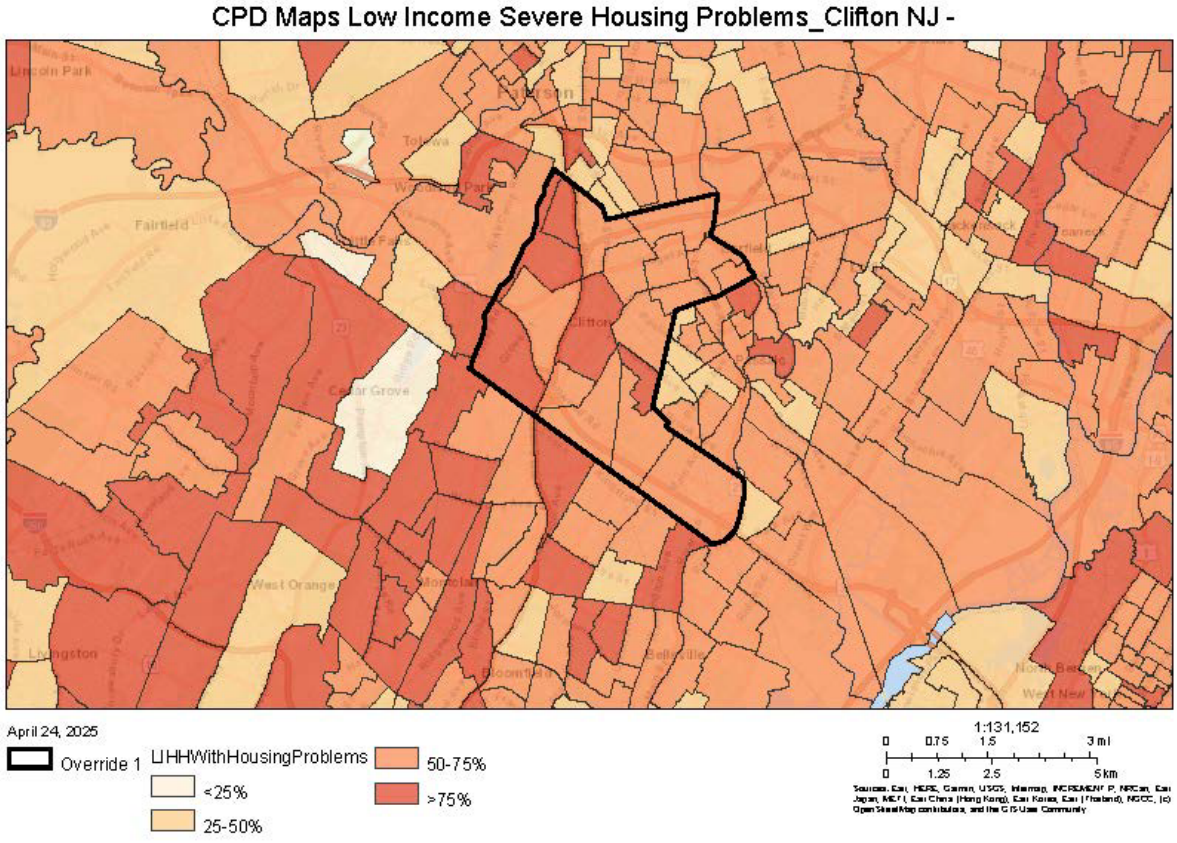
Per its 2015 CEDS, Passaic County's economic development initiatives include improving access to employment opportunities to assist low- and moderate-income residents become more financially self-sufficient and secure affordable housing. These goals compliment the goals of the City of Clifton in this Plan.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

The City defines “concentration” as areas where 25% of more of the units in a census tract are in substandardcondition. The following data by census tract is based on housing quality indicat ors (selected conditions). Selected conditions include the following: (1) the lack of complete plumbing facilities, (2) the lack of complete kitc hen facilities, (3) more than one person per room, and (4) cost burden greater than 30%.

As evidenced by the map below, the entire City experiences multiple housing problems; however, the greatest concentrations (more than 75%) are in Census Tracts 1242.01, 1242.02, 1243.12, 1243.21, and 1244.04.



Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

For the purposes of this Consolidated Plan, concentration is defined by a census tract where a minority group’s population is ten percentage points higher in that census tract than its proportion in the City’s population. According to the 2019-2023 ACS 5-Year Estimates, Black residents comprise 4.7% of

the City's population. An area of concentration of Black residents will be any census tract that is at least 14.7% Black. The City's population is 39.4% Hispanic. An area of concentration of Hispanic residents will be any census tracts containing at least 49.4% Hispanic. Asian residents comprise of 7.8% of the City's population. An area of concentration of Asian residents will be any census tract that is at least 17.8% Asian.

The maps included in the Needs Assessment section of this Plan identify the geographic areas of concentration, generally in the central and eastern portion of the City corresponding to Census Tracts 1243.23, 1246.02, 1247, 1248, 1249, 1250, and 1251, These census tracts are located within zip code 07011 and 07012, which also have the highest concentration of LMI residents.

What are the characteristics of the market in these areas/neighborhoods?

The census tracts home to populations experiencing the highest percentage of housing problems (greater than 75%) are generally located in the western and southern portions of the City in Census Tracts 1242.01, 1242.02, 1243.12, 1243.21, and 1244.04. Geographic areas of concentrations of Asian and Black/African American residents are also found in the eastern portion of the City in Census Tract 1243.23. Housing cost burden in these areas is greater than in other areas of the City, and the housing stock also tends to be older in these areas as well (built between 1938-1964).

Are there any community assets in these areas/neighborhoods?

This City is very compact, which allows for access to community wide assets and amenities. The community assets include a commuter train with access to Newark and Jersey City, local businesses, recreation and professional sports facilities, historic districts, and educational facilities.

Are there other strategic opportunities in any of these areas?

This area presents opportunities for residential, commercial and/or mixed-use development, including infrastructure and public facilities improvements. Specific strategic opportunities include the Hoffman-La Roche site and the American Institute's Clifton campus for vocational training.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

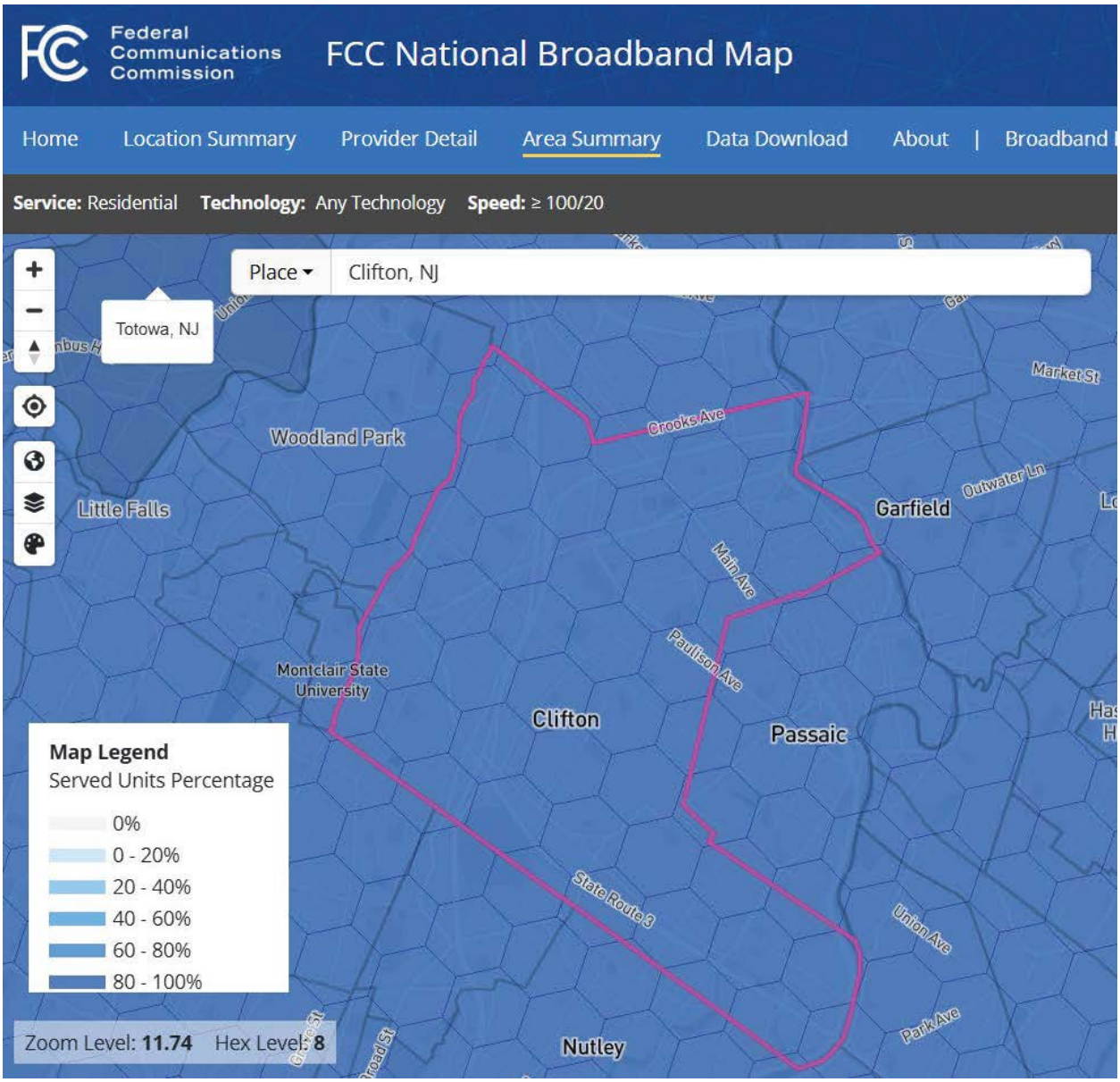
Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

As shown on the following map generated by the FCC National Broadband Map, the entire City of Clifton has access to broadband service, indicating that there is not a difference in digital availability among lower- and higher- income neighborhoods.

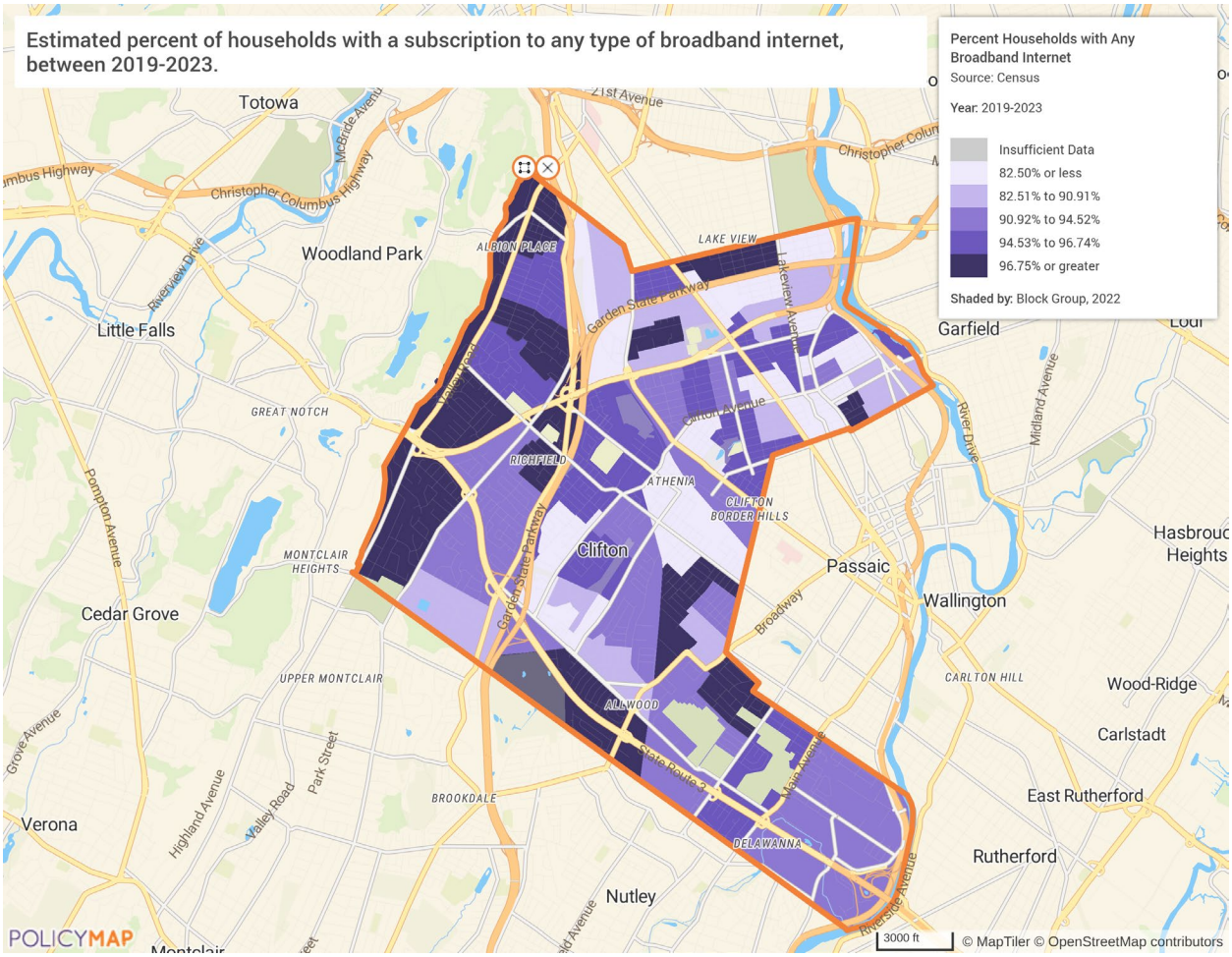
The second map, however, indicates the number of households with an internet subscription. Particularly in the central and northeastern parts of the City, there are fewer subscriptions despite internet availability, which could point to an affordability issue. The City provides wi-fi hotspots at 15 locations across the City to bridge this gap.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

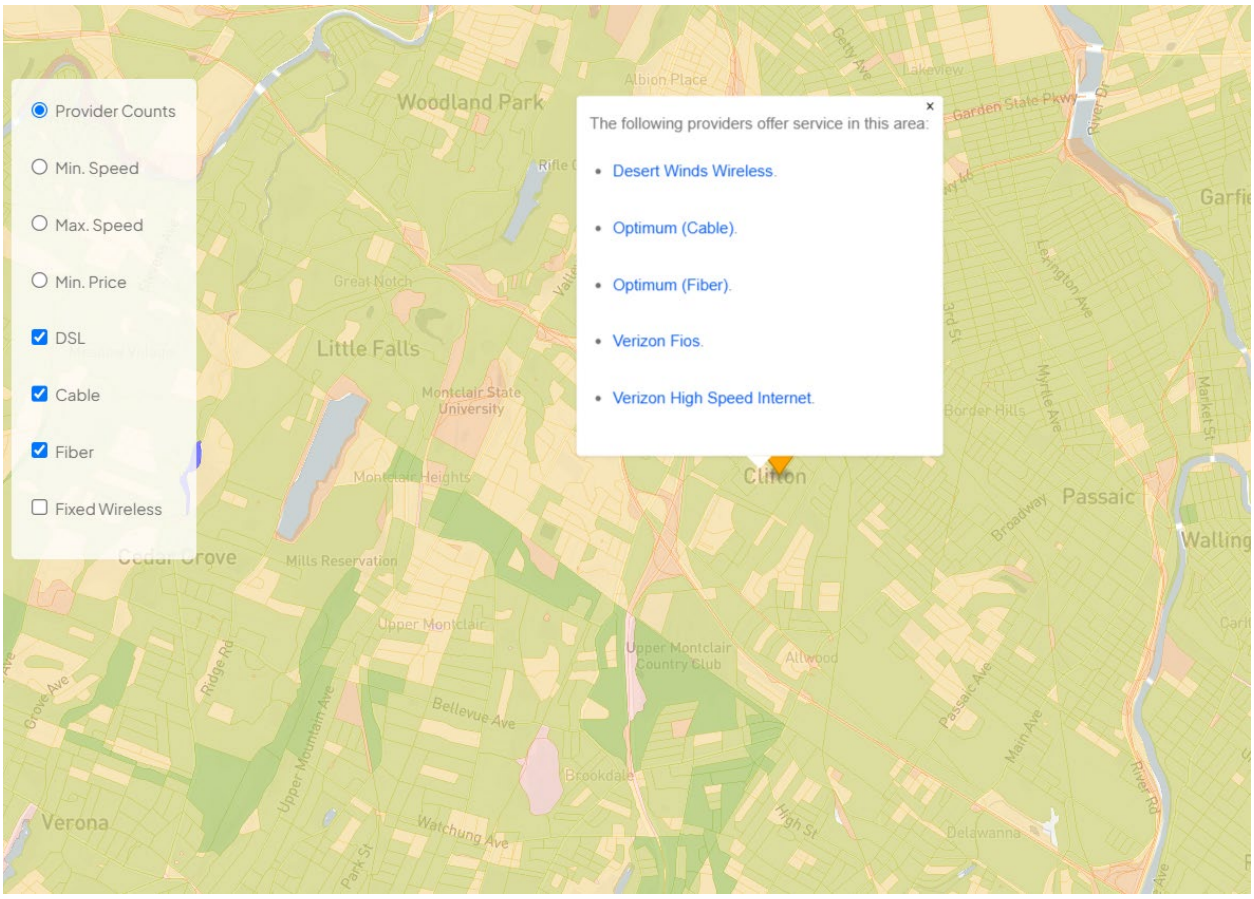
As demonstrated by the map below, most parts of the City are covered by 3 broadband providers. Increased competition could benefit low-moderate income households by driving prices down as a result of increased suppliers/competition.



Supplemental map: Residential broadband access



Supplemental map: HH w/ internet subscription



Supplemental map: Number of internet providers

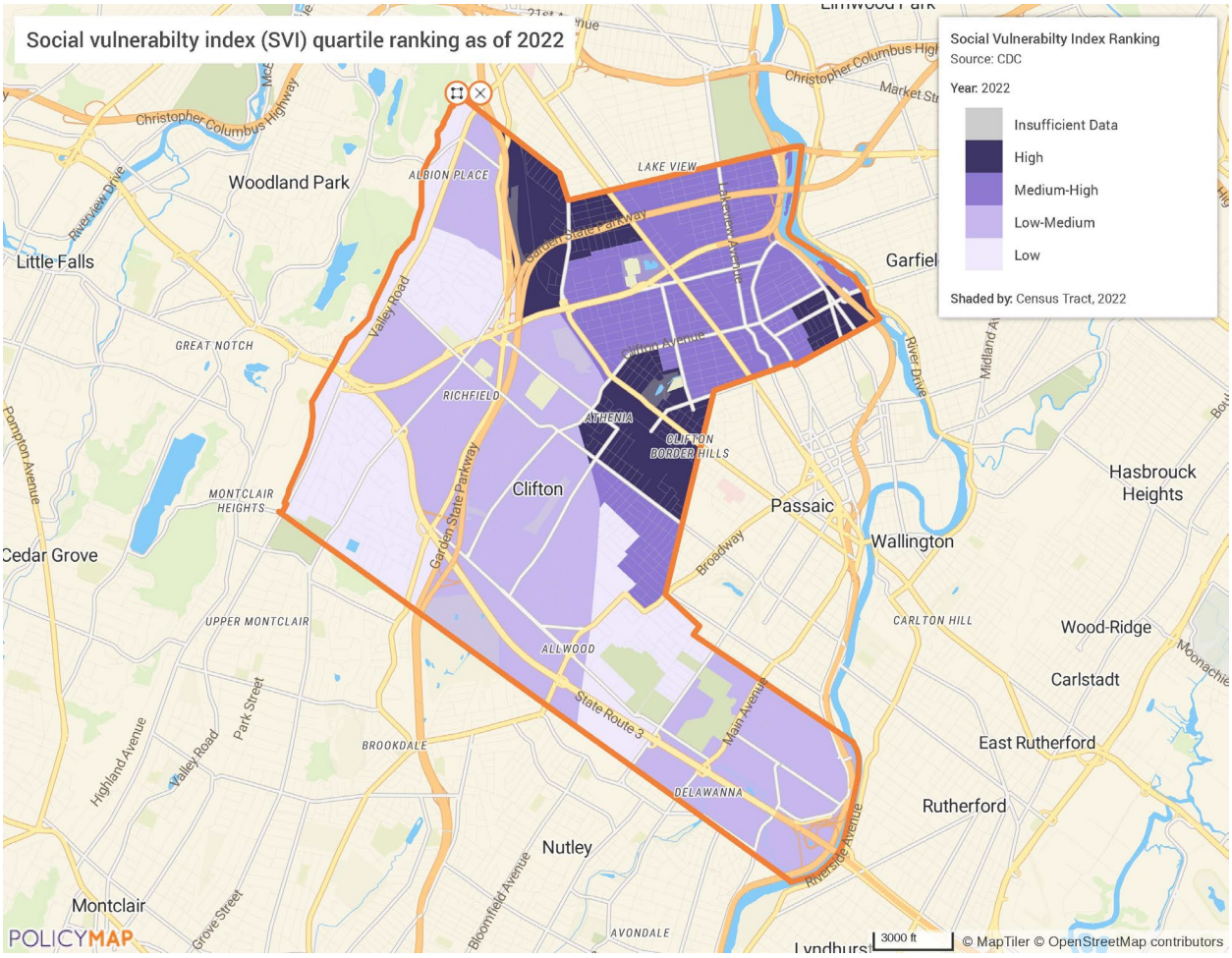
MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

The Passaic County Office of Emergency Management completed an update to its Hazard Mitigation Plan in 2020. The plan identified hazard risk/vulnerability rankings of potential hazards for the City of Clifton. Coastal storms, dam failure, disease outbreak, earthquake, extreme temperature, flood, geological hazards, infestation and invasive species, severe winter storm, severe weather, and wildfire were all identified as potential natural hazards with higher likelihood of occurrence, likely due to changes in climate.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

In all of these cases, damage or loss sustained as a result of the disaster is likely to leave low-income households less likely to have resources or access to resources to aid in resiliency and recovery. Social vulnerability refers to populations that are particularly vulnerable to disruption and health problems as a result of natural disasters, human-made disasters, climate change, and extreme weather. The map below utilizes social vulnerability to identify areas that may not have adequate funds to evacuate before or recover from a disaster. The areas at moderate to high and high risk correspond to areas of racial and ethnic concentration and LMI concentration: Census Tracts 1244.04, 1245, 1246.01, 1246.02, 1247, 1248, 1249, 1250, and 1251 These census tracts are located within zip code 07011.



Supplemental map: Social vulnerability

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The purpose of the Strategic Plan is to guide the use of CDBG and HOME funds in the City of Clifton over the next five years. The plan is guided by three overarching goals that are applied according to the City's needs. The goals are:

- To provide decent housing by preserving the affordable housing stock in both the rental and homeowner markets and increase the availability of affordable housing by reducing barriers due to development and increasing the number of accessible units.
- To improve the quality of life and living conditions for low- and moderate-income persons through improvements in public facilities and infrastructure.
- To generate economic opportunities by supporting efforts to increase homeownership opportunities, development activities that promote long-term community viability, and the empowerment of low- and moderate- income persons to achieve self-sufficiency.

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

Table 45 - Geographic Priority Areas

1	**Area Name:**	City-wide
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Comprehensive
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	
	Identify the needs in this target area.	
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

CDBG and HOME funds are intended to provide low and moderate-income households with viable communities, including decent housing, a suitable living environment, and expanded economic opportunities. Eligible activities to be funded with CDBG and HOME funds include public improvements, housing rehabilitation and preservation, affordable housing development activities, public services, economic development, planning, and administration.

The system for establishing the priority for the selection of these projects is predicated upon the

following criteria:

- Meeting the statutory requirements of the CDBG and HOME programs;
- Meeting the needs of very-low, low-, and moderate-income residents;
- Focusing on low- and moderate-income persons, areas, or neighborhoods;
- Coordinating and leveraging resources;
- Responding to expressed needs;
- Achieving sustainability and/or long-term impact;
- Having the ability to measure or demonstrate progress and success.

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Table 46 – Priority Needs Summary

1	**Priority Need Name**	**Decent Affordable Housing**
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities
	Geographic Areas Affected	City-wide
	Associated Goals	Improve, Maintain, and Expand Affordable Housing
	Description	Maintain, improve, and expand the quality and quantity of affordable housing supply, especially those housing units occupied by low- and moderate-income households, as well as rehabilitate the City's existing, aging housing stock by providing assistance to rehabilitate, repair, or construct owner-occupied housing.
	Basis for Relative Priority	The Consolidated Plan Needs Assessment and Market Analysis document the need to maintain and improve the quality and quantity of affordable housing units for LMI households in Clifton. The analysis also documents that housing cost burden is a major problem affecting LMI households. Providing quality affordable housing remains a high priority for the City and is a demonstrated need based on feedback received during stakeholder outreach.
2	**Priority Need Name**	**Develop Neighborhood Sustainability**
	Priority Level	High

	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Non-housing Community Development
	Geographic Areas Affected	City-wide
	Associated Goals	Develop and Enhance Neighborhood Sustainability
	Description	This includes continuing to provide code enforcement and public infrastructure improvements (street, sidewalk, and park improvements), and removal of barriers to accessibility.
	Basis for Relative Priority	The Consolidated Plan Needs Assessment and Market Analysis, as well as stakeholder feedback, document the need to continue to improve the quality of neighborhoods through code enforcement, public infrastructure improvements, and crime prevention within LMI areas of the City.
3	**Priority Need Name**	**Provide Needed Public Services**
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents veterans Unaccompanied Youth Frail Elderly Victims of Domestic Violence Non-housing Community Development

	Geographic Areas Affected	City-wide
	Associated Goals	Provide Needed Public Services
	Description	This includes providing educational, recreational, and other supportive services to assist LMI residents, including youth programming (day programs, summer camp, after-school activities, childcare, and job training) and projects that foster employment retention, economic opportunities, and prevent or lower crime within the City of Clifton.
	Basis for Relative Priority	The Consolidated Plan Needs Assessment and Market Analysis, as well as stakeholder feedback, document the need to continue to improve the quality of life for LMI residents through the provision of public services.
4	**Priority Need Name**	**Support for Non-Homeless Special Needs Populations**
	Priority Level	High
	Population	Extremely Low Low Moderate Middle Large Families Families with Children veterans Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families
	Geographic Areas Affected	City-wide
	Associated Goals	Provide Support for Non-Homeless Special Needs
	Description	There is a continued need for activities and supportive services for non-homeless special needs, particularly the disabled and elderly. Stakeholders also noted the need for additional group homes for the disabled. For seniors, housing maintenance was identified as a key issue.

	Basis for Relative Priority	Non-homeless special needs will continue to be supported by the City of Clifton.
5	**Priority Need Name**	**Support for Homeless & At-Risk of Homelessness**
	Priority Level	High
	Population	Extremely Low Low Families with Children Individuals Families with Children Unaccompanied Youth Persons with Mental Disabilities Persons with Alcohol or Other Addictions
	Geographic Areas Affected	City-wide
	Associated Goals	Provide Support for Homeless/ At-Risk of Homeless
	Description	Although a variety of housing resources and programs are offered to meet the needs of various homeless sub-populations, continued integration of resources and programming and the development of additional housing accommodations are needed to meet the demands.
	Basis for Relative Priority	Priority was established in response to past program experience and as a result of stakeholder input and data analysis undertaken as part of the preparation of this Consolidated Plan, as well as other local planning and needs analysis processes.
6	**Priority Need Name**	**Planning/Administration**
	Priority Level	High
	Population	Other
	Geographic Areas Affected	City-wide
	Associated Goals	Planning and Program Administration

	Description	Administrative and planning costs to operate the CDBG and HOME Programs.
	Basis for Relative Priority	Effective and efficient implementation of CDBG and HOME funding in accordance with federal regulations requires adequate resources for program planning and administration.

Narrative (Optional)

The following is a framework for priorities, needs and goals to address the City's identified needs during the next five years. The final determination on funded activities will occur during the review process for the prioritization of projects. The priorities presented were developed by:

- Weighing the severity of the need among all groups and sub-groups
- Analyzing current social, housing, and economic conditions
- Analyzing the relative needs of low- and moderate-income families
- Assessing the resources likely to be available over the next five years, and
- Evaluating input from stakeholder interviews, City department staff, and public hearings.

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	As shown in the Needs Assessment and Market Analysis, as well as feedback from stakeholder interviews, rental housing assistance is needed throughout the City. The City's housing market does not provide sufficient affordable, accessible rental housing to elderly and non-elderly persons with disabilities or supportive housing for families transitioning out of homelessness, the elderly and persons with disabilities.
TBRA for Non-Homeless Special Needs	As shown in the Needs Assessment and Market Analysis, as well as feedback from stakeholder interviews, there is need for non-homeless special needs rental housing assistance throughout the City. The City's housing market does not provide sufficient affordable, accessible rental housing to elderly and non-elderly persons with disabilities or supportive housing for families transitioning out of homelessness, the elderly and persons with disabilities.
New Unit Production	There is a substantial need for affordable housing in the City of Clifton. The housing stock is old, with nearly 42% of housing units in the City built prior to 1950, with an additional 42.4% units were built between 1950-1979, and presumed to be in need of extensive rehabilitation. In addition, there are few new developments in general and specifically that can meet the needs of low- and moderate-income households and households with a person with a disability. The City will continue to support efforts to increase the supply of single family and multi-family affordable housing units by both private sector and public sector entities.
Rehabilitation	Owner-occupied rehabilitation assistance is an effective way to rehabilitate the City's affordable housing inventory, particularly if the market value of the home is such that the cost and extent of rehabilitation does not exceed the value that can be achieved. The housing stock in the City is old and deteriorating/deteriorated. Rehabilitation efforts should also include the ability to make upgrades to the home to allow for aging in place, as well as provide for lead/asbestos abatement.
Acquisition, including preservation	The City's housing stock is generally considered older housing stock (built before 1950). Efforts to acquire and rehabilitate units for sale would provide affordable homeownership opportunities for City residents.

Table 47 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

The City of Clifton receives Federal Community Development Block Grant and HOME Investment Partnership Program funds from the US Department of Housing and Urban Development on an annual basis. For the purpose of this Strategic Plan, the City assumes its allocations each year over the five-year period will remain approximately the same and in line with the 2025 program year allocation. The Annual Action Plans submitted in each of the subsequent years will reflect actual allocation amounts received.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	Public-Federal	Acquisition, Admin and Planning, Economic Development, Housing, Public Improvements, Public Services	$1,261,206	0	0	$1,261,206	$5,044,824	Funds for housing and non-housing community development needs. Remainder available is approximately four times projected annual allocation.
HOME	Public-Federal	Acquisition Homebuyer Asst. Homeowner Rehab. Rental New Constr. Rental Rehab. New Const. for Ownership TBRA	$0	0	0	$0	$1,545,548.56	Funds for rehabilitation or new construction of rental and homeowner housing units. Remainder available is approximately four times projected annual allocation and anticipated annual program income.

Table 48 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City is not involved with land banking and has a limited amount of resources available to acquire, assemble, and dispose of sites for the purpose of expanding affordable housing and employment opportunities. The City is working with the Adult Opportunity Center to provide additional space on the Clifton City Hall campus for the sheltered workshop and group home. The City does not have any other publicly owned land or property located within the jurisdiction to address the needs identified in the plan.

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Clifton Community Development Department	Government	Non-homeless special needs Ownership Rental neighborhood improvements public facilities public services	Jurisdiction
Clifton Housing Department	PHA	Public Housing	Jurisdiction
Clifton Department of Health and Human Services	Government	Homelessness	Jurisdiction
Passaic County Continuum of Care	Regional organization	Homelessness	Region
St. Peters Haven	Non-profit organizations	Non-homeless special needs public services	Jurisdiction
DIAL	Non-profit organizations	Non-homeless special needs	Region
CLIFTON ADULT OPPROTUNITY CENTER	Non-profit organizations	Non-homeless special needs	Region
BOYS AND GIRLS CLUB OF CLIFTON	Non-profit organizations	public facilities public services	Jurisdiction
Passaic County Women's Center	Non-profit organizations	Non-homeless special needs	Region

Table 49 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The City of Clifton has assessed the capacity of its institutional structure to carry out its housing and community development strategy. Based upon this assessment, the current institutional structure provides the necessary capacity. Through the direct use of funds under its control, including CDBG funds, the City has been able to address a variety of community development needs. The City's capacity is strengthened by effective partnerships with a variety of non-profit, housing, and community development organizations.

The primary gap preventing the City and its partners from carrying out its housing and community development strategy is the lack of resources for affordable housing proposals and

community development activities in the City. The City continues to seek additional housing funds from the state and other sources to supplement its federal funds.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance	X	X	X
Mortgage Assistance	X		X
Rental Assistance	X	X	X
Utilities Assistance	X	X	X
Street Outreach Services			
Law Enforcement	X		
Mobile Clinics	X	X	X
Other Street Outreach Services	X	X	X
Supportive Services			
Alcohol & Drug Abuse	X	X	X
Child Care	X	X	X
Education	X	X	X
Employment and Employment Training	X	X	X
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X	X	X
Other			
	X	X	X

Table 50 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

Within the City there are two agencies that address homelessness: The Catherine A. Rowe Commons Transitional Housing Program and Saint Peter's Haven. In addition, the full complement of service providers through the Passaic/Paterson Continuum of Care are available to meet the needs of homeless persons, including the chronically homeless, families with children, veterans and their families and unaccompanied youth. The Catherine A. Rowe Commons Transitional Housing Program provides transitional housing for families, case management, meals, bathing and laundry facilities, counseling, childcare, and supportive programming. Saint Peter's Haven provides emergency shelter and short-term, transitional

housing for homeless and at-risk families, as well as supplemental food assistance and case work services. The City supports the cooperative efforts and activities of local service providers through its membership in the Passaic County Continuum of Care.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

The strengths of the service delivery system for special needs populations and persons experiencing homelessness are the dedication of service agency staff in attempting to address their clients' needs. Several agencies in the City are working with special needs and homeless populations in a very comprehensive manner.

The gaps in the service delivery system are chiefly a lack of, or very limited, resources — both financial and human (staffing). The organizations interviewed during the Consolidated Plan process cited increased demand for services and limited resources as major obstacles to meeting the City of Clifton's need for human services.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

Because the primary gaps are related to services that are lacking in the system, the City of Clifton will continue to collaborate with human and social service agencies and its Continuum of Care to identify potential resources for meeting the service needs of City residents. The City will support the efforts of service agencies and local organizations to obtain any available resources and continue to provide CDBG and HOME funding for these programs. The City will also continue to support and encourage the development of new affordable housing units.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve, Maintain, and Expand Affordable Housing	2025	2029	Affordable Housing	City-wide	Decent Affordable Housing	CDBG: $1,700,000 HOME: $1,738,745.70	Homeowner Housing Rehabilitated: 25 Housing Units
2	Develop and Enhance Neighborhood Sustainability	2025	2029	Non-Housing Community Development	City-wide	Develop Neighborhood Sustainability	CDBG: $3,483,305	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 15,000 Persons Public service activities other than Low/Moderate Income Housing Benefit: 50,000 Persons Housing Code Enforcement/Foreclosed Property Care: 3,500 Housing Units

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Provide Needed Public Services	2025	2029	Homeless Non-Homeless Special Needs Non-Housing Community Development	City-wide	Provide Needed Public Services	CDBG: $315,000	Public service activities other than Low/Moderate Income Housing Benefit: 450 Persons
4	Provide Support for Non-Homeless Special Needs	2025	2029	Non-Homeless Special Needs	City-wide	Support for Non-Homeless Special Needs Populations	CDBG: $700,000	Public service activities other than Low/Moderate Income Housing Benefit: 15,000 Persons
5	Provide Support for Homeless/ At-Risk of Homeless	2025	2029	Homeless	City-wide	Support for Homeless & At-Risk of Homelessness	CDBG: $90,000	Public service activities other than Low/Moderate Income Housing Benefit: 75 Persons
6	Planning and Program Administration	2025	2029	Planning/Administration	City-wide	Planning/Administration	CDBG: $1,215,725 HOME: $193,190	Other: 1 Other

Table 51 – Goals Summary

Goal Descriptions

1	**Goal Name**	Improve, Maintain, and Expand Affordable Housing
	Goal Description	The City will administer programs to improve access to and increase choices of affordable housing. The activities will include rehabilitation and new construction of affordable housing. Housing rehabilitation projects will sustain the availability of affordable housing for LMI households whose dwelling units will be repaired to address safety and health issues and/or brought up to local building and property maintenance standards, home accessibility modifications for people with disabilities will be made while funding will be made available for qualifying emergency home repairs.
2	**Goal Name**	Develop and Enhance Neighborhood Sustainability
	Goal Description	The City will administer activities to improve the physical condition, health, and safety of residential neighborhoods with projects such as improvements to streets and sidewalks and/or public facilities. The City will also provide code enforcement services in areas identified by HUD as low- and moderate-income.
3	**Goal Name**	Provide Needed Public Services
	Goal Description	The City will provide public services that maintain and improve neighborhood and household stability and foster healthy community growth, such as - but not limited to - educational, recreational, and other supportive services to assist LMI residents, at-risk youth and their families. Supported activities include youth programming, such as day programs, summer camp, after-school activities, child care, and job training that foster employment retention, economic opportunities, and prevent crime.
4	**Goal Name**	Provide Support for Non-Homeless Special Needs
	Goal Description	The City will administer activities and supportive services for non-homeless special needs populations, particularly the disabled and elderly.
5	**Goal Name**	Provide Support for Homeless/ At-Risk of Homeless
	Goal Description	The City will administer programs that provide support for those who are homeless or at-risk of becoming homeless. Activities include operations and supportive services for the City's homeless shelters, as well as the development of additional housing accommodations needed to meet demand.
6	**Goal Name**	Planning and Program Administration
	Goal Description	Funds to administer and implement the CDBG and HOME Programs in accordance with federal regulations.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

It is estimated that 5 extremely low, 5 low, and 15 moderate-income families will be provided with affordable housing during PYs 2025-2029.

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

There are no public housing developments within the City of Clifton; however, the City administers 264 HCV/Section 8 Vouchers.

Activities to Increase Resident Involvements

There are no public housing developments within the City of Clifton.

Is the public housing agency designated as troubled under 24 CFR part 902?

The Housing Department of the City of Clifton is not designated as troubled.

Plan to remove the 'troubled' designation

Not applicable; the PHA is not designated as troubled.

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

First, public policies regarding investment of Federal Housing and Community Development funds, specifically reduced funding, increased reporting requirements, and increased restrictions on the use of federal funds, have reduced financial resources to housing related programs and initiatives.

Second, the City's 2011 Analysis of Impediments to Fair Housing Choice identified the following areas having negative effects on affordable housing and investment:

- The high cost of rental units: As discussed in MA-15, rental housing costs are increasing at a higher rate than median income, meaning that housing costs account for a relatively larger share of income for renters. According to CHAS data, 17.4% of households in the City are cost burdened and 22.0% of households are severely cost burdened.
- The limited supply of affordable housing, which disproportionately affects the housing choices of the protected classes: According to CHAS data analyzed in the Needs Assessment, there are 9,365 households earning between 0% and 50% of the median family income in the County. However, there are only 3,544 housing units (both renter and owner-occupied) affordable to these households, accommodating only 37.9% of this population. While it is not considered disproportionate, it is noteworthy that 20.6% Black/African American households pay 30-50% of their income and 25.4% of Hispanic Households pay 50% of their income on housing costs.
- The need for additional affordable housing for senior citizens: Elderly persons are more likely to live on fixed, very low incomes or require special supportive service to complete their daily routines. This means elderly residents especially need affordable housing options and easy access to service providers. According to ACS 2018-2023 estimates, 49.7% of households consist of at least one person aged 65 or over. In addition, the Census reported that 32.7% of persons 65 years and over had at least one disability. As discussed in NA-10, LMI households with a severe housing cost burden greater than 50% of income tend to be either small related families (42.9%) or elderly households (40.6%).

