DRAFT
DOCKET

HACKENSACK CITY COUNCIL – Tuesday, January 26, 2021 – 7:00 PM

I. CALL TO ORDER AND ORDER OF BUSINESS

a. Open Public Meeting Act – The City Clerk announces that the meeting is being held in accordance with the “Open Public Meeting Act”, N.J.S.A. 10:4-6 et seq., notice of which was sent to The Record and The Star Ledger and was posted on the Municipal Bulletin Board.

b. Roll Call

c. Flag Salute

d. Proclamations and Presentations – School Choice Week January 24-30, 2021
HSS Annual Health for Humanity Yogathon
January 16-31, 2021

e. Approval of Minutes
   Executive and Regular December 8, 2020
   Executive, COW and Regular December 22, 2020
   Executive and Regular January 5, 2021

II. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

a. City Manager’s Report

III. REPORTS OF SPECIAL COMMITTEES

IV. SPECIAL ORDERS

V. UNFINISHED BUSINESS AND GENERAL ORDER

VI. NEW BUSINESS

1. Resolution #21-21
   Adoption of Ordinance 01-2021 An Ordinance
   Authorizing 25 Year Parking Agreement Between the
   City of Hackensack, 210 Main Urban Renewal, LLC and
   210 Moore Street, LLC

2. Resolution #22-21
   Adoption of Ordinance 02-2021 An Ordinance
   Amending and Supplementing Chapter 175, Zoning
   Ordinance of the City of Hackensack, of the Code of the
   City of Hackensack to Create the Inclusionary Overlay
   Zone (IO-1)
3. Resolution #23-21  Introduction of Ordinance 03-2021, An Ordinance Authorizing the Private Sale Via Quitclaim Deed For Certain Real Property That May Be Owned by the City of Hackensack on Block 315 Lot 34 (Lot D) That is the Subject of an Overlapping Ownership Claim with the Contiguous Property Owner of Block 315, Lot 21

. Resolution #21  Resolution Endorsing the City’s Round 3 Housing Element and Fair Share Plan

. Resolution #21  Resolution Authorizing the City of Hackensack to Fix the Rate of Interest to be Charged for Non Payment of Taxes, Assessments or Any Other Municipal Charges

. Resolution #21  Resolution Authorizing an Accelerated Tax Lien Sale

. Resolution #21  Resolution Authorizing the Cancellation of Small Balances by the Tax Collector

. Resolution #21  Resolution Authorizing Transfer of 2020 Budget Appropriations

. Resolution #21  Resolution Authorizing Tax Refunds for County Board Judgements, Tax Sale and Duplicate Payments

. Resolution #21  Resolution Authorizing Change Order #1 to Cifelli & Sons for Main Street Streetscape – Atlantic Street to Mercer Street

. Resolution #21  Resolution Authorizing Change Order #1 to Cifelli & Sons for Main Street Streetscape – Mercer Street to Berry Street

. Resolution #21  Resolution Authorizing Change Order #1 to Suburban Engineering for Court Street/Clay Street CSO Sewer Separation Design

. Resolution #21  Resolution Authorizing Change Order #4 to New Prince Concrete Construction for Main Street State Street Traffic Signal Improvement Project

. Resolution #21  Resolution Authorizing Change Order #1 to New Prince Concrete Construction for Main Street Streetscape Project
Resolution #21: Resolution Authorizing the Awarding of National CO-OP Contract for the Purchase of an Elgin Broom Street Sweeper in the Amount of $210,321.93

Resolution #21: Resolution Authorizing Award of Bid Contract for Beech Street Roadway Improvement Project to Smith Sondy Asphalt

Resolution #21: Resolution Authorizing Award of Contract for Engineering Services 2021 Road Resurfacing Project to Neglia Engineering Associates

Resolution #21: Resolution Appropriating Funds or Authorizing Bonding in the Event of a Shortfall in Funding for the City’s Affordable Housing Programs

Resolution #21: Resolution of the City of Hackensack, County of Bergen, State of New Jersey Adopting an Affirmative Marketing Plan for the City of Hackensack

Resolution #21: Resolution Adopting an Affordability Assistance Manual

Resolution #21: Resolution Authorizing Payment of Bills

“The City Clerk announces that the following items are considered to be routine in nature and will be enacted in one motion; any items requiring expenditure are supported by a Certification of Availability of Funds; any item requiring discussion will be removed from the Consent agenda; and Consent Agenda items will be reflected in full in the minutes including any exceptions and/or additions.”

Resolution #21: Resolution Authorizing the Participation of the City of Hackensack in the Interlocal Agreement for Mutual Aid Plan and Rapid Deployment Force Within Bergen County

Resolution #21: Resolution Authorizing Endorsement of Proposed Bergen County Community Development Grants 2021

Resolution #21: Resolution Authorizing Renewal of Inactive Liquor License for Western Beverages Corporation for the 2020-2021 License Term

1/22/2021
. Resolution # - 21  Resolution Authorizing the City of Hackensack, Bergen County, Through the Hackensack Police Department to Participate in the Defense Logistics Agency, Law Enforcement Support Office 1033 Program to Enable the City of Hackensack Police Department to Request and Acquire Excess Department of Defense Equipment

. Resolution # - 21  Resolution Authorizing Leave of Absence Without Pay for Brianna C. Meyer, Keyboarding Clerk1 Building, Housing and Land Use

. Resolution # - 21  Resolution Authorizing the Release of Escrow for 747 Main Street in the Amount of $1,201.07

. Resolution # - 21  Resolution Authorizing Ambulance Reimbursement

. Resolution # - 21  Resolution Authorizing the Submission of a FY 20221 Bergen County Community Development Block Grant Application for Resurfacing 3rd Street

. Resolution # - 21  Resolution Authorizing Support of Liquor License Reform in the State of New Jersey

. Resolution # - 21  Resolution Appointing Albert Dib as the City's Municipal Housing Liaison

. Resolution # - 21  Resolution Authorizing Renewal of Bergen Risk as Third Party Administrator for City’s Worker Compensation, General and Automobile Liability Insurance

VII. PUBLIC COMMENT (3 Minute Time Limit per Speaker)

VIII. MAYOR AND COUNCIL COMMENTS

IX. ADJOURN
WHEREAS, all children in the City of Hackensack should have access to the highest quality education possible; and

WHEREAS, the City of Hackensack recognizes the important role that an effective education plays in preparing all students in the City of Hackensack to be successful adults; and

WHEREAS, quality education is critically important to the economic vitality of the City of Hackensack; and

WHEREAS, the City of Hackensack is home to a multitude of high quality public and non-public schools from which parents can choose for their children, in addition to families who educate their children in the home; and

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and

WHEREAS, the City of Hackensack has many high quality teaching professionals in all types of school settings who are committed to educating our children; and

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options.

NOW, THEREFORE, I, JOHN P. LABROSSE, JR., Mayor of the City of Hackensack, along with the members of the Hackensack City Council, do hereby recognize January 24 – 30, 2021 as School Choice Week in the City of Hackensack and call this observance to the attention of all of our citizens.

Presented this 26th day of January 2021  John P. Labrosse, Jr., Mayor
Proclamation:
Office of the Mayor of the City of Hackensack

WHEREAS, yoga is an ancient Hindu practice developed thousands of years ago to maintain spiritual, mental and physical wellbeing; and

WHEREAS, Surya Namaskar or sun salutation, is a traditional yogic practice combining a sequence of postures with breathing exercises; and

WHEREAS, Hindu Swayamsevak Sangh, or HSS is a non-profit charitable organization with over 235 branches across 173 cities in 32 states, through which it conducts a Hindu values education program and community service activities such as food drives, providing hot meals to shelters and providing PPE to first responders; and

WHEREAS, HSS is organizing its annual Health for Humanity Yogathon with the goal of having 1000 individual participants cumulatively complete 11,000 repetitions of the sun salutation to promote the spiritual, mental and physical wellbeing of all members of the community; and

WHEREAS, yoga enthusiasts, yoga studios, local schools and other community organizations are participating in the HSS Health for Humanity Yogathon

NOW, THEREFORE, I, JOHN P. LABROSSE, JR., Mayor of the City of Hackensack, along with the members of the Hackensack City Council, do hereby recognize January 16 - 31, 2021 as the HSS annual Health for Humanity Yogathon and encourage all of our citizens to achieve personal goals of a healthy lifestyle.

Presented this 26th day of January 2021                                      John P. Labrosse, Jr., Mayor
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CITY OF HACKENSACK

RESOLUTION NO. -21

FINAL ADOPTION OF ORDINANCE 01-2021 AN ORDINANCE AUTHORIZING 25 YEAR PARKING AGREEMENT BETWEEN THE CITY OF HACKENSACK, 210 MAIN URBAN RENEWAL, LLC AND 210 MOORE STREET, LLC

This ordinance has been advertised pursuant to law and now calls for a public hearing. Will someone so move?”

Motion offered by and seconded by that there be a public hearing.

PUBLIC HEARING –

Motion offered by and seconded by that the public hearing be closed.

BE IT RESOLVED by the City Council of the City of Hackensack, County of Bergen and State of New Jersey, that Ordinance No. 01-2021 has passed its second and final reading and is hereby adopted.


DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK  
ORDINANCE NO. 01-2021  

ORDINANCE AUTHORIZING 25 YEAR PARKING  
AGREEMENT BETWEEN THE CITY OF  
HACKENSACK, 210 MAIN URBAN RENEWAL, LLC  
AND 210 MOORE STREET, LLC  

WHEREAS, on October 20, 2015, the City of Hackensack (the “City”) and 210 Main Urban Renewal, LLC (the “Redeveloper”) entered into a Redevelopment Agreement whereby the Redeveloper agreed to provide 50 publicly available daytime parking spaces to be leased on the monthly basis upon Block 309, Lot 2, commonly known as 210 Moore Street (the “Parking Lot”); and  

WHEREAS, the Redeveloper is the owner of Block 311, Lots 14 and 16 on official tax map of the City commonly known as 210-214 Main Street (the “Project Site”); and  

WHEREAS, 210 Moore Street, LLC is the owner of the Parking Lot, which shares common ownership with the Redeveloper; and  

WHEREAS, the Redeveloper was originally granted preliminary and final site plan approval by the Hackensack Planning Board (the “Board”) on January 14, 2015 to permit the redevelopment of two pre-existing office buildings to be converted into rental apartments and retail space on the Project Site; and  

WHEREAS, by way of Amended Site Plan Approval granted August 12, 2015 by the Board, the Redeveloper was permitted to satisfy the parking requirements for the Project Site by constructing certain surface parking facilities on the Parking Lot owned by 210 Moore Street, LLC; and  

WHEREAS, the Parties have determined to enter this Parking Agreement to set forth, among other things, the terms and conditions under which Redeveloper shall pay to the City certain revenues for the 50 publicly available daytime parking spaces as set forth in the Redevelopment Agreement.  

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Hackensack in the County of Bergen, State of New Jersey that:  

SECTION 1. The above recitals are incorporated by reference as if fully set forth herein.  

SECTION 2. It hereby approves, authorizes and directs the Mayor’s execution of the 25 year Parking Agreement attached hereto and made part hereof by and between the
City of Hackensack, 210 Main Urban Renewal, LLC, 210 Moore Street, LLC governing the 50 publicly available daytime parking spaces to be located upon Block 309, Lot 2.

SECTION 2. All ordinances or resolutions of the City which are inconsistent with the provisions of this Ordinance are hereby repealed as to the extent of such inconsistency.

SECTION 3. If any section, subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court of competent jurisdiction, such decision shall not affect the remaining portion of this Ordinance.

SECTION 4. This Ordinance shall take effect immediately upon final passage, approval and publication as provided by law.

Introduced: January 5, 2021
Adopted:

ATTEST: CITY OF HACKENSACK

By: ___________________________ By: ___________________________
Deborah Karlsson, City Clerk John P. Labrosse, Jr. Mayor
RESOLUTION NO. -21

FINAL ADOPTION OF ORDINANCE 02-2021 AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 175, "ZONING ORDINANCE OF THE CITY OF HACKENSACK", OF THE CODE OF THE CITY OF HACKENSACK TO CREATE THE INCLUSIONARY OVERLAY ZONE (IO-1)

This ordinance has been advertised pursuant to law and now calls for a public hearing. Will someone so move?"

Motion offered by and seconded by that there be a public hearing.

PUBLIC HEARING –

Motion offered by and seconded by that the public hearing be closed.

BE IT RESOLVED by the City Council of the City of Hackensack, County of Bergen and State of New Jersey, that Ordinance No. 02-2021 has passed its second and final reading and is hereby adopted.


DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK
ORDINANCE NO. 02-2021

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 175, “ZONING ORDINANCE OF THE CITY OF HACKENSACK”, OF THE CODE OF THE CITY OF HACKENSACK TO CREATE THE INCLUSIONARY OVERLAY ZONE (IO-1)

WHEREAS, the New Jersey Supreme Court and New Jersey Legislature have recognized and mandated in So. Burl. Co. NAACP v. Mount Laurel, 92 N.J. 158 (1983) ("Mount Laurel II") and the Fair Housing Act, N.J.S.A. 52:27D-301, et seq. ("FHA") that every municipality in New Jersey has an affirmative obligation to facilitate the provision of low- and moderate-income housing; and

WHEREAS, the City of Hackensack entered into a Settlement Agreement with Fair Share Housing Center on September 10, 2020 (hereinafter the “Settlement Agreement”) that determines the municipality’s affordable housing obligation and the preliminary compliance plan for how the obligation will be addressed; and

WHEREAS, the Settlement Agreement was approved by the Superior Court of New Jersey at a Fairness Hearing on October 29, 2020, memorialized in a Court Order dated November 5, 2020 (Docket No. BER-L-5731-15); and

WHEREAS, Section 7 of the Court-approved Settlement Agreement requires the City of Hackensack to create one or more overlay zones containing parcels in delineated areas along the Main Street / Johnson Avenue, Essex Street / Hudson Street, and Railroad Avenue corridors, (shown in the maps attached hereto) which shall permit densities ranging from 35 to 50 units per acre and requiring ten-percent (10%) of all residential units created in accordance with the overlay zone standards to be set aside for low- and moderate-income households; and

WHEREAS, consistent with the requirements of that Settlement Agreement, the City worked collaboratively with Fair Share Housing Center and the Court-appointed Special Master to draft such overlay zoning standards, which are contained hereinafter.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the City of Hackensack, County of Bergen, State of New Jersey, that §175- 4.3 shall be added to Article IV, “District Regulations” in Chapter 175, “Zoning Ordinance of the City of Hackensack”, and shall read as follows:

A. Purpose:

(1) To provide for the realistic opportunity for the development of affordable housing for households of low and moderate income, as required by Southern Burlington County NAACP v. Township of Mount Laurel, 92 N.J. 158 (1983) ("Mount Laurel II") and the Fair Housing Act, N.J.S.A. 52:27D-301 et seq. and consistent with a Settlement Agreement between the City of Hackensack and Fair Share Housing Center executed on September 10, 2020 and approved by the Superior Court of New Jersey at a Fairness Hearing on October 29, 2020, memorialized in a Court Order dated November 5, 2020 (Docket No. BER-L-5731-15).

(2) This Section establishes the Inclusionary Overlay Zone (IO-1), which shall be divided, as shown in the attached tables entitled “Properties within the Inclusionary Overlay Zone – IO-1” and shown in the attached maps, into three sub-zones:

a) IO-1A, encompassing properties identified along Essex Street and Hudson Street south
of the Downtown Rehabilitation Area;

b) IO-1B, encompassing properties identified along Main Street and Johnson Avenue north of the Downtown Rehabilitation Area; and

c) IO-1C, encompassing properties identified on the east and west sides of Railroad Avenue, west of the Downtown Rehabilitation Area and generally between Atlantic Street and Essex Street.

(3) The IO-1A, 1B, and 1C sub-zone districts shall both permit mixed commercial / residential development (except that mixed commercial / residential is prohibited east of Railroad Avenue in the IO-1C sub-zone ) or sole-use multi-family residential development meeting the use, bulk, and design standards contained hereinafter provided that at least 10% of all residential units created pursuant to the overlay zone standards shall be set aside for low- and moderate-income households as provided for elsewhere in this ordinance.

(4) The overlay zone provides an alternative to the underlying zone districts’ regulatory provisions, which are and shall remain in force. Any developer or property owner that wishes to develop or use a property in a manner consistent with the existing, underlying zoning may do so and not be subject to the requirements of overlay zone, EXCEPT that any new residential or mixed commercial / residential development or redevelopment project within the IO-1 overlay boundaries shall be subject to the affordable housing set-aside requirements of the overlay zone. Any existing development on a parcel within the overlay zone that is compliant with the requirements of the underlying zoning may continue or expand as it would have prior to the adoption of this overlay zone.

(5) The standards of the IO-1C overlay sub-zone shall not supersede the standards of the Prospect – Railroad – Essex – Beech Redevelopment Plan where the 1C sub-zone overlaps the Redevelopment Area, except that the affordable housing set-aside requirements of the overlay zone must be adhered to within that overlap and any inclusionary residential development within the overlap shall be permitted to develop at a density of 792 square feet of lot area per dwelling unit.

B. Permitted Use: The following uses shall be permitted on any property within the IO-1A, 1B, and 1C sub-zones provided that a minimum of 10% of all residential units in any building or buildings developed pursuant with this overlay zone ordinance shall be affordable to low- and moderate-income households consistent with the requirements of Chapter 45A, “Affordable Housing” or any superseding section of the City’s regulatory code and all applicable superseding State and Federal statutes and regulations including the Uniform Housing Affordability Controls at N.J.A.C. 5:80-26.1 et seq. (with the exception that very-low income units shall comprise at least 13% of affordable units and be affordable for households earning 30% of regional median income) and COAH regulations at N.J.A.C. 5:93-1 et seq.

In the event that 10% of the total number of residential units does not equal a full integer, the fractional number of units shall be rounded upward to provide one additional whole unit (e.g. 10% of 53 units = 5.3 units, round up to 6 units).