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

The age of housing in Clifton, the number of cost-burdened residents, and the limited supply of affordable housing create barriers to affordable housing. 41.7% of the housing units in the City were built prior to 1950, and another 42.4% of all units were built between 1950-1979. According to CHAS data, 17.4% of households in the City are cost burdened and 22% of households are severely cost burdened. Lastly, there is insufficient housing for all income groups. According to CHAS data analyzed in the Needs Assessment, there are 9,365 households earning between 0% and 50% of the median family income in the County. However, there are only 3,544 housing units (both renter and owner-occupied) affordable to these households, accommodating only 37.9% of this population.

The City of Clifton has developed the following strategy within this Consolidated Plan to address these barriers:

- Develop appropriate housing for senior citizens in proximity to shopping, medical facilities, social services, and public transportation to support their ability to remain independent. In its FY 2025 Annual PHA Plan, the Clifton Public Housing Agency reported the addition of over 250 affordable housing units in the form of senior citizen units and group homes.
- Support housing rehabilitation programming as a most effective means of making affordable housing available to the greatest number of residents.
- Improve the quality of neighborhoods through code enforcement, public infrastructure improvements, and crime prevention.

SP-60 Homelessness Strategy – 91.215(d)

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City supports the cooperative efforts and activities of local service providers through its membership in the Passaic County Continuum of Care. The CoC works to address homelessness and the priority needs of homeless individuals and families, including homeless subpopulations. Although a variety of housing resources and programs are offered to meet the needs of various homeless sub-populations, continued integration of resources and programming and the development of additional housing accommodations are needed.

Each year, the CoC conducts a Point-in-Time count of the persons residing in emergency shelters, transitional housing facilities and places not meant for human habitation. This information is used to understand the emergency needs of homeless persons so that they can be addressed adequately and efficiently. The City will use the information generated by the PIT and other studies conducted by the CoC to inform its budget and planning process.

Addressing the emergency and transitional housing needs of homeless persons

Stakeholders reported the need for additional emergency shelter and transitional housing programs for families. The City is working to determine how to provide more permanent housing options to families, with the intent of moving them from emergency and transitional housing programs into something more long-term. The largest obstacles to providing families with permanent housing continues to be lack of jobs that pay a living wage and scarcity of affordable housing that can accommodate large families.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

The City of Clifton addresses issues related to homelessness through its membership in the Passaic County Continuum of Care, where it supports public and private efforts associated with strategies for homeless prevention and housing. Passaic County's CoC continues to move toward rapid rehousing as an effective means of shortening a household's time experiencing homelessness and/or in an emergency shelter. A critical component is the wraparound services households need to be stable in housing.

In addition to its membership in the Passaic County CoC, the City of Clifton provides programs and services to assist residents at risk of becoming homeless or falling into welfare, including the Section 8

Housing Choice Voucher (HCV) Program and Self Sufficiency Program. Increasing the inventory of permanent housing with supportive services is a priority for the City. Homeless individuals and families require long-term, affordable housing options with supportive services to make the transition to residential stability. The City will continue to prioritize the use of its CDBG and HOME funds to support local homeless providers.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

The City will continue to support the existing agencies that provide such resources, like Saint Peter's Haven and the Catherine A. Rowe Commons Transitional Housing Program. Additional programs to assist low-income individuals and families to avoid becoming homeless include the City's Meals on Wheels Program, which provides sustenance to the needy, and day care scholarships to help parents stay in the work force and off public assistance. Further, creation of new affordable units will aid in preventing instances of homelessness for those exiting institutions or the criminal justice system by providing available units upon discharge.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

The Passaic County Health Department receives funding to perform lead education and outreach in the City of Passaic, Clifton's nearest neighbor. There is some overlap with the City of Clifton, particularly in the low income area of Botany Village. Clifton's Home Improvement Program (CHIP) includes an evaluation for lead based paint hazards and lead-based paint hazard controls, should any hazards exist. In addition, the Passaic City Health Department conducts blood screenings to identify the presence of elevated blood lead-levels in City children. When children are reported with an elevated blood lead level (EBLL), the City investigates and issues a violation to the landlord with a timeframe for abatement. Nurses follow-up with both the landlord and affected family, returning to re-test residents and verify lead remediation.

The EPA Renovate Right laws require contractors to notify property owners and rental occupants before work is done in housing that is older than 1978 and to use safe work practices.

How are the actions listed above related to the extent of lead poisoning and hazards?

In accordance with lead-based paint requirements, the City will incorporate the following factors to refine and narrow the communities that are at highest risk with lead-based paint hazards:

- Age of housing (pre-1978 housing units)
- Condition of housing
- Tenure and poverty levels
- Presence of young children
- Presence of lead poisoning cases

Due to the City's large number of highly probable lead-contaminated housing units, the City will continue to pursue lead hazard reduction via its Home Improvement Program and on a case-by-case basis, and thereby decrease the number of lead-contaminated units.

How are the actions listed above integrated into housing policies and procedures?

The City performs lead-based paint hazard testing on all housing units funded by the City using CDBG and HOME funds. Where testing reveals the presence of lead-based paint on impact surfaces or painted areas that will be disturbed during rehabilitation, lead safe work practices are followed. The City will continue these efforts during the five years of this Consolidated Plan and will ensure that its Home Improvement Program guidelines comply with the lead-based paint hazards regulations at 24 CFR Part 35.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

Poverty is a function of income, which is related to education, job training and employment. Since poverty is based upon income, its effect on housing opportunity and choice is apparent. Conversely, without adequate, stable housing and employment opportunities, alleviating poverty is difficult.

The resources that the City of Clifton has to reduce the number of persons with incomes below the poverty level are limited. The City will continue to pursue and support various economic development and housing activities in an effort to provide an environment that will attract or retain businesses or facilitate the expansion of existing businesses thereby securing employment and increased incomes for City residents. These activities will include the following:

- Preserve the existing housing stock in owner-occupied and rental housing
- Support development of new affordable rental and homeownership units
- Provide services for education and employment opportunities

The varied activities help create job opportunities, reduce burdens (e.g. housing cost burden), and educationally/economically empower City residents, all of which will prevent or alleviate poverty in the community. Through the initiatives described above, and in cooperation with the agencies and non-profit organizations noted, the City aims to reduce poverty by assisting the low- and moderate-income residents over the next five years.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

The City of Clifton's poverty reducing goals, programs, and policies aim to increase the incomes of City residents and reduce the number of people who are living in poverty by moving them toward self-sufficiency. Increased income makes housing more affordable by reducing housing cost burden and by increasing the number of people who can afford to purchase or rent units produced by the City's Housing Rehabilitation Programs.

SP-80 Monitoring – 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Clifton has a full time Community Development Block Grant Monitor to administer the program as well as a consulting planner and accountant on staff. The standards utilized for monitoring and ensuring long term compliance are consistent with HUD requirements and include verification of eligibility of appropriate limited clientele, census tract/block group verification of area benefit projects, confirmation of service area qualifications, monitoring of sub-recipients to ensure adherence to HUD requirements, as well as adherence to HUD regulations regarding eligible activities and preparation of periodic planning and performance reports. Invoices are monitored to ensure compliance with the approved spending plan and federal regulations. Internal policies have been created to ensure appropriate segregation of duties. The City of Clifton will monitor all activities to ensure long-term compliance with CDBG and HOME program requirements. The objectives of monitoring are to:

- Ensure that all activities comply with all regulations governing the administrative, financial and programmatic operation;
- Ensure that all activities achieve their performance objectives within schedule and budget; and
- Ensure that all activities comply with the Consolidated Plan.

Sub-recipients are monitored on a yearly basis to ensure that they are adequately fulfilling CDBG and HOME requirements with respect to day-to-day operations, that the funded activity continues to be income eligible, that overall activity is in compliance with HUD requirements, and that performance goals are being achieved.

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City of Clifton receives Federal Community Development Block Grant and HOME Investment Partnership Program funds from the US Department of Housing and Urban Development on an annual basis. For the purpose of this Strategic Plan, the City assumes its allocations each year over the five-year period will remain approximately the same and in line with the 2025 program year allocation. The Annual Action Plans submitted in each of the subsequent years will reflect actual allocation amounts received.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	Public-Federal	Acquisition, Admin and Planning, Economic Development, Housing, Public Improvements, Public Services	$1,261,206	0	0	$1,261,206	$5,044,824	Funds for housing and non-housing community development needs. Remainder available is approximately four times projected annual allocation.
HOME	Public-Federal	Acquisition Homebuyer Asst. Homeowner Rehab. Rental New Constr. Rental Rehab. New Const. for Ownership TBRA	$0	0	0	$0	$1,545,548.56	Funds for rehabilitation or new construction of rental and homeowner housing units. Remainder available is approximately four times projected annual allocation and anticipated annual program income.

Table 52 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City is not involved with land banking and has a limited amount of resources available to acquire, assemble, and dispose of sites for the purpose of expanding affordable housing and employment opportunities. The City is working with the Adult Opportunity Center to provide additional space on the Clifton City Hall campus for the sheltered workshop and group home. The City does not have any other publicly owned land or property located within the jurisdiction to address the needs identified in the plan.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve, Maintain, and Expand Affordable Housing	2025	2026	Affordable Housing	City-wide	Decent Affordable Housing	CDBG: $100,000	Homeowner Housing Rehabilitated: 5 Household Housing Units
2	Develop and Enhance Neighborhood Sustainability	2025	2026	Non-Housing Community Development	City-wide	Develop Neighborhood Sustainability	CDBG: $696,661	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3,040 Persons Public service activities other than Low/Moderate Income Housing Benefit: 10,020 Persons Housing Code Enforcement/Foreclosed Property Care: 700 Housing Units

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Provide Needed Public Services	2025	2026	Homeless Non-Homeless Special Needs Non-Housing Community Development	City-wide	Provide Needed Public Services	CDBG: $63,000	Public service activities other than Low/Moderate Income Housing Benefit: 90 Persons Assisted
4	Provide Support for Non-Homeless Special Needs	2025	2026	Non-Homeless Special Needs	City-wide	Support for Non-Homeless Special Needs Populations	CDBG: $140,000	Public service activities other than Low/Moderate Income Housing Benefit: 3,050 Persons
5	Provide Support for Homeless/ At-Risk of Homeless	2025	2026	Homeless	City-wide	Support for Homeless & At-Risk of Homelessness	CDBG: $18,000	Public service activities other than Low/Moderate Income Housing Benefit: 15 Persons
6	Planning and Program Administration	2025	2026	Planning/Administration	City-wide	Planning/Administration	CDBG: $243,545	Other: 1 Other

Table 53 – Goals Summary

Goal Descriptions

1	**Goal Name**	Improve, Maintain, and Expand Affordable Housing
	Goal Description	The City will administer programs to improve access to and increase choices of affordable housing. The activities will include rehabilitation and new construction of affordable housing. Housing rehabilitation projects will sustain the availability of affordable housing for LMI households whose dwelling units will be repaired to address safety and health issues and/or brought up to local building and property maintenance standards, home accessibility modifications for people with disabilities will be made while funding will be made available for qualifying emergency home repairs.
2	**Goal Name**	Develop and Enhance Neighborhood Sustainability
	Goal Description	The City will administer activities to improve the physical condition, health, and safety of residential neighborhoods with projects such as improvements to streets and sidewalks and/or public facilities. The City will also provide code enforcement services in areas identified by HUD as low- and moderate-income.
3	**Goal Name**	Provide Needed Public Services
	Goal Description	The City will provide public services that maintain and improve neighborhood and household stability and foster healthy community growth, such as - but not limited to - educational, recreational, and other supportive services to assist LMI residents, at-risk youth and their families. Supported activities include youth programming, such as day programs, summer camp, after-school activities, childcare, and job training that foster employment retention, economic opportunities, and prevent crime.
4	**Goal Name**	Provide Support for Non-Homeless Special Needs
	Goal Description	The City will administer activities and supportive services for non-homeless special needs populations, particularly the disabled and elderly.
5	**Goal Name**	Provide Support for Homeless/ At-Risk of Homeless
	Goal Description	The City will administer programs that provide support for those who are homeless or at-risk of becoming homeless. Activities include operations and supportive services for the City's homeless shelters, as well as the development of additional housing accommodations needed to meet demand.

Projects

AP-35 Projects – 91.220(d)

Introduction

Total 2025 funding for the City of Clifton is $1,261,206 CDBG and $386,387.14 HOME. A total of 12 activities were granted funding as part of the 2025 CDBG and HOME Programs to address the City's priority housing, community development, and economic development needs.

Projects

#	Project Name
1	Sewer Improvements
2	Senior Citizen and Handicapped Outreach
3	DIAL: Handicapped Services
4	Boys & Girls Club: Day Care Services
5	Literacy Intervention Program
6	Saint Peter's Haven Homeless Street Outreach
7	Botany Village Special Improvement District: Crime Prevention Program
8	Clifton Home Improvement Program (CHIP)
9	Code Enforcement
10	CDBG Administration

Table 54 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Funding awards are based on need and activity eligibility. Assistance is spread throughout the City with actual locations determined by applications received and funding availability. The primary obstacle to meeting underserved needs is limited resources to meet the competing demands. Other obstacles include:

- Diminishment and disappearance of State funds
- Diminishment and disappearance of local funds
- Diminishment and disappearance of private funds
- Increased competition for diminishing pool of funds
- Lack of affordable childcare services
- Lack of employment training and opportunities
- Lack of affordable housing

- Lack of affordable permanent supportive housing
- Lack of societal ‘will’ to address the need of the underserved
- Severe financial stress on the part of non-profits

The City will continue to seek additional funding sources to address underserved needs.

AP-38 Project Summary

Project Summary Information

1	**Project Name**	**Sewer Improvements**
	Target Area	City-wide
	Goals Supported	Develop and Enhance Neighborhood Sustainability
	Needs Addressed	Develop Neighborhood Sustainability
	Funding	CDBG: $426,661
	Description	The project involves sewer lining on the following streets: 1) East Clifton Avenue, 2) Seger Avenue, 3) Van Riper Avenue, 4) Knapp Avenue, 5) Mahar Avenue, 6) Scribner Place, 7) Shoonmaker Place, 8) Fleischer Place
	Target Date	7/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	Public facility or infrastructure other than low/moderate income housing benefit: 3,040 persons
	Location Description	Census Tract 1250, Block Groups 2, 3, & 4.
	Planned Activities	Public infrastructure improvement – sewer lining.
2	**Project Name**	**Senior Citizen and Handicapped Outreach**
	Target Area	City-wide
	Goals Supported	Provide Support for Non-Homeless Special Needs
	Needs Addressed	Support for Non-Homeless Special Needs Populations
	Funding	CDBG: $110,000

	Description	Project provides comprehensive transportation for the elderly, frail elderly, and persons with disabilities to medical appointments, lunch programs, and workshops.
	Target Date	7/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than low/moderate income housing benefit: 3,000 persons
	Location Description	City-wide
	Planned Activities	Public service – special needs transportation.
3	**Project Name**	**DIAL: Handicapped Services**
	Target Area	City-wide
	Goals Supported	Provide Support for Non-Homeless Special Needs
	Needs Addressed	Support for Non-Homeless Special Needs Populations
	Funding	CDBG: $30,000
	Description	Center for Independent Living is part of a statewide network of non-residential independent living centers designed and operated to provide services to individuals with disabilities.
	Target Date	7/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than low/moderate income housing benefit: 50 persons
	Location Description	City-wide
	Planned Activities	Public services for persons with disabilities.
4	**Project Name**	**Boys & Girls Club: Day Care Services**
	Target Area	City-wide

	Goals Supported	Provide Needed Public Services
	Needs Addressed	Provide Needed Public Services
	Funding	CDBG: $55,000
	Description	Provides scholarships for after school day care and summer day care for children of low-income working families.
	Target Date	7/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than low/moderate income housing benefit: 50 persons
	Location Description	City-wide
	Planned Activities	Public service - childcare
5	**Project Name**	**Literacy Intervention Program**
	Target Area	City-wide
	Goals Supported	Provide Needed Public Services
	Needs Addressed	Provide Needed Public Services
	Funding	CDBG: $8,000
	Description	Project supports operation of a summer school offering an English as a second language program for both children and income-qualifying adults.
	Target Date	7/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than low/moderate income housing benefit: 40 persons
	Location Description	City-wide

	Planned Activities	Public service – literacy program
6	**Project Name**	**Saint Peter's Haven Homeless Street Outreach**
	Target Area	City-wide
	Goals Supported	Provide Support for Homeless/ At-Risk of Homeless
	Needs Addressed	Support for Homeless & At-Risk of Homelessness
	Funding	CDBG: $18,000
	Description	Project involves provision of case management, needs assessment, financial, and vocational services for unsheltered homeless individuals and families.
	Target Date	7/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than low/moderate income housing benefit: 15 persons
	Location Description	City-wide
	Planned Activities	Public services for persons experiencing homelessness.
7	**Project Name**	**Botany Village Special Improvement District: Crime Prevention Program**
	Target Area	City-wide
	Goals Supported	Develop and Enhance Neighborhood Sustainability
	Needs Addressed	Develop Neighborhood Sustainability
	Funding	CDBG: $30,000
	Description	Project funds the neighborhood watch to support crime prevention.
	Target Date	7/31/2026

	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than low/moderate income housing benefit: 10,020 persons
	Location Description	Botany Village: Census Tract 1250, Block Groups 1, 2, 3, 4, 5, 6, and Census Tract 1251, Block Groups 1, 2, 3
	Planned Activities	Public service – crime prevention
8	**Project Name**	**Clifton Home Improvement Program (CHIP)**
	Target Area	City-wide
	Goals Supported	Improve, Maintain, and Expand Affordable Housing
	Needs Addressed	Decent Affordable Housing
	Funding	CDBG: $100,000
	Description	Program offers deferred payment loans to low- and moderate-income homeowners for rehabilitation.
	Target Date	7/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	Homeowner housing rehabilitated: 5 housing units
	Location Description	City-wide
	Planned Activities	Activities include code-related rehabilitation items for income-eligible homeowner households.
9	**Project Name**	**Code Enforcement**
	Target Area	City-wide
	Goals Supported	Develop and Enhance Neighborhood Sustainability
	Needs Addressed	Develop Neighborhood Sustainability

	Funding	CDBG: $240,000
	Description	Private systematic code enforcement in low-moderate income areas.
	Target Date	7/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	Housing code enforcement: 700 housing units
	Location Description	City-wide
	Planned Activities	Activities include Inspection of code violations in eligible neighborhoods City-wide.
10	**Project Name**	**Administration**
	Target Area	City-wide
	Goals Supported	Planning and Program Administration
	Needs Addressed	Planning/Administration
	Funding	CDBG: $243,545
	Description	The administration of grant funds in accordance with all federal regulations.
	Target Date	7/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	Other: 1
	Location Description	City-wide
	Planned Activities	Administration

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City does not set priorities for allocating investments geographically; rather, it concentrates on low- and moderate-income areas as well as areas with the greatest needs. The City executes a housing rehabilitation program for single family homes owned by low- and moderate-income persons on a first come first serve basis. The City is also responsible for the implementation of public improvement and facilities projects that qualify per HUD approved guidelines.

Geographic Distribution

Target Area	Percentage of Funds
City-wide	100

Table 55 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The system for establishing the priority for the selection of these projects is predicated upon the following criteria:

- Meeting the statutory requirements of the CDBG and HOME programs;
- Meeting the needs of very-low, low-, and moderate-income residents;
- Focusing on low- and moderate-income persons, areas, or neighborhoods;
- Coordinating and leveraging of resources;
- Responding to expressed needs;
- Achieving sustainability and/or long-term impact;
- Having the ability to measure or demonstrate progress and success.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City will provide affordable housing to the homeless, non-homeless, and special needs populations through its Section 8 Housing Choice Voucher Program and rehabilitation of existing units.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	5
Special-Needs	0
Total	5

Table 56 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	5
Acquisition of Existing Units	0
Total	5

Table 57 - One Year Goals for Affordable Housing by Support Type

Discussion

It is estimated that 5 households are expected to receive assistance through the Clifton Home Improvement Program (CHIP), which offers deferred payment loans to low- and moderate-income homeowners for rehabilitation.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Clifton is approved to administer 264 HCV/Section 8 Vouchers to assist families with housing choice and the opportunity to achieve self-sufficiency through the FSS Program. There are no public housing units within the City.

Actions planned during the next year to address the needs to public housing

There are no public housing developments within the City of Clifton; however, the City will continue to administer 264 HCV/Section 8 Vouchers. In its FY 2025 Annual PHA Plan, the Clifton Public Housing Agency reported a 110% increase in their voucher payment standards, which expands assisted housing choices for families.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

There are no public housing units within the City.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Housing Department of the City is not designated as troubled.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City supports the cooperative efforts and activities of local service providers through its membership in the Passaic County Continuum of Care. The CoC works to address homelessness and the priority needs of homeless individuals and families, including homeless subpopulations. Although a variety of housing resources and programs are offered to meet the needs of various homeless sub-populations, continued integration of resources and programming and the development of additional housing accommodations are needed.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Each year, the CoC conducts a Point-in-Time count of the persons residing in emergency shelters, transitional housing facilities and places not meant for human habitation. This information is used to understand the emergency needs of homeless persons so that they can be addressed adequately and efficiently. The City will use the information generated by the PIT and other studies conducted by the CoC to inform its budget and planning process. The City has allocated CDBG funds to support St. Peter's Haven street outreach in an effort to identify and provide services to the unsheltered homeless population.

Addressing the emergency shelter and transitional housing needs of homeless persons

Stakeholders reported the need for additional emergency shelter and transitional housing programs for families. The City is working to determine how to provide more permanent housing options to families, with the intent of moving them from emergency and transitional housing programs into something more long-term. The largest obstacles to providing families with permanent housing continues to be lack of jobs that pay a living wage and scarcity of affordable housing that can accommodate large families.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Clifton addresses issues related to homelessness through its membership in the Passaic County Continuum of Care, where it supports public and private efforts associated with strategies for homeless prevention and housing. Passaic County's CoC continues to move toward rapid rehousing as an effective means of shortening a household's time experiencing homelessness and/or in an

emergency shelter. A critical component is the wraparound services households need to be stable in housing.

In addition to its membership in the Passaic County CoC, the City of Clifton provides programs and services to assist residents at risk of becoming homeless or falling into welfare, including the Section 8 Housing Choice Voucher (HCV) Program and Self Sufficiency Program. Increasing the inventory of permanent housing with supportive services is a priority for the City. Homeless individuals and families require long-term, affordable housing options with supportive services to make the transition to residential stability. The City will continue to prioritize the use of its CDBG funds to support local homeless providers.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City will continue to support vital supportive service agencies, like Saint Peter's Haven and DIAL. Additional programs to assist low-income individuals and families to avoid becoming homeless include the City's Meals on Wheels Program, which provides sustenance to the needy, and day care scholarships to help parents stay in the work force and off public assistance. The City also provides funding for youth programming (day programs, summer camp, after-school activities, childcare, and job training) that fosters employment retention, economic opportunities, and prevents crime. Creation of new affordable units will aid in preventing instances of homelessness for those exiting institutions or the criminal justice system by providing available units upon discharge.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Clifton conducted an Analysis of Impediments to Fair Housing Choice in 2011. The AI, as well as stakeholder feedback and the needs and market analyses in this Consolidated Plan, identified the high cost of rental units, limited supply of affordable housing, high-percentage of cost-burdened residents, and lack of affordable housing for senior citizens as barriers to affordable housing.

In addition, public policies regarding investment of Federal Housing and Community Development funds, specifically reduced funding, increased reporting requirements, and increased restrictions on the use of federal funds, have reduced financial resources to housing related programs and initiatives, creating barriers to affordable housing.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City has experienced some growth and redevelopment of under-utilized and abandoned industrial sites and will continue to work with developers to encourage the creation of affordable housing. The City has not identified obstacles within its zoning, codes, and other policies that restrict such development and has encouraged such development.

The City of Clifton has planned the following actions within this Annual Plan to address these barriers:

- Support housing rehabilitation programming as a most effective means of making affordable housing available to the greatest number of residents.
- Alleviate cost-burden through the Section 8 HCV Program and Self Sufficiency Program.
- Improve the quality of neighborhoods through code enforcement and public infrastructure improvements.

AP-85 Other Actions – 91.220(k)

Introduction:

The City will take other actions to address obstacles to underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination among agencies.

Actions planned to address obstacles to meeting underserved needs

The primary impediment to the City's ability to meet underserved needs is the limited amount of funding to address identified priorities. The City will continue to seek additional funding sources to address underserved needs and assist with implementation of policies and programs. CDBG funding is allocated to several public services programs, including senior citizen and handicapped outreach, DIAL handicapped services, the Boys & Girls Club, the Literacy Intervention Program, and the Crime Prevention Program in Botany Village

Actions planned to foster and maintain affordable housing

The City will continue to support its goals of maintaining and improving the quality of the affordable housing supply, especially those housing units occupied by low- and moderate-income households. In FY 2025, the City will allocate CDBG funds to rehabilitate existing, aging housing stock by providing assistance to rehabilitate and repair owner-occupied housing.

Actions planned to reduce lead-based paint hazards

The City will work to achieve cost effective methods for controlling lead-based paint hazards through the following:

- Lead-safe practices will be used during a housing rehab project as required by HUD-funded rehabilitation programs;
- The City Health Department will continue to conduct blood screenings to identify the presence of lead-based paint;
- The Passaic City Health Department will continue to provide lead-based paint hazard education and outreach.

Actions planned to reduce the number of poverty-level families

The resources that the City of Clifton has to reduce the number of persons with incomes below the poverty level are limited. The City will continue to pursue and support various economic development and housing activities in an effort to provide an environment that will attract or retain businesses or facilitate the expansion of existing businesses thereby securing employment and increased incomes for

City residents. These activities will include the following:

- Preserve the existing housing stock in owner-occupied and rental housing
- Support development of new affordable rental and homeownership units
- Provide services for education and employment opportunities

The varied activities help create job opportunities, reduce burdens (e.g. housing cost burden), and educationally/economically empower City residents, all of which will prevent or alleviate poverty in the community.

Actions planned to develop institutional structure

The City of Clifton relies on a network of public sector, private sector, and non-profit organizations to deliver needed housing and community development services to City residents, particularly the homeless and special needs populations. Many of the organizations in the network operate on a county or regional level.

Although the City feels that the existing institutional structure is sufficient for carrying out activities to address identified community development needs, the City will continue to strengthen its working relationships with local social service agencies. Public and non-profit agencies that are critical to the institutional structure must work cooperatively, and agency staff have the ability and expertise to deliver services efficiently and effectively, often with years of expertise in their respective fields.

Actions planned to enhance coordination between public and private housing and social service agencies

The City plans to improve coordination among its partners to promote a broadly shared understanding of community needs, collaborative and complementary approaches to addressing needs, and responsiveness to changes in conditions. The City anticipates continued coordination of human service funding with other social service agencies and charitable organizations to better target the limited amount of human service dollars available in the community.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

The following information provides an overview on the program specific requirements for the Community Development Block Grant (CDBG) Program.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	0

Other CDBG Requirements

1. The amount of urgent need activities 0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. 100%

ITEM NUMBER:

ITEM NAME: Proclamation Congratulating the Clifton Colts 10U Blue Baseball Team
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	proclamation	7/9/2025	Cover Memo

PROCLAMATION

CONGRATULATING THE CLIFTON COLTS 10U BLUE BASEBALL TEAM OF THE CLIFTON JUNIOR ATHLETIC LEAGUE

WHEREAS, youth sports programs, like baseball, contribute to the development of our nation's youth by promoting physical activity, teamwork, sportsmanship, and valuable life lessons; and

WHEREAS, the Clifton Colts 10U Blue baseball team, through their dedication, commitment, and hard work, have exemplified these qualities; and

WHEREAS, the team players include Alex Gunn, Landon Merejo, Jack Fowler, Daniel Colon, Damien Caputo, Benjamin Saunders, Chris Argeullo, Parath Patel, Abram Cruz, Carmelo Ferrandiz, Roneul Mercedes, Dylan Medrano, Noah Vargas, Alex Borkowski and Angel Baez; and

WHEREAS, the team led by Head Coach Jared Fowler and Assistant Coaches, Irving Colon, Eric Merejo, Tom Fudali and Janer Vargas, and with the unwavering support of parents and the community, have won the District 7 Cal Ripkin Tournament with a comeback score of 5-4 victory over Chester-Mendham by defeating Long Valley, Denville and Randolph; and

WHEREAS, this achievement highlights the importance of teamwork, perseverance, and dedication, and serves as an inspiration to others;

NOW, THEREFORE, on behalf of the City of Clifton, we, the Mayor and Council, do hereby recognize and commend the Clifton Colts 10U Blue Baseball Team for their outstanding achievement and their commitment to sportsmanship and excellence.

Citizens are encouraged to join in celebrating the team's success and supporting youth sports programs that benefit the community's children and young adults.

PROCLAIMED this 15th day of July, 2025.

RAYMOND GRABOWSKI, MAYOR
CHRIS D'AMATO, COUNCILMAN
WILLIAM GIBSON, COUNCILMAN
JOSEPH KOLODZIEJ, COUNCILMAN
ANTONIO LATONA, COUNCILMAN
ROSEMARY L. PINO, COUNCILWOMAN
MARY SADRAKULA, COUNCILWOMAN

Kathleen Tolosi, City Clerk

ITEM NUMBER:

ITEM NAME: Proclamation Congratulating The Theater League of Clifton on their 20th Anniversary

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	proclamation	7/14/2025	Cover Memo

PROCLAMATION
CITY OF CLIFTON, N.J.

WHEREAS, *The Theater League of Clifton, Inc.* was formed 20 years ago on July 15, 2005 when a group of artistically minded Clifton residents gathered together and decried the fact that in a city with over 80,000 residents there was no community theater and decided to take action; and

WHEREAS, The Theater League of Clifton, Inc., is a non-profit organization dedicated to fostering an appreciation of the arts through theatrical performances whose goal is to provide an outlet for creative community involvement, and to provide quality entertainment for all ages; and

WHEREAS, with over 55 productions the Theater League of Clifton has become a staple of the arts in Northern NJ; and

WHEREAS, it is their goal to cultivate the arts in Clifton's youth by creating a scholarship for Clifton High School students who will be continuing their education in this area; and

WHEREAS, students work alongside accomplished actors, directors, producers, lighting and sound technicians enabling students to get a better understanding of staging shows from behind the scenes; and

WHEREAS, to date The Theater League of Clifton has provided 43 Clifton High School students scholarships in the amount of $19,700.00; and

WHEREAS, The Theater League of Clifton has expanded their offerings to include concerts, workshops, showcases and cabarets which has allowed them to become an all-encompassing theatrical outlet for talented individuals in our community; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Members of the Municipal Council of the City of Clifton, on behalf of all its citizens, do hereby congratulate

The Theater League of Clifton
on the occasion of their
20TH ANNIVERSARY

And do further extend sincere best wishes for its continued success and further growth and progress in the future.

RAYMOND GRABOWSKI, MAYOR
CHRIS D'AMATO, COUNCILMAN
WILLIAM GIBSON, COUNCILMAN
JOSEPH KOLODZIEJ, COUNCILMAN
ANTONIO LATONA, COUNCILMAN
ROSEMARY L. PINO, COUNCILWOMAN
MARY SADRAKULA, COUNCILWOMAN

Kathleen Tolosi, City Clerk

ITEM NUMBER:

ITEM NAME: Councilwoman Pino ~ Presentation for the Independence Day Celebration
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER:

ITEM NAME: Approval of Special Meeting Minutes - Allwood Road for June 24, 2025
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	minutes	7/10/2025	Cover Memo

CITY OF CLIFTON
SPECIAL MEETING MINUTES OF JUNE 24, 2025
PASSAIC COUNTY - ALLWOOD ROAD PROJECT

A Special Meeting of the Municipal Council of the City of Clifton was held in the Courtroom of Clifton City Hall, 900 Clifton Avenue, Clifton, New Jersey.

7:00 PM CALL TO ORDER

The meeting was called to order by Mayor Raymond Grabowski presiding, and it was announced that adequate notice of the meeting has been provided by the Special Meeting Notice which was published as a legal advertisement in the Herald News on June 19, 2025 and by posting of said notice on the bulletin board at City Hall which notice stated that formal action may or may not be taken on the matters to come before the Municipal Council.

Upon roll call, the following were noted present:

Councilman Gibson	(BG) Absent
Councilman D'Amato	(CD)
Councilman Kolodziej	(JK) Absent
Councilman Latona	(AL)
Councilwoman Pino	(RP) Absent
Councilwoman Sadrakula	(MS)
Mayor Grabowski	(RG)

Also present were City Attorney, Tom Egan and City Clerk, Kathleen Tolosi.

PRESENTATION

Passaic County hired a Consultant, WSP, to present the Allwood Road Project to the Council and the public. It was stated that they would be removing and replacing 14 trees. The Counsulants explained each slide of their presentation which included street improvements being presented for upgrades, traffic lights that would be installed and various improvements to the roads and intersections all down Allwood Road.

Councilwoman Sadrakula asked many questions such as the last traffic study was completed. She asked if this study was done during peak hours of traffic flow when school was in progress and work hours. She asked about the dedicated lanes being suggested in the project.

Consultant stated there would be safe areas for pedestrians provided such as sidewalks with ADA ramps on certain intersections. The County does not want to restrict movement they want it to flow while protecting the right of way.

Councilman Latona asked about the persistent congestion issues on Bloomfield Avenue and concerns about inefficient traffic movement during peak hours. Question was raised "Why not add dedicated turn lanes on Bloomfield Avenue to keep traffic moving?"

Councilman D'Amato brought up key questions such as if everything proceeds as planned, how long will the entire project take? The Consultants response was 1 to 1 ½ years. He asked if the work would be done in sections or all at once? The Consultant responded the flow of traffic will be maintained during construction.

He also expressed his concerns about more trees being removed and is against it. He gave suggestions for more signage at crosswalks for safety, bollards with signs for no trucks allowed no turn on red and to limit left turns into strip malls.

Tom Charsky gave a handout to the Council and County. He reviewed his findings and the need for flashing signs. He suggested painting arrows on the road which would be helpful and not cause backups.

Susan Cacom 675 Allwood Road, stated she agrees with the addition of flashing lights or signs at eye level. She agreed with the concerns of the people about not cutting down any more trees. Trees will help with the traffic noise.

Larry Waxman, Chair of Clifton Traffic Safety Council. He asked when the project will start and end and where it will start on Allwood Road. He also asked about how many trees were cut down and how many were replaced. He read his report into the record which included the use of flashing lights and

extra signage needed. He stated the County and Department of Transportation are not communication which will continue to cause problems. He asked when the next meeting would be scheduled.

Denise Rigalato asked why the County does not work overnight when no one is on the roads.

Resident from Merrill Road opposes to any trees being removed. Resident stated there were 16 trees as of now. The question was asked if any parking spaces would be removed on Market Street and stated that this would have a negative impact on businesses. Resident asked to please improve the existing circle .

Resident from Knollwood section stated he grew up in Clifton and that he couldn't wait to leave. He stated Clifton has gone downhill since 2006. He stated Allwood Road is one of the nice things about Clifton. There is overdevelopment everywhere. He stated Dwasline is a major problem. He stated many trees had been cut on his block already and he will leave immediately if one more is removed.

Joanne Geery, 11 Burlington Rd, stated she lived three houses from the corner of Allwood Avenue and if the trees were removed she would see the gas station. She loves the section of town and the trees. She stated if the trees were removed it would lower the value of the homes. The trees act as a buffer to the very busy street. She wants to see the speeding cut down as it causes many accidents in the area.

Rose Waslowski, Allwood Road, stated the problem is Mt. Prospect Avenue. She stated a light will back up the traffic. Flooding on Route 3 is a problem that pushes traffic off the highway and through the streets causing even more traffic.

Joseph Ceana, strongly urges the County to stop this project. He stated Allwood Road is the best part of Clifton and it doesn't need to be redesigned . He asked if this was the best use of funds. He opposed the removal of trees and the disruption of the residents lives.

Matt Ward, School Avenue, asked if the project was 100% funded by the County. He stated the sequence of the construction would be crucial and needed to be on time and under budget. He stated a dedicated left turn at Passaic Avenue would be a great improvement. He stated relief lanes at the circle are a good idea. He advised the Council if the funding was available to take it.

Art Dunellis, Harrington Road, handed in a petition with signatures for no trees to be removed. He stated the curbing needs to be addressed.

Joan Jacobus, requested the potholes be filled on Allwood Road. She also stated the circle on Valley Road took 14 years to complete and it is very dangerous.

Donna Popowich, stated Allwood Road is not the problem but a Route 3 problem. She stated the State controls the lights into Clifton and drivers get off the highway to cut through which is the problem. She suggested painting arrows on the street at the circle. She stated the Route 3 flooding is an issue.

Valerie, a resident, thanked the Council and County for the opportunity. She stated the trees were planted by Boy Scouts 50 years ago. She stated the residents do not want the trees removed. The Beautification Committee does not want trees removed. She asked the County to please listen to everyone.

Joyce, resident who lives on Allwood Road for 20 years, moved there because of the trees., She stated everyone keeps their yards clean and landscaped with pride. She suggested speed bumps may control the speeding. She agreed with the need for flashing lights at crosswalks. She stated the light at Costco was very dangerous. She asked to "Please keep the wood in Allwood".

The Consultant stated that a lot of good points have been made by the Council and public. She stated the meeting was being recorded and they would listen to it and address the issues. She stated they would get back to the Council.

Councilwoman Sadrakula asked how long it would to for their response. She reiterated the fact that no one wants the trees removed. She asked when the grant was funded and did not believe the entire project would be completely funded.

Councilman Latona asked about federal funding. A County representative explained the process. She stated this project was approved because Allwood Road was rated very high as being dangerous back in 2014. She also explained how the grant funding worked in great detail. She also stated the application was a cost estimate and federal funding provides 100% of the funding. She stated the County would have to bid the project out and would work out any other small costs needed.

Councilman Latona asked again what the actual cost estimate was. It was stated that the County will get back to the City regarding the estimate. Councilman Latona asked if somethings could be done in the meantime such a flashing lights and signage for safety. The County responded that they are only responsible for certain signs and the City would most likely need to add the signage. She assured the funding would be available for the construction costs and the County would cover the minor costs.

The Council asked the County to respond in writing with their responses to all questions and any findings.

ADJOURNMENT

Upon motion made by Councilman D'Amato, seconded by Councilwoman Sadrakula, the meeting was adjourned.

Respectfully Submitted,

_____
Kathleen Tolosi, City Clerk

_____
Raymond Grabowski, Mayor

ITEM NUMBER:

ITEM NAME: Approval of Workshop Meeting Minutes of July 1, 2025
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Minutes	7/10/2025	Cover Memo

CITY OF CLIFTON
CLIFTON, NEW JERSEY
WORKSHOP MEETING MINUTES JULY 1, 2025

The Conference Meeting of the Municipal Council of the City of Clifton was held in the Municipal Conference Room of Clifton City Hall, 900 Clifton Avenue, Clifton, New Jersey and called to Order by the Mayor.

6:30 P.M. CALL OF ROLL

Mayor Grabowski read the following Statement of Compliance into the record:

Adequate notice of this meeting has been provided by the Annual Notice of regularly scheduled meetings of the Municipal Council for the year 2025 which was published as legal advertisements in the Herald News on January 5, 2025, and was additionally advertised in the Record on January 5, 2025. Further notice of this meeting was given on Friday prior to the meeting to The Herald News and by posting of said notice on the bulletin board at City Hall and on the Clifton Website which notice stated that formal action may or may not be taken on matters to come before the Municipal Council.

Upon roll call, the following were noted present:

Councilman Gibson	(BG) Absent
Councilman Kolodziej	(JK)
Councilman Latona	(AL)
Councilman D'Amato	(CD) Arrived 6:36 PM
Councilwoman Pino	(RP)
Councilwoman Sadrakula	(MS)
Mayor Grabowski	(RG)

Also present were City Manager, Gary DeMarzo; City Attorney, Thomas Egan; Assistant City Attorney, Andrew Oddo; CFO, Joseph Kunz (Via Zoom); City Clerk, Kathleen Tolosi and Deputy City Clerk Megan Krusznis.

Presentations:

Action items of the City Manager's Work Session Agenda
Discussion items of the City Manager's Work Session Agenda
Council mail items of the City Manager's Work Session Agenda

Respectfully submitted,

Kathleen Tolosi
City Clerk

PRESENTATION / HEARING / CONFERENCE APPEARANCE(S)

ACTION ITEMS

A-1 Authorization to Approve the Purchase of Two (2) 40 Cubic Yard Enclosed Roll off Containers for Polystyrene Recycling Collection for the Department of Public Works from Rudco Products, Inc. (R336-25)

Approved: JK/AL, Councilwoman Sadrakula objected.

A-2 Authorization to Approve the Purchase a new 2025 Harley Davidson FLTRXP Motorcycle for Traffic Division of Police Department from Hannum's Mt Holly Sales dba Liberty Harley Davidson (R337-25)

Approved: AL/JK

A-3 Authorization to Award the Request for Proposals for the Revaluation of Commercial, Residential, and Real Properties to Appraisal Systems

Approved: JK/AL

A-4 Authorization to Appoint Outside Legal Counsel (R339-25 - R345-25)

A motion was made by Councilwoman Sadrakula, seconded by Councilman D'Amato and failed on roll call vote to appoint Abruzzi McDermott Mastro and Murphy for 3 special counsel positions (Prosecution of Disciplinary Matters, Employment Litigation Matters, and Outside Investigator) at $175 per hour.

(2-4-0-1) Councilman D'Amato and Councilwoman Sadrakula voted Aye. Councilman Kolodziej, Councilman Latona, Councilwoman Pino, and Mayor Grabowski voted Nay. Councilman Gibson absent.

A second motion was made by Councilman Latona, seconded by Councilman D'Amato and passed on roll call vote to appoint Difrancesco, Bateman, Coley, Yospin, Kunzman, Davis, Lehrer & Flaum, P.C. For Prosecution of Disciplinary Matters Against Employees of the City of Clifton, Employment Litigation Matters and Labor Counsel Services.

(4-2-0-1) Councilman D'Amato, Councilman Latona, Councilwoman Pino, and Mayor Grabowski voted Aye. Councilman Kolodziej and Councilwoman Sadrakula voted Nay. Councilman Gibson absent.

A-5 Authorization to Re-Appoint Two Members to the Advisory Committee for Individuals with Disabilities (R346-25)

Approved: MS/CD

A-6 Authorization to Appoint Two Alternate Members to the Advisory Committee for Individuals with Disabilities (R347-25)

Approved: MS/CD

A-7 Authorization to Re-Appoint Three Members to the Rent Leveling Board (R348-25)

Approved: MS/CD

A-8 Authorization to Approve an Amendment for the Community Development Block Grant Program Budget B-18-MC-34-0103 Transfer of Funds from Unspent - Uncommitted Yr. 44 funds to Yr. 44 Single Family Rehabilitation Program 7-1-2025 (Public Hearing & R349-25)

Approved: JK/AL

A-9 Authorization to Approve the Tax Collector to Participate in Electronic Tax Sale Process and Award Contract for Online Tax Sale Hosting to Real Auction.com (R350-25)

Approved: AL/JK

A-10 Authorization to Approve the Tax Collector to Lien Properties and Bill Property Owners and Collect for Reimbursement of Expenditures Made by City of Clifton for Emergency Order Clean-ups (R351-25)

Approved: JK/CD

A-11 Authorization to Approve Entertainment License Renewal Applications (R352-25 - R354-25)

Approved: JK/CD

A-12 Authorization to Approve Third River Clean-up Funding (CD)

Approved: MS/CD

A-13 Authorization to Approve to Poll Council - CFO (AL)

A-14 Authorization to Approve a Flag Raising Ceremony on Sunday, July 13, 2025 by NJ Peruvians, Inc.

Approved: CD/MS

DISCUSSION ITEMS/NEW BUSINESS

D-1 Fee Estimate for General Professional Engineering Services, City of Clifton, Passaic County, NJ - Our Proposal No. 2025-087

Ryan MacNeill spoke to the Council about the services the company provides in their proposal. The general engineering services and assistance for recreation and engineering grant applications. Councilman Kolodziej requested additional proposals for the professional services contract. Councilman Latona and Councilwoman Sadrakula are in support of grant application assistance.

D-2 Clifton City Hall Fueling Station Improvements Bid Results for Discussion

The option to decommission the fueling station was brought up. Tabled for further discussion and details of fuel costs.

D-3 Landscape Permits/Dumping Fees

Councilwoman Sadrakula motioned and Councilman D'Amato seconded to put this item on the next agenda to remove the option for the public to be able to dump at City property.

D-4 Agreement Between the Clifton Board of Education and the City of Clifton - Sewer Rate Study and School Resource Officers

The Council needs documents from Passaic Valley Water and from the Board of Eduction. The matter was carried.

D-5 Clifton Homeowner Rehab Program Strategy Using HOME and Affordable Housing Trust Funding

This matter is carried to the next meeting.

D-6 2025 Housing Element & Fair Share Plan

This matter was discussed in Executive Session.

D-7 Entertainment License Ordinance Proposed Amendment

This matter is carried to the next meeting.

D-8 Uncut Grass Ordinance

This matter is carried to the next meeting.

COUNCIL MAIL

CM-1 Budget Status Reports for the Temporary 2025 Municipal Budget and the Temporary 2025 Sewer Utility Budget
CM-2 2025 Trust Account Activity Reports
CM-3 Non-Residential Development Fees
CM-4 Appointment of Full Time Municipal Attorney

CONFIDENTIAL ITEMS/CLOSED SESSION

A Motion was made by Councilman Kolodziej, seconded by Councilman Latona, and passed on roll call vote to enter into Executive Session.

(6-0-0-1) Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye. Councilman Gibson absent.

CITY OF CLIFTON
RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, the Municipal Council deems it essential in the furtherance of the public interest, to discuss, in closed session, as expressly permitted by N.J.S.A. 10:4-12, the following subject(s), to wit:

CON- 1 FMBA Contract Negotiations
CON- 2 Redevelopment Plan and Redeveloper Escrow
CON- 3 Developer Agreement 1607-1617 Main Ave., LLC (1607-1617 Main Ave., Blk 9.09, Lots 9 & 11)
CON- 4 Developer Agreement Botany Village Property, LLC (254 Dayton Ave., Blk 4.18, Lot 21)
CON-5 2025 Housing Element & Fair Share Plan
CON- 6 Civil Service Classifications
CON- 7 Inappropriate Dissemination of Confidential Agenda Items
CON- 8 DV v. City of Clifton, et al. Docket No. PAS-L-1827-25
CON- 9 Contract Negotiations - Police Chief
CON- 10 SS v. City of Clifton, et al. Docket No. PAS-L-3035-17
CON- 11 S&S Shell, Inc. d/b/a Anthony's Towing v. Mayor and Council of City of Clifton, Docket No.: PAS-L-1206-25

NOW, THEREFORE, BE IT RESOLVED that the public shall be excused and excluded from that portion of the Council's meeting to be held on June 17, 2025, at which time, said subject(s) shall be discussed; and

BE IT FURTHER RESOLVED, that the discussion held at such closed session can be disclosed to the public on or about the time the matter is concluded.

ITEM NUMBER:

ITEM NAME: Approval of Regular Meeting Minutes of July 1, 2025
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Minutes	7/10/2025	Cover Memo

CITY OF CLIFTON
REGULAR MEETING MINUTES
JULY 1, 2025

The Regular Meeting of the Municipal Council of the City of Clifton was held in the Municipal Council Chambers of Clifton City Hall, 900 Clifton Avenue, Clifton, New Jersey.

8:00 P.M. CALL OF ROLL

Mayor Grabowski called the meeting to order and presided, and announced that the location of exits should be noted for use in case of fire or other emergencies and that smoking regulations apply to the building and cell phones should be deactivated and turned off and read the following Statement of Compliance into the record:

Adequate notice of this meeting has been provided by the Annual Notice of regularly scheduled meetings of the Municipal Council for the year 2025, which was published as legal advertisements in the Herald News on January 5, 2025, and was additionally advertised in the Record on January 5, 2025. Further notice of this meeting was given on Friday prior to the meeting to The Herald News and by posting of said notice on the bulletin board at City Hall and on the Clifton Website which notice stated that formal action may or may not be taken on matters to come before the Municipal Council.

Upon roll call, the following were noted present:

Councilman Gibson	(BG) Absent
Councilman Kolodziej	(JK)
Councilman Latona	(AL)
Councilman D'Amato	(CD)
Councilwoman Pino	(RP)
Councilwoman Sadrakula	(MS)
Mayor Grabowski	(RG)

Also present were City Attorney, Thomas Egan; Assistant City Attorney, Andrew Oddo; City Manager, Gary DeMarzo; City Clerk, Kathleen Tolosi; Deputy City Clerk, Megan Krusznis.

CALL TO ORDER / ROLL CALL / INVOCATION / PLEDGE TO THE FLAG

Deputy City Clerk, Megan Krusznis

APPROVAL OF MINUTES

A Motion was made by Councilman Kolodziej, seconded by Councilman D'Amato and passed on roll call vote to approve the following Minutes:

Approval of Workshop Meeting Minutes of June 17, 2025
Approval of Regular Meeting Minutes of June 17, 2025
Approval of Executive Meeting Minutes of June 17, 2025

COMMUNICATIONS FROM THE CITY MANAGER

C-1 Michael Christides, Public Works, Title Advancement to Truck Driver Heavy, at $47,500.00 annually, effective June 1, 2025.
C-2 Zachary Moore, Public Works, Title Advancement to Truck Driver Heavy, at $43,000.00 annually, effective May 1, 2025.
C-3 James Buckalew, Public Works, Title Advancement to Truck Driver Heavy, at $43,000.00 annually, effective June 1, 2025.
C-4 Keith Kuchta, Public Works, Title Advancement to Truck Driver Heavy, at $43,000.00 annually, effective April 16, 2025.
C-5 John Ingwersen, Manager, hired as Clerk 1, at $17.00 hourly, effective June 16, 2025.

COMMUNICATIONS MEETING MINUTES

C-6 Meeting Minutes of Clifton Senior Advisory Committe on April 24, 2025
C-7 Meeting Minutes of Clifton Arts Center Advisory Board on May 19, 2025
C-8 Meeting Minutes of the Clifton Advisory Committee for Individuals with Disabilities on June 16, 2025
C-9 Meeting Minutes of Clifton Cable Advisory Committee on June 25, 2025
C-10 Meeting Minutes of the ABC Board on May 14, 2025

SECOND READING ORDINANCES

A. Adoption of Ordinance 8004-25

B. Public Hearing on Ordinance 8004-25

Mayor Grabowski opened the floor to the public with regard to the Ordinance 8004-25

With no one wishing to be heard, a Motion was made by Councilman Kolodziej, seconded by Councilman Latona and passed on roll call vote to close the public hearing.

The following entitled ordinance had been introduced and having passed on first reading, which first reading was by title and said entitled ordinance having been published according to the law and thereafter placed on the Agenda of the present meeting, said ordinance was brought up for public hearing at the opening of such hearing said ordinance was given a second reading which reading was by title and all persons interested having been given an opportunity to be heard concerning said ordinance and upon motion, adopted said hearing was closed and said ordinance was thereafter finally passed without amendments.

An Ordinance Adopting the Clifton HLR Redevelopment Plan - Phase IV, Pursuant to the Local Redevelopment and Housing Plan

(4-2-0-1) Councilman Kolodziej, Councilman Latona, Councilwoman Pino and Mayor Grabowski voted Aye. Councilman D'Amato and Councilwoman Sadrakula voted Nay. Councilman Gibson absent.

FIRST READING ORDINANCES

A. Introduction of Ordinance 8005-25

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, passed upon a Motion made by Councilman D'Amato and seconded by Councilman Kolodziej.

An Ordinance to Amend, Revise, and Supplement Chapter 439 of the Code of the City of Clifton, Entitled "Traffic and Vehicles," More Particularly Section 439-13 Thereof, Entitled "Parking Prohibited at all Times on Certain Streets" (Prohibits Parking on the North Side of Underwood Place)

It was regularly moved, seconded, and carried that the ordinance now pending be further considered for final passage after public hearing at the regular meeting of the Municipal Council to be held Tuesday, July 15, 2025, at 8:00 p.m. and that the City Clerk be authorized to publish said ordinance together with statutory notice as required by law.

(6-0-0-1) Councilman D'Amato, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted Aye. Councilman Gibson absent.

A. Introduction of Ordinance 8006-25

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, passed upon a Motion made by Councilman D'Amato and seconded by Councilman Kolodziej.

An Ordinance to Amend Chapter 439 of the Code of the City of Clifton, Entitled "Traffic and Vehicles," More Particularly Section 439-13 Thereof, Entitled "Parking Prohibited at all Times on Certain Streets" (Prohibits Parking on the South Side of Crooks Avenue)

It was regularly moved, seconded, and carried that the ordinance now pending be further considered for final passage after public hearing at the regular meeting of the Municipal Council to be held Tuesday, July 15, 2025, at 8:00 p.m. and that the City Clerk be authorized to publish said ordinance together with statutory notice as required by law.

(6-0-0-1) Councilman D'Amato, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted Aye. Councilman Gibson absent.

A. Introduction of Ordinance 8007-25

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, passed upon a Motion made by Councilman Kolodziej and seconded by Councilman Latona.

An Ordinance Authorizing a Special Emergency Appropriation N.J.S.A.40:4-53 Funding for the Engagement of Special Consultants for a City-Wide Revaluation

It was regularly moved, seconded, and carried that the ordinance now pending be further considered for final passage after public hearing at the regular meeting of the Municipal Council to be held Tuesday, July 15, 2025, at 8:00 p.m. and that the City Clerk be authorized to publish said ordinance together with statutory notice as required by law.

(6-0-0-1) Councilman D'Amato, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted Aye. Councilman Gibson absent.

A. Introduction of Ordinance 8008-25

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, passed upon a Motion made by Councilwoman Sadrakula and seconded by Councilman D'Amato.

An Ordinance to Amend, Revise and Supplement Chapter 99 of he Code of the City of Clifton, Entitled "Salaries and Compensation", More Particularly Article VI Thereof, Entitled "Confidential Officials and Employees," Section 99-34, Entitled "Minimum and Maximum Salaries Fixed" (Amends Compensation for Full Time Municipal Attorney Position)

It was regularly moved, seconded, and carried that the ordinance now pending be further considered for final passage after public hearing at the regular meeting of the Municipal Council to be held Tuesday, July 15, 2025, at 8:00 p.m. and that the City Clerk be authorized to publish said ordinance together with statutory notice as required by law.

(6-0-0-1) Councilman D'Amato, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted Aye. Councilman Gibson absent.

A. Introduction of Ordinance 8009-25

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, passed upon a Motion made by Councilwoman Sadrakula and seconded by Councilman Latona.

An Ordinance to Amend, Revise, and Supplement Chapter 99 of the Code of the City of Clifton Entitled "Salaries and Compensation" at Article VI "Confidential Officials and Employees" at Section 99-44 "Minimum Working Hours" (Creates Full Time Position for the Municipal Attorney)

It was regularly moved, seconded, and carried that the ordinance now pending be further considered for final passage after public hearing at the regular meeting of the Municipal Council to be held Tuesday, July 15, 2025, at 8:00 p.m. and that the City Clerk be authorized to publish said ordinance together with statutory notice as required by law.

(6-0-0-1) Councilman D'Amato, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted Aye. Councilman Gibson absent.

FLOOR TO THE MEMBERS OF THE PUBLIC

Larry Waxman, 81 Colin Ave, spoke about the Traffic Safety Meeting and provided information to the board about the benefits to the residents. He thanked Mayor Grabowski for having a downed tree removed.

Gary Perino, 491 Mt. Prospect Ave., asked the board if the Upper Montclair Country Club will be fined for setting off fireworks. He also asked for a walk over on Dwasline Road. There needs to be a community project to install a dog park.

Joseph Holzli, 75 Mountainside Terrace, spoke about 40 trees that were removed from a property on Valley Road. He also asked why the City Manager has not returned his calls.

Bobby Cordillo, no address provided, spoke about the 5K run and Candy Land fundraising, and the benefits to the City residents.

Bart Ciervo, 306 Delawanna Avenue, expressed his disappointment that the city won't provide a dog park. He expressed his criticism of the Council.

With no one else wishing to be heard, a Motion was made by Councilman Latona, seconded by Councilman D'Amato and passed on roll call vote to close the public session.

(6-0-0-1) Councilman D'Amato, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted Aye. Councilman Gibson absent.

CITY MANAGER PRIVILEGE/RESPONSE TO RESIDENTS

City Manager, Gary DeMarzo, addressed the public comments. He is waiting for confirmation from the investigation regarding the removal of trees on Valley Road. The equipment purchased for the DPW was a skid steer with grapple.

COUNCIL PRIVILEGE

Councilwoman Sadrakula

Councilwoman Sadrakula spoke about her support of keeping Candy Land free. She provided Bart Ciervo with the details and costs of a dog park installation. The Upper Montclair Country Club could be fined for their fireworks.

Councilman Latona

Councilman Latona reminded the public about the July 6th Clifton fireworks event.

Councilman Kolodziej

Councilman Kolodziej motioned recognition of the boys baseball achievement, it was seconded by Councilman Latona. The budget should be presented to the council on July 7th. He reiterated the need to check the cuts and freezes previously presented to the council. He asked that Candy Land be put on as an action item at the next meeting.

Councilwoman Pino

Councilwoman Pino expressed her sympathies for the Gibson family She congratulated the graduates of 2025. She noted her support for Candy Land. There is an upcoming ECHO event July 19th, the 3rd annual food distribution event. There will be an upcoming auto show in August. She expressed her excitement for the upcoming July 6th firework event.

Councilman D'Amato

Councilman D'Amato expressed his sympathies for the Gibson family. There were guidelines set for the fireworks at Upper Montclair Country Club, and they were ignored. He motioned for the council to update the ordinance, which was seconded by Councilwoman Sadrakula. He motioned for subtitles to be added to our discussion items, which was seconded by Councilwoman Sadrakula. He requested a map of the 5K run. He is awaiting what is on the budget.

Mayor Grabowski

Mayor Grabowski congratulated the Clifton graduates. The neighbors in Clifton should be more courteous to each other regarding setting off fireworks late at night. He expressed his sympathies for Bill Gibson and his family.

RESOLUTIONS VOTED ON SEPERATELY

A motion was made by Councilman Kolodziej and seconded by Councilman D'Amato and passed on roll call vote to approve resolution 342-25 and 344-25 combined as one.

RESOLUTION 344-25

AWARDING CONTRACT TO DIFRANCESCO, BATEMAN, COLEY, YOSPIN, KUNZMAN, DAVIS, LEHRER & FLAUM, P.C. FOR PROSECUTION OF DISCIPLINARY MATTERS AGAINST EMPLOYEES OF THE CITY OF CLIFTON, EMPLOYMENT LITIGATION MATTERS AND LABOR COUNSEL SERIVCES

WHEREAS, the City of Clifton requires the services of outside legal counsel to assist on an as-needed basis with the prosecution of disciplinary matters against the City of Clifton, represent the City of Clifton in employment litigation claims filed against the City, and for the services of Labor Counsel to perform certain legal services for the City of Clifton; and

WHEREAS, DiFrancesco, Bateman, Coley, Yospin, Kunzman, Davis, Lehrer & Flaum, P.C., of 15 Mountain Boulevard, Warren, New Jersey 07059, is agreeable to providing legal services for the City of Clifton for the term at the rate of $165.00 per hour for partners, not to exceed $200,000.00 for the term of the contract, one year retroactive to June 6, 2025, without a supplemental resolution; and

WHEREAS, the services to be performed are professional and/or extraordinary unspecifiable services, within the meaning of those terms as used in the Local Public Contracts Law, *N.J.S.A.* 40A:11-1 *et seq.*, and, accordingly, a contract may be awarded therefor without public advertising for bids and bidding in accordance with *N.J.S.A.* 40A:11-5; and

WHEREAS, this award is of a non-fair and open contract in accordance with *N.J.S.A.* 19:44-A-20.5; and

WHEREAS, the estimated value of this contract (in combination with other matters) may be in excess of $17,500.00 for the term; and

WHEREAS, the Business Entity Disclosure Certification has been received from counsel and is incorporated in the contract awarded hereby, along with the Determination of Value; and

WHEREAS, there are funds available for the payment of the aforesaid services;

NOW, THEREFORE, BE IT RESOLVED, that:

A contract for professional legal services for outside counsel to assist with the prosecution of disciplinary matters against employees of the City of Clifton, represent the City of Clifton in employment litigation claims filed against the City, and for the services of Labor Counsel to perform certain legal services for the City of Clifton, in the form as approved by the Clifton Law Department, is awarded to DiFrancesco, Bateman, Coley, Yospin, Kunzman, David, Lehrer & Flaum, P.C. effective June 6, 2025 through June 5, 2026, the rate to be paid for said services is $165.00 per hour for partners, not to exceed $200,000.00 for the term of the contract without the express approval of the Municipal Council and the adoption of a supplementary resolution.

The required Certificate of Availability of Funds for the above contract has been obtained from the Chief Financial Officer of the City of Clifton.

The Mayor and City Clerk are authorized and directed to execute a contract on behalf of the City of Clifton.

The original of this resolution and the contract in question shall be placed on file and made available for public inspection in the City Clerk's Office of the City of Clifton.

The following short notice be printed once in a legal newspaper of the City of Clifton:

CITY OF CLIFTON
NOTICE OF CONTRACT AWARDED

The City of Clifton has awarded a professional services contract without competitive bidding pursuant to *N.J.S.A.* 40A:11-5(1)(a). This contract and the resolution authorizing it are available for public inspection in the Office of the City Clerk.

Awarded to: DiFrancesco, Bateman, Coley, Yospin, Kunzman, Davis, Lehrer & Flaum, P.C.
Services: Prosecution of Disciplinary Matters, Employment Litigation Claims, Labor Counsel Services
Project: Prosecution of Disciplinary Matters, Employment Litigation Claims, Labor Counsel Services
Amount: $165.00 per hour for partners, not to exceed $200,000.00 for the contract term
Term: June 6, 2025 through June 5, 2026

Certification of Funds:
Funds Are Available in
Account Personnel – Legal Fees
Account # 01-201-20-105-263

(6-0-0-1) Councilman D'Amato, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted Aye. Councilman Gibson absent.

A motion was made by Councilman Kolodziej and seconded by Councilman D'Amato and passed on roll call vote to approve resolution 331-25.

RESOLUTION 331-25
TO APPROVE

Claims to be paid the meeting of July 1st, 2025
Meeting of July 1st, 2025

Resolved that all claims on the attached sheets are approved as reasonable and proper claims against the City of Clifton.

Current Fund	$	21,775,598.41
Grant Fund	$	85,091.24
General Capital Fund	$	628,067.76
Sewer Utility -Operating	$	190,669.05
Sewer Utility-Capital	$	1,944.00
Developers Escrow	$	16,117.26
Dog Trust	$	5,608.00
Revolving Loan Fund		
Police Extra Duty	$	478,252.00
Trust Other	$	114,968.19
Section 8 Public Housing	$	150.00
Affordable Housing	$	-
Community Development	$	28,082.35
Payroll Agency	$	-
Tax Title Lien Redemption	$	-
Affordable Housing	$	-
	$	-
Self Insurance	$	659,894.83
Fire Dedicated Penalties	$	-
Revolving Loan Fund	$	-
Tax Title Lien Redemption	$	-
Unemployment Trust Fund	$	-
Library	$	611,352.34
General Liability Trust	$	59,048.57
Workers Compensation Trust	$	27,020.37
Trust Escrow	$	-
Reserve for Housing	$	-
Federal DOJ Forfeiture	$	-
TOTAL CLAIMS	**$**	**24,681,864.37**

(4-1-1-1) Councilman D'Amato, Councilman Kolodziej, Councilwoman Pino, and Mayor Grabowski voted Aye. Councilwoman Sadrakula voted Nay. Councilman Latona abstained. Councilman Gibson absent.

A motion was made by Councilman Kolodziej, and received no second, for resolutions number 332-25 and 333-25, motion failed.

RESOLUTION 332-25

DETERMINING THE FORM AND OTHER DETAILS OF $19,340,000 GENERAL IMPROVEMENT BONDS, SERIES 2025, OF THE CITY OF CLIFTON, IN THE COUNTY OF PASSAIC, NEW JERSEY, AND PROVIDING FOR THEIR SALE

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIFTON, IN THE COUNTY OF PASSAIC, NEW JERSEY, AS FOLLOWS:

Section 1. (a) The $19,340,000 General Improvement Bonds, Series 2025, of the City of Clifton, in the County of Passaic, New Jersey (the "City"), referred to and described in a resolution of the City duly adopted on July 1, 2025 and entitled, "Resolution Providing for the Combination of Certain Issues of General Improvement Bonds, Series 2025, of the City of Clifton, in the County of Passaic, New Jersey, Into a Single Issue of Bonds Aggregating $19,340,000 in Principal Amount" and the bond ordinances referred to therein, each in all respects duly approved and published as required by law, shall be issued as "General Improvement Bonds, Series 2025" (the "Bonds").

(b) The Bonds shall mature in the principal amounts on August 15 as follows:

Year	Principal Amount	Year	Principal Amount
2026	$1,205,000	2032	$1,800,000
2027	1,500,000	2033	1,875,000
2028	1,575,000	2034	1,950,000
2029	1,625,000	2035	2,000,000
2030	1,685,000	2036	2,375,000
2031	1,750,000		

(c) The actual principal amounts may be adjusted by the City, at its option, in accordance with N.J.S.A. 40A:2-26(g). Any such adjustment shall not exceed 10% of the principal for any maturity with the aggregate adjustment to maturity not to exceed 10% of the principal for the overall issue.

(d) The Bonds shall be subject to redemption prior to their stated maturity in accordance with the Notice of Sale attached hereto as Exhibit A (the "Notice of Sale").

(e) The Bonds shall be eleven in number, with one certificate being issued for each year of maturity, and shall be numbered GIB-1 to GIB-11, inclusive.

(f) The Bonds shall be dated their date of issuance and shall bear interest payable semiannually on the fifteenth day of February and August in each year until maturity or prior redemption, commencing on February 15, 2026, at a rate or rates per annum, expressed in a multiple of 1/8 or 1/20 of 1%, proposed by the successful bidder in accordance with the Notice of Sale.

(g) The Bonds shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under the official seal (or facsimile thereof) affixed, printed, engraved or reproduced thereon and attested by the manual signature of the City Clerk.

Section 2. (a) The Bonds will be issued in fully registered form. One certificate shall be issued for the aggregate principal amount of the Bonds maturing in each year. Both principal of and interest on the Bonds will be payable in lawful money of the United States of America. Each certificate will be registered in the name of Cede & Co., as nominee for The Depository Trust Company, Brooklyn, New York, which will act as securities depository (the "Securities Depository"). The certificates will be on deposit with the Securities Depository. The Securities Depository will be responsible for maintaining a book-entry system for recording the interests of its participants or the transfers of the interests among its participants. The participants will be responsible for maintaining records recording the beneficial ownership interests in the Bonds on behalf of individual purchasers. Individual purchases may be made in the principal amount of $5,000 or any integral multiple of $1,000 in excess thereof through book-entries made on the books and records of the Securities Depository and its participants.

(b) The principal of and interest on the Bonds will be paid to the Securities Depository by the City on the respective maturity dates and due dates and will be credited on the respective maturity dates and due dates to the participants of the Securities Depository as listed on the records of the Securities Depository as of each next preceding February 1 and August 1 (the "Record Dates" for the Bonds).

Section 3. The Bonds shall be substantially in the following form with such additions, deletions and omissions as may be necessary for the City to market the Bonds, including in accordance with the requirements of the Securities Depository:

REGISTERED
NUMBER GIB- __

REGISTERED
$_____

UNITED STATES OF AMERICA
STATE OF NEW JERSEY
COUNTY OF PASSAIC

CITY OF CLIFTON

GENERAL IMPROVEMENT BOND, SERIES 2025

REGISTERED OWNER:	CEDE & CO.
PRINCIPAL AMOUNT:	$_____
DATED DATE:	August 28, 2025
MATURITY DATE:	August 15, 20__
RATE OF INTEREST PER ANNUM:	____%
INTEREST PAYMENT DATES:	February 15 and August 15
INITIAL INTEREST PAYMENT DATE:	February 15, 2026
RECORD DATES:	February 1 and August 1
CUSIP NUMBER:	_____

CITY OF CLIFTON, a public body corporate and politic of the State of New Jersey (the "City"), hereby acknowledges itself indebted and for value received promises to pay to the REGISTERED OWNER, or registered assigns, on the MATURITY DATE, upon presentation and surrender of this bond, the PRINCIPAL AMOUNT, and to pay interest on such sum from the DATED DATE until it matures at the RATE OF INTEREST PER ANNUM specified above semiannually on the INTEREST PAYMENT DATES in each year until maturity, commencing on the INITIAL INTEREST PAYMENT DATE. Principal of and interest due on this bond will be paid to the REGISTERED OWNER by the City or its designated paying agent and will be credited to the participants of The Depository Trust Company as listed on the records of The Depository Trust Company as of the RECORD DATES next preceding the respective INTEREST PAYMENT DATES. The principal of and interest on this bond are payable in lawful money of the United States of America.

This bond is not transferable as to principal or interest except to an authorized nominee of The Depository Trust Company. The Depository Trust Company shall be responsible for maintaining the book-entry system for recording the interests of its participants or the transfers of the interests among its participants. The participants are responsible for maintaining records regarding the beneficial ownership interests in the bonds on behalf of individual purchasers.

The bonds of this issue maturing prior to August 15, 2033 are not subject to redemption prior to their stated maturities. The bonds of this issue maturing on or after August 15, 2033 are redeemable at the option of the City, in whole or in part, on any date on or after August 15, 2032 at 100% of the principal amount outstanding (the "Redemption Price"), plus interest accrued to the date of redemption upon notice as required herein.

Notice of redemption shall be given by mailing by first class mail in a sealed envelope with postage prepaid to the registered owners of the bonds not less than 30 days nor more than 60 days prior to the date fixed for redemption. Such mailing shall be to the owners of such bonds at their respective addresses as they last appear on the registration books kept for that purpose by the City or a duly appointed bond registrar. Any failure of the securities depository to advise any of its participants or any failure of any participant to notify any beneficial owner of any notice of redemption shall not affect the validity of the redemption proceedings. If the City determines to redeem a portion of the bonds prior to maturity, the bonds to be redeemed shall be selected by the City; the bonds to be redeemed having the same maturity shall be selected by the Securities Depository in accordance with its regulations.

If notice of redemption has been given as provided herein, the bonds or the portion thereof called for redemption shall be due and payable on the date fixed for redemption at the Redemption Price, together with accrued interest to the date fixed for redemption. Interest shall cease to accrue on the redeemed bonds after the date fixed for redemption and no further interest shall accrue beyond the redemption date. Payment shall be made upon surrender of the bonds redeemed.

So long as Cede & Co., as nominee for DTC, is the registered owner of the Bonds, the City shall send redemption notices only to Cede & Co.

This bond is one of an authorized issue of bonds issued pursuant to the Local Bond Law of the State of New Jersey, a resolution of the City duly adopted on July 1, 2025 and entitled, "Resolution Providing for the Combination of Certain Issues of General Improvement Bonds, Series 2025, of the City of Clifton, in the County of Passaic, New Jersey, Into a Single Issue of Bonds Aggregating $19,340,000 in Principal Amount" and the bond ordinances referred to therein, each in all respects duly approved and published as required by law.

The full faith and credit of the City are hereby irrevocably pledged for the punctual payment of the principal of and interest on this bond according to its terms.

It is hereby certified and recited that all conditions, acts and things required by the Constitution or statutes of the State of New Jersey to exist, to have happened or to have been performed precedent to or in the issuance of this bond exist, have happened and have been performed, and that the issue of bonds of which this is one, together with all other indebtedness of the City, is within every debt and other limit prescribed by such Constitution or statutes.

IN WITNESS WHEREOF, the CITY OF CLIFTON has caused this bond to be executed in its name by the manual or facsimile signatures of its Mayor and its Chief Financial Officer, its corporate seal to be hereunto imprinted or affixed, this bond and the seal to be attested by the manual signature of its City Clerk, and this bond to be dated the DATED DATE as specified above.

CITY OF CLIFTON

[SEAL]

By: [executed upon issuance]
Mayor

ATTEST:

By: [executed upon issuance]
City Clerk

By: [executed upon issuance]
Chief Financial Officer

[End of Form of Bond]

Section 4. (a) The Bonds shall be sold on July 30, 2025, or such other date as may be determined by the Chief Financial Officer, via the "PARITY Electronic Bid System" ("PARITY") upon the terms and conditions set forth and described in the Notice of Sale for the Bonds. The Notice of Sale shall be posted on MuniHub.

(b) Pursuant to N.J.S.A. 40A:2-34, the City hereby designates the Chief Financial Officer to sell and award the Bonds in accordance with the Notice of Sale with such changes as to date or the terms as deemed advisable or necessary by Phoenix Advisors, a division of First Security Municipal Advisors, Inc., the City's Municipal Advisor, and McManimon, Scotland & Baumann, LLC, the City's Bond Counsel, to access effectively the market for the sale of the Bonds, and such Chief Financial Officer shall report in writing the results of the sale to this City Council as required by law. The Chief Financial Officer is hereby authorized and directed, consistent with the terms of the Notice of Sale, to retain the good faith deposit of the successful bidder and to return immediately such good faith deposits, whether by wire or check, to the unsuccessful bidders.

Section 5. The Notice of Sale shall be substantially in the form attached hereto as Exhibit A with such additions, deletions and omissions as may be necessary for the City to market the Bonds, including in accordance with the requirements of the Securities Depository and PARITY. The Summary Notice of Sale shall be substantially in the form attached hereto as Exhibit B with such additions, deletions and omissions as may be necessary for the City to market the Bonds (the "Summary Notice of Sale"), including in accordance with the requirements of the Securities Depository and PARITY. The City Clerk is hereby directed to arrange for the publication or electronic posting of the Notice of Sale in the form provided herein in The Herald or such other authorized newspaper of the City, such publication or electronic posting to be not less than seven days prior to the date of sale, and any actions taken by the City Clerk prior to the date of adoption of this resolution in connection with the publication or electronic posting of the Notice of Sale are hereby ratified, confirmed and approved. McManimon, Scotland & Baumann, LLC is hereby directed to arrange for the publication of the Summary Notice of Sale in the form provided herein in The Bond Buyer, a financial newspaper published and circulating in the City of New York, New York, such publication to be not less than seven days prior to the date of sale.

Section 6. The Bonds shall have printed thereon a copy of the written opinion with respect to the Bonds that is to be rendered by the law firm of McManimon, Scotland & Baumann, LLC, complete except for omission of its date. Alternatively, the Bonds may be accompanied by the signed legal opinion or a copy thereof.

Section 7. The City's Chief Financial Officer is hereby authorized to use original issue premium on the Bonds to provide for one or more of the following: (i) to reduce the principal amount of the Bonds, provided that the total amount of Bond proceeds, inclusive of any original issue premium, is not less than $19,340,000; (ii) to pay interest on the Bonds until completion of the construction and acquisition of the projects being funded by the Bonds, plus 6 months; (iii) to pay the interest due on any bond anticipation notes being refunded with the proceeds of the Bonds; (iv) to provide for the costs associated with the authorization, sale and issuance of the Bonds; or (v) to provide for the costs of capital projects to be undertaken by the City, provided such capital projects and the expenditure of such funds are for a tax-exempt purpose.

Section 8. The law firm of McManimon, Scotland & Baumann, LLC is hereby authorized to arrange for the printing of the Bonds and the Official Statement to be prepared by McManimon, Scotland & Baumann, LLC, Phoenix Advisors, a division of First Security Municipal Advisors, Inc., and City officials. The Mayor and the Chief Financial Officer are hereby authorized to execute any certificates necessary in connection with the distribution of the Official Statement. Such Official Statement may be distributed in preliminary form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission on behalf of the City by the Chief Financial Officer or by the Mayor. Final Official Statements shall be delivered to the purchaser of the Bonds within the earlier of seven business days following the sale of the Bonds or to accompany the purchaser's confirmations that request payment for the Bonds.

Section 9. The City hereby covenants that it will comply with any conditions subsequently imposed by the Internal Revenue Code of 1986, as amended, in order to preserve the exemption from taxation of interest on the Bonds, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Bonds, if necessary.

Section 10. (a) The Chief Financial Officer is hereby authorized to make representations and warranties, to enter into agreements and to make all arrangements with the Securities Depository as may be necessary in order to provide that the Bonds will be eligible for deposit with the Securities Depository and to satisfy any obligation undertaken in connection therewith.

(b) In the event that the Securities Depository may determine to discontinue providing its service with respect to the Bonds or is removed by the City and if no successor securities depository is appointed, the Bonds that were previously issued in book-entry form shall be converted to registered Bonds in denominations of $5,000 or any integral multiple of $1,000 in excess thereof. The beneficial owner under the book-entry system, upon registration of the Bonds held in the beneficial owner's name, will become the registered owner of the registered Bonds. The City shall be obligated to provide for the execution and delivery of the registered Bonds in certificated form.

Section 11. Solely for purposes of complying with Rule 15c2-12 of the Securities and Exchange Commission, as amended and interpreted from time to time (the "Rule"), and provided that the Bonds are not exempt from the Rule and provided that the Bonds are not exempt from the following requirements in accordance with paragraph (d) of the Rule, for so long as the Bonds remain outstanding (unless the Bonds have been wholly defeased), the City shall provide for the benefit of the holders of the Bonds and the beneficial owners thereof:

(a) On or prior to September 30 of each year, beginning September 30, 2025 for the fiscal year ending December 31, 2024, electronically to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access ("EMMA") system or such other repository designated by the Securities and Exchange Commission to be an authorized repository for filing secondary market disclosure information, if any, annual financial information with respect to the City consisting of the audited financial statements (or unaudited financial statements if audited financial statements are not then available, which audited financial statements will be delivered when and if available) of the City and certain financial information and operating data, consisting of (i) City and overlapping indebtedness, including a schedule of outstanding debt issued by the City, (ii) property valuation information and (iii) tax rate, levy and collection data. The audited financial information will be prepared in accordance with generally accepted accounting principles as modified by governmental accounting standards as may be required by New Jersey law.

(b) If any of the following events occur regarding the Bonds, a timely notice not in excess of ten business days after the occurrence of such event sent to EMMA:

(1) Principal and interest payment delinquencies;
(2) Non-payment related defaults, if material;
(3) Unscheduled draws on debt service reserves reflecting financial difficulties;
(4) Unscheduled draws on credit enhancements reflecting financial difficulties;
(5) Substitution of credit or liquidity providers, or their failure to perform;
(6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;
(7) Modifications to the rights of holders of the Bonds, if material;
(8) Bond calls, if material, and tender offers;
(9) Defeasances;
(10) Release, substitution or sale of property securing repayment of the Bonds, if material;
(11) Rating changes;
(12) Bankruptcy, insolvency, receivership or similar event of the City;
(13) The consummation of a merger, consolidation or acquisition involving the City or the sale of all or substantially all of the assets of the City, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
(14) Appointment of a successor or additional trustee or the change of name of a trustee, if material;
(15) Incurrence of a Financial Obligation of the City, if material, or agreement to covenants, events of default, remedies, priority rights or other similar terms of a Financial Obligation of the City, any of which affect holders of the Bonds, if material; and
(16) Default, event of acceleration, termination event, modification of terms or other similar events under a Financial Obligation of the City, if any such event reflects financial difficulties.