Permitted uses are as follows:

(1) Sole-use multifamily development, without commercial or other non-residential principal uses;

(2) In the IO-1A and IO-1B sub-zones only, mixed commercial/residential buildings (a.k.a. mixed-use), with commercial uses only at or below the ground level and residential units above the ground level, provided that:
a) The ground story commercial component of any mixed commercial and residential building shall have its primary entrance on Main Street, Essex Street, Hudson Street, or Johnson Avenue. Other than residential lobbies and accessory uses for residents, ground story uses shall be limited to the following:

i. Retail stores and shops where products to be sold are stored within a fully enclosed building, but specifically excluding pawnshops, the sale of used furniture, appliances, machinery, clothing or other used manufactured goods, including antique shops. Recognized charitable rummage sales for a limited period (2 weeks) are not included in this exclusion;

ii. Art gallery, studios for dancing, photography, sculpture or musical instruction or instruction in physical self-defense;

iii. Bakery where products are sold for retail purposes only;

iv. Bank or trust company or savings and loan institutions, except drive-in facilities;

v. Day care, nursery school, child care center;

vi. Delicatessen store;

vii. Restaurants;

viii. Bars;

ix. Drug stores;

x. Florist shop;

xi. Hardware stores;

xii. Package liquor store;

xiii. Personal service establishments, including tailor, dressmakers, shoe repair, barbershop, beauty parlors, nail and hair salons, specifically excluding public garages;

xiv. Pet shops;

xv. Professional offices, business offices, medical offices, governmental offices;

xvi. Travel agencies or offices;

xvii. Appliance stores;

xviii. Book and stationary stores;

xix. Dry goods and variety stores;

xx. Furniture stores / Office equipment;

xxi. Hobby and craft stores;

xxii. Painting, plumbing and wallpaper stores;

xxiii. Photographic equipment and supply stores;

xxiv. Supermarkets;

b) This section shall not be interpreted as permitting hotels or other temporary lodging facilities as a use in any building constructed or converted to conform to this ordinance section.

c) Mixed-use shall be permitted in the IO-1C sub-zone west of Railroad Avenue subject to the standards of the Prospect – Railroad – Essex – Beech Redevelopment, except that the inclusionary set-aside requirements of the overlay zone must be adhered to, and the maximum permitted residential density shall be 792 square feet of lot area per unit.

C. Accessory Use: Any of the following accessory uses may be permitted within the IO-1A, 1B, and 1C Districts, only on the same lot(s) as a permitted principal use:
(1) Accessory uses customarily incidental to a permitted principal use;
   a) This shall include residential amenity spaces and services such as recreational or fitness
      spaces, child care services, and clothing laundry rooms and/or services provided that
      these spaces and services are exclusively for use by residents and their guests.
(2) Outdoor dining in a mixed-use development;
(3) Off-street parking and loading facilities;
(4) Fences;
(5) Signs;

D. Conditional Use:
   (1) Automatic coin-operated laundries (launderettes) shall be permitted as a ground story use in a
       permitted mixed-use development provided that it meets the requirements of this Chapter and
       Section 175-8.2 of the City’s Zoning Ordinance with the exception of §175-8.2.A.

E. Prohibited uses: While any use not specifically permitted in the IO-1A, B, or C zones shall be presumed to
   be prohibited, the following uses are explicitly prohibited:

   (1) Acetylene gas manufacture or storage;
   (2) Adult day care centers;
   (3) Adult entertainment / retail sales;
   (4) Alcohol manufacture;
   (5) Ammonia, chlorine or bleaching powder manufacture;
   (6) Boarding houses, rooming housing, and half-way houses;
   (7) Carousels, ferris wheels, merry-go-rounds, roller coasters, miniature and practice golf
       courses, shooting galleries;
   (8) Arsenals, storage or manufacture of gun powder, ammunition and blasting material;
   (9) Asphalt manufacture or refining;
   (10) Auction rooms; flea markets;
   (11) Auto laundries;
   (12) Automobile junk-yards or wrecking yards;
   (13) Billiards hall;
   (14) Blast furnace, forge plants, rolling mills, foundry;
   (15) Boiler works;
   (16) Brick, pottery, tile or terra-cotta for manufacturing purposes;
   (17) Celluloid or film manufacture or extraction of products there from;
   (18) Chemical manufacture or storage of chemicals having a flammable, explosive or toxic base or which have an odor;
   (19) Cement, cinder block, lime, gypsum or plaster of Paris manufacture;
   (20) Coke ovens;
   (21) Community drop-in centers, homeless centers or rehabilitation centers for those
       afflicted with drug abuse alcoholism, disease, or mental illness;
   (22) Cotton oil manufacture;
   (23) Disinfectant, insecticide or poison manufacture;
   (24) Distillation of coal, petroleum, refuse, grain, wood or bone;
   (25) Dog pounds or animal shelters;
   (26) Drive-thru’s;
   (27) Dye manufacture;
   (28) Emery cloth and sandpaper manufacture;
   (29) Establishments for the distribution of free food, toiletries, clothes, household goods, etc. including soup kitchens;
   (30) Explosives or fireworks manufacture and storage;
   (31) Fat-rendering plant;
   (32) Fertilizer manufacture;
   (33) Fish and meat: wholesale smoking or curing;
   (34) Freak shows;
   (35) Free standing news racks;
   (36) Glue, size, adhesive or gelatin manufacture;
   (37) Grain drying or food manufacture from refuse, marsh or grain;
   (38) House-wreckers yard or secondhand lumberyard;
(39) Incineration, except publicly owned incinerators or accessory to an apartment building or hospital,

(40) Reduction, storage or dumping of slaughter house refuse, rancid fats, garbage, dead animals or offal;

(41) Junk-yards or the storage, sorting or bailing of junk, scrap iron, paper, bottles, metal or rags;

(42) Marijuana and Vape Sales, Distribution, Manufacturing

(43) Match manufacture;

(44) Motels, tourist camps or cabins; trailer camps or courts (Inns are permitted);

(45) Oilcloth and linoleum manufacture;

(46) Paint, oil, varnish, turpentine, shellac, enamel, japan, lacquer or solvents manufacture;

(47) Paper pulp manufacture;

(48) Pawn shops;

(49) Petroleum refining;

(50) Plasma center;

(51) Plastics manufacture or the manufacture of articles from plastic having an inflammable base;

(52) Potash works;

(53) Power forging, riveting, hammering, punching, chipping, drawing, rolling or tumbling of metals except as necessary incident of manufacture of which these processes form a minor part and which are carried on without objectionable noise audible beyond the limits of the lot;

(54) Printing ink manufacture;

(55) Quarry, sand-pits, gravel pits, topsoil stripping;

(56) Raw hides or skins storage, cleaning, curing, pickling or tanning or retaining;

(57) Rock or stone crusher;

(58) Rubber, latex or gutta-percha manufacture or treatment;

(59) Sexually Oriented Business Establishment;

(60) Shoddy manufacture or wool scouring;

(61) Slaughtering or wholesaling of animals or fowl;

(62) Smelting, smelters, and foundries;

(63) Soap manufacture;

(64) Starch, glucose or dextrin manufacture;

(65) Steel furnace or rolling mill;

(66) Stockyards;

(67) Sugar refining;

(68) Sulphurous, sulfuric, acetic, nitric, picric, carbolic or hydrochloric acid manufacture;

(69) Tar distillation or manufacture;

(70) Tallow, grease or lard manufacture or refining;

(71) Tattoo Parlor Shops

(72) Tobacco manufacture or treatment;

(73) New or used automobile sales;

(74) Use Group H-High hazard use as defined in the Building Code;

(75) Yeast plant;

F. Bulk: The following requirements shall apply to the IO-1A, 1B, and 1C Sub-zones, except where otherwise specified in the table below, and except that any property west of Railroad Avenue in the IO-1C sub-zone shall be subject to the standards in the Prospect – Railroad – Essex – Beech Redevelopment Plan, with the exception of residential density as provided in the table.

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<tr>
<th>Mixed Commercial / Residential (a.k.a. Mixed-Use)</th>
<th>Sole-Use Multi-Family Residential</th>
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<tr>
<td>Lot Size (sq. ft.)</td>
<td>10,000</td>
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<td>Min. Lot Width (ft.)</td>
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<td>Min. Front Yard (ft.)</td>
<td>Mixed Commercial / Residential (a.k.a. Mixed-Use)</td>
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<td>No front yard required, except not closer than 12 feet from back of curb</td>
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<th>Min. Side Yard, Interior (ft.)</th>
<th>Mixed Commercial / Residential (a.k.a. Mixed-Use)</th>
<th>Sole-Use Multi-Family Residential</th>
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<td>No side yard is required, however, if a yard is provided, it shall be no less than six (6) feet.</td>
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<th>Max. Height (stories/ft.)</th>
<th>Mixed Commercial / Residential (a.k.a. Mixed-Use)</th>
<th>Sole-Use Multi-Family Residential</th>
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</thead>
<tbody>
<tr>
<td>4 stories / 48 feet for properties in the IO-1A</td>
<td>4 stories / 48 feet for properties in the IO-1A</td>
<td></td>
</tr>
<tr>
<td>5 stories / 55 feet for properties in the IO-1B Sub-zone</td>
<td>5 stories / 55 feet for properties in the IO-1B Sub-zone</td>
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<table>
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<tr>
<th>Max. Lot Coverage (%)</th>
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<tr>
<th>Min. Lot Area (Square Feet) per Dwelling Unit (a.k.a. Maximum Density)</th>
<th>Mixed Commercial / Residential (a.k.a. Mixed-Use)</th>
<th>Sole-Use Multi-Family Residential</th>
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<tbody>
<tr>
<td>871 lot s.f. per d.u., except that 792 lot s.f. per d.u. shall be permitted on lots one-half acre in area or larger in the IO-1B Sub-zone</td>
<td>1,225 lot s.f. per d.u. in both the IO-1A and 1B Sub-zones, except that 792 lot s.f. per d.u. on lots one-half acre in area or larger in the in the IO-1B Sub-zone or on any lot in the IO-1C Sub-zone.</td>
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<table>
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<tr>
<th>Min. Height Ratio, front</th>
<th>Mixed Commercial / Residential (a.k.a. Mixed-Use)</th>
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<tr>
<th>Min. Height Ratio, side</th>
<th>Mixed Commercial / Residential (a.k.a. Mixed-Use)</th>
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<table>
<thead>
<tr>
<th>Min. Height Ratio, rear</th>
<th>Mixed Commercial / Residential (a.k.a. Mixed-Use)</th>
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<table>
<thead>
<tr>
<th>Setbacks Between Buildings on the Same Lot</th>
<th>Mixed Commercial / Residential (a.k.a. Mixed-Use)</th>
<th>Sole-Use Multi-Family Residential</th>
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</thead>
<tbody>
<tr>
<td>Cartway width of any internal drives/roads, plus:</td>
<td>Cartway width of any internal drives/roads, plus:</td>
<td></td>
</tr>
<tr>
<td>• 20 feet where either building wall has windows to dwelling units or amenity space.</td>
<td>• 20 feet where either building wall has windows to dwelling units or amenity space.</td>
<td></td>
</tr>
<tr>
<td>• 10 feet where neither building wall has windows except for windows from stairwells, hallways, or other circulation areas.</td>
<td>• 10 feet where neither building wall has windows except for windows from stairwells, hallways, or other circulation areas.</td>
<td></td>
</tr>
</tbody>
</table>
G. Parking (in IO-1 A and 1B, and on lots east of Railroad Avenue in 1C): Shall be consistent with the requirements of RSIS and supplemented by the following:

1. Driveway Access:
   a) Driveways that connect to any primary street (Main Street, Johnson Avenue, Essex Street, Hudson Street, Railroad Avenue, or Union Street) and provide access to any pick-up / drop-off area or parking area shall be at least 50 feet from the curb return of the nearest street intersection or the edge of any other driveway;
   b) Any parking area (indoor or outdoor) on lot or tract with frontage of two streets shall be accessed by a two-way driveway from the secondary street, provided that the driveway is at least five (5) feet from the rear lot line and that the curb opening on the secondary street is at least 10 feet from any other curb opening on the same side of the street;

2. Surface Parking:
   a) Parking shall be prohibited within any front yard or any side yard between a principal building and the right-of-way line of a secondary street;
   b) Parking areas for sole-use multi-family uses shall be set back at least 10 feet from any ground level residential units and be screened from those units with plantings with a typical growth height of at least four (4) feet tall;
   c) Surface Parking Landscaping:
      i. Surface parking areas having more than 20 parking spaces shall include one tree for every 10 parking spaces.
      1. Fractions equal to or greater than one half resulting from this calculation shall be considered to be one (1) tree;
      2. Each such tree shall be located in a planting island with a minimum area of 150 square feet of pervious surface;
      ii. No more than 12 parking spaces shall be permitted between planting islands, or a planting island and a perimeter landscaped area;
      iii. In any surface parking lot having more than 10 parking spaces, at least 5% of the parking area (measured from the either the back of any curb edge or the edge of pavement where a curb does not exist and including all parking spaces and aisles but not including access driveways or interior roads) shall be comprised of planted areas at or below the average grade of the paved surface.
      iv. For surface parking areas, a minimum 4-foot planting strip shall be required between the back of sidewalk and any surface parking area and shall be planted with shrubs at 4 feet on center.

3. Structured/Underground Parking Decks:
   a) Parking structures including structures that are part of or attached to the principal building they serve shall not be taller than two (2) stories above grade.
   b) Parking Security / Gates: Buildings can provide security for residents by controlling vehicular and pedestrian access to the second level or underground level in areas designated for the residential parking.
   c) Structured parking should be concealed from rights-of-ways by being located behind buildings or in the center of L-, C-, or donut-shaped buildings.
      i. Where parking structures cannot be hidden behind buildings or building wings they shall be designed to mitigate the negative visual effects of the proposed structure with screening or façade design that is architecturally consistent and compatible with the materials, proportions and openings of
the primary building including but not limited to decorative elements, grills, screens, or punched openings;

d) Other than at the parking entrances, vehicles within a parking structure shall not be visible from the center line of any roadway;

e) Pedestrian access to the parking structure shall be designed to provide safe and sufficient access to surrounding uses they are intended to serve;

f) All ramps shall be internal to the parking structure and shall not be visible from any roadway;

g) Driveway and garage openings should not exceed 28 feet (excluding loading areas) in width and should include traffic calming measures and a change in surface materials where driveways cross the sidewalk to help ensure pedestrian and bicycle safety.

H. Buffer and General Landscaping Requirements (in IO-1A and 1B, and on lots east of Railroad Avenue in 1C):
Shall be consistent with the requirements at Article IX in the Zoning Code, except as superseded or supplemented by the following.

(1) Buffering & Screening from Residential Zones: The following landscaping requirements shall be required along any lot line shared with a property within a Residential Zone (which shall be understood to mean zones R-50, 60, 75, 100, and R-2, 2A, and 2B for the purposes of this overlay zone):

a) A buffer area having a depth equal to 5% of total lot depth shall be required, except that no buffer less than 5 feet deep shall be permitted, nor shall a buffer greater than 20 feet deep be required.

b) There shall be required (1) tree and five (5) shrubs for every 500 square feet of buffer area and 30 linear feet of buffer area;

c) A solid or semi-open fence not shorter than four (4) feet nor taller than six (6) feet shall be erected along the property line.

i. For the purposes of this section, a solid fence shall be one having no cross-visibility from one side of the fence to the other and a semi-open fence shall be one having less than 50% cross visibility;

ii. Use of a solid fence over a semi-open fence shall reduce the required buffer area shrub density to two (2) shrubs per 500 square feet of buffer area.

I. Streetscape Requirements. Any development within the IO-1A or 1B sub-zones, or in the IO-1C sub-zone east of Railroad Avenue, shall be subject to the following streetscape standards.

(1) Street Trees: Street trees shall be planted at 30'-0" on-center.

(2) Minimum Sidewalk Width: The minimum sidewalk width shall be 6'-0".

(3) Street Lights: All street lights shall be the City of Hackensack standard pedestrian scale light pole and fixture (Granville light).

J. Other Requirements: Any development within the IO-1A or 1B sub-zones, or in the IO-1C sub-zone east of Railroad Avenue, shall be subject to all applicable general development and design requirements established in Chapter 175, except as superseded below:

(1) Building Access (Pedestrians):

a) The entrance to any commercial use and/or space in a mixed-use commercial / residential building shall be distinct and separate from entrances to residential portions of the same building from public rights-of-way or parking areas.
i. Lobbies, stairways, elevators, and hallways that provide access to residential units shall not be accessible to employees, customers, or clients of commercial uses in the same building except as may be necessary for emergency egress.

b) Amenity spaces for residents in both mixed-use and sole-use multi-family buildings must be directly accessible from inside the building in addition to any access from the public right-of-way that may be required for fire safety purposes.

i. Where an indoor or outdoor resident amenity space has direct street access, such access should be designed so that no member of the public can enter the space unless they are accompanied by or authorized to access the space by a resident or building management personnel.

(2) Building Materials and Architectural Standards: The following shall apply to both mixed-use and sole-use residential buildings.

a) Horizontal Articulation:

i. Building facades in excess of 120 feet in length shall be designed to avoid a monolithic appearance through the use of different façade materials and at least one building step back or the incorporation of balconies/bay windows for each 120 feet that act to break the building appearance into smaller increments and sections.

1. For buildings in excess of 120 feet in length a vertical demarcation should be included at a minimum of every 60 feet of building façade;

b) Roof-line Emphasis:

i. Any pitched roof-line should be emphasized with deep eaves or overhangs, cross gables, and/or dormer windows. The shape of roof-lines should coordinate with and reinforce the variation in bay massing and can be utilized to screen mechanical equipment.

c) Canopies / Awnings:

i. Canopies / Awnings should be comprised of rigid materials and should be horizontal in nature;

1. Awnings, canopies, and similar projections shall have an overhead clearance of at least 10 feet, and may not encroach more than seven (7) feet into the public right-of-way without permission from the Governing Body;

2. Ground supports for projecting features may not obstruct or interfere with pedestrian or vehicular movement.

d) Balconies:

i. Balconies are permitted above the first story provided they do not project more than six (6) feet from any building or 4 feet into the required front yard setback or as permitted by the Building Department.

e) Building Materials:

i. Building materials may include: brick, stone, cast stone, stucco, metal and glass storefront assemblies, wood and fiber cement siding;

1. Vinyl siding of any type and grade is strictly prohibited on any portion of any building façade;
2. First levels should be designed using different material than the levels above;

f) Ground Floor Design:
   i. The base of all buildings, regardless of use, shall be distinguished from the remainder of the building with an emphasis on providing design elements that will enhance the pedestrian environment particularly at the street level;
      1. Elements such as cornices, belt courses, corbelling, molding, string courses, ornamentation, changes in material or color, and other sculpturing of the base are appropriate and should be provided to add special interest to the base;
      2. Special attention must be given to the design of windows at the base of buildings. Ribbon windows are discouraged. Recessed windows that are distinguished from the shaft of the building through the use of arches, pediments, mullions, and other treatments are encouraged. Windows shall also comply with other requirements or guidance in this section;
   l. In a mixed commercial / residential building where the ground story is occupied by a commercial use, the ground story shall have a minimum 14-foot floor to ceiling height.

g) Building Entrances:
   i. All pedestrian building entrances from the street should create architectural interest and variation from other portions of the building by incorporating at least three (3) of the following.
      1. Changes in building plane through recesses and/or projections (including columns, projecting bays, porches, stoops) not projecting more than two (2) feet into the required setback;
      2. Canopies, awnings, arcades, galleries, or other overhangs;
      3. Tower elements;
      4. Architectural embellishments;
      5. Changes in building material, color, and/or texture; or
      6. Other design elements that add visual interest as determined by the City.
   l. Building entrances shall be clearly visible from the street and easily identifiable. They should feature large, open and transparent windows with unique and interesting signage.
      1. Where the residential and commercial entrances to a mixed-use building are on the same street frontage, the commercial/storefront entrance(s) should be the most visually prominent of the two;
      2. Operable windows are encouraged.