The term "Financial Obligation" as used in subparagraphs (b)(15) and (b)(16) above means a (i) debt obligation, (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation or (iii) guarantee of (i) or (ii); *provided, however*, that the term "Financial Obligation" shall not include municipal securities as to which a final official statement has been provided to the Municipal Securities Rulemaking Board consistent with the Rule.

(c) Notice of failure of the City to provide required annual financial information on or before the date specified in this resolution shall be sent in a timely manner to EMMA.

If all or any part of the Rule ceases to be in effect for any reason, then the information required to be provided under this resolution, insofar as the provisions of the Rule no longer in effect required the provision of such information, shall no longer be required to be provided.

The Chief Financial Officer shall determine, in consultation with Bond Counsel, the application of the Rule or the exemption from the Rule for each issue of obligations of the City prior to their offering. Such Chief Financial Officer is hereby authorized to enter into additional written contracts or undertakings to implement the Rule and is further authorized to amend such contracts or undertakings or the undertakings set forth in this resolution, provided such amendment is, in the opinion of nationally recognized bond counsel, in compliance with the Rule.

In the event that the City fails to comply with the Rule requirements or the written contracts or undertakings specified in this resolution, the City shall not be liable for monetary damages. The sole remedy is hereby specifically limited to specific performance of the Rule requirements or the written contracts or undertakings therefor.

Section 12. This resolution shall take effect immediately.

RESOLUTION 333-25

PROVIDING FOR THE COMBINATION OF CERTAIN ISSUES OF GENERAL IMPROVEMENT BONDS, SERIES 2025, OF THE CITY OF CLIFTON, IN THE COUNTY OF PASSAIC, NEW JERSEY, INTO A SINGLE ISSUE OF BONDS AGGREGATING $19,340,000 IN PRINCIPAL AMOUNT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIFTON, IN THE COUNTY OF PASSAIC, NEW JERSEY, AS FOLLOWS:

Pursuant to the provisions of N.J.S.A. 40A:2-26(f), the Bonds (as defined herein) of the City of Clifton, in the County of Passaic, New Jersey (the "City"), authorized pursuant to the bond

ordinances of the City heretofore adopted and described in Section 2 hereof shall be combined into a single and combined issue of general improvement bonds in the aggregate principal amount of $19,340,000 (the "Bonds").

The principal amount of Bonds authorized by each bond ordinance to be combined into a single issue as above provided, the bond ordinances authorizing the Bonds described by reference to the number, the improvement description and the date of adoption, and the period or average period of usefulness determined in each of the bond ordinances are respectively as follows:

Principal Amount of Bonds	Bond Ordinance Number	Description of Improvement and Date of Adoption of Bond Ordinance	Useful Life
$7,001,000	7471-18	Various 2018 capital improvements, finally adopted September 4, 2018.	12.10 years
$4,220,000	7544-19	Various 2019 capital improvements, finally adopted September 3, 2019.	12.07 years
$8,119,000	7606-20	Various 2020 capital improvements, finally adopted October 20, 2020.	11.52 years

The following matters are hereby determined with respect to the combined issue of Bonds:

The average period of usefulness, computed on the basis of the respective amounts of Bonds presently authorized to be issued pursuant to each of the bond ordinances and the respective periods or average periods of usefulness therein determined, is not less than 11.84 years.

The Bonds of the combined issue shall be designated "General Improvement Bonds, Series 2025" and shall mature within the average period of usefulness herein determined.

The Bonds of the combined issue shall be sold and issued in accordance with the provisions of the Local Bond Law applicable to the sale and issuance of bonds authorized by a single bond ordinance and, accordingly, may be sold with other issues of bonds.

The following additional matters are hereby determined, declared, recited and stated:

None of the Bonds described in Section 2 hereof have been sold or issued heretofore, and the several bond ordinances described in Section 2 hereof have not been rescinded and now remain in full force and effect as authorizations for the respective amounts of Bonds set opposite the descriptions of the bond ordinances in Section 2 hereof.

The several purposes or improvements authorized by the respective bond ordinances described in Section 2 hereof are purposes for which bonds may be issued lawfully pursuant to the Local Bond Law and are all purposes for which no deduction may be taken in any annual or supplemental debt statement.

This resolution shall take effect immediately.

RESOLUTIONS

A Motion was made by Councilman Latona, seconded by Councilman D'Amato and passed on roll call vote to move the group.

RESOLUTION 334-25

AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION N.J.S.40A:4-53 FUNDING OF FOR THE ENGAGEMENT OF SPECIAL CONSULTANTS FOR A CITY WIDE REVALUATION

WHEREAS, an ordinance has been approved creating a special emergency appropriation of $3,300,000 to meet certain expenses to be incurred for engagement of special consultants for a City-wide revaluation by the City of Clifton, and N.J.S.A. 40A:4-53 provides for the creation of a special emergency appropriation for the purpose mentioned, and

NOW, THEREFORE, BE IT RESOLVED, that in accordance with 40A:4-53:

1. A Special Emergency Appropriation be and the same is hereby made for:
   Revaluation.....$3,300,000

2. Total amount of the ordinance is for $3,300,000 and the City hereby requests that an exclusion from the "CAP" be granted by the Director of the Division of Local Government Services in accordance with P.L. 1981, Chapter 56, in the amount of $660,000 per year in the budgets of the next five (5) succeeding years commencing with the budget of 2026 in accordance with 40A:4-55(c).

3. That a "Special Emergency Note" be authorized not in excess of $3,300,000, the amount appropriated by ordinance as stated above.

4. That said "Special Emergency Notes" may be renewed from time to time and at least 1/5 of all such notes and renewals thereof shall mature and be paid in each fiscal year thereafter until all are paid.

5. The Mayor and the Chief Financial Officer are hereby authorized to execute said "Special Emergency Notes", and the City Clerk is hereby authorized to affix the seal of the City to such notes and to attest such seal and said notes, and said officers are hereby authorized to issue said notes in such form as they may adopt in conformity with law and to recite therein that all requirements and conditions of law have been complied with in the issuance of said notes, and that said notes are within every debt and other limit prescribed by the Constitution or statutes of New Jersey.

6. The Chief Financial Officer is hereby authorized to sell said "Special Emergency Notes" and any renewals thereof from time to time and to determine within the limitations prescribed by this resolution, the date, principal amount, maturity date, and denomination of said notes, and the rate of interest said notes shall bear and to deliver such notes upon receiving the purchase price to be paid therefor.

That two (2) certified copies of this Resolution be filed with the Director of the Division of Local Government Services.

RESOLUTION 335-25

CITY OF CLIFTON
RECLASSIFICATION OF PAYMENTS

BE IT RESOLVED, by the Mayor and City Council of the City of Clifton, County of Passaic, State of New Jersey, that the Chief Financial Officer is hereby authorized to reclassify the following payment as follows:

CHECK#	DATE	PAYEE	AMOUNT	FROM	TO
906591	05/21/2025	CRYSTAL RODRIGUEZ INV#9002446911 ,#9002446912	2,314.37	01-201-27-330-320	02-213-40-702-021
906637	06/04/2025	CRYSTAL RODRIGUEZ INV#9002446914	1,821.31	01-201-27-330-320	02-213-40-702-021
906726	06/18/2025	CRYSTAL RODRIGUEZ INV#9002446915	2,676.63	01-201-27-330-320	02-213-40-702-021

RESOLUTION 336-25

AWARDING CONTRACT FOR PURCHASE OF TWO (2) 40 CUBIC YARD ENCLOSED ROLL OFF CONTAINERS FOR POLYSTYRENE RECYCLING COLLECTION FOR DEPARTMENT OF PUBLIC WORKS FOR THE CITY OF CLIFTON

WHEREAS, the City of Clifton Department of Public Works through the Recycling Tonnage Grant wishes to purchase two (2) 40 cubic yard tub style Containers with rear barn door for the purpose of polystyrene foam collection; and

WHEREAS, quotations were solicited for the above purpose. The following two vendors submitted the quotes:

	Name of Vendor	Quantity	Cost
1.	Conshohocken Steel Products	02	$20,380.00
2.	Rudco Products Inc.	02	$17,690.00

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44-A-20.5; and

WHEREAS, the estimated value of the contract is expected to be in excess of $17,500.00; and

WHEREAS, the Business Entity Disclosure Certification has been received from Conshohocken Steel Products and is incorporated in the contract awarded hereby; and

WHEREAS, upon review of the submitted quotes, it is recommended the contract be awarded to the Rudco Products Inc. located at 114 East Oak Road PO Box 705 Vineland NJ 08350 which is lowest quote and specifications are acceptable to the Director of Public Works; and

WHEREAS, pursuant to said Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the Municipal Council wishes to authorize the aforesaid mentioned purchases and delegate the power to make the same to the following named official: **Amisha J. Jariwala, Purchasing Agent** upon the terms and conditions hereafter stated; and

BE IT FURTHER RESOLVED, that the Mayor and Municipal Council is hereby authorized and directed to purchase said two (2) 40 Cubic yard lowest respondent Rudco Products Inc. located at 114 East Oak Road PO Box 705 Vineland NJ 08350 in an amount not to exceed $17,690.00. Term of the Contract shall commence from July 1,2025 to June 30,2026; and

BE IT FURTHER RESOLVED, that no services and/or goods shall commence prior to issuance of a Purchase Order by the Finance Department.

CERTIFICATION OF FUNDS: Funds are available in account number Recycling Tonnage Grant (02-213-40-706-002)

RESOLUTION 337-25

AWARDING CONTRACT FOR PURCHASE OF ONE (1) 2025 HARLEY DAVIDSON FLTRXP POLICE MOTORCYCLE FOR THE CITY OF CLIFTON FOR TRAFFIC DIVISION OF POLICE DEPARTMENT

WHEREAS, the City of Clifton Police Department through the Edward Byrne Memorial Justice Assistance Grant (JAG Program) wishes to purchase One (1) 2025 Harley Davidson FLTRXP Police Motorcycle; and

WHEREAS, quotations were solicited for the above purpose. The following two vendors submitted the quotes:

	Name of Vendor	Model	Cost
1.	Hannum's MT Holly Sales DBA Liberty Harley Davidson	2025 Harley Davidson FLTRXP	$22,585.99
2.	Bergen County Harley Davidson	2025 Harley Davidson FLTRXP	$22,652.00

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44-A-20.5; and

WHEREAS, the estimated value of the contract is expected to be in excess of $17,500.00; and

WHEREAS, the Business Entity Disclosure Certification has been received from Hannum's MT Holly Sales DBA Liberty Harley Davidson and is incorporated in the contract awarded hereby; and

WHEREAS, upon review of the submitted quotes, it is recommended the contract be awarded to the

Hannum's MT Holly Sales DBA Liberty Harley Davidson. located at 12 West Milton Ave Rahway NJ 07065 for not to exceed $22,585.99; and

WHEREAS, pursuant to said Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the Municipal Council wishes to authorize the aforesaid mentioned purchases and delegate the power to make the same to the following named official: **Amisha J. Jariwala, Purchasing Agent** upon the terms and conditions hereafter stated; and

BE IT FURTHER RESOLVED, that the Mayor and Municipal Council is hereby authorized and directed to purchase said one (1) new 2025 Harley Davidson FLTRXP Police Motorcycle to lower respondent Hannum's MT Holly Sales DBA Liberty Harley Davidson. located at 12 West Milton Ave Rahway NJ 07065 in an amount not to exceed $22,585.99. Term of the Contract shall commence from July 1,2025 to June 30,2026; and

BE IT FURTHER RESOLVED, that no services and/or goods shall commence prior to issuance of a Purchase Order by the Finance Department.

CERTIFICATION OF FUNDS: Funds are available in account number Edward Byrne Memorial Justice Assistance Grant (JAG Program) (02-213-40-705-102)

RESOLUTION 338-25

APPROVING DEVELOPER AGREEMENT BETWEEN THE CITY OF CLIFTON AND BOTANY VILLAGE PROPERTY, LLC

BE IT RESOLVED, that a Developer Agreement between the City of Clifton and Botany Village Property, LLC, the Developer of Block 4.18, Lot 21, 254 Dayton Avenue, Clifton, New Jersey, is hereby authorized and approved; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute said Developer Agreement on behalf of the City of Clifton.

RESOLUTION 340-25

AUTHORIZING CONTRACTS TO THE LAW OFFICE OF DOUGLAS M. STANDRIFF AND BOGGIA, BOGGIA & BETESH FOR SPECIAL TAX APPEAL COUNSEL SERVICES

WHEREAS, the Council previously awarded contracts to have attorneys available to assist on an as-needed basis with the complex tax appeal litigation in the Tax Court of New Jersey; and

WHEREAS, contracts are required for one year retroactive to June 6, 2025, at the fees as set forth below:

Firm	**Fees**
Law Office of Douglas M. Standriff	$145.00 per hour for partners
	$130.00 per hour for associates
Boggia, Boggia & Betesh	$150.00 per hour for partners
	$135.00 per hour for associates

WHEREAS, it would be in the best interest of the City to have the aforesaid attorneys available to assist the City as needed according to their differing areas of expertise and the complexity of various pending appeals; and

WHEREAS, the services to be performed are professional and/or extraordinary unspecifiable services, within the meaning of those terms as used in the Local Public Contracts Law, *N.J.S.A.* 40A:11-1 *et seq.*, and, accordingly, a contract may be awarded therefor without public advertising for bids and bidding in accordance with *N.J.S.A.* 40A11-5; and

WHEREAS, this award is of a non-fair and open contract in accordance with *N.J.S.A.* 19:44-A-20.5; and

NOW, THEREFORE, BE IT RESOLVED, that a list of the aforesaid professionals be maintained to assist the City with tax appeals according to their respective areas of expertise, on an as-needed basis; and

BE IT FURTHER RESOLVED, that aforesaid fees for services for each of the aforesaid professionals shall not exceed $5,000.00 without the approval of the Municipal Attorney and the fees for all of the aforesaid professionals shall not exceed $5,000.00 in the aggregate, without the adoption of a supplemental resolution by the Municipal Council; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are authorized and directed to execute any contracts on behalf of the City of Clifton; and

BE IT FURTHER RESOLVED, that the original of this resolution and any resulting contracts shall be placed on file and made available for public inspection in the City Clerk's Office of the City of Clifton.

CERTIFICATION OF FUNDS:
Funds are available in
Account Tax Assessor OE Legal Fees
Account # 01-201-20-145-263

RESOLUTION 341-25

AWARDING CONTRACT TO ERIC M. BERNSTEIN & ASSOCIATES, LLC FOR SPECIAL COUNSEL SERVICES IN CONNECTION WITH AFFORDABLE HOUSING LITIGATION

WHEREAS, the City of Clifton requires the services of special counsel to perform certain legal services for the City of Clifton in connection with Affordable Housing; and

WHEREAS, Eric M. Bernstein & Associates, LLC is agreeable to providing said services such as the declaratory judgment action as required by the decision of the New Jersey Supreme Court and also to approve the City's spending plan as well as other services in connection with Affordable Housing for the term at the rate of $150.00 per hour, not to exceed $20,000.00 for the term of the contract, one year retroactive to June 6, 2025, without a supplemental resolution; and

WHEREAS, the services to be performed are professional and/or extraordinary unspecifiable services, within the meaning of those terms as used in the Local Public Contracts Law, *N.J.S.A.* 40A:11-1 *et seq.*, and, accordingly, a contract may be awarded therefor without public advertising for bids and bidding in accordance with *N.J.S.A* 40A:11-5; and

WHEREAS, this award is of a non-fair and open contract in accordance with *N.J.S.A* 19:44-A-20.5; and

WHEREAS, the estimated value of the contract (in combination with other matters) is expected to be in excess of $17,500.00 for the term; and

WHEREAS, the Business Entity Disclosure Certification has been received from counsel and is incorporated in the contract awarded hereby, along with the Determination of Value; and

WHEREAS, there are funds available for the payment of the aforesaid services;

NOW, THEREFORE, BE IT RESOLVED, that:

I. A contract for professional special counsel services in connection with Affordable Housing, in the form as approved by the Clifton Law Department, is awarded to Eric M. Bernstein & Associates, LLC, effective June 6, 2025 through June 5, 2026, the rate to be paid for said services is $150.00 per hour, not to exceed $20,000.00 for the term of the contract without the express approval of the Municipal Council and adoption of a supplementary resolution.

II. The required Certificate of Availability of Funds for the above contract has been obtained from the Chief Financial Officer of the City of Clifton.

III. The Mayor and City Clerk are authorized and directed to execute a contract on behalf of the City of Clifton.

IV. The original of this resolution and the contract in question shall be placed on file and made available for public inspection in the City Clerk's Office of the City of Clifton.

V. The following short notice be printed once in a legal newspaper of the City of Clifton:

CITY OF CLIFTON
NOTICE OF CONTRACT AWARD

The City of Clifton has awarded a professional services contract without competitive bidding pursuant to *N.J.S.A.* 40:11-5(1)(a). This contract and the resolution authorizing it are available for public inspection in the Office of the City Clerk.

Awarded to:	Eric M. Bernstein & Associates, LLC
Services:	Affordable Housing Litigation
Project:	COAH
Amount:	$150.00 per hour, not to exceed $20,000.00 for the contract term

CERTIFICATION OF FUNDS:
Funds are available in
Account COAH Trust Fund
Account # 18-286-56-850-800

RESOLUTION 343-25

AWARDING CONTRACT TO DECOTIIS, FITZPATRICK, COLE & GIBLIN, LLP FOR GENERAL ENVIRONMENTAL COUNSEL SERVICES

WHEREAS, the City of Clifton requires the services of environmental counsel to perform certain legal services for the City of Clifton in connection with various matters to assist the City's Licensed Site Remediation Professional (LSRP); and

WHEREAS, Decotiis, FitzPatrick, Cole & Giblin, LLP is agreeable to providing said general environmental counsel services for the term at the rate of $175.00 per hour, not to exceed $5,000.00 for the term of the contract, one year retroactive to June 6, 2025, without a supplemental resolution; and

WHEREAS, the services to be performed are professional and/or extraordinary unspecifiable services, within the meaning of those terms as used in the Local Public Contracts Law, *N.J.S.A.* 40A:11-1 *et seq.*, and, accordingly, a contract may be awarded therefor without public advertising for bids and bidding in accordance with *N.J.S.A* 40A:11-5; and

WHEREAS, this award is of a non-fair and open contract in accordance with *N.J.S.A* 19:44-A-20.5; and

WHEREAS, the estimated value of the contract (in combination with other matters) is expected to be in excess of $17,500.00 for the term; and

WHEREAS, the Business Entity Disclosure Certification has been received from counsel and is incorporated in the contract awarded hereby, along with the Determination of Value; and

WHEREAS, there are funds available for the payment of the aforesaid services;

NOW, THEREFORE, BE IT RESOLVED, that:

A contract for professional general environmental counsel services, in the form as approved by the Clifton Law Department, is awarded to DeCotiis, FitzPatrick, Cole & Giblin, LLP, effective June 6, 2025 through June 5, 2026, the rate to be paid for said services is $175.00 per hour, not to exceed $5,000.00 for the term of the contract without the express approval of the Municipal Council and adoption of a supplementary resolution.

The required Certificate of Availability of Funds for the above contract has been obtained from the Chief Financial Officer of the City of Clifton.

The Mayor and City Clerk are authorized and directed to execute a contract on behalf of the City of Clifton.

The original of this resolution and the contract in question shall be placed on file and made available for public inspection in the City Clerk's Office of the City of Clifton.

The following short notice be printed once in a legal newspaper of the City of Clifton:

CITY OF CLIFTON
NOTICE OF CONTRACT AWARDED

The City of Clifton has awarded a professional services contract without competitive bidding pursuant to *N.J.S.A.* 40A:11-5(1)(a). This contract and the resolution authorizing it are available for public inspection in the Office of the City Clerk.

Awarded to:	DeCotiis, FitzPatrick, Cole & Giblin, LLP
Services:	Environmental Counsel Services
Project: Various Sites	
Amount:	$175.00 per hour, not to exceed $5,000.00 for the contract term
Term:	June 6, 2025 through June 5, 2026

Certification of Funds:
Funds Are Available in
Account Legal Department Legal Fees
Account # 01-201-20-155-263

RESOLUTION 345-25

AWARDING CONTRACT TO MCMANIMON, SCOTLAND & BAUMANN, LLC FOR LEGAL SERVICES IN CONNECTION WITH REDEVELOPMENT OF VARIOUS PROPERTIES

WHEREAS, the Council previously awarded contracts for the provision of legal services in connection with the redevelopment of various properties in the City of Clifton, and

WHEREAS, McManimon, Scotland & Baumann, LLC is agreeable to providing said legal services for the term at a rate of $255.00 per hour, not to exceed $50,000.00 for the term of the contract, one year retroactive to June 6, 2025, without a supplemental resolution; and

WHEREAS, the services to be performed are professional and/or extraordinary unspecifiable services, within the meaning of those terms as used in the Local Public Contracts Law, *N.J.S.A.* 40A:11-1 *et seq.*, and, accordingly, a contract may be awarded therefor without public advertising for bids and bidding in accordance with *N.J.S.A.* 40A:11-5; and

WHEREAS, this award is of a non-fair and open contract in accordance with *N.J.S.A.* 19:44-A-20.5; and

WHEREAS, the estimated value of the contract (in combination with other matters) is expected to be in excess of $17,500.00 for the term; and

WHEREAS, the Business Entity Disclosure Certification has been received from counsel and is incorporated in the contract awarded hereby, along with the Determination of Value; and

WHEREAS, there are funds available for the payment of aforesaid services;

NOW, THEREFORE, BE IT RESOLVED, that:

1. A contract for professional redevelopment legal counsel services, in the form as approved by the Clifton Law Department, is awarded to McManimon, Scotland & Baumann, LLC, effective June 6, 2025 through June 5, 2026, the rate to be paid for said services is $225.00 per hour, not to exceed

$50,000.00 for the term of the contract without the express approval of the Municipal Council and adoption of a supplementary resolution.

2. The required Certificate of Availability of Funds for the above contract has been obtained from the Chief Financial Officer of the City of Clifton.

3. The Mayor and City Clerk are authorized and directed to execute a contract on behalf of the City of Clifton.

4. The original of this resolution and the contract in question shall be placed on file and made available for public inspection in the City Clerk's Office of the City of Clifton.

5. The following short notice be printed once in a legal newspaper of the City of Clifton:

CITY OF CLIFTON
NOTICE OF CONTRACT AWARDED

The City of Clifton has awarded a professional services contract without competitive bidding pursuant to *N.J.S.A.* 40A:11-5(1)(a). This contract and the resolution authorizing it are available for public inspection in the Office of the City Clerk.

Awarded to:	McManimon, Scotland & Baumann, LLC
Services:	Redevelopment Counsel Services
Project:	Redevelopment of Various Properties
Amount:	$225.00 per hour, not to exceed $50,000.00 for the contract term
Term:	June 6, 2025 through June 5, 2026

CERTIFICATION OF FUNDS:

Funds are Available for Payment
of Redevelopment Counsel Services
Account Redevelopment Trust Accounts
Account #15-286-57-014-007
Account #15-286-57-014-009

RESOLUTION 346-25

FOR RE-APPOINTMENT OF
MEMBERS OF THE ADVISORY COMMITTEE FOR INDIVIDUALS
WITH DISABILITIES

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a re-appointment form from the Secretary of the Advisory Committee for Individuals with Disabilities recommending reappointment of the following members:

Saul Jaffe
Colleen H. Murray

WHEREAS, said members' terms expired on December 31, 2024; and

WHEREAS, said members are being re-appointed for a term of four years commencing on January 1, 2025 through December 31, 2029; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, County of Passaic, State of New Jersey that Saul Jaffe and Colleen H. Murray be and are hereby re-appointed for a four-year term to the Advisory Committee for Individuals with Disabilities commencing on January 1, 2025 through December 31, 2029;

RESOLUTION 347-25

TO APPOINT ALTERNATE #1 AND ALTERNATE #2 MEMBERS TO THE ADVISORY COMMITTEE FOR INDIVIDUALS WITH DISABILITIES

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic and State of New Jersey are in receipt of two applications of residents willing to serve as a Members of the Advisory Committee for Individuals with Disabilities; and

WHEREAS, Kelly Castillo and Felipe Castillo have applied to fill the positions of Alternate #1 and Alternate #2 and said applications were approved by the Mayor and Council at the July 1, 2025 Council Meeting;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Clifton, County of Passaic and State of New Jersey, that Kelly Castillo and Felipe Castillo be appointed as Alternate #1 and Alternate #2 Members of the Advisory Committee for Individuals with Disabilities commencing this day and expiring on December 31, 2029.

RESOLUTION 348-25

FOR RE-APPOINTMENT OF MEMBERS OF THE RENT LEVELING BOARD

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a re-appointment form from the Secretary of the Rent Leveling Board to reappoint the following:

Saul Jaffe – Tenant Member
Thomas Siso – Landlord Member
Norberto H. Yucono, Esq. – Public Member

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, County of Passaic, State of New Jersey that Saul Jaffe, Thomas Siso and Norberto H. Yucono, Esq. be re-appointed to the Rent Leveling Board for a term of three years commencing on July 1, 2025 through June 30, 2028; and

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RESOLUTION 349-25

APPROVING AMENDMENTS TO COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BUDGET AMENDMENT NO. B-18- MC-34-0103 TRANSFER OF FUNDS FROM YR. 44 CODE ENFORCEMENT, OUTREACH, ADMINISTRATION and CDBG YR. 44 UNCOMITTED FUNDS TO YR 44 SINGLE FAMILY REHAB

WHEREAS, the City of Clifton is an entitlement community under the Federal Community Development Block Grant Program; and

WHEREAS, as the City Council previously adopted resolutions approving the Community Development Block Grant Program for various prior years; and

WHEREAS, the City of Clifton now finds a need to transfer funds between Yr. 44 CDBG funds; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton that the said amendments as reflected on the attached schedule be and hereby are approved.

Certification/Transfer of Funds from:

17-201-20-111-002	Yr. 44 Code Enforcement	$10,985.63
17-201-20-111-003	Yr. 44 Outreach	7,009.44
17-201-20-111-007	Yr. 44 Administration	9,490.28

HUD APPROPRIATION YR. 44 UNCOMMITTED FUNDS		72,427.53
		$99,912.88
To:		
17-201-20-111-001	Yr. 44 Single Family Rehabilitation	$99,912.88

RESOLUTION 350-25

AUTHORIZING TAX COLLECTOR TO PARTICIPATE IN ELECTRONIC TAX SALE PROCESS AND AWARD CONTRACT FOR ONLINE TAX SALE HOSTING TO REAL AUCTION.COM

WHEREAS, N.J.S.A. 54:5-19, authorizes electronic tax sales pursuant to rules and regulations promulgated by the Director of Government Services; and,

WHEREAS, the Director of the Division of Local Government Services has promulgated new rules under N.J.A.C. 5:33-1 in which an electronic municipal tax lien sale shall be authorized by a resolution of the governing body; and,

WHEREAS, contracting requirement for electronic tax sales in New Jersey for amounts greater than $ 6,600 requires the solicitation of at least two (2) quotations and may be awarded to the vendor whose response is most advantageous, price and other factors considered; and,

WHEREAS efforts were made to obtain multiple quotes and the following two quotes were received for the online tax sale hosting proposal:

1. Real Auction – Price per Certificate Advertised $15.00 (900 Est) $ 13,500
2. Max Spann - No-online solution.

WHEREAS, Chief Financial Officer Joseph D. Kunz has advised that an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process; and,

WHEREAS, the Chief Financial Officer has recommended that Tax Collector, Sanjana S. Parab be authorized to participate in the electronic tax sale programs; and,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Clifton that the Tax Collector is authorized to participate in the electronic tax sale process and that a contract for the online tax sale hosting be, and hereby is, awarded to RealAuction.Com in accordance with their proposal; and

BE IT FURTHER RESOLVED that the Tax Collector, Sanjana S. Parab shall, and hereby is, authorized to take necessary actions to participate in the electronic tax sale program.

RESOLUTION 351-25

RESOLUTION AUTHORIZING TAX COLLECTOR TO LIEN PROPERTIES AND BILL PROPERTY OWNERS AND COLLECT FOR REIMBURSEMENT OF EXPENDITURES MADE BY CITY OF CLIFTON FOR EMERGENCY ORDER CLEAN-UPS

WHEREAS, numerous code violations and an emergent health situation existed at the following premises for a long period of time, and despite countless letters, warnings, notices and citations issued to the property owners, the violations and health conditions continued unabated; and
WHEREAS, the City of Clifton took emergency clean-up action on the properties and expended funds from its revolving lien account, **inclusive of $100 Administrative Fee,** as follows:

Address	Service Fee	Administrative Fee	Total Lien
31 Mayfair Place Blk 23.07 Lot 17	$ 800.00	$ 100.00	$ 900.00
10 Lincoln Avenue Blk 18.12 Lot 14	$ 600.00	$ 100.00	$ 700.00

WHEREAS, it is necessary to place a lien on each property in order to seek reimbursement from each property owner for the funds expended by the City of Clifton; and
WHEREAS, it may be necessary for the City of Clifton to expend funds in the future for the aforesaid properties;

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector is authorized to lien the properties as set forth above, and to take whatever action is necessary to accomplish reimbursement from the property owners for the current expenditures and any expenditures incurred in the future.

RESOLUTION 352-25

AUTHORIZING ENTERTAINMENT LICENSE FOR AGAVE 421, LLC t/a AGAVE CANTINA TAPAS MEXICANAS, 421 PIAGET AVENUE

BE IT RESOLVED, by the Municipal Council of the City of Clifton, that the application of Agave 421, LLC t/a Agave Cantina Tapas Mexicanas, of 421 Piaget Avenue, Clifton, New Jersey (B-D Zone), is approved, and entertainment is authorized for the period from July 1, 2025 through June 30, 2026 on the following terms and conditions:

1. **NIGHTS - STANDARD ENTERTAINMENT NIGHTS/HOURS:**

   Three (3) nights per week: Friday, Saturday and Sunday
   Friday and Saturday: 5:00 p.m. to 1:00 a.m.
   Sunday: 12:00 p.m. to 4:00 p.m.

2. **OPTIONAL ENTERTAINMENT NIGHTS:**

   New Year's Eve

3. **OPTIONAL ENTERTAINMENT HOURS:**

   Hours: 5:00 p.m. to 1:00 a.m.

4. **TYPE OF ENTERTAINMENT** (one of the following at permitted times):

   DJ Music or 1 or 2 Piece Non-Amplified Band

5. **TERM OF AUTHORIZATION FOR ENTERTAINMENT:**

   July 1, 2025 through June 30, 2026

6. **SECURITY/PARKING REQUIREMENTS:**

   Not Applicable.

7. **NOISE LEVELS:**

   In accordance with the Code of the City of Clifton.

8. **OUTSIDE DEBRIS CLEANUP:**

   In accordance with the Code of the City of Clifton.

9. **REQUIREMENTS/RESTRICTIONS:**

A. An entertainment license is not required for private parties. A private party is defined as a gathering or celebration that is by invitation only and is not advertised or open to any members of the general public and in which no admission fee is charged to guests, whether in advance or at the door. Any party or event that is advertised in any media, including but not limited to newspapers, magazines, internet, radio or television shall not be considered a private party. Any party or event in which an admission fee is charged to guests, whether in advance or at the door, shall not be considered a private party.

B. There will be no loud or offensive music, no go-go or exotic dancers; no dancing or other entertainment of a lewd, licentious or lascivious manner; no topless, bottomless or indecently exposed entertainers or service employees; no entertainers under eighteen (18) years of age.

C. No establishment that is licensed to serve alcoholic beverages shall advertise, promote or hold a "teen night" for individuals under the age of 18. When holding a private party in which individuals under the age of 21 are invited, no alcoholic beverages may be served to individuals under the age of 21.

RESOLUTION 353-25

AUTHORIZING ENTERTAINMENT LICENSE FOR ATHENIA VETERANS POST, INC.

BE IT RESOLVED, by the Municipal Council of the City of Clifton, that the application of the Athenia Veterans Post, Inc., of 147 Huron Avenue, Clifton, New Jersey (RB1 Zone), is approved, and entertainment is authorized for the period from July 1, 2025 through June 30, 2026, on the following terms and conditions:

1. **NIGHTS - STANDARD ENTERTAINMENT NIGHTS/HOURS:**

Two (2) nights per week: Thursday and Saturday
Tuesday: 8:00 p.m. to 10:00 p.m.
Thursday: 8:00 p.m. to 12:00 a.m.

2. **OPTIONAL ENTERTAINMENT NIGHTS/HOURS:**

New Year's Eve
Hours: 8:00 p.m. to 1:00 a.m.

3. **TYPE OF ENTERTAINMENT** (one of the following at permitted times):
Karaoke and Open Mic Night (Local Bands not to Exceed Four Instruments and One Singer at Any One Time)

4. **TERM OF AUTHORIZATION FOR ENTERTAINMENT:**

July 1, 2025 through June 30, 2026

5. **SECURITY/PARKING REQUIREMENTS:**

Not Applicable.

6. **NOISE LEVELS:**

In accordance with the Code of the City of Clifton.

7. **OUTSIDE DEBRIS CLEANUP:**

In accordance with the Code of the City of Clifton.

8. **REQUIREMENTS/RESTRICTIONS:**

A. An entertainment license is not required for private parties. A private party is defined as a gathering or celebration that is by invitation only and is not advertised or open to any members of the general public and in which no admission fee is charged to guests, whether in advance or at the door. Any party or event that is advertised in any media, including but not limited to newspapers, magazines, internet, radio or television shall not be considered a private party. Any party or event in which an admission fee is charged to guests, whether in advance or at the door, shall not be considered a private party.

B. There will be no loud or offensive music, no go-go or exotic dancers; no dancing or other entertainment of a lewd, licentious or lascivious manner; no topless, bottomless or indecently exposed entertainers or service employees; no entertainers under eighteen (18) years of age.

C. No establishment that is licensed to serve alcoholic beverages shall advertise, promote or hold a

"teen night" for individuals under the age of 18. When holding a private party in which individuals under the age of 21 are invited, no alcoholic beverages may be served to individuals under the age of 21.

RESOLUTION 354-25

AUTHORIZING ENTERTAINMENT LICENSE FOR PINI, INC. T/A RUTT'S HUT

BE IT RESOLVED, by the Municipal Council of the City of Clifton, that the application of Pini, Inc. t/a Rutt's Hut, of 413-417 River Road, Clifton, New Jersey (Zone M-2), is approved, and entertainment is authorized for the period from July 1, 2025 through June 30, 2026, on the following terms and conditions:

1. **NIGHTS - STANDARD ENTERTAINMENT NIGHTS/HOURS**:

   Two (2) nights per week: Tuesday and Wednesday
   Hours: 7:00 p.m. to 10:00 p.m.

2. **OPTIONAL ENTERTAINMENT NIGHTS**:

   New Year's Eve

3. **OPTIONAL ENTERTAINMENT HOURS:**

   Hours: 7:00 p.m. to 12:00 a.m.

4. **TYPE OF ENTERTAINMENT**:

   DJ music

5. **TERM OF AUTHORIZATION FOR ENTERTAINMENT:**

   July 1, 2025 through June 30, 2026

6. **SECURITY/PARKING REQUIREMENTS:**

   Not Applicable.

7. **NOISE LEVELS:**

   In accordance with the Code of the City of Clifton.

8. **OUTSIDE DEBRIS CLEANUP:**

   In accordance with the Code of the City of Clifton.

9. **REQUIREMENTS/RESTRICTIONS:**

A. An entertainment license is not required for private parties. A private party is defined as a gathering or celebration that is by invitation only and is not advertised or open to any members of the general public and in which no admission fee is charged to guests, whether in advance or at the door. Any party or event that is advertised in any media, including but not limited to newspapers, magazines, internet, radio or television shall not be considered a private party. Any party or event in which an admission fee is charged to guests, whether in advance or at the door, shall not be considered a private party.

B. There will be no loud or offensive music, no go-go or exotic dancers; no dancing or other entertainment of a lewd, licentious or lascivious manner; no topless, bottomless or indecently exposed entertainers or service employees; no entertainers under eighteen (18) years of age.

C. No establishment that is licensed to serve alcoholic beverages shall advertise, promote or hold a "teen night" for individuals under the age of 18. When holding a private party in which individuals under the age of 21 are invited, no alcoholic beverages may be served to individuals under the age of 21.

RESOLUTION 355-25

CITY OF CLIFTON
RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, the Municipal Council deems it essential in the furtherance of the public interest, to discuss, in closed session, as expressly permitted by N.J.S.A. 10:4-12, the following subject(s), to be discuss:

A. Litigation
B. Personnel &
C. Contracts as stated on the Agenda

NOW, THEREFORE, BE IT RESOLVED that the public shall be excused and excluded from this portion of the Council's meeting to be held on July 1, 2025 at which time, said subject(s) shall be discussed; and

BE IT FURTHER RESOLVED, that the discussion held at such closed session can be disclosed to the public on or about the time the matter is concluded.

Motion to go into Closed Session

CON-1 FMBA Contract Negotiations
CON-2 Redevelopment Plan and Redeveloper Escrow
CON-3 Developer Agreement 1607-1617 Main Ave., LLC (1607-1617 Main Ave., Blk 9.09, Lots 9 & 11)
CON-4 Developer Agreement Botany Village Property, LLC (254 Dayton Ave., Blk 4.18, Lot 21)
CON-5 2025 Housing Element & Fair Share Plan
CON-6 Civil Service Classifications
CON-7 Inappropriate Dissemination of Confidential Agenda Items
CON-8 DV v. City of Clifton, et al. Docket No. PAS-L-1827-25
CON-9 Contract Negotiations - Police Chief
CON-10 SS v. City of Clifton, et al. Docket No. PAS-L-3035-17
CON-11 S&S Shell, Inc. d/b/a Anthony's Towing v. Mayor and Council of City of Clifton, Docket No.: PAS-L-1206-25

LICENSES

L-1 Amsterdam 2 Convenience & Smoke Shop
L-2 Gash's Catering
L-3 Mi Barrunto NJ Peruvian Antojitos
L-4 Mennella's Marketplace
L-5 Van Houten Pharmacy
L-6 J. Alexander's
L-7 Dera Pastry House

ADJOURNMENT

Upon a Motion made by Councilwoman Sadrakula seconded by Councilman D'Amato, the meeting was adjourned at 11:59 p.m.

(6-0-0-1) Councilman D'Amato, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted Aye. Councilman Gibson absent.

Respectfully Submitted,

Kathleen Tolosi, City Clerk

Raymond Grabowski, Mayor

ITEM NUMBER:

ITEM NAME: Approval of Executive Meeting Minutes for July 1, 2025
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER:

ITEM NAME: Approval of Special Budget Meeting Minutes of July 7, 2025
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Minutes	7/9/2025	Cover Memo

CITY OF CLIFTON
CLIFTON, NEW JERSEY
SPECIAL MEETING MINUTES OF JULY 7, 2025

A Special Meeting of the Municipal Council of the City of Clifton was held in the Courtroom of Clifton City Hall, 900 Clifton Avenue, Clifton, New Jersey.

6:30 PM CALL TO ORDER

The meeting was called to order by Mayor Raymond Grabowski presiding, and it was announced that adequate notice of the meeting has been provided by the Special Meeting Notice which was published as a legal advertisement in the Herald News on June 25, 2025 and by posting of said notice on the bulletin board at City Hall which notice stated that formal action may or may not be taken on the matters to come before the Municipal Council.

Upon roll call, the following were noted present:

Councilman Gibson	(BG) via ZOOM
Councilman D'Amato	(CD)
Councilman Kolodziej	(JK)
Councilman Latona	(AL)
Councilwoman Pino	(RP) via ZOOM
Councilwoman Sadrakula	(MS)
Mayor Grabowski	(RG)

Also present were City Manager, Gary DeMarzo; CFO, Joseph Kunz; Deputy City Clerk, Megan Krusznis and City Clerk, Kathleen Tolosi.