(3) Commercial storefronts should express individual identity and positioning provided they observe the minimum guidelines noted below;
   i. Storefronts should be “individual” expressions of a tenant’s identity;
   ii. Tenants’ storefront construction should be of high quality and craftsmanship;
   iii. Any restaurant use is encouraged to provide outdoor seating;
iv. In locations adjacent to a public plaza, permanent shade structures for outdoor dining are encouraged;

v. A minimum 5-foot clearance area for pedestrian access along a storefront is required.

(4) Receptacles: Any mixed use / commercial development within the IO-1A, 1B, or 1C sub-zones shall be subject to the following standards for commercial establishments.

a) The owner, agent, lessee or tenant of any commercial establishment which provides food and drinks for consumption off premises, including packaged candies and snack items, shall provide a suitable litter receptacle for the use of his customers. This litter receptacle shall be placed inside the establishment at each exit. The litter receptacle shall be present at all times that the establishment is open for business. The receptacle shall be of suitable height and capacity for the waste generated by the patrons of the establishment and should be appropriately identified as a litter receptacle. The owner, agent, lessee or tenant is responsible for disposing of the litter placed in the receptacle and for removing all litter on the sidewalk and at the curb in front of the establishment.

(5) Building Fenestration: Except as otherwise specified this section shall apply to both mixed commercial/residential and sole-use multi-family buildings.

a) Windows, Generally:
   i. Where expanses of windowless walls are necessary facing a street, they shall not exceed 30 feet in length.
   ii. Windows on upper stories should align vertically from floor to floor and the pattern of window openings should relate to a building’s vertical bay pattern;
   iii. Upper-story windows should be vertically proportioned. Windows may be clustered in pairs and triples to create larger, horizontally proportioned expanses of windows;
   iv. All windows should have dimensionality so as to create shadows and texture within the building façade;
      1. At a minimum, all windows should have deep headers and sills; in addition, trim on all sides that projects from the building facade is encouraged;
      2. Window glazing should be recessed relative to the surrounding enframement. If divided lintels are used, they should include external members that cast shadows on the glass;

b) Storefront Windows (Mixed Commercial/Residential Buildings):
   i. Windows for ground level commercial uses shall cover a minimum of 60% of the storefront wall area (measured by the floor to ceiling height of the commercial unit multiplied by the width of the unit along the front building wall) and shall allow for visibility of up to 12 feet into the commercial unit, which shall be generally unobstructed except as follows:
      1. Window signage shall not cover more than twenty (20) percent of the window area;
      2. Merchandise display areas on street-facing window areas are permitted provided that they shall not have an opaque wall or backing between the display area and floor area and provided that
merchandise is not deliberately organized to obscure visibility into
the commercial space.

(6) Mechanical Equipment Screening: The following shall apply to mechanical equipment or utility
structures either attached to buildings, freestanding on lots, or located below grade:

a) The screening of rooftop mechanical equipment is required.
   i. All rooftop mechanical equipment including cell phone antennae shall be
      screened from view from all adjacent public streets, open spaces and parks in all
directions and elevations to minimize the negative impact from any public street,
neighborhood or adjacent building;
   ii. Screening materials shall be consistent with the architectural detail, color and
materials of the building;
      1. Wire mesh screening is not permitted;
   iii. All roof and HVAC systems must be set back a minimum of 15 feet from the
primary street and 10 feet from any other public street or public open space from
the building edge and screened as to not be visible from any adjacent public
street or public property;

b) Any wall pack ventilation unit facing a public street must match the adjacent material
color;

c) Utility structures, exhaust air vents, back flow preventers, or other similar devices when
located above grade, must be located behind the setback line and be reasonably screened
from public view;

d) Utility structures located below grade may be located within the setbacks.

Introduced: January 5, 2021

Adopted:

ATTEST: ____________________________

CITY OF HACKENSACK

By: ____________________________

Deborah Karlsson, City Clerk

By: ____________________________

John P. Labrosse, Jr. Mayor
CITY OF HACKENSACK

RESOLUTION NO. -21

INTRODUCTION OF ORDINANCE NO. 03-2021, AN ORDINANCE AUTHORIZING THE PRIVATE SALE VIA QUIET DEED FOR CERTAIN REAL PROPERTY THAT MAY BE OWNED BY THE CITY OF HACKENSACK ON BLOCK 315 LOT 34 (LOT D) THAT IS THE SUBJECT OF AN OVERLAPPING OWNERSHIP CLAIM WITH THE CONTIGUOUS PROPERTY OWNER OF BLOCK 315, LOT 21

BE IT RESOLVED that the above Ordinance, being Ordinance 03-2021 as introduced, does now pass on first reading and that said Ordinance shall be considered for final passage at a meeting to be held on February 9, 2021 at 7:00 p.m. or as soon thereafter as the matter can be reached at the regular meeting place of the City Council and at such time and place all persons interested be given an opportunity to be heard concerning said Ordinance and that the City Clerk be and she is hereby authorized and directed to publish said ordinance according to law with a notice of its introduction and passage on first reading and of the time and place when and where said ordinance will be further considered for final passage.

CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK HELD ON JANUARY 26, 2021

DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK
ORDINANCE NO. 03-2021

AN ORDINANCE AUTHORIZING THE PRIVATE SALE VIA QUITCLAIM DEED FOR CERTAIN REAL PROPERTY THAT MAY BE OWNED BY THE CITY OF HACKENSACK ON BLOCK 315 LOT 34 THAT IS THE SUBJECT OF AN OVERLAPPING OWNERSHIP CLAIM WITH THE CONTIGUOUS PROPERTY OWNER OF BLOCK 315, LOT 21.

WHEREAS, the City of Hackensack is the owner of real property located at Block 315, Lot 34 on the tax map of the City of Hackensack, which is currently in use as a public parking lot commonly known as “Lot D;” and,

WHEREAS, Moe Realty LLC is the owner of contiguous real property located at Block 315, Lot 21 on the tax map of the City of Hackensack; and,

WHEREAS, the City is currently engaged in seeking potential developers for the redevelopment of its property on Lot D; and,

WHEREAS, while performing a review of the Lot D property records in preparation for the property’s redevelopment, the City’s engineers determined that based upon the records currently on file with the Bergen County Clerk there exists an anomaly in the property descriptions for Block 315, Lot 34 and Block 315, Lot 21; and,

WHEREAS, more specifically, the recorded property descriptions for Block 315, Lot 34 and Block 315, Lot 21 appear to overlap in an area of approximately 136 square feet or 0.00313 acres, more or less; and,

WHEREAS, this property has long been utilized by Moe Realty LLC under the belief it is the lawful owner of this overlapping area, the property is not needed for the Lot D redevelopment or any other public use, and the City believes it is fair and appropriate that any question as to the overlapping area’s ownership be resolved in favor of Moe Realty LLC; and,

WHEREAS, pursuant to the Local Lands and Buildings Law, N.J.S.A. 40A:12-13(b)(5), a municipality may, by ordinance, sell real property by private sale to a contiguous property owner provided it is less than an eighth of the minimum size required for development under the municipal zoning ordinance and is without any capital improvement thereon, at a negotiated price not less than one dollar ($1.00); and,

WHEREAS, the overlapping area qualifies for a private sale to Moe Realty LLC pursuant to the statute and the City believes this process reflects the easiest and most expeditious manner in which to address and resolve this issue and avoids the necessity of expensive and time-consuming judicial proceedings.
NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Hackensack, County of Bergen, and State of New Jersey, as follows:

Section 1:

A. In accordance with N.J.S.A. 40A:12-13(b)(5), the City Council does hereby authorize the private sale and transfer of whatever rights and interests it may have in the overlapping area between the land owned by the City of Hackensack known as Block 315 Lot 34 and the land owned by Moe Realty, LLC known as Block 315 Lot 21, in the City of Hackensack, Bergen County, New Jersey, as set forth in the attached deed description prepared by Gary A. Veenstra, P.L.S., dated December 30, 2020 and the attached map prepared by Neglia Engineering Associates entitled “Boundary and Topographic Survey, Lot D Parking Area, Lot 34 Block 315, City of Hackensack, County of Bergen, New Jersey” dated September 29, 2020. The aforementioned deed description is attached hereto and is incorporated herein as Exhibit A and the aforementioned map is attached hereto and is incorporated herein as Exhibit B. Further attached as Exhibit C and incorporated herein is an exhibit prepared by Mr. Veenstra describing the area where the two parcels overlap, dated December 30, 2020.

B. The sale of the aforementioned property to Moe Realty LLC shall be for the nominal sum of $1.00.

C. Upon adoption of this Ordinance, the Mayor and City Clerk are authorized and directed to sign and execute a Quitclaim Deed in a form approved by the City Attorney to effectuate the transfer of the City’s interests in the aforementioned property to Moe Realty LLC. The Mayor, City Clerk, and City Attorney and any other relevant City officials are authorized to take any further necessary actions and execute any further documents necessary to effectuate the intent and purposes of this Ordinance.

D. The City makes no affirmative representations with regard to the aforementioned property or the quality of title being transferred pursuant to this Ordinance. The sale of the aforementioned property shall expressly be “as-is.”

Section 2:

Repeal of Inconsistent Provisions. All ordinances or parts thereof in conflict or inconsistent with this Ordinance are hereby repealed, but only however, to the extent of such conflict or inconsistency, it being the legislative intent that all ordinances or part of ordinances now existing or in effect unless the same being conflict or inconsistent with any provision of this Ordinance shall remain in effect.

Section 3:

Severability. The provisions of this Ordinance are declared to be severable and if any section, subsection, sentence, clause or phrase thereof for any reason is held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, subsections, sentences, clauses and phrases of this Ordinance, but shall
remain in effect; it being the legislative intent this Ordinance shall stand notwithstanding the invalidity of any part.

Section 4:
Codification. This Ordinance shall be a part of the Code of the City of Hackensack as though codified and fully set forth therein. The City Clerk shall have this ordinance codified and incorporated in the official copies of the Code. The City Clerk and the City Attorney are authorized and directed to change any Chapter, Article and/or Section number of the Code of the City of Hackensack in the event that the codification of this Ordinance reveals that there is a conflict between the numbers and the existing Code, and in order to avoid confusion and possible accidental repealers of existing provisions not intended to be repealed.

Section 5:
This Ordinance shall take effect upon passage, adoption, and publication in the manner prescribed by law.

Introduced: January 26, 2021

ATTEST: 

CITY OF HACKENSACK

By: ___________________________ By: ___________________________
Deborah Karlsson, City Clerk John P. Labrosse Jr., Mayor
DEED DESCRIPTION
OVERLAP AREA
BETWEEN LANDS OF THE CITY OF HACKENSACK KNOWN AS BLOCK 315 LOT 34
AND LANDS OF MOE REALTY, LLC KNOWN AS BLOCK 315 LOT 21
CITY OF HACKENSACK, BERGEN COUNTY, NEW JERSEY

BEGINNING at a point on the westerly line of lands now or formerly of Moe Realty, LLC as recorded in Deed Book 9447 Page 100, said point being at the southeasterly corner of a parcel of land conveyed by Edward Decker to The City of Hackensack and recorded in Deed Book 8583 Page 966, said point also being the following three courses and distances from the intersection of the southerly line of Camden Street (33 feet wide as per Tax Map) and the westerly line of Main Street (variable widths as per Tax Map), thence:

A) Along said southerly line of Camden Street, North 60°46'49" West, 125.50 feet to a point on the division line between the westerly line of lands now or formerly of Moe Realty, LLC as recorded in Deed Book 9447 Page 100 and the easterly line of lands now or formerly of the City of Hackensack as recorded in both Deed Book 6062 Page 158 and Deed Book 8583 Page 966; thence
B) Along said division line, South 29°13'11" West, 106.52 feet to a bend point therein; thence
C) Continuing along said division line, South 20°16'41" West, 5.22 feet to the true POINT OF BEGINNING and running; thence

1) South 61°40'19" East, a distance of 5.64 feet to a point; thence
2) South 20°16'41" West, a distance of 24.04 feet to a point; thence
3) North 68°43'19" West, a distance of 5.59 feet to a point; thence
4) North 20°16'41" East, a distance of 24.73 feet to the POINT OF BEGINNING.

Containing 136 square feet or 0.00313 acres, more or less.

This description is prepared in accordance with a certain map entitled “Boundary & Topographic Survey, Lot D Parking Area, Lot 34 Block 315, City of Hackensack, County of Bergen, New Jersey” dated September 29, 2020, Project HACKMUN20.014 as prepared by Neglia Engineering Associates. The parcel described herein represents an overlap area described in both Deed Book 9447 Page 100 (Block 315 Lot 21) and Lis Pendens filed in Book 46 Page 658 (portion of Block 315 Lot 34).

Prepared By:

Gary A. Veenstra, P.L.S.
Professional Land Surveyor
N.J. License No. 24G503721300
Date: December 30, 2020
Certificate of Authorization: 24GA27927000
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CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION OF THE GOVERNING BODY OF THE CITY OF HACKENSACK ENDORSING THE CITY’S ROUND 3 HOUSING ELEMENT AND FAIR SHARE PLAN

WHEREAS, on January 13, 2021, the Planning Board of the City of Hackensack, County of Bergen, State of New Jersey, adopted an amended Housing Element and Fair Share Plan (“Fair Share Plan”); and,

WHEREAS, the amended Fair Share Plan addresses the City’s Mount Laurel obligations as delineated in the court-approved Settlement Agreement between the City and Fair Share Housing Center, executed on or around September 10, 2020; and,

WHEREAS, the City of Hackensack remains committed to comply with its constitutional Mount Laurel obligations by voluntarily providing its “fair share” of affordable housing.

NOW, THEREFORE BE IT RESOLVED, that the Council of the City of Hackensack, County of Bergen, State of New Jersey, hereby endorses the Fair Share Plan as adopted by the Planning Board of the City of Hackensack on January 13, 2021; and,

BE IT FURTHER RESOLVED that the City Council hereby authorizes and directs its professionals to take any and all actions reasonable and necessary to secure approval of the City’s Fair Share Plan, to maintain the City’s immunity from any Mount Laurel lawsuits, and to secure a Final Round 3 Judgment of Compliance and Repose; and,
BE IT FURTHER RESOLVED that upon seeking approval of its Fair Share Plan, all known interested parties shall receive notice of the City’s actions and requests; and,

BE IT FURTHER RESOLVED that notice of the City’s application for approval of its Fair Share Plan shall be published in a newspaper of regional circulation and the City shall otherwise provide all the notice which the Court deems appropriate as it determines whether the Fair Share Plan satisfies the City’s affordable housing responsibilities under applicable laws and consistent with the Settlement Agreement between the City and Fair Share Housing Center. Said notice shall give the public sufficient time to review the City’s Fair Share Plan and offer any comments that the individual or entity may deem appropriate.


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DEBORAH KARLSSON, CITY CLERK
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**CITY OF HACKENSACK**

**RESOLUTION NO. -21**

**RESOLUTION AUTHORIZING THE CITY OF HACKENSACK TO FIX THE RATE OF INTEREST TO BE CHARGED FOR NONPAYMENT OF TAXES, ASSESSMENTS OR ANY OTHER MUNICIPAL CHARGES**

**WHEREAS,** N.J.S.A. 54:4-67 permits the Governing Body of the City of Hackensack to fix the rate of interest to be charges for the nonpayment of taxes, assessments, or any other municipal charges.

**THEREFORE, BE IT RESOLVED,** by the Governing Body of the City of Hackensack that the rate of interest on unpaid taxes shall be eight (8) percent per annum on the first One Thousand Five Hundred ($1,500.00) Dollars of delinquency and eighteen (18) percent per annum on any amount in excess of One Thousand Five Hundred ($1,500.00) Dollars to be calculated from the date the tax was payable until the date of actual payment, provided that no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which the same became payable; and,

**BE IT FURTHER RESOLVED,** that the rate of interest on unpaid sewer bills shall be eight (8) percent per annum on the first One Thousand Five Hundred ($1,500.00) Dollars of delinquency and eighteen (18) percent per annum on any amount in excess of One Thousand Five Hundred ($1,500.00) Dollars to be calculated from the date the charge was billed until the date of actual payment, provided that no interest shall be charged if payment of any bill is made within thirty (30) calendar days following the billing date; and,
BE IT FURTHER RESOLVED, that when the 10th day of grace period for taxes, or the 30th day for sewer billing, falls on a Saturday or Sunday, it is due on the following Monday, and if the following Monday is a legal holiday, it will be due and payable on the following Tuesday, and,

BE IT FURTHER RESOLVED, that in addition to the interest provided above, on all delinquencies in excess of Ten thousand ($10,000.00) Dollars and which are not paid prior to the end of the calendar year, the tax collector shall also collect a penalty of six (6) percent of the amount of the delinquency in excess of Ten Thousand ($10,000.00) Dollars.

BE IT FURTHER RESOLVED, that the Municipal Clerk provide a certified copy of this resolution to the Tax Collector.

CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT
THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK
HELD ON JANUARY 26, 2021

___________________________
DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION AUTHORIZING AN ACCELERATED TAX LIEN SALE

WHEREAS, the Governing Body of the City of Hackensack finds and declares that N.J.S.A. 54:5-19 requires that the City of Hackensack conduct a public tax sale to enforce delinquent municipal liens by selling said liens in accordance with the Tax Sale Law; and

WHEREAS, “delinquency” means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years per N.J.S.A. 54:4-67, and

WHEREAS, the Governing Body further finds and declares that the Municipal Tax Collector is qualified to hold said Tax Sale in the calendar year 2020 for municipal delinquent charges; and

WHEREAS, the Governing Body further finds and declares that the Accelerated Tax Lien Sale may be at the discretion of the Municipal Tax Collector;

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the City of Hackensack that the Municipal Tax Collector, Elisa Coccia, is hereby authorized to conduct an Accelerated Tax Lien Sale during the calendar year of 2021 in accordance with N.J.S.A. 54:5-19.

BE IT FURTHER RESOLVED, that the Municipal Clerk provide a certified copy of this resolution to the Tax Collector.

CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK HELD ON JANUARY 26, 2021

DEBORAH KARLSSON, CITY CLERK
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<th>Council Member</th>
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CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION AUTHORIZING THE CANCELLATION OF SMALL BALANCES BY THE TAX COLLECTOR

WHEREAS, the Governing Body of the City of Hackensack finds and declares that N.J.S.A. 40A:5-17-1 empowers authorized municipal employees to process the cancellation of tax refunds and/or delinquencies of less than Ten ($10.00) Dollars, and

WHEREAS, the Governing Body further finds and declares that the Municipal Tax Collector is qualified to process the cancellation of tax refunds and/or delinquencies of less than Ten ($10.00) Dollars, and

WHEREAS, the Governing Body further finds and declares that it is in the best interest of the citizens of the City of Hackensack for the Municipal Tax Collector to be authorized to process the cancellation of tax refunds and/or delinquencies of less than Ten ($10.00) Dollars in accordance with N.J.S.A. 40A:5-17-1;

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the City of Hackensack that Municipal Tax Collector Elisa Coccia is hereby authorized to process the cancellation of tax refunds or delinquencies of less than Ten ($10.00) Dollars during the calendar year 2021 in accordance with N.J.S.A. 40A:5-17-1.

CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK HELD ON JANUARY 26, 2021

DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION AUTHORIZING TRANSFER OF 2020 BUDGET APPROPRIATIONS

WHEREAS, various Year 2020 bills have been presented for payment this year, which bills were not covered by Year 2020 Budget Appropriations; and

WHEREAS, N.J.S.A. 40A:4-58 provides that amounts in excess of appropriations over and above the amounts deemed to be necessary to fulfill the purpose of such appropriations may be transferred to appropriations deemed to be insufficient during the first three months of the reserve year.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Hackensack that the transfers in the amount of $200,000 be made between the Year 2020 Budget Appropriations as follows:

Current Fund:

<table>
<thead>
<tr>
<th>FROM</th>
<th>DEPARTMENT</th>
<th>$200,000</th>
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<tbody>
<tr>
<td>0-01-23-210-210-200</td>
<td>Group Insurance</td>
<td>$200,000</td>
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<td>Total</td>
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<th>TO</th>
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<tr>
<td>0-01-23-220-220-200</td>
<td>General Liability Insurance</td>
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<td>Total</td>
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Parking Utility Fund:

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<th>TO</th>
<th>DEPARTMENT</th>
<th>Amount</th>
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<tbody>
<tr>
<td>0-05-55-512-000-206</td>
<td>Capital Outlay</td>
<td>0-05-55-502-000-200</td>
<td>Other Expenses</td>
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<td>Total $10,000</td>
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<td>Total $10,000</td>
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DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK

RESOLUTION NO.-21

RESOLUTION AUTHORIZING TAX REFUNDS FOR COUNTY BOARD JUDGMENTS, TAX SALE AND DUPLICATE PAYMENTS

BE IT RESOLVED, by the City Council of the City of Hackensack that the proper officers be and are hereby authorized to make the following refunds for the reasons stated:

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<tr>
<th>AMOUNT</th>
<th>BLOCK</th>
<th>LOT</th>
<th>QUAL</th>
<th>NAME</th>
<th>YEAR</th>
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<tr>
<td>$2,204.58</td>
<td>609</td>
<td>3</td>
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<td>Corelogic Tax Services For Carlock, Lori &amp; Bauer, JJ PO Box 9202, Refund Dept. Coppell, TX 75019</td>
<td>2020</td>
<td>Duplicate Payment 218 Cedar Ave</td>
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<td>$1,195.43</td>
<td>237</td>
<td>2.B</td>
<td>C003D</td>
<td>Hudson Homes Management For US Bank Na Trste 500 E Broward Blvd Ste 1130 Ft Lauderdale, FL 33394</td>
<td>2020</td>
<td>Duplicate Payment 301 Beech St Unit 3D</td>
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<td>$3,056.47</td>
<td>16</td>
<td>14</td>
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<td>426 Hudson, LLC 11 Alger Ave Hasbrouck Heights, NJ 07604</td>
<td>2020</td>
<td>County Board Judgment 426 Hudson St</td>
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<td>Amount</td>
<td>Case No</td>
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<td>$5,678.24</td>
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<td>82 Myer St</td>
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CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT
THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK
HELD ON JANUARY 26, 2021

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**CITY OF HACKENSACK**

**RESOLUTION NO. XX-21**

**RESOLUTION AUTHORIZING CHANGE ORDER #1 TO CIFELLI & SONS FOR MAIN STREET STREETSCAPE – ATLANTIC STREET TO MERCER STREET**

**WHEREAS,** the City of Hackensack desires to improve the condition of Main St. by converting it to two-way and implementing a comprehensive streetscape project; and

**WHEREAS,** a contract was awarded to Cifelli & Sons General Contractors for the portion from Atlantic St. to Mercer St. in an amount not to exceed $672,712.45 on July 20, 2020 as per Resolution #256-20; and

**WHEREAS,** delays in construction make it necessary to extend through the winter, requiring temporary winter milling, paving and striping that was not incorporated into the project’s bid specifications; and

**WHEREAS,** the City Manager now recommends the awarding of Change Order #1 in the amount of $107,066.25 for this additional work.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the City of Hackensack, County of Bergen, as follows:

1. Cifelli & Sons General Contracting, Inc. of 81 Franklin Ave., Nutley, NJ 07110 is hereby awarded Change Order #1 in the amount of $107,066.25 bringing the total amount of the contract to $779,778.70 for the Main St. Streetscape / Two-Way Conversion Project from Atlantic St. to Mercer St., in accordance with the proposal attached thereof.

2. A Certification of Funds has been prepared and authorized by the Chief Financial Officer for the said contract assuring that there is a sufficient appropriation to fund the purchases authorized in this resolution as an express and mandatory condition of the award of this contract.

3. The budget account to be charged is C-04-19-028-000-200.
4. The Mayor and City Clerk are hereby authorized to sign the contract documents necessary to effectuate the award of this contract. The City Attorney shall review any and all contractual documents prepared in furtherance of this award.


__________________________
DEBORAH KARLSSON, CITY CLERK
RESOLUTION AUTHORIZING CHANGE ORDER #1 TO CIFELLI & SONS FOR MAIN STREET STREETSCAPE – MERCER STREET TO BERRY STREET

WHEREAS, the City of Hackensack desires to improve the condition of Main St. by converting it to two-way and implementing a comprehensive streetscape project; and

WHEREAS, a contract was awarded to Cifelli & Sons General Contractors for the portion from Mercer St. to Berry St. in an amount not to exceed $1,297,292.70 on July 20, 2020 as per Resolution #257-20; and

WHEREAS, delays in construction make it necessary to extend through the winter, requiring temporary winter milling, paving and striping that was not incorporated into the project’s bid specifications; and

WHEREAS, the City Manager now recommends the awarding of Change Order #1 in the amount of $139,838.50 for this additional work.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Hackensack, County of Bergen, as follows:

1. Cifelli & Sons General Contracting, Inc. of 81 Franklin Ave., Nutley, NJ 07110 is hereby awarded Change Order #1 in the amount of $139,838.50 bringing the total amount of the contract to $1,437,131.20 for the Main St. Streetscape / Two-Way Conversion Project from Mercer St. to Berry St., in accordance with the proposal attached thereof.

2. A Certification of Funds has been prepared and authorized by the Chief Financial Officer for the said contract assuring that there is a sufficient appropriation to fund the purchases authorized in this resolution as an express and mandatory condition of the award of this contract.

3. The budget account to be charged is C-04-19-028-000-200.
4. The Mayor and City Clerk are hereby authorized to sign the contract documents necessary to effectuate the award of this contract. The City Attorney shall review any and all contractual documents prepared in furtherance of this award.


______________________________
DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK

RESOLUTION NO. XX-20

RESOLUTION AUTHORIZING CHANGE ORDER #1 TO SUBURBAN ENGINEERING FOR COURT STREET / CLAY STREET CSO SEWER SEPARATION DESIGN

WHEREAS, the City of Hackensack required engineering services for the design of the Combined Sewer Overflow (CSO) sewer separation in the area of Clay St., which is part of the Court St. Drainage Area; and

WHEREAS, the City solicited requests for proposals and awarded a contract to Suburban Engineering on November 9, 2020 as per Resolution #433-20; and

WHEREAS, it has been determined that it is in the best interests of the City to now extend the Camden St. culvert to Foschini Park in an effort to reduce flooding levels in the Clay St. area; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) now requires design changes to facilitate changes to the Foschini infrastructure to accept these additional flows; and

WHEREAS, the City Manager now recommends the approval of Change Order #1 to Suburban Engineering for the additional design of this extension.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Hackensack, County of Bergen, as follows:

1. Suburban Engineering of 96 U.S. Highway 206, Flanders, NJ 07836 is hereby awarded Change Order #1 in the amount of $85,000, bringing the total amount of the contract to an amount not to exceed $535,000, in accordance with the specifications proposed.

2. A Certification of Funds has been prepared and authorized by the Chief Financial Officer for the said contract assuring that there is a sufficient
appropriation to fund the purchases authorized in this resolution as an express and mandatory condition of the award of this contract.

3. The budget account to be charged is C-04-019-039-000-100.

4. The Mayor and Clerk are hereby authorized to sign any contract documents necessary to effectuate the award of this contract. The City Attorney shall review any and all contractual documents prepared in furtherance of this award.


DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK

RESOLUTION NO. XX-21

RESOLUTION AUTHORIZING CHANGE ORDER #4 –
NEW PRINCE CONCRETE CONSTRUCTION FOR
MAIN STREET / STATE STREET TRAFFIC SIGNAL
IMPROVEMENT PROJECT

WHEREAS, the City of Hackensack advertised and received bids for the Main Street / State Street Traffic Signal Improvement Project; and

WHEREAS, the Mayor and Council of the City of Hackensack awarded a contract to New Prince Concrete Construction in the amount of $4,466,809.34 on April 24, 2017 as per Resolution #123-17; and

WHEREAS, on July 23, 2018 the Mayor and Council of the City of Hackensack adopted Resolution #287-18 authorizing Change Order #1 and approving an additional $499,816.91 to this contract; and

WHEREAS, on June 11, 2019 the Mayor and Council of the City of Hackensack adopted Resolution #263-19 authorizing Change Order #2 and approving an additional $299,929.35 to this contract; and

WHEREAS, on April 7, 2020 the Mayor and Council of the City of Hackensack adopted Resolution 137-20 authorizing Change Order #3 and approving an additional $89,007.50 to this contract; and

WHEREAS, the reprioritization of the Main St. two-way conversion from Berry St. to Ward St. requires additional funding for milling, paving, castings and traffic directors, as the originally appropriated funding covered under this contract was reallocated for the Atlantic St. / Main St. sewer separation; and

WHEREAS, the City Manager now recommends the approval of Change Order #4 which is an increase of $2,583.84.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Hackensack, County of Bergen, as follows:
1. New Prince Concrete Construction is hereby awarded Change Order #4 in the amount of $2,583.84 bringing the total amount of the contract not to exceed $5,358,146.94.

2. A Certification of Funds has been prepared and authorized by the Chief Financial Officer for the said contract assuring that there is a sufficient appropriation in budget account C-04-16-013-000-200 to fund the purchases authorized in this resolution as an express and mandatory condition of this contract.

3. The Mayor and Clerk are hereby authorized to sign the contract documents necessary to effectuate the award of this contract. The City Attorney shall review any and all contractual documents prepared in furtherance of this award.


_________________________________________
DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION AUTHORIZING THE AWARDING OF NATIONAL CO-OP CONTRACT FOR THE PURCHASE OF AN ELGIN BROOM STREET SWEEPER FOR $210,321.93

WHEREAS, the Hackensack Department of Public Works is in need of a Street Sweeper; and

WHEREAS, the City of Hackensack wishes to purchase this equipment by using the services of an authorized National Pricing Co-Operative, pursuant to N.J.S.A. 52:34-6.2(3): and

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, N.J.S.A. 40A:11-12; and

WHEREAS, the City of Hackensack participates in the Sourcewell Co-Operative, formerly the National Joint Powers Alliance, and wishes to utilize their Contract #122017-FSC for the purchase of an Elgin Broom Badger Street Sweeper; and

WHEREAS, on December 8, 2020 the Mayor and Council of the City of Hackensack adopted Resolution #488-20 declaring their intent to make this purchase through the utilization of a National Cooperative Agreement; and

WHEREAS, W.E. Timmerman Co., Inc. of Whitehouse, NJ is an authorized vendor under the Sourcewell Co-Operative; and

WHEREAS, the Qualified Purchasing Agent recommends the utilization of this contract on the grounds that it represents the best available price; and

WHEREAS, the actual price of the Elgin Broom Badger Street Sweeper is expected not to exceed $210,321.93.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hackensack, County of Bergen, as follows:
1. W.E. Timmerman Co., Inc. of 3554 Route 22 West, Whitehouse, NJ 0888 is hereby awarded a contract in the amount not to exceed $210,321.93 for the purchase of an Elgin Broom Badger Street Sweeper to be utilized by the Hackensack Department of Public Works.

2. A Certification of Funds has been prepared by the Chief Financial Officer for the said contract assuring that a sufficient appropriation in budget account C-04-20-041-000-400 exists to fund the purchases authorized in this resolution as an express and mandatory condition of the award of this contract.

3. The Mayor and City Clerk are hereby authorized to sign the contract documents necessary to effectuate the award of this contract. The City Attorney shall review any and all contractual documents prepared in the furtherance of this award.


DEBORAH KARLSSON, CITY CLERK
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CITY OF HACKENSACK

RESOLUTION NO. XX-21

RESOLUTION AUTHORIZING AWARD OF BID CONTRACT FOR
BEECH STREET ROADWAY IMPROVEMENT PROJECT

WHEREAS, the City of Hackensack desires to improve the roadway surface of
Beech St. in Hackensack from Summit Ave. to First St.; and

WHEREAS, the City solicited bid proposals for said road improvements; and

WHEREAS, the City opened bid proposals on January 12, 2021 and a total of
thirteen (13) bid proposals were received; and

WHEREAS, the Mayor and Council of the City of Hackensack now wish to
award a contract to the lowest responsible respondent.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of
Hackensack, County of Bergen, as follows:

1. Smith Sondy Asphalt of 150 Anderson Ave., Wallington, NJ 07057 is hereby
awarded a contract for the Beech St. Roadway Improvement Project in the
amount not to exceed $500,037.40, in accordance with the specifications
proposed.

2. A Certification of Funds has been prepared and authorized by the Chief
Financial Officer for the said contract assuring that there is a sufficient
appropriation in budget account C-04-20-041-000-100 to fund the purchases
authorized in this resolution as an express and mandatory condition of the
award of this contract.

3. The Mayor and Clerk are hereby authorized to sign the contract documents
necessary to effectuate the award of this contract. The City Attorney shall
review any and all contractual documents prepared in furtherance of this
award.

CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT
THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK
HELD ON JANUARY 26, 2021.

DEBORAH KARLSSON, CITY CLERK
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CITY OF HACKENSACK

RESOLUTION NO. XX-21

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR ENGINEERING SERVICES – TO NEGLIA ENGINEERING ASSOCIATES
2021 ROAD RESURFACING PROJECT

WHEREAS, the City of Hackensack will be implementing its 2021 Road Resurfacing / Improvement Project and requires related engineering services for the design, preparation of bid documents and construction management of this project; and

WHEREAS, the City solicited Requests for Proposals regarding engineering services for said project; and

WHEREAS, it was determined that the proposal received from Neglia Engineering is the most advantageous to the City based on cost, expertise in this field and vast experience and specific prior knowledge of this particular project.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Hackensack, County of Bergen, as follows:

1. Neglia Engineering Associates of 34 Park Ave., Lyndhurst, NJ 07071 is hereby awarded a contract in an amount not to exceed $105,815 for the engineering design and construction management services related to the 2021 Road Improvement Program, in accordance with the proposal attached thereof.

2. A Certification of Funds has been prepared and authorized by the Chief Financial Officer for the said contract assuring that there is a sufficient appropriation to fund the purchases authorized in this resolution as an express and mandatory condition of the award of this contract.

3. The budget account to be charged is C-04-20-041-000-600.
4. The Mayor and City Clerk are hereby authorized to sign the contract documents necessary to effectuate the award of this contract. The City Attorney shall review any and all contractual documents prepared in furtherance of this award.


________________________________________
DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION APPROPRIATING FUNDS OR AUTHORIZING BONDING IN THE EVENT OF A SHORTFALL IN FUNDING FOR THE CITY'S AFFORDABLE HOUSING PROGRAMS

WHEREAS, pursuant to In re N.J.A.C. 5:96 and 5:97, 221 N.J. 1 (2015) (Mount Laurel IV), on June 12, 2015, the City of Hackensack filed a Declaratory Judgment Complaint in the Superior Court, Law Division, Bergen County seeking, among other things, a judicial declaration that its Housing Element and Fair Share Plan, to be amended as necessary, satisfies its “fair share” of the regional need for low and moderate income housing pursuant to the “Mount Laurel” doctrine;” and,

WHEREAS, the City simultaneously, and ultimately secured, a protective order providing it with immunity from all exclusionary zoning lawsuits while it pursues approval of its Housing Element and Fair Share Plan, which is still in full force and effect; and,

WHEREAS, the City adopted a Housing Element and Fair Share Plan in January 2021; and,

WHEREAS, the City has prepared a Spending Plan consistent with N.J.A.C. 5:97-8.1 through 8.14 and P.L. 2008, c. 46; and,

WHEREAS, in the event the funding sources as identified in the City’s Spending Plan prove inadequate to complete the affordable housing programs included in the City’s Housing Element and Fair Share Plan and any future amendments thereof, and to the extent permitted by law, the City shall provide sufficient funding to address any shortfalls.
NOW, THEREFORE BE IT RESOLVED, that the Council of the City of Hackensack, County of Bergen, State of New Jersey, does hereby agree to appropriate funds or authorize the issuance of debt to fund any shortfall in its affordable housing programs that may arise, whether due to inadequate funding from other sources or for any other reason, so long as it is consistent with the terms set forth in the City's Settlement Agreement with Fair Share Housing Center, dated September 10, 2020; and,

BE IT FURTHER RESOLVED that the City may repay such debt through future collections of development fees and in-lieu contributions, as such funds become available; and,

BE IT FURTHER RESOLVED that the Mayor, City Administrator, and City Clerk are authorized and designated to execute any and all necessary documents in order to implement the intent of this Resolution.


DEBORAH KARLSSON, CITY CLERK
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**CITY OF HACKENSACK**  
**RESOLUTION NO. -21**

**RESOLUTION OF THE CITY OF HACKENSACK, COUNTY OF BERGEN, STATE OF NEW JERSEY ADOPTING AN AFFIRMATIVE MARKETING PLAN FOR THE CITY OF HACKENSACK**

**WHEREAS,** in accordance with applicable Council on Affordable Housing ("COAH") regulations, the New Jersey Uniform Housing Affordability Controls ("UHAC") (N.J.A.C. 5:80-26., et seq.), and as part of the City’s Declaratory Judgment action entitled "In the Matter of the City of Hackensack, County of Bergen, Docket No. BER-L-5731-15, which was filed on June 15, 2015 in response to Supreme Court decision In re N.J.A.C. 5:96 and 5:97, 221 N.J. 1, 30 (2015) ("Mount Laurel IV"), the City of Hackensack is required to adopt by resolution an Affirmative Marketing Plan to ensure that all affordable housing units created, including those created by rehabilitation, are affirmatively marketed to low and moderate income households, particularly those living and/or working within Housing Region 1, which includes Bergen, Hudson, Passaic and Sussex Counties.