ACTION ITEMS

A-1 Authorization to Approve Resolution Providing for the Combination of Certain Issues of General Improvement Bonds, Series 2025, of the City of Clifton, in the County of Passaic, New Jersey, Into a Single Issue of Bonds Aggregating $19,340,000 in Principal Amount (R356-25)

Approved: CD/JK. Councilwoman Sadrakula voted no.

A-2 Authorization to Approve Resolution Determining the Form and Other Details of $19,340,000 General Improvement Bonds, Series 2025, of the City of Clifton, in the County of Passaic, New Jersey, and Providing for Their Sale (R357-25)

Approved: CD/JK. Councilwoman Sadrakula voted no.

A-3 Authorization to Award a Professional Services Contract to Standard & Poor's Financial Services, LLC for Analytical Services in Conjunction with 2025 Bond Sale City of Clifton (R358-25)

Approved: JK/RP. Councilwoman Sadrakula voted no.

A-4 Authorization to Approve Permission for the Dedication by Rider for Uniform Construction Code Fees (R359-25)

Approved: JK/RP. Councilwoman Sadrakula voted no.

A-5 Authorization to Approve a Flag Raising for Disability Pride Month on Saturday, July 12, 2025 at 1:00pm-3:00pm

Approved: CD/JK.

Councilman Latona motioned, Councilman D'Amato seconded to set dates quarterly for Bond Committee meetings. There were no objections.

DISCUSSION

D-1 2025 Municipal Budget– Auditor, Robert Haag, was in attendance.

City Manager Gary DeMarzo presented a PowerPoint for the Council, attached hereinto, describing the potential balanced budget the City can present to the State for approval. There are revenues, fund balance, and tax levy that come into play when balancing the budget. The most recent balanced budget presented to the board is $95 Million, which the City would need to utilize $10 Million of the City's fund balance, leaving $4 Million in the fund balance. It is a 10 point tax increase. An additional option was the 8 point tax increase presented to the council showing that the City would need to utilize $12 Million of the fund balance to present a balanced budget to the State. Robert Haag described the detriment to the City of utilizing so much of the fund balance. It could potentially be a significant shortfall for subsequent budgets. The option for more revenues was discussed. The option for layoffs and furloughs within the City was discussed, describing the process of the notifications to the State and the length of time between notification and effective dates.

The Mayor was asked to poll the Council regarding a potential furlough or layoff plan.

(4-3-0-0) Councilman D'Amato, Councilman Gibson, Councilman Latona, and Councilwoman Sadrakula voted Aye. Councilman Kolodziej, Councilwoman Pino, and Mayor Grabowski voted Nay.

There was discussion regarding accounts that the City is maintaining where the funds are not being used and how those funds may be applied to offset costs. Additional cuts and additional revenues need to be found. The CFO explained that any funds moved this year would not be anticipated in the budget until 2026.

Councilman Kolodziej motioned for a 9.4 point tax increase and 5.6%, and utilize $10 Million of the fund balance, Councilwoman Pino seconded, and the introduction of the budget passed on roll call vote.

RESOLUTION 360-25

INTRODUCTION OF 2025 BUDGET

BE IT RESOLVED, that the following statements of revenues and appropriations attached hereto constitute the local Budget of the City of Clifton, Passaic County, New Jersey for the year 2025.

BE IT FURTHER RESOLVED, that the said budget be published in The North Jersey Herald and News in the issue of July 19, 2025, and that a hearing on the Budget will be held at the Municipal Building on August 6, 2025 at 8:00 o'clock (P.M.) or as soon thereafter as the matter may be reached.

(4-3-0-0) Councilman D'Amato, Councilman Kolodziej, Councilwoman Pino, and Mayor Grabowski voted Aye. Councilman Gibson, Councilman Latona, and Councilwoman Sadrakula voted Nay.

Councilwoman Sadrakula motioned, Councilman D'Amato seconded, that the City Manager find $3 Million to cut from the budget before the second hearing, which passed on roll call vote.

(6-1-0-0) Councilman D'Amato, Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Sadrakula, and Mayor Grabowski voted Aye. Councilwoman Pino voted Nay.

RESOLUTIONS

A motion was made by Councilman Kolodziej, seconded by Councilman D'Amato, and passed on roll call vote to pass the resolutions as a group.

RESOLUTION 365-25

PROVIDING FOR THE COMBINATION OF CERTAIN ISSUES OF GENERAL IMPROVEMENT BONDS, SERIES 2025, OF THE CITY OF CLIFTON, IN THE COUNTY OF PASSAIC, NEW JERSEY, INTO A SINGLE ISSUE OF BONDS AGGREGATING $19,340,000 IN PRINCIPAL AMOUNT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIFTON, IN THE COUNTY OF PASSAIC, NEW JERSEY, AS FOLLOWS:

Pursuant to the provisions of N.J.S.A. 40A:2-26(f), the Bonds (as defined herein) of the City of Clifton, in the County of Passaic, New Jersey (the "City"), authorized pursuant to the bond ordinances of the City heretofore adopted and described in Section 2 hereof shall be combined into a single and combined issue of general improvement bonds in the aggregate principal amount of $19,340,000 (the "Bonds").

The principal amount of Bonds authorized by each bond ordinance to be combined into a single issue as above provided, the bond ordinances authorizing the Bonds described by reference to the number, the improvement description and the date of adoption, and the period or average period of usefulness determined in each of the bond ordinances are respectively as follows:

Principal Amount of Bonds	Bond Ordinance Number	Description of Improvement and Date of Adoption of Bond Ordinance	Useful Life
$7,001,000	7471-18	Various 2018 capital improvements, finally adopted September 4, 2018.	12.10 years
$4,220,000	7544-19	Various 2019 capital improvements, finally adopted September 3, 2019.	12.07 years
$8,119,000	7606-20	Various 2020 capital improvements, finally adopted October 20, 2020.	11.52 years

The following matters are hereby determined with respect to the combined issue of Bonds:

The average period of usefulness, computed on the basis of the respective amounts of Bonds presently authorized to be issued pursuant to each of the bond ordinances and the respective periods or average periods of usefulness therein determined, is not less than 11.84 years.

The Bonds of the combined issue shall be designated "General Improvement Bonds, Series 2025" and shall mature within the average period of usefulness herein determined.

The Bonds of the combined issue shall be sold and issued in accordance with the provisions of the Local Bond Law applicable to the sale and issuance of bonds authorized by a single bond ordinance and, accordingly, may be sold with other issues of bonds.

The following additional matters are hereby determined, declared, recited and stated: None of the Bonds described in Section 2 hereof have been sold or issued heretofore, and the several bond ordinances described in Section 2 hereof have not been rescinded and now remain in full force and effect as authorizations for the respective amounts of Bonds set opposite the descriptions of the bond ordinances in Section 2 hereof.

The several purposes or improvements authorized by the respective bond ordinances described in Section 2 hereof are purposes for which bonds may be issued lawfully pursuant to the Local Bond Law and are all purposes for which no deduction may be taken in any annual or supplemental debt statement.

This resolution shall take effect immediately.

RESOLUTION 357-25

DETERMINING THE FORM AND OTHER DETAILS OF $19,340,000 GENERAL IMPROVEMENT BONDS, SERIES 2025, OF THE CITY OF CLIFTON, IN THE COUNTY OF PASSAIC, NEW JERSEY, AND PROVIDING FOR THEIR SALE

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIFTON, IN THE COUNTY OF PASSAIC, NEW JERSEY, AS FOLLOWS:

Section 1. (a) The $19,340,000 General Improvement Bonds, Series 2025, of the City of Clifton, in the County of Passaic, New Jersey (the "City"), referred to and described in a resolution of the City duly adopted on July 1, 2025 and entitled, "Resolution Providing for the Combination of Certain Issues of General Improvement Bonds, Series 2025, of the City of Clifton, in the County of Passaic, New Jersey, Into a Single Issue of Bonds Aggregating $19,340,000 in Principal Amount" and the bond ordinances referred to therein, each in all respects duly approved and published as required by law, shall be issued as "General Improvement Bonds, Series 2025" (the "Bonds").

(b) The Bonds shall mature in the principal amounts on August 15 as follows:

Year	Principal Amount	Year	Principal Amount
2026	$1,205,000	2032	$1,800,000
2027	1,500,000	2033	1,875,000
2028	1,575,000	2034	1,950,000
2029	1,625,000	2035	2,000,000
2030	1,685,000	2036	2,375,000
2031	1,750,000		

(c) The actual principal amounts may be adjusted by the City, at its option, in accordance with N.J.S.A. 40A:2-26(g). Any such adjustment shall not exceed 10% of the principal for any maturity with the aggregate adjustment to maturity not to exceed 10% of the principal for the overall issue.

(d) The Bonds shall be subject to redemption prior to their stated maturity in accordance with the Notice of Sale attached hereto as Exhibit A (the "Notice of Sale").

(e) The Bonds shall be eleven in number, with one certificate being issued for each year of maturity, and shall be numbered GIB-1 to GIB-11, inclusive.

(f) The Bonds shall be dated their date of issuance and shall bear interest payable semiannually on the fifteenth day of February and August in each year until maturity or prior redemption, commencing on February 15, 2026, at a rate or rates per annum, expressed in a multiple of 1/8 or 1/20 of 1%, proposed by the successful bidder in accordance with the Notice of Sale.

(g) The Bonds shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under the official seal (or facsimile thereof) affixed, printed, engraved or reproduced thereon and attested by the manual signature of the City Clerk.

Section 2. (a) The Bonds will be issued in fully registered form. One certificate shall be issued for the aggregate principal amount of the Bonds maturing in each year. Both principal of and interest on the Bonds will be payable in lawful money of the United States of America. Each certificate will be registered in the name of Cede & Co., as nominee for The Depository

Trust Company, Brooklyn, New York, which will act as securities depository (the "Securities Depository"). The certificates will be on deposit with the Securities Depository. The Securities Depository will be responsible for maintaining a book-entry system for recording the interests of its participants or the transfers of the interests among its participants. The participants will be responsible for maintaining records recording the beneficial ownership interests in the Bonds on behalf of individual purchasers. Individual purchases may be made in the principal amount of $5,000 or any integral multiple of $1,000 in excess thereof through book-entries made on the books and records of the Securities Depository and its participants.

(b) The principal of and interest on the Bonds will be paid to the Securities Depository by the City on the respective maturity dates and due dates and will be credited on the respective maturity dates and due dates to the participants of the Securities Depository as listed on the records of the Securities Depository as of each next preceding February 1 and August 1 (the "Record Dates" for the Bonds).

Section 3. The Bonds shall be substantially in the following form with such additions, deletions and omissions as may be necessary for the City to market the Bonds, including in accordance with the requirements of the Securities Depository:

REGISTERED REGISTERED
NUMBER GIB-__ $_____
UNITED STATES OF AMERICA
STATE OF NEW JERSEY
COUNTY OF PASSAIC
CITY OF CLIFTON
GENERAL IMPROVEMENT BOND, SERIES 2025

REGISTERED OWNER:	CEDE & CO.
PRINCIPAL AMOUNT:	$_____
DATED DATE:	August 28, 2025
MATURITY DATE:	August 15, 20__
RATE OF INTEREST PER ANNUM:	____%
INTEREST PAYMENT DATES:	February 15 and August 15
INITIAL INTEREST PAYMENT DATE:	February 15, 2026
RECORD DATES:	February 1 and August 1
CUSIP NUMBER:	_____

CITY OF CLIFTON, a public body corporate and politic of the State of New Jersey (the "City"), hereby acknowledges itself indebted and for value received promises to pay to the REGISTERED OWNER, or registered assigns, on the MATURITY DATE, upon presentation and surrender of this bond, the PRINCIPAL AMOUNT, and to pay interest on such sum from the DATED DATE until it matures at the RATE OF INTEREST PER ANNUM specified above semiannually on the INTEREST PAYMENT DATES in each year until maturity, commencing on the INITIAL INTEREST PAYMENT DATE. Principal of and interest due on this bond will be paid to the REGISTERED OWNER by the City or its designated paying agent and will be credited to the participants of The Depository Trust Company as listed on the records of The Depository Trust Company as of the RECORD DATES next preceding the respective INTEREST PAYMENT DATES. The principal of and interest on this bond are payable in lawful money of the United States of America.

This bond is not transferable as to principal or interest except to an authorized nominee of The Depository Trust Company. The Depository Trust Company shall be responsible for maintaining the book-entry system for recording the interests of its participants or the transfers of the interests among its participants. The participants are responsible for maintaining records regarding the beneficial ownership interests in the bonds on behalf of individual purchasers.

The bonds of this issue maturing prior to August 15, 2033 are not subject to redemption prior to their stated maturities. The bonds of this issue maturing on or after August 15, 2033 are redeemable at the option of the City, in whole or in part, on any date on or after August 15, 2032 at 100% of the principal amount outstanding (the "Redemption Price"), plus interest accrued to the date of redemption upon notice as required herein.

Notice of redemption shall be given by mailing by first class mail in a sealed envelope with postage prepaid to the registered owners of the bonds not less than 30 days nor more than 60 days prior to the date fixed for redemption. Such mailing shall be to the owners of such bonds at their respective addresses as they last appear on the registration books kept for that purpose by the City or a duly appointed bond registrar. Any failure of the securities depository to advise any of its participants or any failure of any participant to notify any beneficial owner of any notice of redemption shall not affect the validity of the redemption proceedings. If the City determines to redeem a portion of the bonds prior to maturity, the bonds to be redeemed shall be selected by the City; the bonds to be redeemed having the same maturity shall be selected by the Securities Depository in accordance with its regulations.

If notice of redemption has been given as provided herein, the bonds or the portion thereof called for redemption shall be due and payable on the date fixed for redemption at the Redemption Price, together with accrued interest to the date fixed for redemption. Interest shall cease to accrue on the redeemed bonds after the date fixed for redemption and no further interest shall accrue beyond the redemption date. Payment shall be made upon surrender of the bonds redeemed.

So long as Cede & Co., as nominee for DTC, is the registered owner of the Bonds, the City shall send redemption notices only to Cede & Co.

This bond is one of an authorized issue of bonds issued pursuant to the Local Bond Law of the State of New Jersey, a resolution of the City duly adopted on July 1, 2025 and entitled, "Resolution Providing for the Combination of Certain Issues of General Improvement Bonds, Series 2025, of the City of Clifton, in the County of Passaic, New Jersey, Into a Single Issue of Bonds Aggregating $19,340,000 in Principal Amount" and the bond ordinances referred to therein, each in all respects duly approved and published as required by law.

The full faith and credit of the City are hereby irrevocably pledged for the punctual payment of the principal of and interest on this bond according to its terms.

It is hereby certified and recited that all conditions, acts and things required by the Constitution or statutes of the State of New Jersey to exist, to have happened or to have been performed precedent to or in the issuance of this bond exist, have happened and have been performed, and that the issue of bonds of which this is one, together with all other indebtedness of the City, is within every debt and other limit prescribed by such Constitution or statutes.

IN WITNESS WHEREOF, the CITY OF CLIFTON has caused this bond to be executed in its name by the manual or facsimile signatures of its Mayor and its Chief Financial Officer, its corporate seal to be hereunto imprinted or affixed, this bond and the seal to be attested by the manual signature of its City Clerk, and this bond to be dated the DATED DATE as specified above.

CITY OF CLIFTON
[SEAL]
By: [executed upon issuance]
Mayor

ATTEST:
By: [executed upon issuance]
City Clerk

By: [executed upon issuance]
Chief Financial Officer

[End of Form of Bond]

Section 4. (a) The Bonds shall be sold on July 30, 2025, or such other date as may be determined by the Chief Financial Officer, via the "PARITY Electronic Bid System" ("PARITY") upon the terms and conditions set forth and described in the Notice of Sale for the Bonds. The Notice of Sale shall be posted on MuniHub.

(b) Pursuant to N.J.S.A. 40A:2-34, the City hereby designates the Chief Financial Officer to sell and award the Bonds in accordance with the Notice of Sale with such changes as to date or the terms as deemed advisable or necessary by Phoenix Advisors, a division of First Security Municipal Advisors, Inc., the City's Municipal Advisor, and McManimon, Scotland & Baumann, LLC, the City's Bond Counsel, to access effectively the market for the sale of the Bonds, and such Chief Financial Officer shall report in writing the results of the sale to this City Council as required by law. The Chief Financial Officer is hereby authorized and directed, consistent with

the terms of the Notice of Sale, to retain the good faith deposit of the successful bidder and to return immediately such good faith deposits, whether by wire or check, to the unsuccessful bidders.

Section 5. The Notice of Sale shall be substantially in the form attached hereto as Exhibit A with such additions, deletions and omissions as may be necessary for the City to market the Bonds, including in accordance with the requirements of the Securities Depository and PARITY. The Summary Notice of Sale shall be substantially in the form attached hereto as Exhibit B with such additions, deletions and omissions as may be necessary for the City to market the Bonds (the "Summary Notice of Sale"), including in accordance with the requirements of the Securities Depository and PARITY. The City Clerk is hereby directed to arrange for the publication or electronic posting of the Notice of Sale in the form provided herein in The Herald or such other authorized newspaper of the City, such publication or electronic posting to be not less than seven days prior to the date of sale, and any actions taken by the City Clerk prior to the date of adoption of this resolution in connection with the publication or electronic posting of the Notice of Sale are hereby ratified, confirmed and approved. McManimon, Scotland & Baumann, LLC is hereby directed to arrange for the publication of the Summary Notice of Sale in the form provided herein in The Bond Buyer, a financial newspaper published and circulating in the City of New York, New York, such publication to be not less than seven days prior to the date of sale.

Section 6. The Bonds shall have printed thereon a copy of the written opinion with respect to the Bonds that is to be rendered by the law firm of McManimon, Scotland & Baumann, LLC, complete except for omission of its date. Alternatively, the Bonds may be accompanied by the signed legal opinion or a copy thereof.

Section 7. The City's Chief Financial Officer is hereby authorized to use original issue premium on the Bonds to provide for one or more of the following: (i) to reduce the principal amount of the Bonds, provided that the total amount of Bond proceeds, inclusive of any original issue premium, is not less than $19,340,000; (ii) to pay interest on the Bonds until completion of the construction and acquisition of the projects being funded by the Bonds, plus 6 months; (iii) to pay the interest due on any bond anticipation notes being refunded with the proceeds of the Bonds; (iv) to provide for the costs associated with the authorization, sale and issuance of the Bonds; or (v) to provide for the costs of capital projects to be undertaken by the City, provided such capital projects and the expenditure of such funds are for a tax-exempt purpose.

Section 8. The law firm of McManimon, Scotland & Baumann, LLC is hereby authorized to arrange for the printing of the Bonds and the Official Statement to be prepared by McManimon, Scotland & Baumann, LLC, Phoenix Advisors, a division of First Security Municipal Advisors, Inc., and City officials. The Mayor and the Chief Financial Officer are hereby authorized to execute any certificates necessary in connection with the distribution of the Official Statement. Such Official Statement may be distributed in preliminary form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission on behalf of the City by the Chief Financial Officer or by the Mayor. Final Official Statements shall be delivered to the purchaser of the Bonds within the earlier of seven business days following the sale of the Bonds or to accompany the purchaser's confirmations that request payment for the Bonds.

Section 9. The City hereby covenants that it will comply with any conditions subsequently imposed by the Internal Revenue Code of 1986, as amended, in order to preserve the exemption from taxation of interest on the Bonds, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Bonds, if necessary.

Section 10. (a) The Chief Financial Officer is hereby authorized to make representations and warranties, to enter into agreements and to make all arrangements with the Securities Depository as may be necessary in order to provide that the Bonds will be eligible for deposit with the Securities Depository and to satisfy any obligation undertaken in connection therewith.

(b) In the event that the Securities Depository may determine to discontinue providing its service with respect to the Bonds or is removed by the City and if no successor securities depository is appointed, the Bonds that were previously issued in book-entry form shall be converted to registered Bonds in denominations of $5,000 or any integral multiple of $1,000 in excess thereof. The beneficial owner under the book-entry system, upon registration of the Bonds held in the beneficial owner's name, will become the registered owner of the registered

Bonds. The City shall be obligated to provide for the execution and delivery of the registered Bonds in certificated form.

Section 11. Solely for purposes of complying with Rule 15c2-12 of the Securities and Exchange Commission, as amended and interpreted from time to time (the "Rule"), and provided that the Bonds are not exempt from the Rule and provided that the Bonds are not exempt from the following requirements in accordance with paragraph (d) of the Rule, for so long as the Bonds remain outstanding (unless the Bonds have been wholly defeased), the City shall provide for the benefit of the holders of the Bonds and the beneficial owners thereof:

(a) On or prior to September 30 of each year, beginning September 30, 2025 for the fiscal year ending December 31, 2024, electronically to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access ("EMMA") system or such other repository designated by the Securities and Exchange Commission to be an authorized repository for filing secondary market disclosure information, if any, annual financial information with respect to the City consisting of the audited financial statements (or unaudited financial statements if audited financial statements are not then available, which audited financial statements will be delivered when and if available) of the City and certain financial information and operating data, consisting of (i) City and overlapping indebtedness, including a schedule of outstanding debt issued by the City, (ii) property valuation information and (iii) tax rate, levy and collection data. The audited financial information will be prepared in accordance with generally accepted accounting principles as modified by governmental accounting standards as may be required by New Jersey law.

(b) If any of the following events occur regarding the Bonds, a timely notice not in excess of ten business days after the occurrence of such event sent to EMMA:

(1) Principal and interest payment delinquencies;
(2) Non-payment related defaults, if material;
(3) Unscheduled draws on debt service reserves reflecting financial difficulties;
(4) Unscheduled draws on credit enhancements reflecting financial difficulties;
(5) Substitution of credit or liquidity providers, or their failure to perform;
(6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;
(7) Modifications to the rights of holders of the Bonds, if material;
(8) Bond calls, if material, and tender offers;
(9) Defeasances;
(10) Release, substitution or sale of property securing repayment of the Bonds, if material;
(11) Rating changes;
(12) Bankruptcy, insolvency, receivership or similar event of the City;
(13) The consummation of a merger, consolidation or acquisition involving the City or the sale of all or substantially all of the assets of the City, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
(14) Appointment of a successor or additional trustee or the change of name of a trustee, if material;
(15) Incurrence of a Financial Obligation of the City, if material, or agreement to covenants, events of default, remedies, priority rights or other similar terms of a Financial Obligation of the City, any of which affect holders of the Bonds, if material; and
(16) Default, event of acceleration, termination event, modification of terms or other similar events under a Financial Obligation of the City, if any such event reflects financial difficulties.

The term "Financial Obligation" as used in subparagraphs (b)(15) and (b)(16) above means a (i) debt obligation, (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation or (iii) guarantee of (i) or (ii); *provided, however*, that the term "Financial Obligation" shall not include municipal securities as to which a final official statement has been provided to the Municipal Securities Rulemaking Board consistent with the Rule.

(c) Notice of failure of the City to provide required annual financial information on or before the date specified in this resolution shall be sent in a timely manner to EMMA.

If all or any part of the Rule ceases to be in effect for any reason, then the information required to be provided under this resolution, insofar as the provisions of the Rule no longer in effect required the provision of such information, shall no longer be required to be provided.

The Chief Financial Officer shall determine, in consultation with Bond Counsel, the application of the Rule or the exemption from the Rule for each issue of obligations of the City prior to their offering. Such Chief Financial Officer is hereby authorized to enter into additional written contracts or undertakings to implement the Rule and is further authorized to amend such contracts or undertakings or the undertakings set forth in this resolution, provided such amendment is, in the opinion of nationally recognized bond counsel, in compliance with the Rule.

In the event that the City fails to comply with the Rule requirements or the written contracts or undertakings specified in this resolution, the City shall not be liable for monetary damages. The sole remedy is hereby specifically limited to specific performance of the Rule requirements or the written contracts or undertakings therefor.

Section 12. This resolution shall take effect immediately.

RESOLUTION 358-25

AWARDING A PROFESSIONAL SERVICES CONTRACT TO STANDARD & POOR'S FINANCIAL SERVICES, LLC FOR ANALYTICAL SERVICES IN CONJUCTION WITH 2025 BOND SALE CITY OF CLIFTON

WHEREAS, the City of Clifton is issuing permanent financing debt in both the Capital Fund and Sewer Utility Capital Fund; and

WHEREAS, the City Council authorized the preparation of an Official Statement for the City of Clifton at the July 7, 2025 City Council Meeting; and

WHEREAS, part of this process of permanently financing the debt of the City of Clifton involves a credit rating for the City; and

WHEREAS, the City desires to have Standard & Poor's Financial Services, LLC review and report of the Credit Rating for the City's Debt Issuance; and

WHEREAS, the cost for the Credit Rating Report is approximately $30,500; and

WHEREAS, the City Council wishes to contract with Standard & Poor's Financial Services, LLC, 55 Water Street, 38th Floor, New York, NY 10041-0003 for the provision of said services for the year 2018; and

WHEREAS, the subject matter is professional services and may be awarded without public advertising for bids and bidding therefor under ***N.J.S.A.*** 40A:11-5 ***et seq.***; and

WHEREAS, this award is of a non-fair and open contract in accordance with *N.J.S.A.* 19:44A-20.5, and, therefore, the Business Entity Disclosure Certification has been received from the contractor and is incorporated into the contract awarded hereby, along with the Determination of Value; and

WHEREAS, the value of the contract is determined to exceed $17,500.00, and the duration of the contract is until completion;

NOW, THEREFORE, BE IT RESOLVED, that the Analytical Services Contract awarded to Standard & Poor's Financial Services, LLC of New York, New York, for Analytical Services in conjunction with the City's Credit Rating not to exceed $30,500.00; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute a contract for 2025 in accordance with Standard & Poor's on behalf of the City of Clifton, and that the original of this resolution and the contract above referred to be

placed on file and made available for inspection at the Office of the City Clerk of the City of Clifton; and

BE IT FURTHER RESOLVED, that the following short notice be printed once in a legal newspaper of the City of Clifton:

CITY OF CLIFTON
NOTICE OF EXTENSION OF CONTRACT AWARDED

The City of Clifton has awarded an extension of a contract without competitive bidding as a professional service pursuant to ***N.J.S.A.*** 40:11-5(1)(a). The contract and the resolution authorizing it are available for public inspection in the Office of the City Clerk.

Awarded to:	Standard & Poor's Financial Services, LLC of New York, New York
Services:	Analytical Services
Project:	Credit Rating Report for Bond Sale
Cost:	Not to Exceed $30,500.00
Term:	For Year 2025

RESOLUTION 359-25

REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR UNIFORM CONSTRUCTION CODE FEES

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and,

WHEREAS, the Division of Local Government Services of the Department of Community Affairs, State of New Jersey, has promulgated regulations for New Jersey Construction Code pursuant to the State Uniform Construction Code Act (Chapter 217, P.L. 1975, as amended), and,

WHEREAS, such regulations provide for dedicated Uniform Construction Code revenues to be collected by the city and deposited into a separate revolving fund; and,

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from the Uniform Construction Code Fees in our Trust Fund and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirements:

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council, of the City of Clifton, County of Passaic, State of New Jersey as follows (passage requires passage by a majority of the full membership (4)):

1. The City Council does hereby request permission of the Director of the Local Government Services to establish a "Dedication by Rider" for the sole purpose of the Uniform Construction Code Fees under N.J.S.A. 40A:4-39

2. The City Clerk of the City of Clifton, County of Passaic, State of New Jersey is hereby directed to forward two certified copies of this resolution, with the votes indicated, to the Director of the Division Local Government Services for approval.

3. The City Clerk of the City of Clifton provides the Construction Official of the City of Clifton with a certified copy of this resolution.

(6-1-0-0) Councilman D'Amato, Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, and Mayor Grabowski voted Aye. Councilwoman Sadrakula voted Nay.

PUBLIC HEARING

The mayor opened the public hearing, seeing no one, the mayor closed the public hearing.

ADJOURNMENT

Upon motion made by Councilwoman Sadrakula, seconded by Councilman Kolodziej, the meeting was adjourned at 8:29 p.m.

Respectfully Submitted,

_____
Kathleen Tolosi, City Clerk

_____
Raymond Grabowski, Mayor

ITEM NUMBER: C- 1

ITEM NAME: Barbara Luzniak, Human Services, retired from her position Public Health Nurse Supervisor, effective July 1, 2025. (R381-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 2

ITEM NAME: Paul Longendyck, Manager, retired from his position of Clerk 1, effective July 1, 2025. (R382-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 3

ITEM NAME: Matthew Priore, Law, retired his position of Municipal Attorney, effective July 1, 2025. (R383-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 4

ITEM NAME: Debra Cervini, Public Safety, retired from her position as Legal Stenographer, effective July 1, 2025. (R384-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 5

ITEM NAME: Frank Yodice, Public Safety, retired from his position as a Fire Lieutenant, effective July 1, 2025. (R385-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 6

ITEM NAME: Michele Butler, Manager, retired from her position of Deputy Municipal Clerk, effective July 1, 2025. (R386-25)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 7

ITEM NAME: Julian Szetela, Public Works, Truck Driver Heavy, hired effective July 1, 2025 at $43,000.00 annually.

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 8

ITEM NAME: Justin Cabrera, Public Safety, resigned from his position of Public Safety Telecommunicator, effective July 3, 2025.

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 9

ITEM NAME: Ranmi Miyazawa, Human Services, Promoted to Public Health Nurse Supervisor, at $82,000.00 annually, effective July 1, 2025

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 10

ITEM NAME: Meeting Minutes of the Advisory Board of Recreation on May 19, 2025
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 11

ITEM NAME: Meeting Minutes of Passaic Valley Water Commission on May 21, 2025
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 12

ITEM NAME: Meeting Minutes of North Jersey District Water Supply Commission on May 28, 2025

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 13

ITEM NAME: Meeting Minutes of Advisory Committee on Civil Rights on May 29, 2025
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: O- 8005-25

ITEM NAME: An Ordinance to Amend, Revise, and Supplement Chapter 439 of the Code of the City of Clifton, Entitled "Traffic and Vehicles," More Particularly Section 439-13 Thereof, Entitled "Parking Prohibited at all Times on Certain Streets" (Prohibits Parking on the North Side of Underwood Place)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	6/23/2025	Cover Memo
🗋	Ordinance	6/23/2025	Cover Memo

Clifton Police Department

TRAFFIC DIVISION

900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

Thomas Rinaldi
Chief of Police

Office: 973-470-5922
Email: mdroubi@cliftonpolice.org

D/Lt. Mohammad Droubi
Commander

To: Chief Rinaldi
From: D/Lt. Mohammad Droubi
Date: February 27th, 2025
Re: Proposed amendment §439-13 Prohibited parking at all times on certain streets

The Traffic Division was tasked with measuring to find out what distance of restricted parking on the north side of Underwood Pl would be required for a tractor trailer to make a left turn from Pleasant Ave onto Underwood Pl without coming in contact with the building identified as 2 Pleasant Ave (The Learning Center) and the effect this would have on street parking. On February 6th, 2025 Sgt. Fogg responded to the area and began to take measurements. It was concluded that if approximately 5 parking spaces (95ft) were eliminated on the north side of Underwood Pl, a full sized tractor trailer could make the left without contacting the building. It should be noted that this would eliminate approximately 45% of the available parking on Underwood Pl.

This overhead view shows the measurement of 95 ft from the corner of Pleasant Ave and Underwood Pl extending west.

This street view with the highlighted area in red shows the distance that would need to be clear for a tractor trailer to swing the turn.

After speaking to Mr. Villano and City Engineer Mr. Lardner on February 26, it was decided that this would provide the best compromise of keeping trucks out of the area with enhanced signage while also providing enough room for the trucks to turn without hitting the building should they miss the cacophony of signs.

Proposed amendment:

§439-13 Prohibited parking at all times on certain streets

Name of Street	Side	Location
Underwood Place	North	From the northeast intersecting curb line of Underwood Place and Pleasant Ave to a point 95ft west there from

Respectfully Submitted;

M. Droubi

D/Lt. Mohammad Droubi
Traffic Division Commander

O8005-25

AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 439 OF THE CODE OF THE CITY OF CLIFTON, ENTITLED "TRAFFIC AND VEHICLES," MORE PARTICULARLY SECTION 439-13 THEREOF, ENTITLED "PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS" (PROHIBITS PARKING ON THE NORTH SIDE OF UNDERWOOD PLACE)

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that:

1. Chapter 439 of the Code of the City of Clifton, entitled "Vehicles and Traffic", more particularly Section 439-13 thereof, entitled "Parking prohibited at all times on certain streets," is amended, revised and supplemented to **ADD** the following location(s):

Name of Street	Side	Hours/Days	Location
Underwood Place	North	All	From the Northeast Intersecting curb line of Underwood Place and Pleasant Avenue to a point 95ft west therefrom

2. The Chief of Police is hereby directed to have proper signs calling attention to the provisions of this ordinance erected or placed upon said streets.

3. All ordinances or parts of ordinances inconsistent herewith are hereby repealed as to such inconsistency only.

4. This ordinance shall take effect after final passage and publication as provided by law.

Adopted:

_____

Raymond Grabowski, Mayor

_____

Kathleen Tolosi, City Clerk

ITEM NUMBER: O- 8006-25

ITEM NAME: An Ordinance to Amend Chapter 439 of the Code of the City of Clifton, Entitled "Traffic and Vehicles," More Particularly Section 439-13 Thereof, Entitled "Parking Prohibited at all Times on Certain Streets" (Prohibits Parking on the South Side of Crooks Avenue)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	memo	6/25/2025	Cover Memo
🗋	Ordinance	6/25/2025	Cover Memo

Clifton Police Department

TRAFFIC DIVISION

900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

Thomas Rinaldi
Chief of Police

Office: 973-470-5922
Email: mdroubi@cliftonpolice.org

D/Lt. Mohammad Droubi
Commander

To: Chief Rinaldi
From: D/Lt. Mohammad Droubi
Date: June 20th, 2025
Re: Amendment to §439-13 Parking prohibited at all times on certain streets

The Traffic Division was recently made aware of an issue with one of the locations listed in §439-13 Parking prohibited at all times on certain streets. A section of the south side of Crooks Ave is described and referenced as distances from a telephone pole which was identified by its serial number that no longer exists. In general, telephone poles should not be used as a geographical reference because they are replaced and moved from time to time. This isn't merely a typographical error that has been brought to our attention. Parking tickets have been given out in this location and are being disputed leaving us without the historical reference to defend them against.

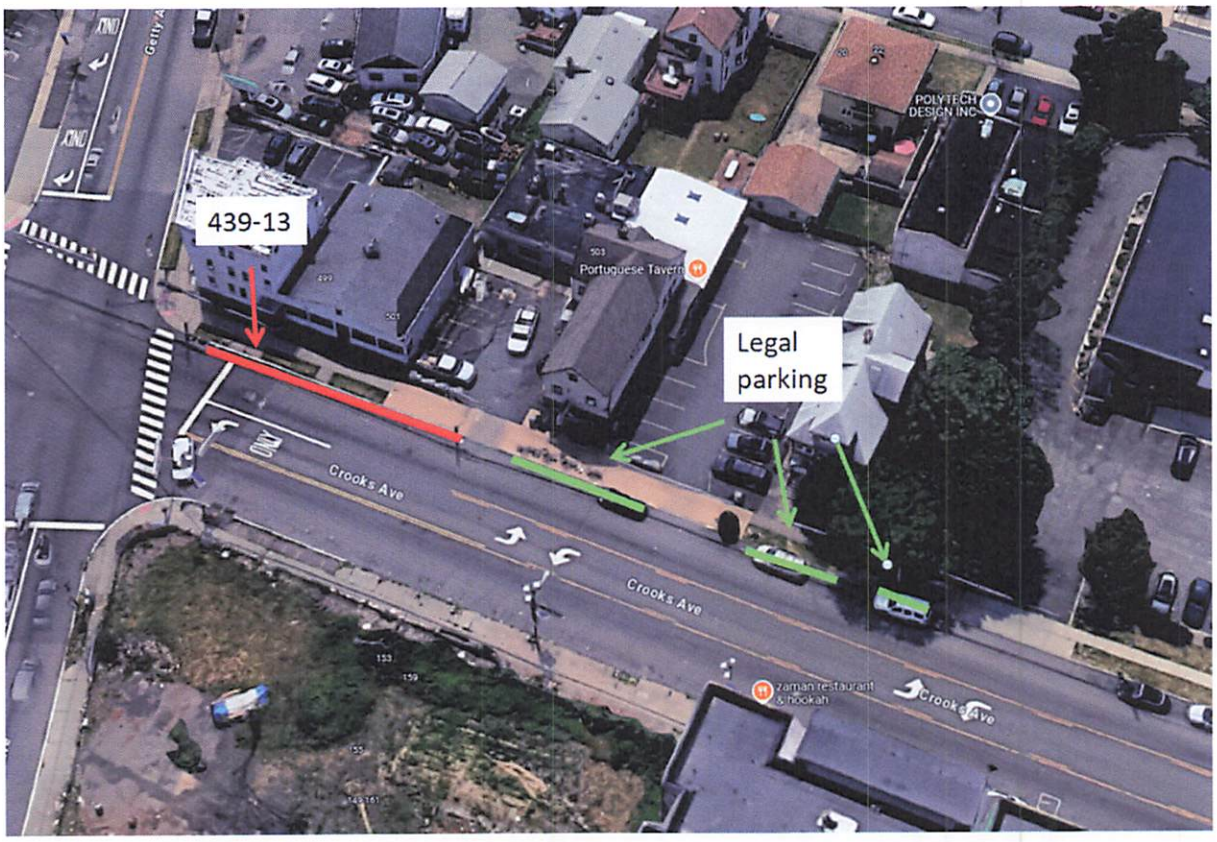
This is the current ordinance as listed in the E-codes:

Name of Street	Side	Location
Crooks Avenue	South	From a point 13 feet west of utility pole no. 60290C to a point 85 feet east therefrom

The utility pole number referenced no longer exists and is causing problems with identifying the area in which parking is prohibited.

Proposed amendment:

Name of Street	Side	Location
Crooks Ave	South	From the extended westerly curb line of Getty Ave extending 130ft westerly therefrom



The Traffic Division believes that this proposed amendment will clarify the location and allow for fewer mistakes when enforcing the ordinance.

Respectfully Submitted;

M. Droubi

D/Lt. Mohammad Droubi
Traffic Division Commander

O 8006-25

AN ORDINANCE TO AMEND CHAPTER 439 OF THE CODE OF THE CITY OF CLIFTON, ENTITLED "TRAFFIC AND VEHICLES," MORE PARTICULARLY SECTION 439-13 THEREOF, ENTITLED "PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS" (PROHIBITS PARKING ON THE SOUTH SIDE OF CROOKS AVENUE)

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that:

1. Chapter 439 of the Code of the City of Clifton, entitled "Vehicles and Traffic", more particularly Section 439-13 thereof, entitled "Parking prohibited at all times on certain streets," is amended to delete the following location:

	Name of Street	Side	Location
1.	Crooks Avenue	South	From a point 13 feet west of utility pole no.60290C to a point 85 feet east therefrom

And replace with the following location:

	Name of Street	Side	Location
2.	Crooks Avenue	South	From the extended westerly curb line of Getty Ave extending 130 ft westerly therefrom

2. The Chief of Police is hereby directed to have proper signs calling attention to the provisions of this ordinance erected or placed upon said streets.

3. All ordinances or parts of ordinances inconsistent herewith are hereby repealed as to such inconsistency only.

4. This ordinance shall take effect after final passage and publication as provided by law.

Adopted: _____

_____

Raymond Grabowski, Mayor

_____

Kathleen Tolosi, City Clerk

ITEM NUMBER: O- 8007-25

ITEM NAME: An Ordinance Authorizing a Special Emergency Appropriation N.J.S.A.40:4-53 Funding for the Engagement of Special Consultants for a City-Wide Revaluation

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	ordinance	6/26/2025	Cover Memo

O 8007-25

AN ORDINANCE AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION N.J.S.40A:4-53 FUNDING OF FOR THE ENGAGEMENT OF SPECIAL CONSULTANTS FOR A CITY-WIDE REVALUATION

BE IT ORDAINED, by the Governing Body of the City of Clifton, County of Passaic, New Jersey, that pursuant to N.J.S. 40A:4-53 the sum of $3,300,000 is hereby appropriated for the engagement of a special consultant for a City-wide revaluation program by the City of Clifton and shall be deemed a special emergency appropriation as defined and provided for in N.J.S. 40A:4-53(b).

Such special emergency appropriation and/or the special emergency notes authorized to finance the appropriation shall be provided for in succeeding annual budgets by the inclusion of at least 1/5 of the amount authorized pursuant to this act (N.J.S. 40A:4-55).

This ordinance shall take effect at the time and in the manner provided by law.

Adopted: _____

_____
Raymond Grabowski, Mayor

_____
Kathleen Tolosi, City Clerk

ITEM NUMBER: O- 8008-25

ITEM NAME: An Ordinance to Amend, Revise and Supplement Chapter 99 of he Code of the City of Clifton, Entitled "Salaries and Compensation", More Particularly Article VI Thereof, Entitled "Confidential Officials and Employees," Section 99-34, Entitled "Minimum and Maximum Salaries Fixed" (Amends Compensation for Full Time Municipal Attorney Position)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	ordinance	6/27/2025	Cover Memo

O 8008-25

AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 99 OF THE CODE OF THE CITY OF CLIFTON, ENTITLED "SALARIES AND COMPENSATION," MORE PARTICULARLY ARTICLE VI THEREOF, ENTITLED "CONFIDENTIAL OFFICIALS AND EMPLOYEES," SECTION 99-34, ENTITLED "MINIMUM AND MAXIMUM SALARIES FIXED" (AMENDS COMPENSATION FOR FULL TIME MUNICIPAL ATTORNEY POSITION)

BE IT ORDAINED, by the Municipal Council of the City of Clifton, as follows:

1. The Code of the City of Clifton as entitled above, as amended, revised and supplemented, is hereby amended, revised and supplemented as follows:

ARTICLE VI. Confidential Officials and Employees

§ 99-34. Minimum and maximum salaries fixed.

***

TITLE	**MINIMUM**	**MAXIMUM 2025**
MUNICIPAL ATTORNEY	$150,000.00	$220,000.00

* * *

2. All ordinances or parts of ordinances inconsistent herewith are hereby repealed as to such inconsistency only.

3. This ordinance shall take effect after final passage and publication as provided by law.

Adopted: _____

_____
Raymond Grabowski, Mayor

_____
Kathleen Tolosi, Clerk

ITEM NUMBER: O- 8009-25

ITEM NAME: An Ordinance to Amend, Revise, and Supplement Chapter 99 of the Code of the City of Clifton Entitled "Salaries and Compensation" at Article VI "Confidential Officials and Employees" at Section 99-44 "Minimum Working Hours" (Creates Full Time Position for the Municipal Attorney)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	ordinance	6/27/2025	Cover Memo

O 8009-25

AN ORDINANCE TO AMEND, REVISE, AND SUPPLEMENT CHAPTER 99 OF THE CODE OF THE CITY OF CLIFTON ENTITLED "SALARIES AND COMPENSATION" AT ARTILCE VI "CONFIDENTIAL OFFICALS AND EMPLOYEES" AT §99-44 "MINIMUM WORKING HOURS" (CREATES FULL TIME POSITION FOR THE MUNICIPAL ATTORNEY)

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that:

1. Chapter 99 of the Code of the City of Clifton, entitled "Salaries and Compensation" more particularly at Article VI "Confidential Officials and Employees" at §99-44 entitled "Minimum working hours" is hereby amended, revised and supplemented to read as follows:

2. Additions are marked with an underline and deletions are marked with ~~strikethrough~~.

§ 99-44. Minimum working hours.

A. All the officers and employees covered under this article, except as hereinafter provided, whose duties and responsibilities are primarily administrative in nature, shall work a minimum of 35 hours per week and, depending upon the existing circumstances, conditions and workload, such additional hours as may be necessary or required to effectively and fully carry out and perform their respective duties, responsibilities and functions.

B. The Municipal Attorney shall work a minimum of 35 hours per week and, depending upon the existing circumstances, conditions and workload, such additional hours as may be necessary or required to effectively and fully carry out and perform his or her respective duties, responsibilities and functions. The First Assistant Municipal Attorney, Second Assistant Municipal Attorney, and Municipal Prosecutor shall work a minimum of 20 hours per week and, depending upon the existing circumstances, conditions and workload, such additional hours as may be necessary or required to effectively and fully carry out and perform their respective duties, responsibilities and functions.

3. All ordinances or parts of ordinances inconsistent herewith are hereby repealed as to such inconsistency only.

4. This ordinance shall take effect after final passage and publication as provided by law.

Adopted: _____

_____
Raymond Grabowski, Mayor

_____
Kathleen Tolosi, City Clerk

ITEM NUMBER: O- 8010-25

ITEM NAME: An Ordinance to Amend, Revise and Supplement Chapter 439 of the Code of Clifton, Entitled "Vehicles and Traffic", More Particularly Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" (Deletes 3 Restricted Handicapped Spaces)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Ordinance	7/7/2025	Cover Memo

O8010-25

AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 439 OF THE CODE OF THE CITY OF CLIFTON, ENTITLED "VEHICLES AND TRAFFIC", MORE PARTICULARLY SECTION 439-38 THEREOF, ENTITLED "HANDICAPPED PARKING ON STREETS FOR PRIVATE RESIDENCES" (DELETES 3 RESTRICTED HANDICAPPED SPACES)

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that:

1. Chapter 439 of the Code of the City of Clifton, Entitled "Vehicles and Traffic", more Particularly Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" is amended, revised and supplemented to DELETE the following locations:

238 East Sixth Street	North side, beginning at the eastern driveway edge of 238 East Sixth Street, extending 22 feet east therefrom	P#2752183
74 Knapp Avenue, Apt. 7 (Space on Shoonmaker Pl)	East side, beginning 47 feet north of the extended curbing of Knapp Ave. and extending 22 feet southerly therefrom	P#2234901
6 Pleasant Avenue	West side, beginning from the north property line and extending 22 feet south therefrom	P2855523

2. The Chief of Police is hereby directed to remove all signs and markings designating such location as restricted parking space for use by persons who have been issued special permits by the Division of Motor Vehicles.

3. This ordinance shall take effect after final passage and publication as provided by law.

Adopted: _____

_____
Raymond Grabowski, Mayor

ATTEST:

_____
Kathleen Tolosi, City Clerk

ITEM NUMBER: O- 8011-25

ITEM NAME: An Ordinance to Amend, Revise and Supplement Chapter 439 of the Code of the City of Clifton, Entitled "Vehicles and Traffic, More Particular;y Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" (Amends Handicapped Parking Placard Numbers)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Ordinance	7/7/2025	Cover Memo

O8011-25

AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 439 OF THE CODE OF THE CITY OF CLIFTON, ENTITLED "VEHICLES AND TRAFFIC", MORE PARTICULARLY SECTION 439-38 THEREOF, ENTITLED "HANDICAPPED PARKING ON STREETS FOR PRIVATE RESIDENCES" (AMENDS HANDICAPPED PARKING PLACARD NUMBERS)

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that the following handicapped parking placard numbers have been changed as follows:

Name of Street	Location	Initial Permit Number	New Number
21A Bruan Place	*No Change*	P#2516239	P359288
41B Bruan Place	*No Change*	2134550	P3035688
81 Clifton Avenue	*No Change*	P1310954	P2866324
385 Clifton Avenue	*No Change*	P2508702	P2999835
33 Christie Avenue	*No Change*	P2533014	P3024361
43 Durant Avenue	*No Change*	P1763050	P2823583
55 Franklin Avenue	*No Change*	P2523499	P3046865
33 Knapp Avenue	*No Change*	P24482385	P3025709
177 Rowland Avenue	*No Change*	P#2521688	P3028161

1. The Chief of Police is hereby directed to have the proper signs calling attention to the provisions of this ordinance erected or placed upon said streets at said locations.

2. This ordinance shall take effect after final passage and publication as provided by law.

Adopted:_____

_____
Raymond Grabowski, Mayor

_____
Kathleen Tolosi, City Clerk

ITEM NUMBER: O- 8012-25

ITEM NAME: An Ordinance to Amend, Revise and Supplement Chapter 439 of the Code of Clifton, Entitled "Vehicles and Traffic", More Particularly Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" (Adds 9 Restricted Handicapped Spaces)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Ordinance	7/7/2025	Cover Memo

O8009-25

AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 439 OF THE CODE OF THE CITY OF CLIFTON, ENTITLED "VEHICLES AND TRAFFIC", MORE PARTICULARLY SECTION 439-38 THEREOF, ENTITLED "HANDICAPPED PARKING ON STREETS FOR PRIVATE RESIDENCES" (ADDS 9 RESTRICTED HANDICAPPED SPACES)

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that:

1. Whenever any words and phrases are used herein, the meanings respectively ascribed to them in Subtitle 1 of Title 39 of the Revised Statutes of New Jersey shall be deemed to apply to such words and phrases.

Section 439-38. **Handicapped parking on streets for private residences:**

In accordance with the provisions of N.J.S.A. 39:4-197.6, the following on-street locations in front of private residences occupied by a handicapped person if a windshield placard or wheelchair symbol license plates have been issued for a vehicle owned by the handicapped person, or by another occupant of the residence who is a member of the immediate family of the handicapped person, by the Division of Motor Vehicles pursuant to the provisions of N.J.S.A. 39:4-204 et seq., provided such parking is not otherwise prohibited and the permitting thereof would not interfere with the normal flow of traffic, are designated as handicapped parking spaces for the exclusive use by the person issued the New Jersey license plate shown below. No other person shall be permitted to park in these spaces.

A. Application shall be made to the Police Department for such restricted handicapped parking space, and the applicant shall pay a one-time administrative fee of $150.00 to cover the costs of processing such application and individualized sign, made payable to the City of Clifton.

Name of Street	Location	Initial Permit Number
273 Burgess Place	South side, beginning at the eastern property edge line, extending 22 feet west therefrom	P3001218
34-36 Delawanna Avenue (Space on Johnson Street)	East side, beginning at a point 25 feet north of the intersection of Delawanna Ae & Johnson St, extending 22 feet north therefrom	P2958421
12 Foster Street, Apt. 2 (space on Foster @ 1 Wilson)	North side, beginning at the western driveway edge of 1 Wilson, extending 22 feet east therefrom	P2738613
54 Hadley Avenue	North side, beginning at the eastern driveway edge, extending 22 feet east therefrom	P2999703
59 Maher Avenue	South side, beginning at the western driveway edge, extending 22 feet west therefrom	P2694785
9 Sears Place	East side, beginning at the northern property line, extending 22 feet south therefrom	P3033158
13 Sears Place	East side, beginning at the northern property line, extending 22 feet south therefrom	P3001381
49 Sixth Avenue	West side, beginning at the northern driveway edge, extending 22 feet north therefrom	P3033153
59 VanRiper Avenue	South side, beginning at the western property edge, extending 22 feet west therefrom	P2909664

2. The Chief of Police is hereby directed to have the proper signs calling attention to the provisions of this ordinance erected or placed upon said streets at said locations.

3. This ordinance shall take effect after final passage and publication as provided by law.opted:

Adopted: _____

_____
Raymond Grabowski, Mayor

_____
Kathleen Tolosi, City Clerk

ITEM NUMBER: R 361-25

ITEM NAME: Resolution: Approve Claims List Resolution for the July 15, 2025, City Council Meeting

RECOMMENDATION: Approve

SUMMARY:

To: Greg DeMarzo, City Manager

Please find the Bill List Resolution and supporting documents for your review and approval. I have reviewed all of the payment vouchers and recommend they all be approved by the City Council at the Council Meeting on July 15, 2025.
If you have any questions with the above, feel free to contact me.

Joseph D. Kunz
Chief Financial Officer

ATTACHMENTS:

	Description	Upload Date	Type
🗋	blls list	7/11/2025	Cover Memo

RESOLUTION
TO APPROVE
Claims to be paid the meeting of July 15th, 2025
Meeting of July 15th, 2025

Resolved that all claims on the attached sheets are approved as reasonable and proper claims against the City of Clifton.

Current Fund	$	3,831,231.78
Grant Fund	$	60,831.18
General Capital Fund	$	357,796.76
Sewer Utility -Operating	$	97,987.40
Sewer Utility-Capital	$	2,097.85
Developers Escrow	$	8,857.18
Dog Trust	$	179.12
Police Extra Duty	$	74,647.50
Trust Other	$	43,922.45
Section 8 Public Housing	$	222,125.17
Affordable Housing	$	-
Community Development	$	9,164.00
Tax Title Lien Redemption	$	-
Self Insurance	$	1,719,868.31
Fire Dedicated Penalties	$	-
Revolving Loan Fund	$	-
Tax Title Lien Redemption	$	-
Unemployment Trust Fund	$	-
Library	$	119,463.33
General Liability Trust	$	21,077.57
Workers Compensation Trust	$	168,913.62
Trust Escrow	$	-
Reserve for Housing	$	-
Federal DOJ Forfeiture	$	-
TOTAL CLAIMS	**$**	**6,738,163.22**

ADOPTED _____

ATTEST_____
Kathleen Tolosi, City Clerk

Report Printed *2025-07-11 09:54:29* CITY OF CLIFTON

List of Bills - (All Funds)

Meeting Date: 07/15/2025 For bills from 07/02/2025 to 07/15/2025

	Vendor	Description	Account	PO Payment	Check Total
		CDBG			
	147 - **HARTMANN, JILL, PP, AICP**	**PO 61644 R451-24 JULY 2025 PROFESSIONAL SVS CDBG**		7,916.00	
	17-201-20-117-400 Year 50 Planning & Programming	Admin	7,916.00		**7,916.00**
ACH	212 - **PRECISION COMPUTER OF FORT LEE, INC**	**PO 61342 Quote# CPD061625MIS Computer - Outreach**		1,248.00	
	17-201-20-114-200 Year 47 Public Services		1,248.00		**1,248.00**
		CLAIMS FUND			
	6394 - **A.J. PERRI**	**PO 61602 Engineering: Road Opening Permit #1030**		1,000.00	
			1,000.00		**1,000.00**
	213 - **ACRISURE, LLC**	**PO 61663 R071-24 - July 2025 Workers Comp Adminis**		9,998.00	
	28-201-20-100-000 Workers Comp Costs		9,998.00		
		PO 61664 R508-24 - July 2025 TPA - Liability		2,725.00	
	27-201-20-300-000 General Liability Insurance		2,725.00		**12,723.00**
ACH	720 - **ACRISURE, LLC**	**PO 61697 Vehicle Insurance Increase**		11,241.00	
	27-201-20-300-000 General Liability Insurance		11,241.00		**11,241.00**
ACH	4294 - **AIRGAS USA, LLC**	**PO 61659 FIRE: Medical Oxygen Cylinders**		788.25	
	01-201-25-265-200 Fire Department - Expenses		788.25		**788.25**
ACH	4294 - **AIRGAS USA, LLC**	**PO 61681 POLICE DEPT. - OXYGEN & NITROGEN TANKS -**		325.70	
	01-201-25-240-200 Police Department - Expenses		325.70		**325.70**
	5803 - **ALBA TRANSLATIONS, CPA**	**PO 61568 Court: Albanian Interpreting Services**		150.00	
	01-201-43-490-200 Municipal Court - Expenses		150.00		**150.00**
	7188 - **ALERT 360 OPCO INC.**	**PO 61656 RECREATION: Monitoring for CRC**		138.00	
	01-201-27-370-200 Public Playgrounds and Rec - Expenses		138.00		**138.00**
ACH	7455 - **ALERT ALL CORP.**	**PO 61405 FIRE: Jr FF Hats**		444.00	
			444.00		**444.00**
	6003 - **Amazon Capital Services**	**PO 61654 RECREATION: Supplies for Summer Events**		136.91	
	15-286-56-005-000 Recreation Trust Accounts		89.95		

	15-286-56-005-000 Recreation Trust Accounts				46.96		136.91
	922 - AMERICAN RED CROSS	PO 61585	RECREATION: Babysitters Training Course			108.00	
	15-286-56-005-000 Recreation Trust Accounts				108.00		
		PO 61586	RECREATION: CPR course certification fee			1,080.00	
	01-201-27-370-200 Public Playgrounds and Rec - Expenses				1,080.00		
		PO 61586	RECREATION: CPR course certification fee			320.00	
	15-286-56-005-000 Recreation Trust Accounts				320.00		1,508.00
ACH	4446 - AMERICAN WEAR UNIFORMS	PO 61668	R090-25 - 6/26/25 RENTAL CLEANING AND MA			720.89	
	01-201-26-300-200 Public Works Administration - Expenses				720.89		720.89
ACH	7408 - ARCOSA MATERIALS HOLDINGS INC.	PO 60136	DPW - ROADS HOT ASPHALT MIX - OFF OF THE			190.27	
	01-201-26-292-200 Roads Department - Expenses				190.27		190.27
ACH	7408 - ARCOSA MATERIALS HOLDINGS INC.	PO 60140	DPW - ROADS HOT ASPHALT MIX - OFF OF THE			164.46	
	01-201-26-292-200 Roads Department - Expenses				164.46		164.46
ACH	7408 - ARCOSA MATERIALS HOLDINGS INC.	PO 60142	DPW - ROADS HOT ASPHALT MIX - OFF OF THE			156.62	
	01-201-26-292-200 Roads Department - Expenses				156.62		156.62
ACH	7408 - ARCOSA MATERIALS HOLDINGS INC.	PO 60146	DPW - ROADS HOT ASPHALT MIX - OFF OF THE			164.46	
	01-201-26-292-200 Roads Department - Expenses				164.46		164.46
ACH	6663 - AT NORTHERN NEW JERSEY LLC	PO 56906	R015-23 DPW-FLEET REPAIR PARTS			16.45	
	01-203-26-315-200 (2024) Vehicle Maintenance - Expenses				16.45		16.45
	110 - ATHENIA MASON SUPPLY, INC.	PO 60932	DPW - ROADS - SUPPLIES FOR CITY HALL FLA			476.00	
	01-201-26-292-200 Roads Department - Expenses				476.00		
		PO 61214	DPW - SEWERS - USED FOR REPAIRING BASINS			1,241.96	
	07-201-26-291-200 Sewer / Storm Systems - Expenses				1,241.96		
		PO 61370	DPW - ROADS - GRINDER BRICKS - METAL - R			269.94	
	01-201-26-292-200 Roads Department - Expenses				269.94		1,987.90
ACH	7186 - ATLAS DESK & OFFICE EQUIPMENT CORP.	PO 60542	R585-24 Bldg Dept - Office Rehab / Acces			3,762.00	
	01-201-22-195-200 Construction Code - Expenses				3,762.00		3,762.00
ACH	7186 - ATLAS DESK & OFFICE EQUIPMENT CORP.	PO 60619	R585-24 Bldg Dept - Office Rehab / Acces			2,860.00	
	01-201-22-195-200 Construction Code - Expenses				2,860.00		2,860.00
ACH	7186 - ATLAS DESK & OFFICE EQUIPMENT CORP.	PO 60620	R585-24 Bldg Dept - Office Rehab / Acces			2,860.00	
	01-201-22-195-200 Construction Code - Expenses				2,860.00		2,860.00
ACH	6859 - BARBARA SAAD	PO 61567	Court: Arabic Interpreting Services			450.00	
	01-201-43-490-200 Municipal Court - Expenses				450.00		450.00
ACH	114 - BENECARD SERVICES, INC.	PO 61670	R594-23 - 2025 Prescription Drug			547,385.85	

	21-201-20-100-000 Employee Group Health				547,385.85		**547,385.85**
	5920 - **BIRDS BEWARE, INC.**	**PO 61693**	**R057-25 - GEESE CONTROL SERVICES JULY**			1,570.00	
	01-201-28-375-200 Maintenance of Parks - Expenses				1,570.00		**1,570.00**
ACH	3706 - **BOSWELL ENGINEERING, INC.**	**PO 61667**	**R090-24 - Weasel Brook Cilvert Section 7**			341.25	
	02-213-40-724-500 Infrastructure				341.25		**341.25**
ACH	3706 - **BOSWELL ENGINEERING, INC.**	**PO 61673**	**R028-25 Plog Brook Culvert Rehab Constru**			1,159.50	
	08-215-55-959-200 Storm Sewer Projects				1,159.50		**1,159.50**
	513 - **BOTANY TV & APPLICANCES, INC.**	**PO 61409**	**FIRE: Refrigerator - Sta. 4**			1,449.00	
	01-201-25-265-200 Fire Department - Expenses				1,449.00		**1,449.00**
ACH	2428 - **BRODART COMPANY**	**PO 61392**	**Req #064-25 & 068-25**			1,228.78	
	26-201-29-390-200 Public Library Expenses				1,228.78		**1,228.78**
	117 - **BRUNO ASSOCIATES, INC.**	**PO 61500**	**CITY MANAGER: GRANT CONSULTANT JUNE 2025**			4,166.66	
	01-201-20-100-200 City Manager - Expenses				4,166.66		**4,166.66**
ACH	2307 - **BUY WISE AUTO PARTS**	**PO 61403**	**DPW-FLEET BATTERIES FOR L2**			683.76	
	01-201-26-315-200 Vehicle Maintenance - Expenses				683.76		**683.76**
	401 - **CABLEVISION SYSTEMS CORP**	**PO 61674**	**7/01/25 - 7/31/25 - Cable for NFIRS Repo**			105.94	
	01-201-31-440-200 Telephone				105.94		**105.94**
	401 - **CABLEVISION SYSTEMS CORP**	**PO 61745**	**7/1/25 - 7/31/25 - DPW account: 07870-45**			96.36	
	01-201-31-440-200 Telephone				96.36		**96.36**
	401 - **CABLEVISION SYSTEMS CORP**	**PO 61746**	**7/1/25 - 7/31/25 - Clifton Account: 0787**			207.24	
	01-201-31-440-200 Telephone				207.24		**207.24**
	401 - **CABLEVISION SYSTEMS CORP**	**PO 61751**	**7/01/25 - 07/31/25 - CPD account: 07870-**			178.73	
	01-201-31-440-200 Telephone				178.73		**178.73**
ACH	119 - **CAMPBELL FOUNDRY COMPANY**	**PO 60275**	**R017-25 Sewer REPLACEMENT OF CRACK AND D**			4,110.80	
	07-201-26-291-200 Sewer / Storm Systems - Expenses				4,110.80		**4,110.80**
ACH	119 - **CAMPBELL FOUNDRY COMPANY**	**PO 61562**	**DPW - SEWERS - STORM SEWER REPLACEMENT +**			4,500.00	
	07-201-26-291-200 Sewer / Storm Systems - Expenses				4,500.00		**4,500.00**
	7385 - **CANON U.S.A INC.**	**PO 61662**	**R013-24 - June Invoices Canon Managed Pr**			72.57	
	01-201-22-195-200 Construction Code - Expenses				72.57		**72.57**
	5205 - **CLIFFHANGER PRODUCTIONS, INC**	**PO 61489**	**RECREATION: Artist for Obser Summer Conc**			3,900.00	

	15-286-56-005-000 Recreation Trust Accounts				3,900.00		**3,900.00**
	2 - **CLIFTON BOARD OF EDUCATION**	**PO 61508**	**FY25 Youth Awareness Hero's and Cool Kid**			8,400.00	
	02-213-40-702-000 Health Department Grant Expenditures				8,400.00		**8,400.00**
	2 - **CLIFTON BOARD OF EDUCATION**	**PO 61532**	**POLICE DEPT: 2025 JR POLICE ACADEMY MEAL**			960.00	
	01-201-25-240-200 Police Department - Expenses				960.00		**960.00**
ACH	1222 - **CLIFTON PUBLIC LIBRARY**	**PO 61603**	**REIMBURSE GENERAL REVENUE**			13,462.20	
	26-201-29-390-200 Public Library Expenses				13,462.20		**13,462.20**
ACH	1026 - **CLIFTON, CITY OF - POLICE**	**PO 61598**	**Traffic Related Duties - Project 24-07**			910.00	
	04-215-55-978-400 Engineering Projects 7947-24				910.00		**910.00**
ACH	1026 - **CLIFTON, CITY OF - POLICE**	**PO 61599**	**Traffic Related Duties - Project 24-06**			2,660.00	
	04-215-55-978-400 Engineering Projects 7947-24				2,660.00		**2,660.00**
ACH	1026 - **CLIFTON, CITY OF - POLICE**	**PO 61631**	**Traffic Related Duties - Project 24-06**			6,300.00	
	04-215-55-978-400 Engineering Projects 7947-24				6,300.00		**6,300.00**
ACH	1026 - **CLIFTON, CITY OF - POLICE**	**PO 61640**	**Traffic Related Duties - Project 24-06**			5,040.00	
	04-215-55-978-400 Engineering Projects 7947-24				5,040.00		**5,040.00**
	6943 - **CMF Business Supplies Inc.**	**PO 60193**	**POLICE DEPT. - PAPER NEEDED TO REPLENISH**			1,595.20	
	01-201-25-240-200 Police Department - Expenses				1,595.20		
		PO 61478	**HEALTH DEPARTMENT: ARTS CENTER**			39.88	
	01-201-28-370-200 Arts Center & Sculpture Park - Expenses				39.88		
		PO 61592	**Tax Collector - OFFICE SUPPLIES**			398.80	
	07-201-26-292-200 Sewer Utility Allocations - Other Exp.				398.80		**2,033.88**
ACH	572 - **COLLIERS ENGINEERING & DESIGN, INC.**	**PO 61665**	**R424-22 - Redevelopment Study - Hoffman**			300.00	
	01-203-20-155-200 (2024) Legal Service - Expenses				300.00		**300.00**
	5701 - **COMMERCIAL INTERIORS DIRECT, INC**	**PO 61308**	**Bldg Dept - Flooring - LVT-ST- HCESC#215**			18,170.73	
	01-201-22-195-200 Construction Code - Expenses				18,170.73		**18,170.73**
ACH	5358 - **COMMERCIAL TECHNOLOGY CONTRACTORS I**	**PO 61686**	**POLICE DEPT: 2025 CTCI EMERGENCY REPAIR**			675.00	
	01-201-25-240-200 Police Department - Expenses				675.00		**675.00**
ACH	5358 - **COMMERCIAL TECHNOLOGY CONTRACTORS I**	**PO 61687**	**POLICE DEPT: 2025 CTCI REPAIR OF SERVE**			1,231.58	
	01-201-25-240-200 Police Department - Expenses				1,231.58		**1,231.58**
ACH	5857 - **CONNOLLY & HICKEY HISTORICAL ARCHITECTS,**	**PO 61630**	**Morris Canal Drainage Improvement Projec**			2,110.00	
	02-213-40-700-000 Engineering Dept. Grant Expenditures				2,110.00		**2,110.00**
	2489 - **CONTINENTAL FIRE & SAFETY, INC.**	**PO 61149**	**HAZMAT: EQUIPMENT SUPPLIES**			977.52	

	01-201-42-490-200 Interlocal Service - Haz Mat				977.52		977.52
	648 - CoreLogic Real Estate Tax Serv	PO 61128	Tax overpayment - B 2.08 L 24			1,786.56	
	01-205-55-000-001 TAX OVERPAYMENTS				1,786.56		
		PO 61574	R324-25- Tax Refund for Exempt Vet B 3.			3,042.83	
	01-205-55-000-001 TAX OVERPAYMENTS				3,042.83		4,829.39
	422 - COSTCO MEMBERSHIP	PO 61505	RECREATION: 2025 Membership Renewal			207.92	
	01-201-27-370-200 Public Playgrounds and Rec - Expenses				207.92		207.92
ACH	6057 - COVERALL NORTH AMERICA, INC.	PO 61589	R089-25 -ARTS CENTER: JULY INVOICE			825.00	
	01-201-28-370-200 Arts Center & Sculpture Park - Expenses				825.00		825.00
ACH	7452 - Cross Country Bergen LLC	PO 61427	DPW-FLEET REPAIRS TO P.D. MOTORCYCLE			2,039.98	
	01-201-26-315-200 Vehicle Maintenance - Expenses				2,039.98		2,039.98
ACH	7452 - Cross Country Bergen LLC	PO 61429	DPW-FLEET SERVICE ON P.D. MOTORCYCLE			262.48	
	01-201-26-315-200 Vehicle Maintenance - Expenses				262.48		262.48
ACH	6753 - CRYSTAL RODRIGUEZ	PO 61597	R295-24: 6/2/2025-6/13/2025 SERVICES			2,374.75	
	02-213-40-702-000 Health Department Grant Expenditures				2,374.75		2,374.75
ACH	6753 - CRYSTAL RODRIGUEZ	PO 61608	R295-24: 6/17/25 - 6/29/25 SERVICES			2,404.94	
	02-213-40-702-000 Health Department Grant Expenditures				2,404.94		2,404.94
ACH	160 - D & F AUTOMOTIVE	PO 61379	DPW-FLEET REPAIR PARTS			156.19	
	01-201-26-315-200 Vehicle Maintenance - Expenses				156.19		156.19
ACH	5491 - DeBLOCK ENVIRONMENTAL SERVICES	PO 61611	Class C-4 Collection System Operator Ser			1,000.00	
	07-201-26-291-200 Sewer / Storm Systems - Expenses				1,000.00		1,000.00
	7276 - DIFRANCESCO, BATEMAN, KUNZMAN, DAVIS, LE	PO 61680	May Legal Services R214-25			5,827.50	
	01-201-20-105-200 Personnel - Expenses				5,827.50		5,827.50
	844 - DRAEGER INC.	PO 57429	POLICE DEPT- DDEF GRANT 10/09/2024 ALCOT			532.75	
	02-213-40-705-000 Police Department Grant Expenditures				532.75		532.75
ACH	683 - DUJETS CORPORATION	PO 61406	DPW-FLEET REPAIR PARTS FOR BANDIT STUMP			915.55	
	01-201-26-315-200 Vehicle Maintenance - Expenses				915.55		915.55
ACH	462 - ECONOMY PAPER & RESTAURANT SUPPLY	PO 61658	HEALTH: ANIMAL CONTROL PAPER TOWEL ROLLS			179.12	
					179.12		179.12
ACH	7416 - EDUCATED COMMUNITIES HELP OTHERS (ECHO)	PO 61297	CITY COUNCIL: 4/15/2025 CM-4 AD JOURNAL			150.00	
					150.00		150.00

ACH	133 - **EMSL ANALYTICAL, INC.**		**PO 61578**	**R013-25- HEALTH: LEAD DWELLING INSPECTIO**			986.70	
	15-286-56-028-000	Lead-Based Paint Inspections			986.70			**986.70**
ACH	133 - **EMSL ANALYTICAL, INC.**		**PO 61579**	**R013-25- HEALTH: LEAD DWELLING INSPECTIO**			589.50	
	15-286-56-028-000	Lead-Based Paint Inspections			589.50			**589.50**
ACH	5279 - **ENTERPRISE FM TRUST**		**PO 61700**	**R38-23 - July 2025 Fleet Maintenance Lea**			120.84	
			PO 61700	**R38-23 - July 2025 Fleet Maintenance Lea**	120.84		36,975.41	
	01-201-31-458-200	Purchase/Lease Autos			34,134.95			
	01-201-22-195-200	Construction Code - Expenses			2,840.46			**37,096.25**
	4149 - **ENVELOPES & PRINTED PRODUCTS, INC.**		**PO 61094**	**HEALTH: ANIMAL CONTROL**			240.00	
	01-201-27-330-200	Health and Welfare - Expenses			240.00			**240.00**
ACH	7397 - **FieldTurf USA Inc**		**PO 61606**	**R130-25 RECREATION: Tennis Court Reconst**			280,421.59	
	04-215-55-978-700	Recreation Projects 7947-24			280,421.59			**280,421.59**
ACH	7397 - **FieldTurf USA Inc**		**PO 61607**	**R130-25 RECREATION: Tennis Court Reconst**			12,740.00	
	04-215-55-978-700	Recreation Projects 7947-24			12,740.00			**12,740.00**
ACH	7397 - **FieldTurf USA Inc**		**PO 61696**	**R130-25 RECREATION: RELEASE Tennis Court**			7,500.00	
	04-215-55-978-700	Recreation Projects 7947-24			7,500.00			**7,500.00**
	6731 - **FIG 20 LLC**		**PO 61384**	**Tax Lien Redemption B# 18.12 L#**			800.00	
			PO 61384	**Tax Lien Redemption B# 18.12 L#**	800.00		2,086.64	
			PO 61385	**Tax Lien Redemption B# 4.02 L# 25 ce**	2,086.64		600.00	
			PO 61385	**Tax Lien Redemption B# 4.02 L# 25 ce**	600.00		1,540.75	
			PO 61387	**Tax Lien Redemption B# 21.02 L#**	1,540.75		600.00	
			PO 61387	**Tax Lien Redemption B# 21.02 L#**	600.00		1,183.87	
			PO 61388	**Tax Lien Redemption B# 26.01 L# 18**	1,183.87		700.00	
			PO 61388	**Tax Lien Redemption B# 26.01 L# 18**	700.00		1,377.32	
					1,377.32			**8,888.58**
	6731 - **FIG 20 LLC**		**PO 61446**	**Tax Lien Redemption B# 23.02 L# 34**			600.00	
			PO 61446	**Tax Lien Redemption B# 23.02 L# 34**	600.00		868.80	
			PO 61447	**Tax Lien Redemption B# 2.05 L# 12**	868.80		861.28	
			PO 61447	**Tax Lien Redemption B# 2.05 L# 12**	861.28		600.00	
			PO 61448	**Tax Lien Redemption B# 24.09 L# 9**	600.00		1,168.79	
					1,168.79			

		PO 61448	Tax Lien Redemption	B# 24.09	L# 9	600.00	600.00	
		PO 61449	Tax Lien Redemption	B# 12.19	L# 13	600.00	600.00	
		PO 61449	Tax Lien Redemption	B# 12.19	L# 13	685.09	685.09	5,983.96
	6731 - **FIG 20 LLC**	PO 61450	Tax Lien Redemption	B# 4.07	L# 30	600.00	600.00	
		PO 61450	Tax Lien Redemption	B# 4.07	L# 30	1,399.47	1,399.47	
		PO 61452	Tax Lien Redemption	B# 9.13	L# 12	600.00	600.00	
		PO 61452	Tax Lien Redemption	B# 9.13	L# 12	947.21	947.21	
		PO 61453	Tax Lien Redemption	B# 17.10	L# 9	600.00	600.00	
		PO 61453	Tax Lien Redemption	B# 17.10	L# 9	1,003.66	1,003.66	
		PO 61454	Tax Lien Redemption	B# 20.18	L# 2	2,042.53	2,042.53	
		PO 61454	Tax Lien Redemption	B# 20.18	L# 2	800.00	800.00	7,992.87
	6731 - **FIG 20 LLC**	PO 61455	Tax Lien Redemption	B# 26.05	L#	600.00	600.00	
		PO 61455	Tax Lien Redemption	B# 26.05	L#	1,019.21	1,019.21	
		PO 61456	Tax Lien Redemption	B# 28.02	L# 1.	617.76	617.76	
		PO 61456	Tax Lien Redemption	B# 28.02	L# 1.	600.00	600.00	
		PO 61553	Tax Lien Redemption	B# 28.02	L# 1.	548.63	548.63	
		PO 61553	Tax Lien Redemption	B# 28.02	L# 1.	600.00	600.00	3,985.60
	6820 - **Fire and Security technologies**	PO 61509	FIRE: Fire Extinguisher Maintenance & Re			426.00	426.00	
	01-201-25-265-200 Fire Department - Expenses							**426.00**
ACH	136 - **FOLEY, INC.**	PO 61148	DPW - FLEET DIAGNOSTIC AND SERVICE INFOR				1,550.00	
	01-201-26-315-200 Vehicle Maintenance - Expenses					1,550.00		**1,550.00**
ACH	7446 - **FOX PRESS LLC**	PO 61118	CASA: PROGRAM SUPPLIES				4,495.50	
	02-213-40-702-000 Health Department Grant Expenditures					4,495.50		**4,495.50**
ACH	6840 - **French & Parrello Associates,PA**	PO 59997	R146-25 RECREATION: BLANKET PO Engineeri				7,166.25	
	02-213-40-707-000 Recreation Department Grant Expenditures					7,166.25		**7,166.25**
	6242 - **GLIA Group LLC**	PO 61386	Tax Lien Redemption	B# 1.02	L# 1	900.00	900.00	
		PO 61386	Tax Lien Redemption	B# 1.02	L# 1	2,439.72	2,439.72	**3,339.72**

ACH	183 - **GRAINGER**		**PO 61475**	**R208-25-HEALTH: BOTANY OFFICE CARBON MON**		309.81	
	01-201-27-330-200	Health and Welfare - Expenses			309.81		**309.81**
ACH	183 - **GRAINGER**		**PO 61510**	**FIRE: R208-25 Janitorial Supplies - NJ S**		129.93	
	01-201-25-265-200	Fire Department - Expenses			129.93		**129.93**
ACH	183 - **GRAINGER**		**PO 61511**	**FIRE: R208-25 Absorbent - NJ State Contr**		962.50	
	01-201-25-265-200	Fire Department - Expenses			962.50		**962.50**
ACH	183 - **GRAINGER**		**PO 61587**	**HEALTH: BOTANY OFFICE CARBON MONOXIDE AL**		35.68	
	01-201-27-330-200	Health and Welfare - Expenses			35.68		**35.68**
ACH	183 - **GRAINGER**		**PO 61593**	**FIRE: R208-25 Janitorial Supplies - NJ S**		113.88	
	01-201-25-265-200	Fire Department - Expenses			113.88		**113.88**
ACH	6948 - **GREENMAN-PEDERSEN, INC.**		**PO 61661**	**R278-24: NJDOT SRTS 2022 Christopher Co**		6,077.19	
	04-215-55-959-900	Administrative Cost 7471-18			6,077.19		**6,077.19**
	1186 - **HIGHLAND MANOR CONDOMINIUMS**		**PO 61092**	**2024 Municipal Reimbursement #20**		3,428.57	
	01-203-26-325-200	(2024) Condo Services Act - Expenses			3,428.57		**3,428.57**
	115 - **HORIZON BLUE CROSS & BLUE SHIELD OF**		**PO 61569**	**R596-23 July 2025 Dental Insurance Premi**		30,005.50	
	21-201-20-100-000	Employee Group Health			30,005.50		**30,005.50**
	115 - **HORIZON BLUE CROSS & BLUE SHIELD OF**		**PO 61675**	**R592-24 - May 2025 Group Insurance Admin**		43,805.89	
	21-201-20-100-000	Employee Group Health			43,805.89		**43,805.89**
ACH	6427 - **HR Managing Group, LLC**		**PO 61609**	**07661 - 21 - LEASE - 207 PARKER AVENUE -**		5,779.16	
	01-201-27-330-200	Health and Welfare - Expenses			5,779.16		**5,779.16**
	7467 - **HUBERT MARSZALEK**		**PO 61688**	**FIRE: Reimburse for Dwelling Inspection**		100.00	
	01-192-08-105-000	FEES AND PERMITS			100.00		**100.00**
	6950 - **HUDSON COUNTY MOTORS INC.**		**PO 61313**	**DPW-FLEET REPAIR PARTS FOR E2**		671.96	
	01-201-26-315-200	Vehicle Maintenance - Expenses			671.96		**671.96**
ACH	6492 - **IMMEDICENTER TOTOWA**		**PO 61571**	**R151-25 Medical Exams**		370.00	
	01-201-20-105-200	Personnel - Expenses			370.00		**370.00**
ACH	6492 - **IMMEDICENTER TOTOWA**		**PO 61573**	**R151-25 Medical Exams**		270.00	
	01-201-20-105-200	Personnel - Expenses			270.00		**270.00**
ACH	465 - **JEN ELECTRIC, INC.**		**PO 61527**	**R258-23 - POLICE DEPT. 5/29/25 EMERGENC**		667.00	
	01-203-25-240-200	(2024) Police Department - Expenses			667.00		**667.00**