**NOW, THEREFORE, BE IT RESOLVED,** that the Mayor and Council of the City of Hackensack, County of Bergen, State of New Jersey, do hereby adopt the following Affirmative Marketing Plan:

**Affirmative Marketing Plan**

A. All affordable housing units in the City of Hackensack shall be marketed in accordance with the provisions herein unless otherwise provided in N.J.A.C. 5:93-1, et seq.

B. The City of Hackensack has a Prior Round obligation. The City does not have a 1999-2025 obligation (known as the Third Round Obligation) due to its status as an Urban Aid Municipality. This Affirmative Marketing Plan shall apply to all developments that require an Affirmative Marketing Plan or will contain low and moderate income units, including those that are part of the City current Housing Element and Fair Share Plan, and those that may be constructed in future developments not contemplated in the City’s Housing Element and Fair Share Plan. This Affirmative Marketing Plan shall also apply to any rehabilitated rental units that arevacated and re-rented during the applicable period of controls for identified rehabilitated rental units.

C. The Affirmative Marketing Plan shall be implemented by the Administrative Agent under contract to the City of Hackensack. All of the costs of advertising and affirmatively
marketing affordable housing units shall be borne by the developer/seller/owner of the affordable unit(s). The Administrative Agent shall require any other entities, including developers or individuals or companies retained to do affirmative marketing, to comply with this plan.

D. In implementing the Affirmative Marketing Plan, the Administrative Agent, acting on behalf of the City, shall undertake all of the following strategies:

1. Publication of one advertisement in a newspaper of general circulation within the housing region.

2. Broadcast of one advertisement by a radio or television station broadcasting throughout the housing region.

3. Comply with requirements in P.L. 2020, c.51 and on https://nj.gov/njhrc/list/, which requires affordable units be posted to the New Jersey Housing Resource Center.

4. At least one additional regional marketing strategy using one of the other sources listed below.

E. The Affirmative Marketing Plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age or number of children to housing units which are being marketed by a developer or sponsor of affordable housing. The Affirmative Marketing Plan is also intended to target those potentially eligible persons who are least likely to apply for affordable units in that region. It is a continuing program that directs all marketing activities toward Housing Region 1 in which the City is located and covers the entire period of deed restriction for each restricted housing unit.

F. The Affirmative Marketing Plan is a continuing program intended to be followed throughout the entire period of restrictions and shall meet the following requirements:

1. All newspaper articles, announcements and requests for application for low- and moderate-income units shall appear in the Hackensack Daily Voice and The Bergen County Record, The Herald News (Passaic County), The Jersey Journal or Star Ledger (Hudson County) and the New Jersey Herald (Sussex County).

2. The primary marketing shall take the form of at least one press release and a paid display advertisement in the above newspapers once a week for four consecutive weeks. Additional advertising and publicity shall be on an “as needed” basis. The developer/owner shall disseminate all public service announcements and pay for display advertisements. The developer/owner shall provide proof of publication to the Administrative Agent. All press releases and advertisements shall be approved in advance by the City’s Administrative Agent.
3. All affordable units in the City that are being affirmatively marketed shall be listed on the New Jersey Housing Resource Center website, https://njhrc.gov, in accordance with applicable law, including the new HRC law effective November 1, 2020.

4. Housing Resource Center. The owner, developer, property manager or other administrative entity required to implement the affirmative marketing plan for affordable units shall be required post affordable units to the Housing Resource Center ("HRC") administered by New Jersey Housing and Mortgage Finance Agency. All units posted to this resource must also comply with the notice requirements detailed in this Affirmative Marketing Plan. The following requirements for posting to the HRC shall apply

   i. Newly Constructed Development. Housing units which will be leased or sold for the first time shall be posted to the HRC on or before the earlier of:

      a. 60 days prior to conducting a lottery of the applicants
      b. Within one day following when the owner, developer, property manager, or other administrative entity provides any information regarding how to apply for units to prospective applicants or solicits any applications from potential applicants through any other means.
      c. The posting shall include, at a minimum, the following information:
         1. Date expected to be complete
         2. Date of the lottery
         3. Number of affordable units
         4. An accounting of how many units will be available to very low-, low-, and moderate-income households, and;
         5. Each bedroom size that will be available.

   ii. Existing Developments. When one or more housing units become available, vacancies and waitlist openings shall be posted to the HRC within one day of accepting applications including the following information:

      a. The posting shall include, at a minimum, the following information:
         1. Date that affordable units will become available if existing
         2. Number of affordable units
         3. An accounting of how many units will be available to very low-, low-, and moderate-income households, and;
         4. Each bedroom size that will be available.

   iii. New Lottery. From time to time the owner, developer, property manager, or administrative entity required to implement the affirmative marketing plan of an existing development may elect to conduct a new lottery to generate or expand the pool of applicants, provided that applicants already on a waitlist for a particular unit type are not displaced from their place in the queue in the lottery. In such cases, the owner, developer, property manager, or other
administrative entity shall be required to post a listing on the HRC by the earlier of:

a. At least 60 days prior to conducting the lottery of applicants
b. Or within one day of when the owner, developer, property manager, or other administrative entity provides any information regarding how to apply for the lottery to prospective applicants or
c. Solicits any applications from potential applicants through other means, whichever is earlier.
d. A lottery shall not take place less than 60 days following posting on the Housing Resource Center. Any posting on the Housing Resource Center shall provide a link to an online fillable form or Portable Document Format (PDF) form of the application for the affordable housing units on the website of the owner, developer, property manager, or other administrative entity and information on how to request a paper copy of the application from the owner, developer, property manager, or other administrative entity.

iv. The administrative agent, municipal housing liaison and any other owner or developer are required to comply with the remaining requirements for posting to the New Jersey Housing Resource Center in P.L. 2020, c.51 and on https://nji.gov/njhrclist/, which address reporting, compliance and fines.

5. The advertisement shall include a description of the:

i. Location of the units;

ii. Direction to the units;

iii. Date that the affordable housing units are expected to be completed if applicable;

iv. Date of any lottery for the units;

v. Number of affordable units, by income level and number of bedrooms, that will be available;

vi. Range of prices for the units;

v. Maximum income permitted to qualify for the units;

vi. Link to an online or fillable PDF application form, and information about how to request a paper application form;

vii. Location of applications;

viii. Business hours when interested households may obtain an application; and
ix. Application fees if any

6. Newspaper articles, announcements and information on where to request applications for low and moderate income housing shall appear at least once a week for four consecutive weeks in at least three locally oriented weekly newspapers within the region, one of which shall be circulated primarily in Bergen County and the other two of which shall be circulated primarily outside of Bergen County but within the housing region:
   i. The Advertiser News, Sussex
   ii. La Tribuna de North Jersey, Hudson
   iii. Sun Bulletin, Bergen
   iv. The Hudson Report, Hudson
   v. Suburban Life, Passaic
   vi. Arab Voice Newspaper, North Jersey
   vii. Jewish Standard, Bergen, Passiac, Hudson

7. Four or more of the following regional cable television stations or regional radio stations shall be used during the first month of advertising. The developer must provide satisfactory proof of public dissemination:

Cable Television Stations
   i. 2 WCBS-TV - CBS Broadcasting Inc.
   ii. 3 KYW-TV - CBS Broadcasting Inc.
   iii. 4 WNBC - NBC Telemundo License Co. (General Electric)
   iv. 5 WNYW - Fox Television Stations, Inc. (News Corp.)
   v. 7 WABC-TV - American Broadcasting Companies, Inc (Walt Disney)
   vi. 9 WWOR-TV - Fox Television Stations, Inc. (News Corp.)
   vii. 11 WPIX - WPIX, Inc. (Tribune)
   viii. 13 WNET - Educational Broadcasting Corporation
   ix. 25 WNYE-TV - New York City Dept. of Info Technology & Telecommunications
   x. 31 WPXN-TV - Paxson Communications License Company, Llc
   xi. 41 WXTV - WXTV License Partnership, G.p. (Univision Communications Inc.)
   xii. 47 WNJU - NBC Telemundo License Co. (General Electric)
xiii. 50 WNJN - New Jersey Public Broadcasting Authority
xiv. 52 WNJT - New Jersey Public Broadcasting Authority
xv. 54 WTVY-TV - Trinity Broadcasting Of New York, Inc.
xvi. 58 WNJB - New Jersey Public Broadcasting Authority
xvii. 62 WRNN-TV - WRNN License Company, LLC
xviii. 63 WMBC-TV - Mountain Broadcasting Corporation
xix. 68 WFUT-TV - Univision New York LLC
xx. 22 WMBQ-CA - Renard Communications Corp.
xxi. 66 WFME-TV - Family Stations of New Jersey, Inc.
xxii. 21 WLIW - Educational Broadcasting Corporation
xxiii. 60 W60AI - Ventana Television, Inc

Regional Radio Stations (AM)
i. WMCA 570
ii. WFAN 660
iii. WOR 710
iv. WABC 770
v. WCBS 880
vi. WBBR 1130

Regional Radio Stations (FM)
i. WFNY-FM 92.3
ii. WPAT-FM 93.1
iii. WNYC-FM 93.9
iv. WFME 94.7
v. WPLJ 95.5
vi. WQXR-FM 96.3
vii. WQHT 97.1
viii. WSKQ-FM 97.9
ix. WAWZ 99.1
x. WBAI 99.5
xi. WHTZ 100.3
xii. WHUD 100.7
xiii. WCBS-FM 101.1
xiv. WQCD 101.9
xv. WNEW 102.7
xvi. WKTI 103.5
xvii. WAXQ 104.3
xviii. WWPR-FM 105.1
xix. WLTW 106.7
xx. WBL 107.5

8. Applications, brochure(s), sign(s), and/or poster(s) used as part of the affirmative marketing program shall be available/posted in the following locations:

i. City Hall of Hackensack
   65 Central Avenue, Hackensack, NJ 07601

ii. Johnson Public Library
    274 Main Street, Hackensack NJ 07601

iii. City Website
     http://www.hackensack.org

iv. Developer’s Sales/Rental Office

ii. Hudson County Administrative Building
    595 Newark Ve, Jersey City NJ 07306

iii. Passaic County Administrative Building
    401 Grand Street, Paterson, NJ 07505

iv. Sussex County Main Library
    125 Morris Turnpike, Newton, NJ 07860
v. Bergen County Administration Building
   53 Grant St, Fairview, NJ 07022

Any posting on the Housing Resource Center shall provide a link to an online fillable form or PDF form of the application for the affordable housing units on the website of the owner, developer, property manager, or other administrative agent. Information on how to request a paper copy of the application shall also be provided. Applications shall be mailed by the Administrative Agent to the prospective applications upon request. Also, applications shall be made available at the developer's sales/rental office and shall be mailed to prospective applicants upon request.

9. The Administrative Agent shall develop, maintain and update a list of community contact person(s) and/or organization(s) in Bergen, Hudson, Passaic and Sussex Counties that will aid in the affirmative marketing program with particular emphasis on contacts that will reach out to groups that are least likely to apply for housing within the region, including major regional employers (See Attachment A).

   i. Quarterly informational flyers and applications shall be sent to each of the following agencies for publication in their journals and for circulation among their members:

   Bergen County Board of Realtors

   Hudson County Board of Realtors

   Passaic County Board of Realtors

   Sussex County Board of Realtors

   ii. Quarterly informational circulars and applications shall be sent to the administrators of each of the following agencies in the counties of Bergen, Hudson, Passaic, and Sussex:

   Welfare or Social Service Board

   Rental Assistance Office (local office of DCA)

   Office on Aging

   Housing Authority Community

   Action Agencies

   Community Development Departments
iii. Quarterly informational circulars and applications shall be sent to the chief personnel administrators of all the major employers within the region as listed on Attachment A in accordance with the Region 1 Affirmative Marketing Plan.

iv. Quarterly informational circulars, applications, and copies of press releases and advertisements of the availability of low-and-moderate income housing shall be sent to the following additional community and regional organizations:

Fair Share Housing Center  
510 Park Boulevard  
Cherry Hill, NJ 08002

New Jersey State Conference of NAACP  
15 W Front Street  
Trenton, NJ 08608

The Latino Action Network  
2560 U.S. Highway 22  
Suite Number 322, Scotch Plains NJ 07076

Bergen County NAACP  
P.O. Box 1136  
Teaneck, NJ

Passaic County NAACP  
114 Prospect St  
Passaic, NJ 07055

Bergen County Urban League  
12 Tenafly Rd #104  
Englewood, NJ 07631

Greater Bergen County Housing Coalition  
316 State Street  
Hackensack, NJ 07601

Supportive Housing Association of NJ  
185 Valley Street  
South Orange, NJ 07079

10. A random selection method to select occupants of low- and moderate-income housing will be used by the Administrative Agent in conformance with N.J.A.C. 5:80-26.16(l). The Affirmative Marketing Plan shall provide a regional preference for all households that live and/or work in Housing Region 1 comprised of Bergen, Hudson, Passaic, and Sussex.
11. Any Affordable Housing Lottery shall not take place less than 60 days following posting on the Housing Resource Center.

12. The Administrative Agent has the responsibility to income qualify low and moderate income households; to place income eligible households in low and moderate income units upon initial occupancy; to provide for the initial occupancy of low and moderate income units with income qualified households; to continue to qualify households for re-occupancy of units as they become vacant during the period of affordability controls; to assist with outreach to low and moderate income households; and to enforce the terms of the deed restriction and mortgage loan as per N.J.A.C. 5:80-26.1, et seq.

13. The Administrative Agent shall provide or direct qualified low- and moderate-income applicants to counseling services on subjects such as budgeting, credit issues, mortgage qualifications, rental lease requirements and landlord/tenant law and shall develop, maintain and update a list of entities and lenders willing and able to perform such services.

14. All developers/owners of low- and moderate-income housing units shall be required to undertake and pay the costs of the marketing of the affordable units in their respective developments, subject to the direction and supervision of the Administrative Agent.

15. The implementation of the Affirmative Marketing Plan for a development that includes affordable housing shall commence at least 120 days before the issuance of either a temporary or permanent certificate of occupancy. The implementation of the Affirmative Marketing Plan shall continue until all low-income housing units are initially occupied and for as long as affordable units exist that remain deed restricted and for which the occupancy or re-occupancy of units continues to be necessary.

16. The Administrative Agent shall provide the Municipal Affordable Housing Liaison with the information required to comply with monitoring and reporting requirements pursuant to N.J.A.C. 5:80-26-1, et seq. and the Order granting the City a Final Judgment of Compliance and Repose.

CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK HELD ON JANUARY 26, 2021

_______________________________
DEBORAH KARLSSON, CITY CLERK
Attachment A

**Employer Outreach:** Names of employers throughout the housing region that can be contacted to post advertisements and distribute flyers regarding available affordable housing

<table>
<thead>
<tr>
<th>Employer Name</th>
<th>Address 1</th>
<th>City</th>
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<tbody>
<tr>
<td>United Parcel Service Inc. NY Corp</td>
<td>492 County Ave, Secaucus</td>
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<tr>
<td>USPS</td>
<td>80 County Road, Jersey City</td>
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<tr>
<td>Liz Claiborne Inc</td>
<td>1 Claiborne Ave, North Bergen</td>
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<tr>
<td>Credit Suisse First Boston LLC</td>
<td>1 Pershing Plz Jersey City</td>
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<tr>
<td>HealthCare Staffing and Consult</td>
<td>26 Journal Square, Jersey City</td>
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<tr>
<td>Ritter Sysco Food Service</td>
<td>20 Theodore Conrad Dr. Jersey City</td>
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<td>Jersey City Medical Center Inc.</td>
<td>50 Grand St, Secaucus</td>
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<tr>
<td>Marsh USA Inc.</td>
<td>121 River St, Hoboken</td>
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<tr>
<td>National Retail Systems Inc.</td>
<td>2820 16th St North Bergen</td>
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<tr>
<td>Community Corrections Corp</td>
<td>Lincoln Hwy Kearny</td>
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<tr>
<td>Marine Personnel &amp; Provisioning Inc.</td>
<td>1200 Harbor Blvd Weehawken</td>
<td></td>
</tr>
<tr>
<td>Port Authority of NY and NJ</td>
<td>241 Erie St. Jersey City and 120 Academy St. Jersey City</td>
<td></td>
</tr>
<tr>
<td>Christ Hospital Health Service</td>
<td>176 Palisade Ave, Jersey City</td>
<td></td>
</tr>
<tr>
<td>Bayonne Hospital</td>
<td>29th Street and Ave E, Bayonne</td>
<td></td>
</tr>
<tr>
<td>Salson Logistics Inc.</td>
<td>2100 88th St.and 7373 West Side Ave, North Bergen, NJ</td>
<td></td>
</tr>
<tr>
<td>National Financial Service</td>
<td>1000 Plaza, Jersey City</td>
<td></td>
</tr>
<tr>
<td>Fleet NJ Company Development Corp.</td>
<td>10 Exchange Place, Jersey City</td>
<td></td>
</tr>
<tr>
<td>Maidenform Inc.</td>
<td>154 Ave E, Bayonne</td>
<td></td>
</tr>
<tr>
<td>Lord Abbott &amp; Company</td>
<td>90 Hudson City, Jersey City</td>
<td></td>
</tr>
<tr>
<td>Liberty Health Plan Inc.</td>
<td>50 Baldwin Ave Jersey City</td>
<td></td>
</tr>
<tr>
<td>Port Imperial Ferry Corp.</td>
<td>Pershing Rd Secaucus</td>
<td></td>
</tr>
<tr>
<td>Hudson News</td>
<td>1305 Paterson Plank Rd, North Bergen</td>
<td></td>
</tr>
<tr>
<td>Palisades General Hospital</td>
<td>7600 River Rd North Bergen, NJ</td>
<td></td>
</tr>
<tr>
<td>Equiserve Inc.</td>
<td>525 Washington Blvd Jersey city</td>
<td></td>
</tr>
<tr>
<td>Cricorp Data Systems Incorporated</td>
<td>1919 Park Ave Secaucus</td>
<td></td>
</tr>
<tr>
<td>Meadowlands Hospital Medical Center</td>
<td>Meadowlands Pkwy Secaucus</td>
<td></td>
</tr>
<tr>
<td>Retailers &amp; Manufacturers Dist Marking Serv.</td>
<td>50 Metro Way Secaucus</td>
<td></td>
</tr>
<tr>
<td>Dynamic Delivery Corp</td>
<td>125 Pennsylvania Ave Kearny, NJ</td>
<td></td>
</tr>
<tr>
<td>Bowne Business Communications Inc.</td>
<td>215 County Ave Secaucus</td>
<td></td>
</tr>
<tr>
<td>North Hudson Community Action Corp.</td>
<td>5301 Broadway West New York 07093</td>
<td></td>
</tr>
<tr>
<td>Goya Foods Inc.</td>
<td>100 Seaview Dr. Secaucus</td>
<td></td>
</tr>
<tr>
<td>Cristi Cleaning Service</td>
<td>204 Paterson Plank Rd Union, NJ</td>
<td></td>
</tr>
</tbody>
</table>
### Bergen County