ACH	1113 - **JERSEY ELEVATOR COMPANY, INC.**	**PO 61695**	**DPW - FACILITIES - MONTHLY MAINTENANCE O**		839.42	
	01-201-26-290-200 Building Department (DPW) - Expenses			839.42		**839.42**
	3612 - **JOHN GARCIA CONSTRUCTION CO.**	**PO 61632**	**R124-25 On Call Emergency Tree Removal &**		5,680.40	
	07-201-26-291-600 Emergency Repairs			5,680.40		**5,680.40**
	3203 - **JOHNNY ON THE SPOT LLC**	**PO 61633**	**REC: RELEASE Port-a-John for Parks/Field**		787.56	
	15-286-56-005-000 Recreation Trust Accounts			787.56		
		PO 61634	**RECREATION: RELEASE Port-a-John for Year**		65.63	
	01-201-27-370-200 Public Playgrounds and Rec - Expenses			65.63		
		PO 61634	**RECREATION: RELEASE Port-a-John for Year**		262.52	
	15-286-56-005-000 Recreation Trust Accounts			262.52		**1,115.71**
	6993 - **JOSEPH BADIS**	**PO 61431**	**DPW - FACILITIES- REPLACE ELECTRICAL PAN**		2,473.88	
	01-201-26-290-200 Building Department (DPW) - Expenses			2,473.88		**2,473.88**
ACH	594 - **KEV SECURITY, INC.**	**PO 61650**	**DPW - ADMINISTRATION SECURITY CARDS FOR**		38.75	
	01-201-26-300-200 Public Works Administration - Expenses			38.75		**38.75**
	7214 - **LADDEY, CLARK & RYAN LLP**	**PO 61575**	**R038-25 - Investigation (May/June 2025)**		860.00	
	01-201-20-105-200 Personnel - Expenses			860.00		**860.00**
	345 - **LANGUAGE LINE SERVICES**	**PO 61582**	**HEALTH: JUNE 2025 LANGUAGE LINE SERVICES**		348.50	
	02-213-40-702-000 Health Department Grant Expenditures			348.50		**348.50**
ACH	260 - **LAURA A. CARUCCI**	**PO 61576**	**Planning Board Court Reporting Services**		275.00	
	01-201-21-180-200 Zoning and Planning - Expenses			275.00		**275.00**
	7427 - **LEGACY TREATMENT SERVICES**	**PO 61300**	**POLICE DEPT: Bergen County Tele-Communic**		125.00	
	01-201-25-240-200 Police Department - Expenses			125.00		**125.00**
	712 - **LERCH, VINCI & BLISS, LLP**	**PO 61718**	**Professional Services - June Budget**		1,480.00	
	01-201-20-135-200 Auditing Expense			1,480.00		**1,480.00**
	6389 - **LOUISA LAM**	**PO 61601**	**Court: Mandarin Interpreting Services**		240.00	
	01-201-43-490-200 Municipal Court - Expenses			240.00		**240.00**
ACH	6819 - **MARIE LUPO**	**PO 61596**	**HEALTH: PROFESSIONAL SERVICES RENDERED F**		160.00	
	02-213-40-702-000 Health Department Grant Expenditures			160.00		**160.00**
ACH	4018 - **MARRONE PEST MANAGEMENT SERVICES LLC**	**PO 61556**	**DPW - FACILITIES - EXTRA SERVICES AT FIR**		275.00	
	01-201-26-290-200 Building Department (DPW) - Expenses			275.00		**275.00**
ACH	4018 - **MARRONE PEST MANAGEMENT SERVICES LLC**	**PO 61671**	**HEALTH: MARRONE PEST CONTROL MONTHLY SER**		110.00	
	01-201-27-330-200 Health and Welfare - Expenses			110.00		**110.00**

5876 - **MAYDA E. LYON**	**PO 61471**	**Court: Turkish Interpreting Services**		240.00		
01-201-43-490-200 Municipal Court - Expenses			240.00			**240.00**
5901 - **MELIHA SHIU PIHURA**	**PO 61595**	**Court: Serbian Interpreting Services**		220.00		
01-201-43-490-200 Municipal Court - Expenses			220.00			**220.00**
637 - **MGL FORMS-SYSTEMS, LLC**	**PO 61437**	**Tax Collector - 2025 3rd quarter Estimat**		1,460.00		
01-201-20-150-200 Tax Collector - Expenses			1,460.00			**1,460.00**
6598 - **MICHAEL BERTELLI**	**PO 61638**	**HEALTH DEPARTMENT: ARTS CENTER**		78.00		
01-201-28-370-200 Arts Center & Sculpture Park - Expenses			78.00			**78.00**
1082 - **MIRION TECHNOLOGIES (GDS), INC.**	**PO 60948**	**HEALTH: RADIATION BADGES**		2,119.32		
01-201-27-330-200 Health and Welfare - Expenses			2,119.32			**2,119.32**
402 - **MMSGS**	**PO 61164**	**HEALTH:PEDIACTRIC EPI-PEN FOR CLINIC 202**		385.71		
01-201-27-330-200 Health and Welfare - Expenses			385.71			
	PO 61401	**HEALTH: LANCET SAFTEY PUSH BUTTON 2025**		59.01		
02-213-40-702-000 Health Department Grant Expenditures			59.01			
	PO 61490	**R354-24 -HEALTH: TEST KITS FOR LEAD CARE**		496.53		
02-213-40-702-000 Health Department Grant Expenditures			496.53			**941.25**
5361 - **MODERN OFFICE SYSTEMS, LLC**	**PO 60071**	**POLICE DEPT. - HANGING FOLDER FOR SPECIA**		265.00		
01-201-25-240-200 Police Department - Expenses			265.00			**265.00**
272 - **NATIONAL FUEL OIL INC**	**PO 61628**	**R579-24 - DPW - DIESEL FUEL**		11,934.68		
01-201-31-460-200 Gasoline			11,934.68			**11,934.68**
3114 - **NATIONAL TACTICAL OFFICES ASSOC**	**PO 59955**	**POLICE DEPT - Managing Critical Incident**		239.00		
01-201-25-240-200 Police Department - Expenses			239.00			**239.00**
3114 - **NATIONAL TACTICAL OFFICES ASSOC**	**PO 59957**	**POLICE DEPT - Supervising Patrol Critica**		311.00		
01-201-25-240-200 Police Department - Expenses			311.00			**311.00**
3114 - **NATIONAL TACTICAL OFFICES ASSOC**	**PO 59966**	**POLICE - Supervising Patrol Critical Inc**		311.00		
01-201-25-240-200 Police Department - Expenses			311.00			**311.00**
ACH 215 - **NEGLIA ENGINEERING ASSOCIATES**	**PO 61559**	**Developers Escrow Project**		8,167.68		
12-286-56-851-000 Developer Escrows			1,062.50			
12-286-56-851-000 Developer Escrows			230.00			
12-286-56-851-000 Developer Escrows			435.00			
12-286-56-851-000 Developer Escrows			665.18			
12-286-56-851-000 Developer Escrows			1,210.00			
12-286-56-851-000 Developer Escrows			1,265.00			
12-286-56-851-000 Developer Escrows			230.00			
12-286-56-851-000 Developer Escrows			2,610.00			
12-286-56-851-000 Developer Escrows			460.00			**8,167.68**

ACH	215 - **NEGLIA ENGINEERING ASSOCIATES**	**PO 61594**	**Developers Escrow Project**			689.50	
	12-286-56-851-000 Developer Escrows			689.50			**689.50**
	1381 - **NEW JERSEY - DEPT. OF TREASURY**	**PO 61604**	**Annual Site Remediation Permit Fee - Nas**			575.00	
	04-215-55-973-700 Recreation Projects 7740-22			575.00			**575.00**
	730 - **NEW JERSEY MOTOR VEHICLE COMM.**	**PO 61706**	**DPW - FLEET - FIRE DEPT NEW VEHICLE TITL**			60.00	
	01-201-26-290-200 Building Department (DPW) - Expenses			60.00			**60.00**
	730 - **NEW JERSEY MOTOR VEHICLE COMM.**	**PO 61707**	**DPW - FLEET - FIRE DEPT NEW VEHICLE TITL**			60.00	
	01-201-26-290-200 Building Department (DPW) - Expenses			60.00			**60.00**
	6466 - **NEW JERSEY SOCIETY FOR PUBLIC HEALTH EDU**	**PO 61566**	**HEALTH: NJSOPHE MEMBERSHIP**			65.00	
	01-201-27-330-200 Health and Welfare - Expenses			65.00			**65.00**
	870 - **NEW JERSEY STATE TREASURER**	**PO 61642**	**Clerk's Office - Marriage Report - 2nd Q**			3,900.00	
	01-270-55-000-001 DUE TO STATE N.J.			3,900.00			**3,900.00**
	6551 - **NJ IAAI**	**PO 61253**	**NJIAAI Trainining Course**			50.00	
				50.00			**50.00**
	5948 - **NUTRIEN AG SOLUTIONS, INC.**	**PO 61318**	**DPW - GROUNDS - FOR PARKS AND GROUNDS**			1,080.00	
	01-201-28-375-200 Maintenance of Parks - Expenses			1,080.00			**1,080.00**
ACH	797 - **ONE CALL CONCEPTS, INC.**	**PO 61669**	**DPW - SEWER STREET MARK OUTS FOR SEWER U**			668.80	
	07-201-31-455-200 Sewer Fees			668.80			**668.80**
	6882 - **ONLINE INFORMATION SERVICES INC.**	**PO 61639**	**Criminal Reports**			35.00	
	16-289-56-081-000 Section 8 Spending Reserves			35.00			**35.00**
	167 - **P S E & G**	**PO 61783**	**April 2025 - Current Charges - Acct 13 0**			30,063.98	
	01-201-31-430-200 Electricity			29,715.77			
	01-201-31-435-200 Street Lighting			348.21			**30,063.98**
	5818 - **Parts Authority LLC**	**PO 61402**	**DPW-FLEET REPAIR PARTS**			760.13	
	01-201-26-315-200 Vehicle Maintenance - Expenses			760.13			**760.13**
	162 - **PASSAIC VALLEY WATER COMMISSION**	**PO 61503**	**HEALTH: PASSAIC VALLEY WATER COMMISSION**			316.23	
	01-201-27-330-200 Health and Welfare - Expenses			316.23			**316.23**
	1313 - **PAUL COWIE & ASSOCIATES**	**PO 52212**	**2023 NJDOT CURB & SIDEWALK IMPROVEMENTS**			2,150.00	
	04-215-55-973-400 Engineering Projects 7740-22			2,150.00			**2,150.00**
ACH	6604 - **PIONEER MANUFACTURING COMPANY INC**	**PO 61320**	**DPW-FLEET REPAIR PARTS FOR FIELD STRIPIN**			211.34	

	01-201-26-315-200 Vehicle Maintenance - Expenses				211.34		**211.34**
ACH	212 - **PRECISION COMPUTER OF FORT LEE, INC**	**PO 61348**	**R532-24-MIS Dept. new equipment - Depart**			938.35	
	08-215-55-957-100 Technology Upgrades 7935-24				938.35		**938.35**
ACH	212 - **PRECISION COMPUTER OF FORT LEE, INC**	**PO 61445**	**R532-24-MIS Dept. Tenable Nessus pro sca**			7,940.00	
	01-201-20-140-200 Management Info Systems - Expenses				7,940.00		**7,940.00**
ACH	7424 - **Procomm Systems Inc.**	**PO 60818**	**FIRE: Cradle Point Installations-Freeman**			7,363.72	
	04-215-55-971-300 Fire Dept. Improvements 2021				7,363.72		**7,363.72**
ACH	5866 - **PSG NJ LLC**	**PO 61439**	**R263-25-MIS Dept. Phone equipment Extrem**			12,644.26	
	04-215-55-977-100 Technology Upgrades City Wide				12,644.26		**12,644.26**
ACH	5866 - **PSG NJ LLC**	**PO 61440**	**R263-25-MIS Dept. Phone system - Calero**			3,960.00	
	04-215-55-977-100 Technology Upgrades City Wide				3,960.00		**3,960.00**
ACH	169 - **RACHLES/MICHELE'S OIL CO., INC.**	**PO 61627**	**R578-24 - UNLEADED GASOLINE**			19,621.32	
	07-201-26-292-200 Sewer Utility Allocations - Other Exp.				19,621.32		
		PO 61627	**R578-24 - UNLEADED GASOLINE**			26,113.87	
	01-201-31-460-200 Gasoline				26,113.87		**45,735.19**
ACH	169 - **RACHLES/MICHELE'S OIL CO., INC.**	**PO 61705**	**R578-24 - UNLEADED GASOLINE**			2,108.43	
	07-201-26-292-200 Sewer Utility Allocations - Other Exp.				2,108.43		**2,108.43**
	5874 - **Rajeh A. Saadeh**	**PO 61622**	**Court: Acting Prosecutor - POAA**			300.00	
	15-286-56-002-000 Municpal Court				300.00		**300.00**
	6857 - **RC FITNESS LLC**	**PO 61484**	**RECREATION: Instructor payment for EVOLV**			270.00	
	15-286-56-005-000 Recreation Trust Accounts				270.00		**270.00**
ACH	4951 - **REDICARE, LLC**	**PO 61636**	**June 2025 Service of First Aid Package**			68.00	
	01-201-20-105-200 Personnel - Expenses				68.00		**68.00**
ACH	4951 - **REDICARE, LLC**	**PO 61672**	**DPW - FACILITIES - JUNE FIRST AID SUPPLI**			75.00	
	01-201-26-290-200 Building Department (DPW) - Expenses				75.00		**75.00**
	7404 - **Renae Patti**	**PO 60714**	**RECREATION: Summer Camp Show on 8/1/25**			350.00	
	15-286-56-005-000 Recreation Trust Accounts				350.00		**350.00**
ACH	3255 - **RENDEX, INC.**	**PO 61477**	**FY25 Community Awareness Volunteer Award**			129.91	
	02-213-40-702-000 Health Department Grant Expenditures				129.91		**129.91**
	1295 - **ROEDA , INC.**	**PO 61106**	**DPW - ROADS - NO PARKING SIGNS FOR STOCK**			5,675.00	
	01-201-26-292-200 Roads Department - Expenses				5,675.00		**5,675.00**

ACH	2605 - ROMANSKI, ROBIN	PO 61481	RECREATION: Instructor payment for Adult			300.00	
	01-201-27-370-200 Public Playgrounds and Rec - Expenses			300.00			
		PO 61481	RECREATION: Instructor payment for Adult			165.00	
	15-286-56-005-000 Recreation Trust Accounts			165.00			465.00
	1256 - ROSANDO FENCE CO.	PO 61007	DPW - SEWER - INSTALLING GRATE TO GET TO			341.51	
	07-201-26-291-200 Sewer / Storm Systems - Expenses			341.51			341.51
	1205 - SANDALWOOD VILLAGE	PO 61090	2024 Municipal Reimbursement #30			9,224.60	
	01-203-26-325-200 (2024) Condo Services Act - Expenses			9,224.60			9,224.60
ACH	7149 - SCURA WIGFIELD HEYER STEVENS AND CAMMARO	PO 61685	Legal Services			1,837.50	
	01-201-20-105-200 Personnel - Expenses			1,837.50			1,837.50
ACH	7058 - SNAP-ON INCORPORATED	PO 61144	DPW-FLEET YEARLY SUBSCRIPTION FOR SNAP-O			2,868.00	
	01-201-26-315-200 Vehicle Maintenance - Expenses			2,868.00			2,868.00
	4984 - ST GEORGE'S FLORIST	PO 60843	CITY MANAGER: SYMPATHY ARRANGEMENT - EDW			100.00	
	01-203-20-100-200 (2024) City Manager - Expenses			100.00			100.00
ACH	2440 - SUBURBAN DISPOSAL, INC.	PO 61758	R060-23 - July 2025 Invoice - Collection			749,500.00	
	01-201-32-465-200 Sanitation - Contractual - Expenses			749,500.00			749,500.00
ACH	175 - Symetra Life Insurance Company	PO 61666	July 2025 Insurance Policy			1,793.15	
	21-201-20-100-000 Employee Group Health			1,793.15			1,793.15
ACH	1789 - TELVUE CORPORATION	PO 61367	CableTv - Controller equipment Video Ser			9,455.00	
	04-215-55-977-100 Technology Upgrades City Wide			9,455.00			9,455.00
ACH	5407 - THE FUEL OX LLC	PO 61432	DPW - FLEET - FOR D.E.F.			628.48	
	01-201-26-315-200 Vehicle Maintenance - Expenses			628.48			628.48
ACH	3149 - THE NELROD COMPANY	PO 61641	FYB January 2026 Annual Plan - 2nd Invoi			1,284.00	
	16-289-56-081-000 Section 8 Spending Reserves			1,284.00			1,284.00
ACH	2223 - THE OFFICE CONCEPTS GROUP	PO 61245	Court: Office Supplies			1,774.81	
	01-201-43-490-200 Municipal Court - Expenses			1,774.81			1,774.81
	5582 - THEODORE CONSTANDELIS, D.D.S.	PO 61542	RR595-24-HEALTH: 2025 DENTAL CLINIC SERV			280.00	
	01-201-27-330-200 Health and Welfare - Expenses			280.00			280.00
ACH	958 - THOMAS A. HAWRYLKO, SR	PO 61514	Advertising for 2025 Annual Recruitment			900.00	
	01-201-20-105-200 Personnel - Expenses			900.00			900.00
ACH	958 - THOMAS A. HAWRYLKO, SR	PO 61648	HEALTH: AD FOR JULY 2025 SUN SAFETY			700.00	

	01-201-27-330-200 Health and Welfare - Expenses				700.00		**700.00**
	5100 - **TIGRIS AQUATIC SERVICES LLC**	**PO 61694**	**DPW - GROUNDS - 7/1/25 POND SERVICES FOR**			1,358.33	
	01-201-28-375-200 Maintenance of Parks - Expenses				1,358.33		**1,358.33**
ACH	320 - **TILCON NEW YORK, INC.**	**PO 60322**	**DPW - ROADS - ASPHALT MATERIALS FOR POTH**			228.75	
	01-201-26-292-200 Roads Department - Expenses				228.75		**228.75**
ACH	320 - **TILCON NEW YORK, INC.**	**PO 60323**	**DPW - ROADS - ASPHALT MATERIALS FOR POTH**			165.91	
	01-201-26-292-200 Roads Department - Expenses				165.91		**165.91**
ACH	320 - **TILCON NEW YORK, INC.**	**PO 60324**	**DPW - ROADS - ASPHALT MATERIALS FOR POTH**			173.32	
	01-201-26-292-200 Roads Department - Expenses				173.32		**173.32**
ACH	320 - **TILCON NEW YORK, INC.**	**PO 60328**	**DPW - ROADS - ASPHALT MATERIALS FOR POTH**			166.63	
	01-201-26-292-200 Roads Department - Expenses				166.63		**166.63**
ACH	320 - **TILCON NEW YORK, INC.**	**PO 60329**	**DPW - ROADS - ASPHALT MATERIALS FOR POTH**			155.81	
	01-201-26-292-200 Roads Department - Expenses				155.81		**155.81**
ACH	320 - **TILCON NEW YORK, INC.**	**PO 60330**	**DPW - ROADS - ASPHALT MATERIALS FOR POTH**			217.73	
	01-201-26-292-200 Roads Department - Expenses				217.73		**217.73**
ACH	320 - **TILCON NEW YORK, INC.**	**PO 61009**	**DPW - ROADS - ASPHALT MATERIALS FOR POTH**			174.14	
	01-201-26-292-200 Roads Department - Expenses				174.14		**174.14**
	6123 - **TIMOTHY S.KOWAL**	**PO 61583**	**HEALTH: CLIA LICENSE - LEAD GRANT**			248.00	
	02-213-40-702-000 Health Department Grant Expenditures				248.00		**248.00**
ACH	7102 - **Tonsa Automotive Inc.**	**PO 61531**	**DPW-FLEET REFRIGERANT FOR VEHICLE AIR CO**			965.50	
	01-201-26-315-200 Vehicle Maintenance - Expenses				965.50		**965.50**
	7459 - **TOVA A. FELDER**	**PO 61494**	**CITY MANAGER: ADVERTISING FOR FIREWORKS**			250.00	
	15-286-56-007-000 Civic Events				250.00		**250.00**
	7298 - **TOWACO ASSOCIATES INC**	**PO 61539**	**POLICE DEPT - GAS FOR MOTORCYCLES 2025**			249.76	
	01-201-25-240-200 Police Department - Expenses				249.76		**249.76**
	1089 - **TRANE U.S., INC.**	**PO 61570**	**R423-24 DPW - FACILITIES MAINTENANCE HVA**			8,000.25	
	01-203-26-290-200 (2024) Building Department (DPW) - Expenses				8,000.25		**8,000.25**
ACH	5414 - **TRIONAID ASSOCIATES, INC**	**PO 61679**	**Background Checks**			90.00	
	01-201-20-105-200 Personnel - Expenses				90.00		**90.00**
	5386 - **TRYSTONE CAPITAL ASSETS LLC**	**PO 61389**	**Tax Lien Redemption**	**B# 84.01 L# 1**		1,900.00	

					1,900.00		
		PO 61389	Tax Lien Redemption B# 84.01 L# 1		5,126.91	5,126.91	
					5,126.91		7,026.91
ACH	6509 - UGI ENERGY SERVICES, LLC	PO 61759	May 2025 - Utilities			1,863.62	
	01-201-31-430-200 Electricity				1,863.62		1,863.62
	3214 - ULINE, INC.	PO 61213	DPW - GROUNDS - FOR PARKS AND GROUNDS			1,456.20	
	01-201-28-375-200 Maintenance of Parks - Expenses				1,456.20		
		PO 61213	DPW - GROUNDS - FOR PARKS AND GROUNDS			1,062.96	
	02-213-40-706-000 Public Works Grant Expenditures				1,062.96		2,519.16
	942 - UNO CHICAGO GRILL	PO 61483	RECREATION: Instructor payment for Make			127.00	
	15-286-56-005-000 Recreation Trust Accounts				127.00		127.00
ACH	348 - V.E. RALPH & SON, INC.	PO 61577	FIRE: R354-24 Procurement of Medical and			237.60	
	01-201-25-265-200 Fire Department - Expenses				237.60		237.60
ACH	348 - V.E. RALPH & SON, INC.	PO 61610	FIRE: R354-24 Procurement of Medical and			2,231.56	
	01-201-25-265-200 Fire Department - Expenses				2,231.56		2,231.56
ACH	348 - V.E. RALPH & SON, INC.	PO 61635	FIRE: R354-24 Procurement of Medical and			20.96	
	01-201-25-265-200 Fire Department - Expenses				20.96		20.96
ACH	348 - V.E. RALPH & SON, INC.	PO 61699	FIRE: R354-24 Procurement of Medical and			134.16	
	01-201-25-265-200 Fire Department - Expenses				134.16		134.16
	2112 - VERIZON COMMUNICATIONS INC.	PO 61752	6/25/25 - 7/24/25 - CPD Account# 151-742			129.99	
	01-201-31-440-200 Telephone				129.99		
		PO 61753	6/25/25 - 7/24/25 - Animal Center Accoun			299.00	
	01-201-31-440-200 Telephone				299.00		
		PO 61754	6/28/25 - 7/27/25 - Art Center Account#			304.98	
	01-201-31-440-200 Telephone				304.98		733.97
	179 - VERIZON WIRELESS	PO 61756	5/22/25 - 6/21/25 - Clifton Police accou			6,110.67	
	01-201-31-440-200 Telephone				6,110.67		6,110.67
ACH	387 - W. B. MASON CO, INC.	PO 61351	R242-24 POLICE - CHIEF OFFICE SUPPLIES &			141.61	
	01-201-25-240-200 Police Department - Expenses				141.61		141.61
ACH	387 - W. B. MASON CO, INC.	PO 61353	R206-25 Bldg Dept - Bankers Boxes #S1536			90.06	
	01-201-22-195-200 Construction Code - Expenses				90.06		90.06
ACH	387 - W. B. MASON CO, INC.	PO 61372	R206-25 - HEALTH: OFFICE FURNITURE - LEA			837.99	
	15-286-56-028-000 Lead-Based Paint Inspections				837.99		837.99
ACH	387 - W. B. MASON CO, INC.	PO 61374	R206-25 HEALTH: SUPPLIES FOR GRANT PURCH			1,490.49	

	02-213-40-702-000 Health Department Grant Expenditures			1,490.49		**1,490.49**
ACH	387 - **W. B. MASON CO, INC.**	**PO 61377**	**R206-25 HEALTH: SUPPLIES FOR GRANT PURCH**		1,549.71	
	02-213-40-702-000 Health Department Grant Expenditures			1,549.71		**1,549.71**
ACH	387 - **W. B. MASON CO, INC.**	**PO 61557**	**R206-25-HEALTH: OFFICE SUPPLIES 2025 #S1**		1,226.55	
	01-201-27-330-200 Health and Welfare - Expenses			1,226.55		**1,226.55**
ACH	387 - **W. B. MASON CO, INC.**	**PO 61558**	**R 206-25 HEALTH DEPARTMENT; ARTS CENTER**		132.08	
	01-201-28-370-200 Arts Center & Sculpture Park - Expenses			23.12		
	01-201-28-370-200 Arts Center & Sculpture Park - Expenses			108.96		**132.08**
ACH	387 - **W. B. MASON CO, INC.**	**PO 61563**	**R206-25 HEALTH: SUPPLIES FOR GRANT PURCH**		657.05	
	02-213-40-702-000 Health Department Grant Expenditures			657.05		**657.05**
	4560 - **WINDSTREAM HOLDINGS, INC.**	**PO 61755**	**7/4/25 - Phone lines PRI/T1 lines City H**		10,422.05	
	01-201-31-440-200 Telephone			10,422.05		**10,422.05**
	6268 - **WTB ENTERPRISES PROMO PRODUCTS LLC**	**PO 58503**	**POLICE DEPT- LITERATURE FOR TRAFFIC AWAR**		1,997.86	
	02-213-40-705-000 Police Department Grant Expenditures			1,997.86		**1,997.86**
	TOTAL					**2,184,873.09**

Total to be paid from Fund 01 CURRENT FUND	**1,044,660.31**
Total to be paid from Fund 02 STATE & FEDERAL GRANTS	**36,025.46**
Total to be paid from Fund 04 CAPITAL	**357,796.76**
Total to be paid from Fund 07 SEWER UTILITY - OPERATING	**39,672.02**
Total to be paid from Fund 08 SEWER UTILITY - CAPITAL	**2,097.85**
Total to be paid from Fund 12 DEVELOPERS ESCROW	**8,857.18**
Total to be paid from Fund 13 ANIMAL TRUST	**179.12**
Total to be paid from Fund 15 OTHER TRUST	**23,456.02**
Total to be paid from Fund 16 SECTION 8	**1,319.00**
Total to be paid from Fund 17 CDBG	**9,164.00**
Total to be paid from Fund 21 MEDICAL SELF-INSURANCE	**622,990.39**
Total to be paid from Fund 26 LIBRARY	**14,690.98**
Total to be paid from Fund 27 General Liability Trust	**13,966.00**
Total to be paid from Fund 28 Workers Compensation Trust	**9,998.00**
	2,184,873.09

Checks Previously Disbursed

27242	STAFFORD FEC	PO# 60752	RECREATION: Summer Camp Trip on 7/	3,094.00	7/01/2025
27243	LEENTJES AMUSEMENTS CORP	PO# 60747	RECREATION: Summer Camp Trip 7/9/2	4,042.88	7/08/2025
250439	CLIFTON, CITY OF - Payroll Entry		Cash - Checking 06.30.25 Payroll	2,744,248.07	6/30/2025
2025119	HORIZON BLUE CROSS & BLUE SHIELD OF	PO# 61743	GROUP#86613&86614 - HEALTH CARE CL	247,191.39	7/09/2025
2025120	HORIZON BLUE CROSS & BLUE SHIELD OF	PO# 61742	GROUP#86613&86614 - HEALTH CARE CL	323,007.16	7/09/2025
2025121	HORIZON BLUE CROSS & BLUE SHIELD OF	PO# 61744	GROUP#86613&86614 - HEALTH CARE CL	526,679.37	7/09/2025
2025122	CLIFTON, CITY OF - Petty Cash	PO# 61740	Petty Cash - 07/15/2025 Payroll -	29.76	7/15/2025

2025124	CLIFTON, CITY OF - SELF INSURANCE	PO# 61738	2025 Workers Comp Checks	158,915.62	7/15/2025
2025125	CLIFTON, CITY OF - Reimbursement	PO# 61741	07.15.25 - Out of Pocket Expenses	53.57	7/15/2025
2025126	PITNEY BOWES, INC.	PO# 61660	June 2025 Postage	5,000.00	6/20/2025
2025127	PERS	PO# 61691	2022 -2023 -2024 PERS Payment - Wi	34,428.20	7/07/2025
2025128	CLIFTON, CITY OF - General Liability	PO# 61692	2025 General Liability Checks	7,111.57	7/15/2025
20250122	CLIFTON, CITY OF - Petty Cash	PO# 61740	Petty Cash - 07/15/2025 Payroll -	196.97	7/15/2025
20250125	CLIFTON, CITY OF - Reimbursement	PO# 61741	07.15.25 - Out of Pocket Expenses	145.38	7/15/2025
202500125	CLIFTON, CITY OF - Reimbursement	PO# 61741	07.15.25 - Out of Pocket Expenses	2,698.23	7/15/2025
				4,056,842.17	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 CURRENT FUND	2,786,571.47	1,044,660.31	**3,831,231.78**
Fund 02 STATE & FEDERAL GRANTS	145.38	36,025.46	**36,170.84**
Fund 04 CAPITAL		357,796.76	**357,796.76**
Fund 07 SEWER UTILITY - OPERATING		39,672.02	**39,672.02**
Fund 08 SEWER UTILITY - CAPITAL		2,097.85	**2,097.85**
Fund 12 DEVELOPERS ESCROW		8,857.18	**8,857.18**
Fund 13 ANIMAL TRUST		179.12	**179.12**
Fund 15 OTHER TRUST	7,220.21	23,456.02	**30,676.23**
Fund 16 SECTION 8		1,319.00	**1,319.00**
Fund 17 CDBG		9,164.00	**9,164.00**
Fund 21 MEDICAL SELF-INSURANCE	1,096,877.92	622,990.39	**1,719,868.31**
Fund 26 LIBRARY		14,690.98	**14,690.98**
Fund 27 General Liability Trust	7,111.57	13,966.00	**21,077.57**
Fund 28 Workers Compensation Trust	158,915.62	9,998.00	**168,913.62**
BILLS LIST TOTALS	4,056,842.17	2,184,873.09	**6,241,715.26**

ITEM NUMBER: R 362-25

ITEM NAME: Resolution - 2025 Sewer Utility Temporary Budget Increase #3
RECOMMENDATION: Approve

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/11/2025	Cover Memo

CITY OF CLIFTON

2025 TEMPORARY BUDGET 3
CLIFTON SEWER UTILITY

WHEREAS, N.J.S.A. 40A:4-19 authorizes temporary appropriations to provide for the period between the beginning of the budget year and the adoption of the budget, where contracts, commitments or payments are to be made prior to the adoption of the budget for any fiscal year; and,

WHEREAS, contracts, commitments or payments are to be made by the City of Clifton Sewer Utility for the purpose and amounts requested in the manner and time therein provided; and,

WHEREAS, the 2025 Temporary Budget for the Clifton Sewer Utility was adopted with Resolution R004-25 on January 8, 2025; and,

WHEREAS, Temporary Budget Funds are needed to maintain the Sewer Utility prior to the adoption of the 2025 Sewer Utility Budget,

NOW, THEREFORE, BE IT RESOLVED, that the Temporary Appropriations Amendments are hereby authorized to provide for contracts, commitments, and payments prior to the adoption of the 2025 Sewer Utility Budget as follows:

Sewer Department	Department Code	Amount
Sewer / Storm System – S&W	07-201-26-291-101	$ 100,000.00
Statutory Exp – Employer Taxes	07-201-36-472-300	$ 10,000.00
Total Temporary Budget Amendment:		$ 110,000.00

Adopted: July 15, 2025

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Kathleen Tolosi, City Clerk

ITEM NUMBER: R 363-25

ITEM NAME: Resolution - 2025 Municipal Temporary Budget Increase #3 - Current Fund

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/11/2025	Cover Memo
🗋	Back Up	7/11/2025	Budget Amendment

CITY OF CLIFTON

2025 TEMPORARY BUDGET 3 – CURRENT FUND RESOLUTION

WHEREAS, N.J.S.A. 40A:4-19 authorizes temporary appropriations to provide for the period between the beginning of the budget year and the adoption of the budget, where contracts, commitments or payments are to be made prior to the adoption of the budget for any fiscal year; and,

WHEREAS, contracts, commitments or payments are to be made by the City of Clifton for the purpose and amounts requested in the manner and time therein provided; and,

NOW, THEREFORE, BE IT RESOLVED, that the Temporary Appropriations Amendments are hereby authorized to provide for contracts, commitments, and payments prior to the adoption of the 2025 Municipal Budget as follows:

See Attached Work Sheets

Total Temporary Budget Increase: $ 1,281,000.00

Adopted: July 15, 2025

Kathleen Tolosi, City Clerk

City of Clifton - 2025 Temporary Budget

Municipal Council		
01-201-20-110-102	Salaries	5,000.00
City Manager		
01-201-20-100-101	Salaries	50,000.00
City Clerk		
01-201-20-120-101	Salaries	100,000.00
Personnel		
01-201-20-105-101	Salaries	60,000.00
M.I.S.		
01-201-20-140-101	Salaries	100,000.00
Cable TV		
01-201-20-141-102	Salaries	15,000.00
Financial Administration		
01-201-20-130-101	Salaries	60,000.00
01-201-20-130-320	Other Expenses	20,000.00
Tax Assessor		
01-201-20-145-101	Salaries	50,000.00
Tax Collector		
01-201-20-150-101	Salaries	50,000.00
01-201-20-150-320	Other Expenses	10,000.00
Advertising, Printing, Postage		
01-201-20-106-312	Other Expenses	5,000.00
Legal Services		
01-201-20-155-101	Salaries	50,000.00
Engineering		
01-201-20-165-101	Salaries	35,000.00
Alcoholic Beverage Control		
01-201-22-197-102	Salaries	1,000.00
Police Department		
01-201-25-240-503	Other Expenses	75,000.00
Health and Welfare		
01-201-27-330-101	Salaries	25,000.00
01-201-27-330-208	Other Expenses	7,500.00

City of Clifton - 2025 Temporary Budget

Human Services		
01-201-27-331-101	Salaries	5,000.00
Animal Control		
01-201-27-340-101	Salaries	37,500.00
Recreation		
01-201-27-370-101	Salaries	60,000.00
Buildings (DPW)		
01-201-26-290-101	Salaries	115,000.00
Public Works Administration		
01-201-26-300-101	Salaries	25,000.00
Vehicle Maintenance		
01-201-26-315-101	Salaries	50,000.00
01-201-26-315-202	Other Expenses	50,000.00
Purchase/Lease Autos		
01-201-31-458-251	Other Expenses	100,000.00
Municipal Court		
01-201-43-490-308	Other Expenses	25,000.00
Insurances		
01-201-23-221-111	Health Care Waiver	75,000.00
Statutory Expenditures		
01-201-36-477-501	DCRP	20,000.00
Total 2025 Temporary Budget - Increase		1,281,000.00

ITEM NUMBER: R 364-25

ITEM NAME: Resolution Authorizing Tax Collector to Lien Properties and Bill Property Owners and Collect for Reimbursement of Expenditures Made by City of Clifton for Emergency Order Clean-ups

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/9/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION AUTHORIZING TAX COLLECTOR TO LIEN PROPERTIES AND BILL PROPERTY OWNERS AND COLLECT FOR REIMBURSEMENT OF EXPENDITURES MADE BY CITY OF CLIFTON FOR EMERGENCY ORDER CLEAN-UPS

WHEREAS, numerous code violations and an emergent health situation existed at the following premises for a long period of time, and despite countless letters, warnings, notices and citations issued to the property owners, the violations and health conditions continued unabated; and

WHEREAS, the City of Clifton took emergency clean-up action on the properties and expended funds from its revolving lien account, **inclusive of $100 Administrative Fee**, as follows:

Address	**Service Fee**	**Administrative Fee**	**Total Lien**
7 Luisser Street Blk 55.04 Lot 38	$ 375.00	$ 100.00	$ 475.00
585 Mt. Prospect Avenue Blk 65.06 Lot 35	$ 600.00	$ 100.00	$ 700.00
217 Rutherford Blvd Blk 60.11 Lot 2	$ 400.00	$ 100.00	$ 500.00
1150 Route 46 Blk 44.09 Lot 1	$ 900.00	$ 100.00	$ 1,000.00

WHEREAS, it is necessary to place a lien on each property in order to seek reimbursement from each property owner for the funds expended by the City of Clifton; and

WHEREAS, it may be necessary for the City of Clifton to expend funds in the future for the aforesaid properties;

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector is authorized to lien the properties as set forth above, and to take whatever action is necessary to accomplish reimbursement from the property owners for the current expenditures and any expenditures incurred in the future.

Adopted: July 15, 2025

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Kathleen Tolosi, City Clerk

ITEM NUMBER: R 365-25

ITEM NAME: Resolution Reclassification of Payments
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/8/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION RECLASSIFICATION OF PAYMENTS

BE IT RESOLVED, by the Mayor and City Council of the City of Clifton, County of Passaic, State of New Jersey, that the Chief Financial Officer is hereby authorized to reclassify the following payment as follows:

CHECK#	DATE	PAYEE	AMOUNT	FROM	TO
24906	07/17/2024	NJ Department of Env. Inv. 240569510	224.00	01-201-27-330-328	02-213-40-702-021

Adopted: July 15, 2025

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 366-25

ITEM NAME: Resolution Closing and Cancelling Outstanding Trust Account Balance - Housing

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/10/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION CLOSING AND CANCELLING OUTSTANDING TRUST ACCOUNT BALANCE

WHEREAS, there exists outstanding trust account balance within the City's Trust Account Fund of the City of Clifton; and

WHEREAS, the account indicated below is no longer utilized for the original intent and is now considered complete; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Clifton, County of Passaic, State of New Jersey, that this Trust Fund Account Balance be hereby closed and the remaining balance be zeroed and canceled to the Current Fund's Fund Balance:

15-286-57-015-000 - Housing Reserve - $1,012,639.52

BE IT FURTHER RESOLVED, that the Finance Office is authorized to cancel said balance, transfer funds from the Trust Account to the Current Account, and adjust the City's financial records for this cancellations.

Adopted: July 15, 2025

_____

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 367-25

ITEM NAME: Resolution Closing and Cancelling Outstanding Trust Fund Account Balance - Revolving Loan

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/10/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION CLOSING AND CANCELLING OUTSTANDING TRUST ACCOUNT BALANCE

WHEREAS, there exists an outstanding trust account balance within the City's Trust Account Fund of the City of Clifton; and

WHEREAS, the account indicated below is no longer utilized for the original intent and is now considered complete; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Clifton, County of Passaic, State of New Jersey, that this Trust Fund Account Balance be hereby closed, including any interest income earned, and the remaining balance be zeroed and canceled to the Current Fund's Fund Balance:

Fund 23 – Revolving Loan Fund - $536,720.15

BE IT FURTHER RESOLVED, that the Finance Office is authorized to cancel said balance, transfer funds from the Trust Account to the Current Account and adjust the City's financial records for this cancellation.