<table>
<thead>
<tr>
<th>Company</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hackensack University Medical Center</td>
<td>30 Prospect Ave, Hackensack, NJ 07601</td>
</tr>
<tr>
<td>Professional Employer Group Service</td>
<td>2050 Center Ave Ste 336 Fort Lee</td>
</tr>
<tr>
<td>County of Bergen, NJ</td>
<td>1 Bergen County Plaza Hackensack, NJ 07601</td>
</tr>
<tr>
<td>Society of the Valley Hospital</td>
<td>223 N Van Dien Ave Ridgewood</td>
</tr>
<tr>
<td>NJ Sports &amp; Expo Authority</td>
<td>50 State Highway 120 East Rutherford</td>
</tr>
<tr>
<td>Merck-Medco Managed Care LLC</td>
<td>100 Parsons Pond Dr. Franklin Lakes 07417</td>
</tr>
<tr>
<td>Quest Diagnostics Incorporated</td>
<td>1 Malcolm Ave Teterboro, NJ 07608</td>
</tr>
<tr>
<td>AT&amp;T</td>
<td>15 E Midland Ave Paramus</td>
</tr>
<tr>
<td>Englewood Hospital and Medical Center</td>
<td>350 Engle St. Englewood</td>
</tr>
<tr>
<td>Aramark Svcs Management of NJ Inc</td>
<td>50 Route 120 East Rutherford</td>
</tr>
<tr>
<td>Holy Name Hospital</td>
<td>718 Teaneck Road Teaneck</td>
</tr>
<tr>
<td>Doherty Enterprises Inc</td>
<td>7 Pearl Ct Allendale</td>
</tr>
<tr>
<td>Bergen Regional Medical Center</td>
<td>230 East Ridgewood Ave Paramus</td>
</tr>
<tr>
<td>Inserra supermarkets, Inc.</td>
<td>20 Ridge Rd Mahwah</td>
</tr>
<tr>
<td>Howmedica Osteonics Corp</td>
<td>59 Route 17 Allendale</td>
</tr>
<tr>
<td>Becton Dickinson &amp; Company Corp</td>
<td>1 Becton Dr. Franklin Lakes</td>
</tr>
<tr>
<td>Pearson Education, Inc.</td>
<td>1 Lake St. Upper Saddle River</td>
</tr>
</tbody>
</table>

### Passaic County

<table>
<thead>
<tr>
<th>Company</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>D&amp;E Pharmaceutical Co.</td>
<td>206 Macoprin Rd Bloomingdale, NJ 07403</td>
</tr>
<tr>
<td>Acme Markets</td>
<td>467 AllWood Rd Clifton, NJ 07012</td>
</tr>
<tr>
<td>St. Mary's Hospital</td>
<td>350 Boulevard Passaic, NJ 07055</td>
</tr>
<tr>
<td>Merry Maids</td>
<td>14 Riverside Square Mall, Bloomingdale, NJ</td>
</tr>
<tr>
<td>Health Center at Bloomingdale</td>
<td>255 Union Ave Bloomingdale, NJ 07403</td>
</tr>
<tr>
<td>Sommers Plastic Product Co. Inc.</td>
<td>31 Styertowne Rd Clifton, NJ 07012</td>
</tr>
<tr>
<td>St. Joseph's Hospital</td>
<td>703 Main St. Paterson, NJ 07503</td>
</tr>
<tr>
<td>BAE Systems</td>
<td>164 Totowa Rd, Wayne, NJ 07470</td>
</tr>
<tr>
<td>Drake Bakeries Inc</td>
<td>75 Demarest Dr, Wayne, NJ 07470</td>
</tr>
<tr>
<td>Toys R Us National Headquarters</td>
<td>1 Geoffrey Way, Wayne, NJ 07470</td>
</tr>
<tr>
<td>GAF Materials Corporation</td>
<td>1361 Alps Rd, Wayne, NJ 07470</td>
</tr>
<tr>
<td>Valley National Bank Headquarters</td>
<td>1455 Valley Road Wayne, New Jersey 07470</td>
</tr>
<tr>
<td><strong>Sussex County</strong></td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>------------------------------------------------------</td>
</tr>
<tr>
<td>Selective Insurance 40 Wantage Ave, Branchville, NJ</td>
<td></td>
</tr>
<tr>
<td>Andover Subacute and Rehab Center 99 Mulford Rd Bldg 2, Andover, NJ</td>
<td></td>
</tr>
<tr>
<td>Mountain Creek Resorts 200 State Rt 94, Vernon, NJ</td>
<td></td>
</tr>
<tr>
<td>County of Sussex One Spring Street, Newton, NJ 07860</td>
<td></td>
</tr>
<tr>
<td>Newton Memorial Hospital Inc. 175 High St, Newton, NJ</td>
<td></td>
</tr>
<tr>
<td>Vernon Township Board of Education 539 State Rt 515, Vernon, NJ</td>
<td></td>
</tr>
<tr>
<td>F.O. Phoenix (Econo-Pak) 1 Wiebel Plz, Sussex, NJ</td>
<td></td>
</tr>
<tr>
<td>Hopatcong Board of Education 2 Windsor Ave, Hopatcong, NJ</td>
<td></td>
</tr>
<tr>
<td>Saint Clare's Hospital 20 Walnut St, Sussex, NJ</td>
<td></td>
</tr>
<tr>
<td>Ames Rubber Corp 19 Ames Blvd, Hamburg, NJ</td>
<td></td>
</tr>
<tr>
<td>Council Member</td>
<td>Intro</td>
</tr>
<tr>
<td>--------------------</td>
<td>-------</td>
</tr>
<tr>
<td>Von Rudenborg</td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Canestrino</td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Sims</td>
<td></td>
</tr>
<tr>
<td>Battaglia</td>
<td></td>
</tr>
<tr>
<td>Mayor Labrosse</td>
<td></td>
</tr>
</tbody>
</table>

CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION ADOPTING AN AFFORDABILITY ASSISTANCE MANUAL

WHEREAS, the Superior Court of New Jersey has scheduled a Mount Laurel Final Compliance Hearing, during which the Court will consider whether to approve the City's Round 3 Housing Element and Fair Share Plan, its implementing ordinances, and ancillary documents; and,

WHEREAS, as part of the compliance process, an Affordability Assistance Manual has been prepared by Michael J. Mistretta, P.P., LLA, the author of the City's Spending Plan; and,

WHEREAS, the Affordability Assistance Manual outlines the policies and procedures of the Affordability Assistance Program including the basic content and operation of the various program components; and,

WHEREAS, the manual is a mandatory element of the City's package of documents to be considered by the Court at the above-referenced Compliance Hearing.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Hackensack, County of Bergen, State of New Jersey, approves and adopts its Affordability Assistance Manual, attached hereto as Exhibit A, in furtherance of the City's implementation of its Affordability Assistance Program.


DEBORAH KARLSSON, CITY CLERK
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EXHIBITS

EXHIBIT 1: Summary of Hackensack Affordability Assistance Program Terms
EXHIBIT 2: Affordability Assistance Application

Exhibits Under Separate Cover

EXHIBIT 3: Resolution Authorizing Down Payment/Closing Cost Assistance - LOAN
EXHIBIT 4: Resolution Authorizing First Month’s Rent Assistance - GRANT
EXHIBIT 5: Affordability Assistance Program Repayment Agreement
EXHIBIT 6: Mortgage Securing Payment of Affordability Assistance Program Note
EXHIBIT 7: Recapture Mortgage Note for Affordability Assistance Program
EXHIBIT 8: Resolution Authorizing Emergency Repairs
EXHIBIT 9: Resolution Authorizing Creation of Additional Very-Low-Income Units
EXHIBIT 10: Emergency Repairs Grant Agreement
HACKENSACK AFFORDABILITY ASSISTANCE
Policies and Procedures Manual

I. INTRODUCTION

The purpose of this Manual is to describe the policies and procedures of the Affordability Assistance Program. This Manual describes the basic content and operation of the various affordable assistance program components. It has been prepared with a flexible format allowing for periodic updates of its sections, when required, due to revisions in regulations, terms, and/or procedures.

Where it is found that a new procedure may be more effective or can eliminate a recurring problem, that procedure may be incorporated into the program operation by amending this Operating Manual. In addition, this manual may be periodically revised to reflect changes in local, state, and federal policies and regulations relative to implementation of the affordable housing programs described herein. In accordance with the Federal Fair Housing Act and Equal Opportunities laws, it is unlawful to discriminate against any person making application to buy or rent a home with regard to age, race, religion, national origin, sex, handicapped, or familial status.

II. TYPES OF AFFORDABILITY ASSISTANCE

There are four types of affordability assistance listed below. The specifics of each type are summarized in Exhibit 1.

1. **Down Payment and/or Closing Cost Assistance** — Affordability Assistance funds for down payment and/or closing costs will help low- and moderate-income households achieve the goal of homeownership. The goal of the program is to provide financial assistance to income-qualified homebuyers moving into affordable housing in Hackensack.

2. **Emergency Repairs** — Affordability Assistance funding is also available to assist owners of low-and moderate-units to make emergency related repairs, defined as heavily leaking roofs, inoperable heating systems during the winter months, immediately hazardous electrical systems and/or blocked sewer lines unresolved to unplug via a simple service call for under $1,000. This funding will help preserve the affordable deed restricted housing stock and the residents who reside in the homes. Only units in the City's Fair Share Plan (portfolio of affordable units) may be eligible to apply. The minimum project size must be at least $1,000.

3. **First Month's Rent** — When applicants of affordable rental housing move into an affordable unit, they experience financial hardship resulting from paying the security deposit and first month's rent at the same time. To address this hardship, Hackensack will pay the first month's rent for renters moving into deed restricted affordable units. This assistance is a grant and does not need to be paid back.

4. **Create Additional Very-Low-Income Units** — Affordability assistance may be utilized to create additional very-low income units by converting a moderate or low-income unit into a very low income unit in new developments. The affordability assistance will result in additional very-low-income units beyond what is required by state affordable housing rules. Hackensack may negotiate with developers of inclusionary developments
to determine the appropriate amount of subsidy required to make the unit affordable to a very-low-income household. This subsidy amount may be determined by the following method outlined in N.J.A.C. 5:97-8.8 (2), but it is not required:

Example: A 100-unit development in a municipality consists of 80 market-rate rental units, 10 moderate-income rental units and 10 low-income rental units. Two of the low-income units are priced to be affordable to a household earning 30 percent of regional median income (RMI). The remaining eight low-income units are priced to be affordable to households earning 45 percent of RMI. The rental rate established for the units priced at a 45 percent level of affordability is $603.00 per month while the rental rate established for units priced at a 30 percent level of affordability is $353.00 for a difference of $250.00 per month or $3,000 per year. Assuming a capitalization rate of 8.5 percent would establish a 30-year present value of $35,294 on the reduced rental income. Therefore, a developer might consider re-pricing low-income units to provide additional very-low-income units in exchange for an up-front, lump sum payment of $35,294 for each unit re-priced.

This program can also be used to make existing low-income units more affordable (very-low-income) via subsidies and changes to existing deed restrictions.

a. Hackensack Budget

The budget for each of the programs and percentage spent on each type of assistance is summarized in Exhibit 1.

b. Eligibility

Applications submitted for affordability assistance will be provided on a first come, first-served basis according to the following criteria:

1. There are available affordability assistance funds in the applicable program budget.
2. The applicant is currently purchasing, owns or rents a deed restricted affordable unit in City of Hackensack as their primary residence.
3. The applicant has not received more than one affordability assistance grant per category in the past. For example, a household may apply for closing cost assistance and Emergency Repairs, however that household may only receive one award for each for the term of program (2025). This requirement can be waived under special circumstances.
4. The applicant is income certified. Applicants applying for down payment assistance and two months' rent assistance will have already been income certified. Applicants applying for all other types of assistance will require income certification at the time of application.

c. Maximum Amount

The maximum amount of assistance that may be provided is in Exhibit 1.
d. **Repayment Terms, Repayment Agreement & Security Instruments**

The down payment assistance/closing cost assistance program will have a mortgage and note in favor of the municipality and executed by the property owner with the following terms:

*The loan principal is forgiven at 10% per year for a period of 10 years and is secured by a second mortgage and note.*

The First Month’s Rent Program, Emergency Repairs program and Creation of Additional Very-Low-Income Units program are grants, and there is no repayment agreement.

There is a general funding agreement for the Creation of Additional Very-Low-Income Units program.

### III. **ADMINISTRATION**

The Administrative Agent will be responsible for administering the Affordability Assistance Programs. Questions about these programs should be directed to the Administrative Agent, included on the next page. All forms are included in the appendices and the process for disbursing funds is outlined in the Exhibits. Contact information for the current Administrative Agent is provided by the City of Hackensack.

a. **First Month’s Rent Program**

1. Applicant submits application.
2. Administrative Agent reviews and processes application.
3. Administrative Agent notifies City and prepares resolution authorizing grant.
4. City adopts Resolution.
5. City sends assistance directly to landlord.
6. Administrative Agent records assistance on master reporting spreadsheet.

b. **Down Payment and/or Closing Cost Assistance Program**

1. Applicant submits application.
2. Administrative Agent reviews and processes application.
3. Administrative Agent notifies City and prepares resolution authorizing award.
4. City adopts Resolution.
5. City disperses funds directly to escrow account or provides check to Administrative Agent to bring to closing.
6. The Repayment Agreement, Mortgage and Mortgage Note will be executed at closing. The terms of the mortgage are in the Mortgage Note, which is not recorded. The original recorded mortgage and mortgage note shall be retained by the Program Administrator and kept in the unit file.
7. Title Company will record the Mortgage as part of the closing documents.
8. The administrative agent will send the Agreement to the City to obtain the Mayor’s signature, once executed the Program Administrator will send a copy to the owner.
9. Administrative Agent records assistance on master reporting spreadsheet.
c. **Emergency Repairs Program Procedures**

1. Applicant submits application.
2. Administrative Agent reviews and processes application, including income qualification if necessary.
3. City sends inspector to property to determine the scope of work and sends scope of work to applicant.
4. Applicant secures three quotes and submits quotes to Administrative Agent.
5. Applicant chooses preferred contractor and informs Administrative Agent. (NOTE – the applicant must be informed that work cannot begin until the funding agreement is signed or the costs may not be covered by the City)
6. Applicant signs and submits Funding Agreement to City.
7. City countersigns funding agreement and sends back to Administrative Agent.
8. Permits are pulled (if required) and work begins and is completed on the property.
9. Final Inspection occurs by City Inspector and Certificate of Approval is completed.
10. Administrative Agent notifies City and prepares resolution authorizing award.
11. City adopts Resolution and processes payment to the Contractor.
12. Administrative Agent records assistance on master reporting spreadsheet.

d. **Creation of Additional Very-Low-Income Units Procedures**

1. Funding will be available on a case-by-case basis, to be negotiated with the housing developer.
EXHIBIT 1:
SUMMARY OF HACKENSACK AFFORDABILITY ASSISTANCE TERMS
<table>
<thead>
<tr>
<th>OWNERSHIP</th>
<th>RENTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Down Payment and/or Closing Cost Assistance</td>
<td>Emergency Repairs</td>
</tr>
<tr>
<td>Purpose</td>
<td>Helps low and moderate income households achieve home-ownership.</td>
</tr>
<tr>
<td>Maximum Amount</td>
<td>$15,000/unit</td>
</tr>
<tr>
<td>Deed Restriction and Terms</td>
<td>The loan principal is forgiven at 10% per year for a period of 10 years and is secured by a second mortgage and note.</td>
</tr>
<tr>
<td>Monthly Budget Required</td>
<td>No</td>
</tr>
<tr>
<td>Justification Required</td>
<td>No</td>
</tr>
<tr>
<td>Additional Criteria</td>
<td>First time homebuyer not required - Applicants must have a personal down payment that is 5% of the unit's final contract price.</td>
</tr>
<tr>
<td>Assistance to:</td>
<td>Closing Costs/Down payment assistance on HUD 1 or Seller's Closing Disclosure and Buyer's Closing Disclosure forms.</td>
</tr>
<tr>
<td>Advertising</td>
<td>Notify applicants when submit pre-application to purchase unit</td>
</tr>
<tr>
<td>Total Budget from Current Spending Plan is $1,582,252</td>
<td>$600,000</td>
</tr>
</tbody>
</table>

Eligibility Criteria:
1. There are available affordability assistance funds in the applicable program budget.
2. The applicant is currently purchasing, owns or rents a deed restricted affordable unit in Florham Park Borough as their primary residence.
3. The applicant has not received more than one affordability assistance grant per category in the past. For example, a household may apply for closing cost assistance and emergency repairs assistance, however may only receive one award for each for the term of program (2025). This requirement can be waived under special circumstances.
4. The applicant is income certified. Applicants applying for down payment assistance and two month's rent assistance will have already been income certified. Applicants applying for all other types of assistance will require income certification at the time of application.
EXHIBIT 2:
APPLICATION FOR AFFORDABILITY ASSISTANCE IN CITY OF HACKENSACK
APPLICATION FOR AFFORDABILITY ASSISTANCE IN CITY OF HACKENSACK

This application must be fully completed so that it can be accepted and processed. This application is not transferable. If you require assistance, please call the Administrative Agent. If your application is complete and you are approved to receive affordability assistance, you will be certified by the Administrative Agent and notified by mail.

Applications submitted for affordability assistance will be provided on a first come-first-served basis according to the following criteria:

1. There are available affordability assistance funds in the applicable program budget.
2. The applicant is currently purchasing, owns or rents a deed restricted affordable unit in City of Hackensack as their primary residence.
3. The applicant has not received more than one affordability assistance grant per category in the past. For example, a household may apply for closing cost assistance and emergency repairs assistance, however may only receive one award for each for the term of program (2025). This requirement can be waived under special circumstances.
4. The applicant is income certified. Applicants applying for down payment assistance and two months' rent assistance will have already been income certified. Applicants applying for all other types of assistance will require income certification at the time of application.
Name: ____________________________ Date: ____________

1. Please indicate what type of assistance you are applying for (Choose one):

<table>
<thead>
<tr>
<th>Mark with X</th>
<th>Program</th>
<th>Details</th>
</tr>
</thead>
</table>
|             | Down Payment / Closing Cost Assistance | • $15,000  
• 0% interest loan, forgiven at 10% per year for a period of 10 years and is secured by a second mortgage and note.  
• Applicants must have a minimum of 5% of their own funds towards the purchase of the Home. |
|             | First Month’s Rent              | • First Month’s rent.                                                   |
|             | Emergency Repairs               | • Minimum project size of $1,000  
• Funds to assist with emergency repairs required  
• Applications must submit detailed estimate from 3 licensed contractors at a later date to complete the application  
• Please additionally complete income eligibility form (attached) |

2. $ Amount of Request (Please see above for maximum amounts): ________________

CERTIFICATION

I hereby certify that all information concerning my family size, actual gross income as well as all other information contained herein is true and accurate to the best of my knowledge. I further understand that the Administrative Agent and Hackensack are relying upon this information in order to determine whether I qualify for affordability assistance. I further certify that the copies of the documents attached to this application are true and accurate copies of the originals of such documents. I further certify that I intend to personally occupy the unit as my primary residence except for reasonable periods of vacations and illnesses. I understand that I cannot sublet or re-rent the unit.

I authorize the Administrative Agent, City of Hackensack, or their agents, to check for accuracy on any and all statements and representations made in this application. This may include calls to employers to verify income, contact with banks, etc.

Applicant ____________________________ Co-Applicant ____________________________

Date ____________________________ Date ____________________________
## Application for Subsidy Assistance

**City of Hackensack**

Please complete and submit with required documents to Administrative Agent if you have any questions.

**Development:** 

**Property Address:** 

---

Please fill out the full application below and mail to Administrative Agent. Make sure to include the required documents listed on page 9 of this application. Section 8 applicants do not qualify for this assistance.

### 1. APPLICANT INFORMATION:

Provide details for the Primary Applicant below. The Primary Applicant will be the main contact for this affordable housing. If there is another household member that will be a co-borrower or co-owner, please include their information under Co-applicant.

<table>
<thead>
<tr>
<th><strong>Primary Applicant</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Prefix</strong></td>
<td><strong>First Name</strong></td>
</tr>
<tr>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Email</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Preferred Phone</strong></td>
<td><strong>Ext</strong></td>
</tr>
</tbody>
</table>

| **Alternate Phone** | **Ext** | **Can Receive Text SMS** | ☐ Yes ☐ No |

<table>
<thead>
<tr>
<th><strong>Mailing Address</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>City</strong></td>
<td><strong>State</strong></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Date of Birth</strong></th>
<th><strong>Gender</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Male ☐ Transgender ☐ Female ☐ Other</td>
</tr>
</tbody>
</table>

| **County Currently Living In** | **County Currently Working In (If Applicable)** |
|                               | ☐ Male ☐ Transgender ☐ Female ☐ Other |

<table>
<thead>
<tr>
<th><strong>Primary Language</strong></th>
<th><strong>Marital Status</strong></th>
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<tbody>
<tr>
<td></td>
<td>☐ Single ☐ Married / Domestic Partnership ☐ Separated ☐ Divorced ☐ Widowed</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th><strong>Race</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ American Indian or Alaska Native</td>
<td>☐ White</td>
</tr>
<tr>
<td>☐ Asian</td>
<td>☐ American Indian AND White</td>
</tr>
<tr>
<td>☐ Black or African American</td>
<td>☐ Asian AND White</td>
</tr>
<tr>
<td>☐ Native Hawaiian or Pacific Islander</td>
<td>☐ Black or African American AND White</td>
</tr>
<tr>
<td></td>
<td>☐ Other multiple race</td>
</tr>
<tr>
<td></td>
<td>☐ Choose Not to Respond</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Ethnicity</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Hispanic</td>
<td>☐ Not Hispanic</td>
</tr>
<tr>
<td></td>
<td>☐ Choose Not to Respond</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Employment Status</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Self-employed</td>
<td>☐ Full-time student</td>
</tr>
<tr>
<td>Educational Attainment</td>
<td></td>
</tr>
<tr>
<td>------------------------</td>
<td></td>
</tr>
<tr>
<td>□ Work full-time for employer</td>
<td></td>
</tr>
<tr>
<td>□ Work part-time for employer</td>
<td></td>
</tr>
<tr>
<td>□ Homemaker</td>
<td></td>
</tr>
<tr>
<td>□ Unemployed and not seeking work</td>
<td></td>
</tr>
<tr>
<td>□ Permanently unable to work</td>
<td></td>
</tr>
<tr>
<td>□ Minor/child</td>
<td></td>
</tr>
<tr>
<td>□ Less than HS Diploma</td>
<td></td>
</tr>
<tr>
<td>□ High school diploma or equivalent</td>
<td></td>
</tr>
<tr>
<td>□ Some post-secondary education</td>
<td></td>
</tr>
<tr>
<td>□ Certification from a vocational or technical training program</td>
<td></td>
</tr>
<tr>
<td>□ Associate's Degree</td>
<td></td>
</tr>
<tr>
<td>□ Bachelor's Degree</td>
<td></td>
</tr>
<tr>
<td>□ Master's or other graduate degree</td>
<td></td>
</tr>
</tbody>
</table>

**Co-Applicant (If Applicable)**

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle Name</th>
<th>Last Name</th>
<th>Suffix</th>
<th>Date of Birth</th>
<th>Email</th>
<th>Phone Ext</th>
<th>Can Receive Text SMS</th>
<th>Gender</th>
<th>Ethnicity</th>
<th>Is this person a dependent of the Applicant and/or Co-Applicant?</th>
<th>Relationship to the applicant?</th>
<th>Race</th>
<th>Employment Status</th>
<th>Educational Attainment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>□ Male</td>
<td>□ Hispanic</td>
<td>□ Yes □ No</td>
<td>□ Spouse □ Boyfriend / Girlfriend / Fiancée □ Child □ Other</td>
<td>□ White</td>
<td>□ American Indian or Alaska Native</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>□ Female</td>
<td>□ Not Hispanic</td>
<td>□ Yes □ No</td>
<td>□ American Indian AND White □ Asian AND White □ Black or African American AND White</td>
<td>□ American Indian AND Black</td>
<td>□ Asian</td>
<td>□ Full-time student □ Permanently unable to work □ Retired</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>□ Transgender</td>
<td>□ Choose Not to Respond □ Yes □ No</td>
<td>□ White</td>
<td>□ Other multiple race □ Choose Not to Respond</td>
<td>□ Other multiple race</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>□ Other</td>
<td>□ Hispanic</td>
<td>□ Yes □ No</td>
<td>□ Spouse □ Boyfriend / Girlfriend / Fiancée □ Child □ Other</td>
<td>□ White</td>
<td>□ Black or African American or Pacific Islander</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>□ Self-employed</td>
<td>□ Yes □ No</td>
<td>□ Full-time student □ Permanently unable to work □ Retired</td>
<td>□ Retired</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>□ Work full-time for employer</td>
<td>□ Yes □ No</td>
<td>□ Full-time student □ Permanently unable to work □ Retired</td>
<td>□ Retired</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>□ Work part-time for employer</td>
<td>□ Yes □ No</td>
<td>□ Full-time student □ Permanently unable to work □ Retired</td>
<td>□ Retired</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>□ Homemaker</td>
<td>□ Yes □ No</td>
<td>□ Full-time student □ Permanently unable to work □ Retired</td>
<td>□ Retired</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Educational Attainment**

| Less than HS Diploma |
| High school diploma or equivalent |
| Some post-secondary education |
| Certification from a vocational or technical training program |
| Associate's Degree |
| Bachelor's Degree |
| Master's or other graduate degree |
2. HOUSEHOLD INFORMATION

Please provide information on any other members of your household, such as children, grandparents, or other members.

Additional Household Member #1 (If Applicable)

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle</th>
<th>Last Name</th>
<th>Suffix</th>
<th>DOB</th>
</tr>
</thead>
</table>

**Gender**

- Male
- Female
- Transgender
- Other

**Ethnicity**

- Hispanic
- Not Hispanic
- Choose Not to Respond

Is this person a dependent of the Applicant and/or Co-Applicant? □ Yes □ No

Does this person live in the house more than 50% of the time? □ Yes □ No

Relationship to the applicant?

- Spouse
- Boyfriend/Girlfriend/Fiancé
- Child
- Other

**Race**

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Pacific Islander

□ White
□ Asian and White
□ Black or African American AND White
□ American Indian AND Black
□ Other multiple race
□ Choose Not to Respond

**Employment Status**

- Self-employed
- Work full-time for employer
- Work part-time for employer
- Homemaker

- Full-time student
- Permanently unable to work
- Unemployed and seeking work
- Retired
□ Minor/child
□ Unemployed and not seeking work

Additional Household Member #2 (If Applicable)

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle</th>
<th>Last Name</th>
<th>Suffix</th>
<th>DOB</th>
</tr>
</thead>
</table>

**Gender**

- Male
- Female
- Transgender
- Other

**Ethnicity**

- Hispanic
- Not Hispanic
- Choose Not to Respond

Is this person a dependent of the Applicant and/or Co-Applicant? □ Yes □ No

Does this person live in the house more than 50% of the time? □ Yes □ No

Relationship to the applicant?

- Spouse
- Boyfriend/Girlfriend/Fiancé
- Child
- Other

**Race**

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Pacific Islander

□ White
□ Asian and White
□ Black or African American AND White
□ American Indian AND Black
□ Other multiple race
□ Choose Not to Respond

**Employment Status**

- Self-employed
- Work full-time for employer
- Work part-time for employer
- Homemaker

- Full-time student
- Permanently unable to work
- Unemployed and seeking work
- Retired
□ Minor/child
□ Unemployed and not seeking work

Additional Household Member #3 (If Applicable)

<p>| First Name | Middle | Last Name | Suffix | DOB |</p>
<table>
<thead>
<tr>
<th>Gender</th>
<th>Ethnicity</th>
<th>Is this person a dependent of the Applicant and/or Co-Applicant?</th>
<th>☐ Yes ☐ No</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Male</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ Female</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ Transgender</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ Other</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ Hispanic</td>
<td>□ Not Hispanic</td>
<td>□ Choose Not to Respond</td>
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</tr>
<tr>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Race</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ American Indian or Alaska Native</td>
<td>□ White</td>
<td>□ American Indian AND Black</td>
<td></td>
</tr>
<tr>
<td>□ Asian</td>
<td>□ White</td>
<td>□ American Indian AND White</td>
<td></td>
</tr>
<tr>
<td>□ Black or African American</td>
<td>□ Asian AND White</td>
<td>□ Other multiple race</td>
<td></td>
</tr>
<tr>
<td>□ Native Hawaiian or Pacific Islander</td>
<td>□ Black or African American AND White</td>
<td>□ Choose Not to Respond</td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employment Status</th>
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<tbody>
<tr>
<td>□ Self-employed</td>
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<td>☐ Retired</td>
<td></td>
</tr>
<tr>
<td>□ Work full-time for employer</td>
<td>□ Permanently unable to work</td>
<td>☐ Minor/child</td>
<td></td>
</tr>
<tr>
<td>□ Work part-time for employer</td>
<td>□ Unemployed and seeking work</td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ Homemaker</td>
<td>□ Unemployed and not seeking work</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Additional Household Member #4 (If Applicable)</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Middle</td>
<td>Last Name</td>
<td>Suffix</td>
</tr>
</tbody>
</table>
### Additional Household Member #5 (If Applicable)

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle Name</th>
<th>Last Name</th>
<th>Suffix</th>
<th>Date of Birth</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>□ □</td>
<td></td>
</tr>
</tbody>
</table>

**Gender**
- □ Male
- □ Female
- □ Transgender
- □ Other

**Ethnicity**
- □ Hispanic
- □ Not Hispanic
- □ Choose Not to Respond

**Is this person a dependent of the Applicant and/or Co-Applicant?**
- □ Yes
- □ No

**Does this person live in the house more than 50% of the time?**
- □ Yes
- □ No

**Relation to the applicant?**
- □ Spouse
- □ Boyfriend / Girlfriend / Fiancée
- □ Child
- □ Other

**Race**
- □ American Indian or Alaska Native
- □ Asian
- □ Black or African American
- □ Native Hawaiian or Pacific Islander

**Employment Status**
- □ Full-time student
- □ Retired
- □ Permanently unable to work
- □ Minor/child
- □ Unemployed and seeking work
- □ Unemployed and not seeking work

### Additional Household Member #6 (If Applicable)

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle Name</th>
<th>Last Name</th>
<th>Suffix</th>
<th>Date of Birth</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>□ □</td>
<td></td>
</tr>
</tbody>
</table>

**Gender**
- □ Male
- □ Female
- □ Transgender
- □ Other

**Ethnicity**
- □ Hispanic
- □ Not Hispanic
- □ Choose Not to Respond

**Is this person a dependent of the Applicant and/or Co-Applicant?**
- □ Yes
- □ No

**Does this person live in the house more than 50% of the time?**
- □ Yes
- □ No

**Relation to the applicant?**
- □ Spouse
- □ Boyfriend / Girlfriend / Fiancée
- □ Child
- □ Other

**Race**
- □ American Indian or Alaska Native
- □ Asian
- □ Black or African American
- □ Native Hawaiian or Pacific Islander

**Employment Status**
- □ Full-time student
- □ Retired
- □ Permanently unable to work
- □ Minor/child
- □ Unemployed and seeking work
- □ Unemployed and not seeking work
# 3. INCOME

The income information you provide on this page goes into determining your eligibility for affordable housing.

### Income Source #1

<table>
<thead>
<tr>
<th>Income Earner</th>
<th>□ Applicant □ Co-Applicant □ Other Household Member</th>
<th>Gross Annual Income</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is this income earner a full-time student?</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Income Type

- □ Full-time Employment
- □ Part-time Employment
- □ Self-Employment
- □ Spousal Support/Alimony
- □ Child Support
- □ TANF/Public Assistance
- □ Investment Income
- □ Pension/Annuity
- □ Unemployment
- □ Social Security
- □ Other

<table>
<thead>
<tr>
<th>Date of Hire / Expected</th>
<th>Occupation Description</th>
</tr>
</thead>
</table>

### Income Source #2

<table>
<thead>
<tr>
<th>Income Earner</th>
<th>□ Applicant □ Co-Applicant □ Other Household Member</th>
<th>Gross Annual Income</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is this income earner a full-time student?</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Income Type

- □ Full-time Employment
- □ Part-time Employment
- □ Self-Employment
- □ Spousal Support/Alimony
- □ Child Support
- □ TANF/Public Assistance
- □ Investment Income
- □ Pension/Annuity
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- □ Social Security
- □ Other

<table>
<thead>
<tr>
<th>Date of Hire / Expected</th>
<th>Occupation Description</th>
</tr>
</thead>
</table>

### Income Source #3

<table>
<thead>
<tr>
<th>Income Earner</th>
<th>□ Applicant □ Co-Applicant □ Other Household Member</th>
<th>Gross Annual Income</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is this income earner a full-time student?</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Income Type

- □ Full-time Employment
- □ Part-time Employment
- □ Self-Employment
- □ Spousal Support/Alimony
- □ Child Support
- □ TANF/Public Assistance
- □ Investment Income
- □ Pension/Annuity
- □ Unemployment
- □ Social Security
- □ Other

<table>
<thead>
<tr>
<th>Date of Hire / Expected</th>
<th>Occupation Description</th>
</tr>
</thead>
</table>

### Income Source #4

<table>
<thead>
<tr>
<th>Income Earner</th>
<th>□ Applicant □ Co-Applicant □ Other Household Member</th>
<th>Gross Annual Income</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is this income earner a full-time student?</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Income Type

- □ Full-time Employment
- □ Part-time Employment
- □ Self-Employment
- □ Spousal Support/Alimony
- □ Child Support
- □ TANF/Public Assistance
- □ Investment Income
- □ Pension/Annuity
- □ Unemployment
- □ Social Security
- □ Other

<table>
<thead>
<tr>
<th>Date of Hire / Expected</th>
<th>Occupation Description</th>
</tr>
</thead>
</table>

### Income Source #5

<table>
<thead>
<tr>
<th>Income Earner</th>
<th>□ Applicant □ Co-Applicant □ Other Household Member</th>
<th>Gross Annual Income</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is this income earner a full-time student?</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Income Type

- □ Full-time Employment
- □ Part-time Employment
- □ Self-Employment
- □ Spousal Support/Alimony
- □ Child Support
- □ TANF/Public Assistance
- □ Investment Income
- □ Pension/Annuity
- □ Unemployment
- □ Social Security
- □ Other

<table>
<thead>
<tr>
<th>Date of Hire / Expected</th>
<th>Occupation Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Income Information</td>
<td></td>
</tr>
<tr>
<td>------------------------------</td>
<td></td>
</tr>
<tr>
<td>Does any member of your household who does not have a job, expect to seek full or part-time employment in the next year?</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Does any member of your household work for an employer that pays in cash?</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Is any member of your household expecting to take a leave of absence from work due to lay-off, medical, maternity or military leave?</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Is any member of your household entitled to child support that he/she is not now receiving?</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Does any member of your household now receive or expect to receive regular contributions from organizations or from individuals not living in the unit?</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Is any member of your household responsible for paying child support or alimony? This amount will be deducted from your total annual income.</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>If yes, monthly amount paid:</td>
<td>$</td>
</tr>
</tbody>
</table>
4. ASSETS

Checking/Savings Bank Account Information
Please supply information for each of the household member's checking/savings accounts. Include ALL joint accounts.

<table>
<thead>
<tr>
<th>Account Owner</th>
<th>Account Type</th>
<th>Bank Name</th>
<th>Current Balance</th>
<th>Last 4 Digits of Account #</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Applicant ☐ Co-Applicant</td>
<td>☐ Checking Account</td>
<td></td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>☐ Other Household Member</td>
<td>☐ Savings Account</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Applicant ☐ Co-Applicant</td>
<td>☐ Checking Account</td>
<td></td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>☐ Other Household Member</td>
<td>☐ Savings Account</td>
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<td></td>
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<td>☐ Checking Account</td>
<td></td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>☐ Other Household Member</td>
<td>☐ Savings Account</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Other Assets Information
Please list other assets such as Certificate of Deposits (CDs), retirement accounts, pensions, 401k's, stocks, bonds, and trusts.

<table>
<thead>
<tr>
<th>Account Owner</th>
<th>Account Type</th>
<th>Bank/Asset Name</th>
<th>Current Balance</th>
<th>Last 4 Digits of Account #</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Applicant ☐ Co-Applicant</td>
<td>☐ Retirement Account</td>
<td>☐ CD Account</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>☐ Other Household Member</td>
<td>☐ Investment Account</td>
<td>☐ Other Account</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Applicant ☐ Co-Applicant</td>
<td>☐ Retirement Account</td>
<td>☐ CD Account</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>☐ Other Household Member</td>
<td>☐ Investment Account</td>
<td>☐ Other Account</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Applicant ☐ Co-Applicant</td>
<td>☐ Retirement Account</td>
<td>☐ CD Account</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>☐ Other Household Member</td>
<td>☐ Investment Account</td>
<td>☐ Other Account</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Applicant ☐ Co-Applicant</td>
<td>☐ Retirement Account</td>
<td>☐ CD Account</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>☐ Other Household Member</td>
<td>☐ Investment Account</td>
<td>☐ Other Account</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional Asset Information

Does any member of your household own real estate? ☐ Yes ☐ No
<table>
<thead>
<tr>
<th>Is there a mortgage on the property?</th>
<th>□ Yes □ No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is there rental income?</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Are you planning on selling the real estate?</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Has any member of your household sold or given away real property or other assets (including cash) in the past two years?</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Please list the asset or assets sold or given away in the last two years including the value:</td>
<td></td>
</tr>
</tbody>
</table>

5. Current Living Situation:
Current living situation information is not a criteria in the approval process but it provides a clearer picture of the types of families who might benefit from affordable housing opportunities.