Adopted: July 15, 2025

_____

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 368-25

ITEM NAME: Resolution to Award Contract to Appraisal Systems, Inc. in Accordance with Competitive Contracting Process for Revaluation of Real and Commercial Properties within the City of Clifton

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/11/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION TO AWARD CONTRACT TO APPRAISAL SYSTEM INC, IN ACCORDANCE WITH COMPETITIVE CONTRACTING PROCESS FOR REVALUATION OF REAL AND COMMERCIAL PROPERTIES WITHIN THE CITY OF CLIFTON

WHEREAS, the City of Clifton issued a Request for Proposals (RFP) in accordance with the competitive contracting provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-4.1 et seq., for the purpose of retaining a qualified firm to perform the Revaluation of Real and Commercial Properties within the City; and

WHEREAS, proposals were publicly opened on **May 6, 2025, at 11:00 AM** in accordance with the specifications set forth in the RFP; and

WHEREAS, the City received one proposal in response to the RFP, which was submitted by:

Appraisal Systems Inc.
264 South Street
Morristown, NJ 07960
Total Proposal Amount: **$3,200,000**

WHEREAS, the City has reviewed the submitted proposal and has determined that Appraisal Systems Inc. meets all of the requirements set forth in the RFP and is qualified to perform the services; and

WHEREAS, the Purchasing Agent followed all applicable guidelines stipulated by the Department of Community Affairs, Division of Local Government Services as outlined in Local Finance Notice 2012-10, and finds all is in compliance with the guidance in LFN 2012-10, pursuant to the proposal submitted, and is in concurrence with the Fire Chief and DPW Director to recommend award of the same; and

WHEREAS, there were no alternative approaches and/or rejections made by any New Jersey contractors/vendors by the June 17, 2025, comment deadline; and

WHEREAS, the City's Qualified Purchasing Agent, Tax Accessor, Chief Financial Officer, City Manger and Municipal Attorney have recommended the award of the contract to Appraisal Systems Inc.;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, County of Passaic, State of New Jersey, that a contract for the Revaluation of Real and Commercial Properties be and hereby is awarded to **Appraisal Systems Inc.**, 264 South Street, Morristown, NJ 07960, in the total amount of **$3,200,000**, in accordance with the terms and conditions of the RFP; and

Reserve fo - Revaluation

Joseph D. Kunz, CFO Date: 7/11/25

Adopted: July 15, 2025

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 369-25

ITEM NAME: Final Payment Culvert Replacement, Weasel Brook - Section 7 State Line Construction Co., Inc.

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/8/2025	Cover Memo

APPROVED AS TO ENGINEERING
MR CITY ENGINEER

CITY OF CLIFTON

RESOLUTION AUTHORIZING FINAL PAYMENT
CULVERT REPLACEMENT, WEASEL BROOK – SECTION 7
STATE LINE CONSTRUCTION CO., INC.

WHEREAS, STATE LINE CONSTRUCTION CO., INC. of **Newark, New Jersey,** did complete **CULVERT REPLACEMENT, WEASEL BROOK – SECTION 7** project in and for the City of Clifton for the total amount

of..... $1,649,985.00

And previous payments on account of said total have been paid
in the amount of..... $1,546,400.80

Leaving this FINAL PAYMENT
of..... $ 103,584.20

WHEREAS, said work was authorized by contract duly awarded at a regular meeting of the Governing Body of the City of Clifton; and

WHEREAS, the Contractor has posted a Maintenance Bond, for a period of two years, in the amount of **$164,998.50**; and

WHEREAS, the City Engineer has inspected the work done and has determined that said work has been properly done and completed, to the best of his knowledge, in accordance with the terms and provisions of the contract as amended, if amended, and hereby recommends that the said work be accepted;

NOW, THEREFORE, BE IT RESOLVED, that the City of Clifton does hereby formally accept the work as shown as completed in this resolution and contract.

NOW BE IT FURTHER RESOLVED that the Chief Financial Officer be and he is authorized and directed to include the said claim totaling **$103,584.20** on the claim list.

BLANKET PURCHASE ORDER NO. 53710

Adopted: July 15, 2025

_____
Kathleen Tolosi, City Clerk

ITEM NUMBER: R 370-25

ITEM NAME: Resolution Authorizing the Issuance of Change Order No. 1 and Final Culvert Replacement, Weasel Brook - Section 7

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/8/2025	Cover Memo

APPROVED AS TO ENGINEERING
MR CITY ENGINEER

CITY OF CLIFTON

RESOLUTION AUTHORIZING THE ISSUANCE OF CHANGE ORDER NO. 1 AND FINAL CULVERT REPLACEMENT, WEASEL BROOK – SECTION 7

WHEREAS, on February 20, 2024, the City of Clifton adopted Resolution R089-24 awarding a contract to **STATE LINE CONSTRUCTION CO., INC.** of NEWARK, NJ, for the performance of certain public work and the furnishing of material, labor and equipment for **CULVERT REPLACEMENT, WEASEL BROOK – SECTION 7** in the amount of $1,594,985.00; and

WHEREAS, regulations, adopted by the Local Finance Board of the State of New Jersey, and dealing with "Contract Change Order" open-end contracts, etc., became effective on April 15, 1977; and

WHEREAS, the City Engineer has requested that a Change Order be made to the contract awarded to **STATE LINE CONSTRUCTION CO., INC.,** in the amount of $55,000.00 a 3.45% Increase as authorized by Resolution said being necessary for the proper completion of the project job; and

WHEREAS, the City of Clifton desires to comply with said regulations, and to the end herewith files with the Governing Body a report of the Engineering Department stating the facts involved and indicating that the proposed contract Change Order is necessary and should be approved and allowed; and

WHEREAS, the Chief Financial Officer has certified the availability of sufficient funds for the amendatory change for which authorization is requested in the amount of $55,000.00 a 3.45% INCREASE;

WHEREAS, the total contract amount is now $1,649,985.00.

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council of the City of Clifton that the said amendatory Change Order be and the same is hereby ratified and payment therefore is hereby approved.

BLANKET PURCHASE ORDER 53710

Adopted: July 15, 2025

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Kathleen Tolosi, City Clerk

ITEM NUMBER: R 371-25

ITEM NAME: Resolution Authorizing Request for Proposals by way of Competitive Contracting for Grant Consulting and Public Relations Consulting Services

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/9/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION AUTHORIZING REQUEST FOR PROPOSALS, BY WAY OF COMPETITIVE CONTRACTING, FOR GRANT CONSULTING AND PUBLIC RELATION CONSULTING SERVICES

WHEREAS, pursuant to Resolution R233-21, adopted May 18, 2021, the City of Clifton solicited and awarded proposals through the competitive contracting process for Grant Consulting and Public Relations Consulting Services in accordance with N.J.S.A. 40A:11-4.1 et seq.; and,

WHEREAS, the above actions resulted in a contract award with a maximum term of five years, which expires on or about May 31, 2026; and,

WHEREAS, as per Council's direction we are utilizing Bruno Associates on monthly basis for their services; and

WHEREAS, the City Clifton continues to require Grant Consulting and Public Relation Consulting Services and seeks to obtain the same; and,

WHEREAS, in accordance with N.J.S.A. 40A:11-4-1, local contracting units may use competitive contracting in lieu of public bidding for procurement of specialized goods and services, the price of which exceeds the bid threshold; and,

BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, that authorization is hereby given to the City's Qualified Purchasing Agent to solicit Request for Proposals, by way of Competitive Contracting, for Grant Consulting and Public Relation Consulting Services.

Adopted: July 15, 2025

_____

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 372-25

ITEM NAME: Resolution Rejecting Bids for City Hall Fueling Station Improvements
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/10/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION REJECTING BIDS FOR CITY HALL FUELING STATION IMPROVEMENTS

WHEREAS, the Mayor and Council of the City of Clifton authorized bids to be solicited for City Hall Fueling Station Improvements, with the return date of May 29, 2025 but the bids received substantially exceeded the project cost estimates so the bids were rejected on that basis; and

WHEREAS, the lowest bid from Aurora Environmental, Inc. of Union Beach, New Jersey was $736,780.00 which substantially exceeds the project cost estimates; and

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provisions of the Local Public Contracts Law, the bid from Aurora Environmental, Inc. is rejected because it substantially exceeds the estimated costs and anticipated appropriate for the project in accordance with N.J.S.A. 40A:11-13.2.

BE IT FURTHER RESOLVED, that the City Clerk is authorized and directed to return any bids bonds placed on deposit with said bids to the respective bidders.

BE IT FURTHER RESOLVED, that the Mayor and Council of the City authorizes the Purchasing Agent to readvertise the project for additional bids.

Adopted: July 15, 2025

_____

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 373-25

ITEM NAME: Resolution Authorizing the Purchase of Equipment for the Third River De-Snagging off Bergen County Cooperative Contract

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/11/2025	Cover Memo

RESOLUTION AUTHORIZING THE PURCHASE OF EQUIPMENT FOR THE THIRD RIVER DE-SNAGGING OFF BERGEN COUNTY COOPERATIVE CONTRACT

WHEREAS, the City is a member of the Bergen County Cooperative Contract from which the Bergen County CO OP Bid #24-10 was awarded; and

WHEREAS, the Department of Public Works has identified the need to purchase one Bobcat MT120 Mini Track Loader with Grapple and 36" bucket for the project of de-snagging the Third River; and

WHEREAS, Bobcat of North Jersey, located at 201 Maltese Drive, Totowa, New Jersey, 07512, has been awarded the Bergen County Cooperative contract number 24-10; and

WHEREAS, pursuant to said Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the Municipal Council wishes to authorize the aforesaid mentioned purchases and delegate the power to make the same to the following named official: Amisha J. Jariwala, Purchasing Agent upon the terms and conditions hereafter stated; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Council do hereby approve and authorize the aforementioned purchased above from Bobcat of North Jersey, located at 201 Maltese Drive, Totowa, New Jersey 07512, in an amount not to exceed $45,615.85, off the Bergen County Cooperative contract number 24-10, pursuant to the same.

CERTIFICATION OF FUNDS: Funding is available from the following account: 2016 Capitol Bond Ordinance (Recycling Truck and Trailer) Account 04-215-55-954-606.

Joseph D. Kunz, CFO Date: 7/14/25

Adopted: July 15, 2025

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 374-25

ITEM NAME: Resolution Approving Developer Agreement Between the City of Clifton and I.R. Property Management, LLC

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/9/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION APPROVING DEVELOPER AGREEMENT BETWEEN THE CITY OF CLIFTON AND I.R. PROPERTY MANAGEMENT, LLC

BE IT RESOLVED, that a Developer Agreement between the City of Clifton and I.R. Property Management, LLC, the Developer of Block 37.05, Lot 15, 5 Milton Avenue, Clifton, New Jersey, is hereby authorized and approved; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute said Developer Agreement on behalf of the City of Clifton.

Adopted: July 15, 2025

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Kathleen Tolosi, City Clerk

ITEM NUMBER: R 375-25

ITEM NAME: Resolution Approving Developer Agreement Between the City of Clifton and 429 Piaget, LLC

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/9/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION APPROVING DEVELOPER AGREEMENT BETWEEN THE CITY OF CLIFTON AND 429 PIAGET, LLC

BE IT RESOLVED, that a Developer Agreement between the City of Clifton and 429 Piaget, LLC, the Developer of Block 19.08, Lots 3, 4 & 9, 429-433 Piaget Avenue, Clifton, New Jersey, is hereby authorized and approved; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute said Developer Agreement on behalf of the City of Clifton.

Adopted: July 15, 2025

_____

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 376-25

ITEM NAME: Resolution Endorsing the Housing Element and Fair Share Plan to the City of Clifton's Master Plan Previously Adopted by the City Planning Board

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/9/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION ENDORSING THE HOUSING ELEMENT AND FAIR SHARE PLAN TO THE CITY OF CLIFTON'S MASTER PLAN PREVIOUSLY ADOPTED BY THE CITY PLANNING BOARD

WHEREAS, by Resolution, dated June 26, 2025, the Planning Board of the City of Clifton ("Board") adopted a Housing Element and Fair Share Plan ("HEFSP") to the City's Master Plan prepared by the City's affordable housing planner, Nicholas A. Graviano, PP, AICP, JD of Graviano & Gillis Architects & Planners, LLC; and,

WHEREAS, the Municipal Council agrees with the Board's finding that the HEFSP complies with N.J.S.A. 40:55D-28b(3) and N.J.S.A. 52:27D-310 in that it is designed to achieve the goal of providing realistic development of affordable housing to meet present and prospective housing needs, with particular attention to low and moderate income housing; and,

WHEREAS, the Municipal Council further agrees with the Board's determination that the HEFSP is consistent with the goals and objectives of the City of Clifton's Master Plan and that adoption and implementation of the HEFSP is in the public interest and will protect public health and safety and promote the general welfare.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Municipal Council of the City of Clifton, County of Passaic, State of New Jersey that the City hereby approves and endorses the HEFSP that has been adopted by the Board.

BE IT FURTHER RESOLVED, that the City Clerk is further authorized to immediately post a copy of this Resolution on the City's website.

Adopted: July 15, 2025

CERTIFICATION

I, Kathleen Tolosi, City Clerk of the City of Clifton, hereby certifies that this is a true copy of a Resolution approved by the Mayor and Municipal Council, in the County of Passaic, State of New Jersey at a regular meeting held on the 15th day of July, 2025.

_____

Kathleen Tolosi
City Clerk, City of Clifton

ITEM NUMBER: R 377-25

ITEM NAME: Resolution Reappointing a Chief Municipal Court Judge for a Period of Three Years Commencing September 1, 2025

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/11/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION REAPPOINTING A CHIEF MUNICIPAL COURT JUDGE FOR A PERIOD OF THREE YEARS COMMENCING SEPTEMBER 1, 2025

WHEREAS, the Mayor and Council of the City of Clifton appointed James P. Sieradzki as Chief Municipal Court Judge on June 21, 2022; and

WHEREAS, Judge Sieradzki was appointed for a three-year term which will expire on August 31, 2025; and

WHEREAS, Judge Sieradzki wishes to be reappointed for an additional three year term; **NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Municipal Council of the City of Clifton that James P. Sieradzki be and is hereby reappointed as Chief Municipal Court Judge commencing September 1, 2025 for a period of three years expiring on August 31, 2028.

Adopted: July 15, 2025

_____

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 378-25

ITEM NAME: Resolution to Appoint An Alternate Tenant Member and a Public Member to the Rent Leveling Board Committee

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/10/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION TO APPOINT AN ALTERNATE TENANT MEMBER AND A PUBLIC MEMBER TO THE RENT LEVELING BOARD COMMITTEE

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic and State of New Jersey are in receipt of two applications of residents willing to serve as Members of the Rent Leveling Board Committee; and

WHEREAS, Doriana Mataj has applied and qualifies as an Alternate Tenant Member and Valaida Abraham has applied and qualifies as a Public Member and said applications were approved by the Mayor and Council at the July 15, 2025 Council Meeting;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Clifton, County of Passaic and State of New Jersey, that Doriana Mataj as an Alternate Tenant Member and Valaida Abraham as a Public Member of the Rent Leveling Board Committee commencing this day and expiring on December 31, 2028.

.

Adopted: July 15, 2025

_____

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 379-25

ITEM NAME: Resolution Authorizing Limousine License Renewal for Time Limousine, LLC

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/11/2025	Cover Memo

CITY OF CLIFTON
RESOLUTION AUTHORIZING LIMOUSINE LICENSE RENEWAL

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a Limousine License renewal application from Osman Taymis the owner of Time Limousine, LLC, 600 Getty Avenue, Suite 211in the City of Clifton; and

WHEREAS, all paperwork has been completed and all fees have been paid; and

WHEREAS, all inspections have been completed by the Police and Zoning Departments; and

WHEREAS, the applicant should only be approved under the provision that 600 Getty Avenue can only be used for office purposes only, not a parking location;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey that approval for renewal of a Limousine License renewal application of Osman Taymis, owner of Time Limousine, LLC, 600 Getty Ave., Site 211, Clifton be and is hereby granted.

Company name:
Time Limousine, LLC

Owner:
Osman Taymis

Approved Operator:
Osman Taymis

Approved Vehicles:
CAD 2007 ESC 1GYFK66857R381283
MER 2010 S550 WDDNG8GB2AA314676
LIN 2014 MKZ 3LN6L2JKOER821339

Parking Location:
600 Getty Avenue, Suite 211, Clifton

Adopted: July 15, 2025

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 380-25

ITEM NAME: Resolution Approving Renewal of Entertainment License for Sportszone Bar & Grill

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: R 381-25

ITEM NAME: Resolution of Congratulations Upon Retirement - Public Health Nurse Supervisor Barbara Luzniak

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/8/2025	Cover Memo

RESOLUTION OF CONGRATULATIONS UPON RETIREMENT –
PUBLIC HEALTH NURSE SUPERVISOR
BARBARA LUZNIAK

WHEREAS, July 1, 2025, Public Health Nurse Supervisor, Barbara Luzniak, officially retired from her position with the City of Clifton; and

WHEREAS, she was appointed as a Public Health Nurse on July 28, 1997 and her retirement will conclude a 28 year career in service to the public and the City of Clifton; and

WHEREAS, throughout her career, she has always displayed an attitude of professionalism and dedication to duty; and

WHEREAS, she has been a credit to the City of Clifton during all this time, and this Governing Body wishes to acknowledge her long-time service to the City;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Members of the Municipal Council of the City of Clifton do hereby extend to

PUBLIC HEALTH NURSE SUPERVISOR
BARNARA LUZNIAK

their sincere congratulations and thanks for a job well done, as well as their best wishes for continued good health, peace and happiness in her retirement; and

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this meeting, and a copy thereof presented to **BARBARA LUZNIAK**.

Adopted: July 15, 2025

_____
Kathleen Tolosi, City Clerk

Thomas M. Egan 07/01/2025
Legal Counsel

City Managers' Office

Information for Retirement Resolution

Name of Retiree: Barbara Luzniak

Title:

(At Time of Appointment) Public Health Nurse

And

(At Time of Retirement) Public Health Nurse Supervisor

Date Employed From and To: 07/28/1997 to 06/30/2025

Department (s) Worked: Human Services

Actual Date of Retirement: 07/01/2025

Last Work Date: 06/30/2025

Resolution to be presented at:
Council Meeting: _____
Special Event: _____

ITEM NUMBER: R 382-25

ITEM NAME: Resolution of Congratulations Upon Retirement - Clerk 1 Paul Logendyck
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/8/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION OF CONGRATULATIONS UPON RETIREMENT –
CLERK 1
PAUL LONGENDYCK

WHEREAS, July 1, 2025, Clerk 1, Paul Longendyck, officially retired from his position with the City of Clifton; and

WHEREAS, he was appointed as a Clerk 1 on November 11, 2005 and his retirement will conclude a 20 year career in service to the public and the City of Clifton; and

WHEREAS, throughout his career, he has always displayed an attitude of professionalism and dedication to duty; and

WHEREAS, he has been a credit to the City of Clifton during all this time, and this Governing Body wishes to acknowledge his long-time service to the City;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Members of the Municipal Council of the City of Clifton do hereby extend to

CLERK 1
PAUL LONGENDYCK

their sincere congratulations and thanks for a job well done, as well as their best wishes for continued good health, peace and happiness in his retirement; and

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this meeting, and a copy thereof presented to **PAUL LONGENDYCK**.

Adopted: July 15, 2025

_____
Kathleen Tolosi, City Clerk

Thomas Egan
Legal Counsel

07/01/2025

City Managers' Office

Information for Retirement Resolution

Name of Retiree:	Paul Longendyck
Title:	
(At Time of Appointment)	Clerk 1
And	
(At Time of Retirement)	Clerk 1
Date Employed From and To:	11/14/2005 to 06/30/2025
Department (s) Worked:	Manager
Actual Date of Retirement:	07/01/2025
Last Work Date:	06/30/2025

Resolution to be presented at:
Council Meeting: _____
Special Event: _____

ITEM NUMBER: R 383-25

ITEM NAME: Resolution of Congratulations Upon Retirement - Municipal Attorney Matthew Priore

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/8/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION OF CONGRATULATIONS UPON RETIREMENT –
MUNICIPAL ATTORNEY
MATTHEW PRIORE

WHEREAS, July 1, 2025, Municipal Attorney, Matthew Priore, officially retired from his position with the City of Clifton; and

WHEREAS, he was appointed as an Attorney on July 30, 2001 and his retirement will conclude a 24 year career in service to the public and the City of Clifton; and

WHEREAS, throughout his career, he has always displayed an attitude of professionalism and dedication to duty; and

WHEREAS, he has been a credit to the City of Clifton during all this time, and this Governing Body wishes to acknowledge his long-time service to the City;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Members of the Municipal Council of the City of Clifton do hereby extend to

MUNICIPAL ATTORNEY
MATTHEW PRIORE

their sincere congratulations and thanks for a job well done, as well as their best wishes for continued good health, peace and happiness in his retirement; and

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this meeting, and a copy thereof presented to **MATTHEW PRIORE**.

Adopted: July 15, 2025

Kathleen Tolosi, City Clerk

Thomas M. Egan 7/01/2025
Legal Counsel

City Managers' Office

Information for Retirement Resolution

Name of Retiree: Matthew Priore

Title:

(At Time of Appointment) Attorney

And

(At Time of Retirement) Municipal Attorney

Date Employed From and To: 07/30/2001 to 06/30/2025

Department (s) Worked: Law

Actual Date of Retirement: 7/01/2025

Last Work Date: 06/30/2025

Resolution to be presented at:
Council Meeting: _____
Special Event: _____

ITEM NUMBER: R 384-25

ITEM NAME: Resolution of Congratulations Upon Retirement - Legal Stenographer Debra Cervini

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/8/2025	Cover Memo

RESOLUTION OF CONGRATULATIONS UPON RETIREMENT –
LEGAL STEROGRAPHER
DEBRA CERVINI

WHEREAS, July 1, 2025, Legal Stenographer, Debra Cervini, officially retired from her position with the City of Clifton; and

WHEREAS, she was appointed as a Legal Stenographer on August 16, 2004 and her retirement will conclude a 21 year career in service to the public and the City of Clifton; and

WHEREAS, throughout her career, she has always displayed an attitude of professionalism and dedication to duty; and

WHEREAS, she has been a credit to the City of Clifton during all this time, and this Governing Body wishes to acknowledge her long-time service to the City;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Members of the Municipal Council of the City of Clifton do hereby extend to

LEGAL STENOGRAPHER
DEBRA CERVINI

their sincere congratulations and thanks for a job well done, as well as their best wishes for continued good health, peace and happiness in her retirement; and

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this meeting, and a copy thereof presented to **DEBRA CERVINI**.

Adopted: July 15, 2025

_____
Kathleen Tolosi, City Clerk

Thomas M. Egan 07/01/2025
Legal Counsel

City Managers' Office

Information for Retirement Resolution

Name of Retiree: Debra Cervini

Title:

(At Time of Appointment) Legal Stenographer

And

(At Time of Retirement) Legal Stenographer

Date Employed From and To: 08/16/2004 to 06/30/2025

Department (s) Worked: Law/Public Safety

Actual Date of Retirement: 07/01/2025

Last Work Date: 06/30/2025

Resolution to be presented at:
Council Meeting: _____
Special Event: _____

ITEM NUMBER: R 385-25

ITEM NAME: Resolution of Congratulations Upon Retirement - Fire Lieutenant Frank Yodice

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/8/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION OF CONGRATULATIONS UPON RETIREMENT –
FIRE LIEUTENANT
FRANK YODICE

WHEREAS, July 1, 2025, Fire Lieutenant, Frank Yodice, officially retired from his position with the City of Clifton; and

WHEREAS, he was appointed as a Fire Fighter on October 23, 1995 and his retirement will conclude a 30 year career in service to the public and the City of Clifton; and

WHEREAS, throughout his career, he has always displayed an attitude of professionalism and dedication to duty; and

WHEREAS, he has been a credit to the City of Clifton during all this time, and this Governing Body wishes to acknowledge his long-time service to the City;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Members of the Municipal Council of the City of Clifton do hereby extend to

FIRE LIEUTENANT
FRANK YODICE

their sincere congratulations and thanks for a job well done, as well as their best wishes for continued good health, peace and happiness in his retirement; and

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this meeting, and a copy thereof presented to **FRANK YODICE**.

Adopted: July 15, 2025

_____
Kathleen Tolosi, City Clerk

Thomas M. Egan 07/01/2025
Legal Counsel

City Managers' Office

Information for Retirement Resolution

Name of Retiree: Frank Yodice

Title:

(At Time of Appointment) Firefighter

And

(At Time of Retirement) Fire Lieutenant

Date Employed From and To: 10/23/1995 to 06/30/2025

Department (s) Worked: Fire/Public Safety

Actual Date of Retirement: 07/01/2025

Last Work Date: 06/30/2025

Resolution to be presented at:
Council Meeting: _____
Special Event: _____

ITEM NUMBER: R 386-25

ITEM NAME: Resolution of Congratulations Upon Retirement - Deputy Municipal Clerk Michele Butler

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/8/2025	Cover Memo

RESOLUTION OF CONGRATULATIONS UPON RETIREMENT –
DEPUTY MUNICIPAL CLERK
MICHELE BUTLER

WHEREAS, July 1, 2025, Deputy Municipal Clerk, Michele Butler, officially retired from her position with the City of Clifton; and

WHEREAS, she was appointed as a Keyboarding Clerk 1 on August 18, 2014 and her retirement will conclude a 11 year career in service to the public and the City of Clifton; and

WHEREAS, throughout her career, she has always displayed an attitude of professionalism and dedication to duty; and

WHEREAS, she has been a credit to the City of Clifton during all this time, and this Governing Body wishes to acknowledge her long-time service to the City;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Members of the Municipal Council of the City of Clifton do hereby extend to

DEPUTY MUNICIPAL CLERK
MICHELE BUTLER

their sincere congratulations and thanks for a job well done, as well as their best wishes for continued good health, peace and happiness in her retirement; and

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this meeting, and a copy thereof presented to **MICHELE BUTLER**.

Adopted: July 15, 2025

_____
Kathleen Tolosi, City Clerk

Thomas M. Egan
Legal Counsel

07/01/2025

City Managers' Office

Information for Retirement Resolution

Name of Retiree: Michele Butler

Title:

(At Time of Appointment) Keyboarding Clerk 1

And

(At Time of Retirement) Deputy Municipal Clerk

Date Employed From and To: 08/18/2014 to 06/30/2025

Department (s) Worked: Manager

Actual Date of Retirement: 07/01/2025

Last Work Date: 06/30/2025

Resolution to be presented at:
Council Meeting: _____
Special Event: _____

ITEM NUMBER: R 387-25

ITEM NAME: Resolution Authorizing Submission of Grant Application from the City of Clifton Health Department and the New Jersey Department of Health for the Strengthening Local Public Health Capacity 2025-2026

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/9/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION AUTHORIZING SUBMISSION OF GRANT APPLICATION FROM THE CITY OF CLIFTON HEALTH DEPARTMENT AND THE NEW JERSEY DEPARTMENT OF HEALTH FOR THE STRENGTHENING LOCAL PUBLIC HEALTH CAPACITY 2025-2026

WHEREAS, the City of Clifton wishes to apply through the Health Department, for the Strengthening Local Public Health Capacity 2026 Grant from the New Jersey Department of Health for a grant of $64,788 for the funding period July 1, 2025 - June 30, 2026; and

WHEREAS, any funds received will be used to strengthen outbreak preparedness/response capacity by reimbursing eligible COVID-19 and other infectious disease-related expenses not covered by any other funding source.

WHEREAS, the Mayor and Municipal Council have reviewed the proposal from the City of Clifton Health Officer and have approved said request;

NOW THEREFORE, BE IT RESOLVED that the Municipal Council of the City of Clifton hereby authorizes the application for such a grant; and

BE IT FURTHER RESOLVED, that the Mayor and Health Officer are hereby authorized and directed to execute said application and any associated documentation on behalf of the City of Clifton.

Adopted: July 15, 2025

_____

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 388-25

ITEM NAME: Resolution of the City of Clifton Authorizing the Health Department to Apply for a 2025-2026 Childhood Lead Exposure Prevention Sub-Awardee Grant from the Passaic County Department of Health

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/10/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION OF THE CITY OF CLIFTON AUTHORIZING THE HEALTH DEPARTMENT TO APPLY FOR A 2025-2026 CHILDHOOD LEAD EXPOSURE PREVENTION SUB-AWARDEE GRANT FROM THE PASSAIC COUNTY DEPARTMENT OF HEALTH

BE IT RESOLVED, the Mayor and Council of the City of Clifton authorizes the Health Department to apply for a grant in the amount of $229,942 for the funding period July 1, 2025 to June 30, 2026 for the Childhood Lead Exposure Prevention Sub-Awardee Grant from the Passaic County Department of Health; and

BE IT FURTHER RESOLVED, that the Mayor, Clerk and Health Officer are hereby authorized and directed to execute any necessary documentation on behalf of the City of Clifton to further the intent of this resolution.

Adopted: July 15, 2025

_____

Kathleen Tolosi, City Clerk

ITEM NUMBER: R 389-25

ITEM NAME: Resolution to Award Contract to CME Associates for General Professional Engineering Services

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: R 390-25

ITEM NAME: Resolution Authorizing Executive Session
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/11/2025	Cover Memo

CITY OF CLIFTON
RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, the Municipal Council deems it essential in the furtherance of the public interest, to discuss, in closed session, as expressly permitted by N.J.S.A. 10:4-12, the following subject(s), to be discuss:

A. Litigation / Pending Litigation – to be discussed
B. Personnel / Professionals – to be discussed
C. Contracts / Agreements – to be discussed

NOW, THEREFORE, BE IT RESOLVED that the public shall be excused and excluded from this portion of the Council's meeting to be held on July 15, 2025 at which time, said subject(s) shall be discussed; and

BE IT FURTHER RESOLVED, that the discussion held at such closed session can be disclosed to the public on or about the time the matter is concluded.

Motion to go into Closed Session

Adopted: July 15, 2025

_____
Kathleen Tolosi, City Clerk

ITEM NUMBER: R 391-25

ITEM NAME: Late Item - Resolution Adopting a Prototypical Service Agreement with Empower

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
🗋	resolution	7/15/2025	Cover Memo

CITY OF CLIFTON

RESOLUTION ADOPTING A PROTOTYPICAL SERVICE AGREEMENT WITH EMPOWER

WHEREAS, the City of Clifton previously adopted a Deferred Compensation Plan and Service agreement provided by Empower Annuity Insurance Company of America (f/k/a Great-West Life & Annuity Insurance Company) for the purposes of:

- the desire to attract and retain qualified employees;
- the accrual if tax benefits to eligible employees through participation in a Deferred Compensation Plas as established pursuant to Section 457 of the Federal Internal Revenue Code;
- the fact that there is no cost to the local governmental unio to adopt and administer a Deferred Compensation Plan; and
- the administration of a Deferred Compensation Plan serves the interests of the local governmental unit by enabling it to provide enhanced retirement security to its eligible employees.

WHEREAS, Empower Annuity Insurance Company of America has assigned the provision of services to its wholly owned subsidiary, Empower Retirement, LLC, who will continue to provide the same services under Empower's approved Services Agreement. The previously adopted Deferred Compensation Plan remains in full effect and is not being changed.

NOW, THEREFORE, BE IT RESOLVED, Execution of a Service Agreement and Contractor Identification, the CFO (Plan Administrator) is authorized to execute a Service Agreement with Empower Retirement, LLC, 21-SA-EMPOWER-110121, and to submit all necessary documents to the Director of the Division of Local Government Services within the State Department of Community Affairs for approval.

Local Plan Administrator (N.J.A.C. 5:37-5.4), the CFO is hereby designated as the Local Plan Administrator for the administration of the Plan

Statement of Non-Collusion (N.J.A.C. 5:37-5.7), there has been no collusion, or evidence or appearance of collusion, between any local official and a representative of the contractor in the selection of a contractor for the administration of a Service Agreement pursuant to N.J.A.C.5:37-5.7.

Execution of a Service Agreement and Contractor Identified, the CFO is authorized to execute a Service Agreement with Empower Retirement, LLC, and Service Agreement Identifier 21-SA-EMPOWER-110121 and to submit all necessary documents to the Director of the Division of Local Government Services within the State Department of Community Affairs for approval.

Certification, I, Joseph Kunz, CFO for the City of Clifton, do solemnly swear that this is a true copy of a resolution passed by the City Council of the City of Clifton at a meeting held on July 15, 2025.

Joseph Kunz, CFO Date: 7/15/2025

Adopted: July 15, 2025

Kathleen Tolosi, City Clerk

ITEM NUMBER: L- 1

ITEM NAME: Be Nice Cafe
RECOMMENDATION:

SUMMARY:
Be Nice Cafe, LLC
t/a Be Nice Cafe
155 Valley Rd., Clifton, NJ 07013
Preliminary Approval
Caterer/Grocery/Milk - new

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Be Nice Cafe - Preliminary Res	6/27/2025	Cover Memo

RESOLUTION FOR PRELIMINARY APPROVAL

FOR **BE NICE CAFÉ LLC**

T/A **BE NICE CAFÉ**

ADDRESS **155 VALLEY RD CLIFTON, NJ 07013**

TYPE OF FOOD ESTABLISHMENT INTENDED **CATERER/GROCERY/MILK**

FORMERLY OR NEW **NEW**

ZONE **B-B**

PERMITTED **YES**

VARIANCE REQUIRED **NO**

FINAL APPROVAL WILL BE ISSUED PENDING APPROVAL OF THIS RESOLUTION.

FURTHER PROCESSING AND APPROVAL OF VARIOUS CITY DEPARTMENTS.

ADOPTED_____

ATTEST_____

CITY CLERK

ITEM NUMBER: L- 2

ITEM NAME: Honeybees N Nuts
RECOMMENDATION:

SUMMARY:
Honeybees N Nuts, Inc.
t/a Honeybees N Nuts
353 Crooks Ave., Clifton, NJ 07011
Preliminary Approval
Grocery - continued use

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Honeybees N Nuts - Preliminary Res	7/1/2025	Cover Memo

RESOLUTION FOR PRELIMINARY APPROVAL

FOR **HONEYBEES N NUTS INC.**

T/A **HONEYBEES N NUTS**

ADDRESS **353 CROOKS AVE CLIFTON, NJ 07011**

TYPE OF FOOD ESTABLISHMENT INTENDED **GROCERY-CONTINUED USE**

FORMERLY OR NEW **CURE MED PHARMACY**

ZONE **B-C**

PERMITTED **YES**

VARIANCE REQUIRED **NO**

FINAL APPROVAL WILL BE ISSUED PENDING APPROVAL OF THIS RESOLUTION.

FURTHER PROCESSING AND APPROVAL OF VARIOUS CITY DEPARTMENTS.

ADOPTED_____

ATTEST_____

CITY CLERK

ITEM NUMBER: L- 3

ITEM NAME: Dosas by Kashan
RECOMMENDATION:

SUMMARY:
KNH Foods, LLC
t/a Dosas by Kashan
76 Market St., Clifton, NJ 07012
Final Appoval
Restaurant - continued use

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Dosas by Kashan - Final Res	7/8/2025	Cover Memo

RESOLUTION FOR FINAL APPROVAL

BE IT RESOLVED, THAT THE APPLICATION OF **KNH FOODS LLC**

T/A DOSAS BY KASHAN

for permission to conduct a: **RESTAURANT-CONTINUED USE**

for a period ending January 31, 2026 on the premises known as:

76 MARKET ST CLIFTON, NJ 07012

be and the same is hereby approved and licenses so issued in the compliance with the approval of the Board of Health, Fire Department, Police and Zoning Officer.

FOR OFFICE USE ONLY:

LICENSE #

ISSUED

ADOPTED_____

ATTEST_____

CITY CLERK

ITEM NUMBER: L- 4

ITEM NAME: Shallal Restaurant and Cafe
RECOMMENDATION:

SUMMARY:
Shallal Restaurant and Cafe, LLC
t/a Shallal Restaurant and Cafe
1551 Main Ave., Clifton, NJ 07011
Final Approval
Restaurnt - continued use

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Shallal Restaurant and Cafe - Final Res	7/9/2025	Cover Memo

RESOLUTION FOR FINAL APPROVAL

BE IT RESOLVED, THAT THE APPLICATION OF **SHALLAL RESTAURANT & CAFÉ LLC**

T/A SHALLAL RESTAURANT & CAFÉ

for permission to conduct a: **RESTAURANT**

for a period ending January 31, 2026 on the premises known as:

1551 MAIN AVE CLIFTON, NJ 07011

be and the same is hereby approved and licenses so issued in the compliance with the approval of the Board of Health, Fire Department, Police and Zoning Officer.

FOR OFFICE USE ONLY:

LICENSE #

ISSUED

ADOPTED_____

ATTEST_____

CITY CLERK

ITEM NUMBER: L- 5

ITEM NAME: Yorem Pide
RECOMMENDATION:

SUMMARY:
Yorem Lahmacun, LLC
t/a Yorem Pide
247 Crooks Ave., Clifton, NJ 07011
Preliminary Approval
Caterer/Bakery - continued use

ATTACHMENTS:

	Description	Upload Date	Type
🗋	Yorem Pide - Preliminary Res	7/9/2025	Cover Memo

RESOLUTION FOR PRELIMINARY APPROVAL

FOR **YOREM LAHMACUN LLC**

T/A **YOREM PIDE**

ADDRESS **247 CROOKS AVE CLIFTON, NJ 07011**

TYPE OF FOOD ESTABLISHMENT INTENDED **CATERER/BAKERY-CONTINUED USE**

FORMERLY OR NEW **PARK PIDE & LAHMACUN**

ZONE **B-C**

PERMITTED **YES**

VARIANCE REQUIRED **NO**

FINAL APPROVAL WILL BE ISSUED PENDING APPROVAL OF THIS RESOLUTION.

FURTHER PROCESSING AND APPROVAL OF VARIOUS CITY DEPARTMENTS.

ADOPTED_____

ATTEST_____

CITY CLERK

ITEM NUMBER: L- 6

ITEM NAME: World of Knowledge Learning Center, The
RECOMMENDATION:

SUMMARY:

World of Knowledge Learning Center, The
t/a World of Knowledge Learning Center, The
810 Broad St., Clifton , NJ 07013
Preliminary Approval
Restaurant - new

ATTACHMENTS:

	Description	Upload Date	Type
🗋	World of Knowledge Learning Center, The - Preliminary Res	7/10/2025	Cover Memo

RESOLUTION FOR PRELIMINARY APPROVAL

FOR **THE WORLD OF KNOWLEDGE LEARNING CENTER**

T/A **THE WORLD OF KNOWLEDGE LEARNING CENTER**

ADDRESS **810 BROAD ST CLIFTON, NJ 07013**

TYPE OF FOOD ESTABLISHMENT INTENDED **RESTAURANT**

FORMERLY OR NEW **NEW**

ZONE **RA2**

PERMITTED **YES**

VARIANCE REQUIRED **NO**

FINAL APPROVAL WILL BE ISSUED PENDING APPROVAL OF THIS RESOLUTION.

FURTHER PROCESSING AND APPROVAL OF VARIOUS CITY DEPARTMENTS.

ADOPTED_____

ATTEST_____

CITY CLERK

ITEM NUMBER: L- 7

ITEM NAME: D & G Grocery
RECOMMENDATION:

SUMMARY:
D & G Grocery, LLC
t/a D & G Grocery
141 Valley Rd., Clifton, NJ 07013
Preliminary Approval
Grocery/Milk - continued use

ATTACHMENTS:

	Description	Upload Date	Type
🗋	D & G Grocery - Preliminary Res	7/10/2025	Cover Memo

RESOLUTION FOR PRELIMINARY APPROVAL

FOR **D & G GROCERY LLC**

T/A **D & G GROCERY**

ADDRESS **141 VALLEY RD CLIFTON, NJ 07013**

TYPE OF FOOD ESTABLISHMENT INTENDED **GROCERY/MILK- CONTINUED USE**

FORMERLY OR NEW **THE HOT BOX**

ZONE **BB**

PERMITTED **YES**

VARIANCE REQUIRED **NO**

FINAL APPROVAL WILL BE ISSUED PENDING APPROVAL OF THIS RESOLUTION.

FURTHER PROCESSING AND APPROVAL OF VARIOUS CITY DEPARTMENTS.

ADOPTED_____

ATTEST_____

CITY CLERK