<table>
<thead>
<tr>
<th>How many bedrooms are in your current home?</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ 0 (Studio) □ 1 □ 2 □ 3 □ 4 □ 5 □ 6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Current Monthly Rent (If Applicable)</th>
<th>$</th>
<th>Do you have a Section 8 Voucher?</th>
<th>□ Yes □ No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monthly Utilities (Gas, Water, Electricity, Etc)</td>
<td>$</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
6. Bank Accounts Deposits Description

Please note: You must explain all deposits on your bank accounts that do not show where the money came from, for example: if you received a direct deposit, it will show the Company Name on the deposit line. Those deposits do not need to be included on this explanation. (See below for an example of a deposit you would have to include):

Please fill out the below. This page does not need to be typed, but the descriptions must be clear and legible.

<table>
<thead>
<tr>
<th>Date of Deposit</th>
<th>Amount of Deposit</th>
<th>Description (Where the Money Came From)</th>
<th>Account Number (Please Enter)</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/01/2017</td>
<td>$500.00</td>
<td>Family gift</td>
<td></td>
</tr>
<tr>
<td>(Example)</td>
<td>(Example)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please print more pages in order to include all of the deposits made on your accounts for the past 6 months. Each account should be on a separate page.
Please list your estimated monthly expenses:

<table>
<thead>
<tr>
<th>Monthly Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Auto</strong></td>
</tr>
<tr>
<td>Loan</td>
</tr>
<tr>
<td>Insurance</td>
</tr>
<tr>
<td>Maintenance/Repairs</td>
</tr>
<tr>
<td><strong>Housing</strong></td>
</tr>
<tr>
<td>Rent/Mortgage</td>
</tr>
<tr>
<td>Home owners association</td>
</tr>
<tr>
<td>Property Tax</td>
</tr>
<tr>
<td>Insurance</td>
</tr>
<tr>
<td><strong>Medical</strong></td>
</tr>
<tr>
<td>Health Insurance</td>
</tr>
<tr>
<td>Co-pays</td>
</tr>
<tr>
<td>Other (medications, glasses, etc.)</td>
</tr>
<tr>
<td><strong>Utilities</strong></td>
</tr>
<tr>
<td>Internet/phone/cable</td>
</tr>
<tr>
<td>Electricity/heating</td>
</tr>
<tr>
<td>Water Sewer</td>
</tr>
<tr>
<td>Trash</td>
</tr>
<tr>
<td>Cell Phone</td>
</tr>
<tr>
<td><strong>Other</strong></td>
</tr>
<tr>
<td>Childcare/day care</td>
</tr>
<tr>
<td>Child Support/Alimony</td>
</tr>
<tr>
<td>Credit card debt</td>
</tr>
<tr>
<td>Education</td>
</tr>
<tr>
<td>Food</td>
</tr>
<tr>
<td>Gas/tolls/parking</td>
</tr>
<tr>
<td>Public Transportation</td>
</tr>
<tr>
<td>Student loan</td>
</tr>
<tr>
<td>Tuition</td>
</tr>
<tr>
<td>Other: [please specify]</td>
</tr>
</tbody>
</table>

**TOTAL Expenses**

If your total monthly expenses exceed your monthly income, how will you pay your household expenses in the future:

______________________________

______________________________

______________________________
# 7. Supporting Documents

You must also submit the supporting documents on the following check list for all household members 18 years old or older. Please start gathering this information immediately as it may take several days to locate all of the documents.

<table>
<thead>
<tr>
<th>Identification</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Personal photo identification: Driver’s License, passport, or State ID</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Income Related Documents – Provide All That Apply</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Employment Income: 4 most recent consecutive pay stubs for all employed household members</td>
</tr>
<tr>
<td>☐ Social Security: Most recent award letter</td>
</tr>
<tr>
<td>☐ Temporary Assistance for Needy Families (TANF): Voucher or other verification</td>
</tr>
<tr>
<td>☐ Pension: Letter from pension fund</td>
</tr>
<tr>
<td>☐ Child Support: Current statement from NJ child support website, court order or notarized letter re: your child support status</td>
</tr>
<tr>
<td>☐ Alimony: Current statement from NJ website or notarized letter regarding your alimony support status</td>
</tr>
<tr>
<td>☐ Military Pay: Verification of military pay</td>
</tr>
<tr>
<td>☐ Workers’ Compensation: Statement showing benefits</td>
</tr>
<tr>
<td>☐ Unemployment Benefits: Statement showing benefits</td>
</tr>
<tr>
<td>☐ Self Employed or Own Business: Year to date profit &amp; loss statement (not required if submitting K-1 with taxes)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bank Statements &amp; Other Accounts (Include All Joint Accounts)</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Checking Account: All pages of statements for the last 6 consecutive months</td>
</tr>
<tr>
<td>☐ Savings Account Statements Including CD’s: All pages of statements for the last 6 consecutive months</td>
</tr>
<tr>
<td>☐ Other Account Statements: Most recent statement for other assets such as retirement accounts, 401k’s, stocks, bonds, &amp; trusts</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tax Returns</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Federal Tax Return: All pages of 1040 Federal Tax Return for the past 3 consecutive years</td>
</tr>
<tr>
<td>☐ Sign the 2nd page of each Federal Tax Return (1040 form) to validate the copy</td>
</tr>
<tr>
<td>☐ State Tax Return: All pages for the past 3 consecutive years</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>If You Own an Investment Property or Rental Property, Please Also Provide The Following</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Current mortgage statement</td>
</tr>
<tr>
<td>☐ Investment property lease agreement (if applicable)</td>
</tr>
<tr>
<td>☐ Current year tax assessment record</td>
</tr>
<tr>
<td>☐ Real estate listing if this property is for sale</td>
</tr>
<tr>
<td>☐ Contract with the realtor listing property if property is for sale</td>
</tr>
<tr>
<td>☐ Foreclosure notice (LIS PENS, etc.) if the property is in foreclosure</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Divorce Decree: All pages of divorce decree &amp; settlement agreement</td>
</tr>
<tr>
<td>☐ Full Time Student Over 18: School schedule to document full time status</td>
</tr>
<tr>
<td>☐ Copy of your current lease agreement</td>
</tr>
<tr>
<td>☐ Copy of your affordable housing certification</td>
</tr>
</tbody>
</table>
Applicant Certification:
I/we certify that if selected to receive assistance, the unit I/we occupy will be my/our only residence. I/we understand that the above information is being collected to determine my/our eligibility. I/we authorize the employer/owner/manager to verify all information provided on this application and to contact previous or current landlords or other sources of credit and verification information which may be released to appropriate Federal, State, or local agencies. I/we certify that the statements made in this application are true and complete to the best of my/our knowledge and belief. I/we understand that false statements or information are punishable under Federal Law.

______________________________________________  _______________________________________
Signature of Head of Household       (Date)

______________________________________________  _______________________________________
Signature of Spouse/Co-Head Household  (Date)

In Accordance with the Federal Fair Housing Law (The Fair Housing Amendments Act of 1988). It is illegal to Discriminate Against Any Person Because of Race, Color, Religion, Sex, Handicap, Familial Status, or National Origin.
CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION AUTHORIZING PAYMENT OF BILLS

BE IT RESOLVED by the City Council of the City of Hackensack that the bills in the following accounts be and are hereby ordered paid:

Current Fund  $1,295,397.44
Grants  7,025.00
Payroll  1,887,615.80
Public Parking System  3,631.53
Capital  433,845.44
Escrow  29,718.09
Trust Account  430,451.17
Total Expenditures  4,087,684.47

Interfunds/Transfers  $7,462,109.56

CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK HELD ON JANUARY 26, 2021

DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION AUTHORIZING THE PARTICIPATION OF THE CITY OF HACKENSACK IN THE INTERLOCAL AGREEMENT FOR MUTUAL AID PLAN AND RAPID DEPLOYMENT FORCE WITHIN BERGEN COUNTY

WHEREAS, the Police Departments in Bergen County have a day to day responsibility to provide for the security of lives and property, for the maintenance and preservation of the public peace and order; and

WHEREAS, Law Enforcement Officials also have a responsibility to provide for the preparedness against natural emergencies, such as floods, hurricanes, earthquakes, major storms, etc., manmade causes, civil unrest, and civil disobedience such as riots, strikes, jail or prison riots, train wrecks, aircraft crashes, major fires, disorder riots, terrorism incidents and bombings, State and National emergencies; and

WHEREAS, the Bergen County Police Chief’s Association has proposed a Mutual Aid Plan and Rapid Deployment Force to deal with these emergencies; and

WHEREAS, the Plan is adopted in accordance with the provisions of N.J.S.A. 40A:14-156, N.J.S.A. 40A:14-156.1, N.J.S.A. 40A:14-156.4, and N.J.S.A. Ap. A: 9-40.6; and

WHEREAS, this Plan will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of law enforcement personnel and equipment whenever a local law enforcement agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of an emergency, riot, or disorder in order to protect life and property; and

WHEREAS, it is the desire of the Mayor and Council of the City of Hackensack to participate in a Mutual Aid Plan and Rapid Deployment Force in accordance with the plan submitted by the Bergen County Police Chief’s Association.
NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hackensack that the Hackensack Police Department, under the direction the Police Director/Officer in Charge, cooperate with the Bergen County Police Chief's Association to create an Interlocal Services Agreement with all municipalities in the County of Bergen to put into place the Mutual Aid Plan and Rapid Deployment Force; and

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the County Executive, the Board of Chosen Freeholders, the County Prosecutor, the County Sheriff, the County Chief of Police and all Bergen County Municipalities.


________________________________________
DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION AUTHORIZING ENDORSEMENT OF PROPOSED BERGEN COUNTY COMMUNITY DEVELOPMENT GRANTS 2021

WHEREAS, Bergen County Community Development Grants have been proposed by the following organizations located in the municipality of Hackensack, New Jersey; and

WHEREAS, pursuant to the State Inter-local Services Act, Community Development funds may not be spent in a municipality without authorization by the Mayor and City Council; and

WHEREAS, this resolution does not obligate the financial resources of the municipality and is intended solely to expedite expenditure of the aforesaid Community Development Funds.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Hackensack hereby confirms endorsement of the following projects; and

BE IT FURTHER RESOLVED, that a copy of this resolution shall be sent to the Director of the Bergen County Community Development Program so that implementation of the aforesaid projects may be expedited.

<table>
<thead>
<tr>
<th>APPLICANT</th>
<th>PURPOSE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Jersey Friendship House</td>
<td>Lower Level Improvements</td>
<td>$ 98,000.00</td>
</tr>
<tr>
<td>Volunteer Center of Hackensack</td>
<td>Transportation</td>
<td>$ 50,000.00</td>
</tr>
<tr>
<td>Housing Authority of Bergen County</td>
<td>Tenant Rental Assistance</td>
<td>$350,000.00</td>
</tr>
<tr>
<td>Housing Authority of Bergen County</td>
<td>Security Deposit Assistance</td>
<td>$ 25,000.00</td>
</tr>
<tr>
<td>Fair Housing Council of Northern NJ</td>
<td>Legal Counsel/Representation</td>
<td>$200,000.00</td>
</tr>
<tr>
<td>Greater Bergen Community Action</td>
<td>Site Improvements/Railroad Ave.</td>
<td>$ 30,000.00</td>
</tr>
<tr>
<td>Community Housing in Partnership</td>
<td>Rehab of Porches at the Ladder</td>
<td>$ 18,900.00</td>
</tr>
<tr>
<td></td>
<td>Project and PHASES</td>
<td></td>
</tr>
</tbody>
</table>

CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK HELD ON JANUARY 26, 2021

DEBORAH KARLSSON, CITY CLERK
<table>
<thead>
<tr>
<th>Council Member</th>
<th>Intro</th>
<th>Second</th>
<th>Yes</th>
<th>No</th>
<th>Abstain</th>
<th>Absent</th>
<th>Recused</th>
</tr>
</thead>
<tbody>
<tr>
<td>Von Rudenborg</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Canestrino</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Sims</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Battaglia</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mayor Labrosse</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

**CITY OF HACKENSACK**

**RESOLUTION #21**

**RESOLUTION AUTHORIZING RENEWAL OF INACTIVE LIQUOR LICENSE FOR WESTERN BEVERAGES CORPORATION FOR THE 2020-2021 LICENSE TERM**

**WHEREAS,** the City Clerk’s Office received a special ruling from the New Jersey Director of the Division of Alcoholic Beverage Control (ABC) pursuant to N.J.S.A. 33:1-12.39 authorizing the liquor license renewal for Western Beverage Corporation for the 2020-2021 license term.

**NOW, THEREFORE, BE IT RESOLVED,** by the City Council of the City of Hackensack that the following liquor license be issued in the City of Hackensack, effective July 1, 2020 through June 30, 2021, applicants having complied with the ordinances of the City of Hackensack and any special conditions which may be determined by the City Council, and having paid the required fee:

<table>
<thead>
<tr>
<th>License Number</th>
<th>Company Name</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>0223-44-043-007</td>
<td>Western Beverage Corporation</td>
<td>$1,800.00</td>
</tr>
</tbody>
</table>

**CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK HELD ON JANUARY 26, 2021**

______________________________
DEBORAH KARLSSON, CITY CLERK
<table>
<thead>
<tr>
<th>Council Member</th>
<th>Intro</th>
<th>Second</th>
<th>Yes</th>
<th>No</th>
<th>Abstain</th>
<th>Absent</th>
<th>Recused</th>
</tr>
</thead>
<tbody>
<tr>
<td>Von Rudenborg</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Canestrino</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Sims</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Battaglia</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Mayor Labrosse</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION AUTHORIZING THE CITY OF HACKENSACK, BERGEN COUNTY, THROUGH THE CITY OF HACKENSACK POLICE DEPARTMENT, TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE CITY OF HACKENSACK POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT.

WHEREAS, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAs); and

WHEREAS, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling, and upkeep of the property, and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through, the 1033 Program; and

NOW THEREFORE BE IT RESOLVED by the City of Hackensack, Bergen County that the City of Hackensack Police Department, Bergen County is hereby authorized to enroll in the 1033 Program for no more than a one-year period, with authorization to participate terminating on December 31 of the current calendar year from (January 1st), 2021 to December 31, 2021; and

NOW THEREFORE BE IT FURTHER RESOLVED that City of Hackensack Police Department, Bergen County is hereby authorized to acquire items of non-controlled property designated “DEMIL A,” which may include: office supplies,
office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies or equipment of a non-military nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the City of Hackensack Police Department, Bergen County without restriction; and

NOW THEREFORE BE IT FURTHER RESOLVED that City of Hackensack Police Department, Bergen County is hereby authorized to acquire the following “DEMIL B through Q” property, if it shall become available in the period of time for which this resolution authorizes: See Attached Controlled Property Listing, (10) utility trucks, (15) 5.56 millimeter rifles, or (1) MRAP, (1) Armored Up Humvee; and

BE IT FURTHER RESOLVED that Police Officer Frank McCall of the City of Hackensack Police Department, Bergen County shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

BE IT FURTHER RESOLVED that the City of Hackensack Police Department, Bergen County shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately and shall be valid to authorize requests to acquire “DEMIL A” property and “DEMIL B through Q” property that may be made available through the 1033 Program during the period of time for which this resolution authorizes; with Program participation and all property request authorization terminating on December 31st of the current calendar year from January 1st, 2021 to December 31, 2021.

CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK HELD ON JANUARY 26, 2021

DEBORAH KARLSSON, CITY CLERK
Council Member | Intro | Second | Yes | No | Abstain | Absent | Recused |
--- | --- | --- | --- | --- | --- | --- | --- |
Von Rudenborg | | | | | | | |
Deputy Mayor Canestrino | | | | | | | |
Deputy Mayor Sims | | | | | | | |
Battaglia | | | | | | | |
Mayor Labrosse | | | | | | | |

CITY OF HACKENSACK

RESOLUTION NO.

RESOLUTION AUTHORIZING LEAVE OF ABSENCE WITHOUT PAY FOR BRIANNA C. MEYER, KEYBOARDING CLERK 1 BUILDING, HOUSING AND LAND USE DEPARTMENT

WHEREAS, Brianna C. Meyer, Keyboarding Clerk 1 in the Building, Housing and Land Use Department, has requested a Leave of Absence without pay for twelve weeks for maternity leave under the Federal Family Leave Act, and

WHEREAS, City Manager Ted M. Ehrenburg has determined that this employee be granted a Leave of Absence for twelve weeks, commencing Monday, January 11, 2021 and terminating Wednesday, April 07, 2021.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Hackensack, that Brianna C. Meyer, Keyboarding Clerk 1 in the Building, Housing and Land Use Department, be granted a Leave of Absence for twelve weeks, without pay, as requested; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution is forwarded to the employee’s pension system by the Chief Financial Officer.


DEBORAH KARLSSON, CITY CLERK
<table>
<thead>
<tr>
<th>Council Member</th>
<th>Intro</th>
<th>Second</th>
<th>Yes</th>
<th>No</th>
<th>Abstain</th>
<th>Absent</th>
<th>Recused</th>
</tr>
</thead>
<tbody>
<tr>
<td>Von Rudenborg</td>
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<tr>
<td>Deputy Mayor</td>
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<tr>
<td>Canestrino</td>
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<tr>
<td>Deputy Mayor</td>
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<tr>
<td>Sims</td>
<td></td>
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CITY OF HACKENSACK

RESOLUTION NO. XX-21

RESOLUTION AUTHORIZING RELEASE OF ESCROW - 747 MAIN STREET
IN THE AMOUNT OF $1,201.07

WHEREAS, a request has been received for the return of any Professional Review Escrow funds for the project known as 747 Main St.; and

WHEREAS, the Chief Financial Officer has determined that the balance of escrow funds remaining for this project is $1,201.07; and

WHEREAS, the City is in receipt of a certification as to the completeness of the project from the Building / Land Use Department.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Hackensack, County of Bergen that the Chief Financial Officer is hereby directed to return the balance of Professional Review Escrow Funds in the amount of $1,201.07 to Donald Roman, DMD PA, of 747 Main St., Hackensack, NJ 07601.

CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT
THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK
HELD ON JANUARY 26, 2021.

DEBORAH KARLSSON, CITY CLERK
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CITY OF HACKENSACK

RESOLUTION NO. XX-21

RESOLUTION AUTHORIZING AMBULANCE REIMBURSEMENT

BE IT RESOLVED, by the Mayor and Council of the City of Hackensack, that the proper officers be and are hereby authorized to make the following reimbursements for ambulance services:

$270.56  M.G.01062020  Jan. 6, 2020


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CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION OF THE CITY OF HACKENSACK AUTHORIZING THE SUBMISSION OF A FY 2021 BERGEN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

WHEREAS, a Bergen County Community Development grant totaling $550,182.00 has been proposed by the City of Hackensack for the Resurfacing of 3rd Street project, in the municipality of the City of Hackensack; and,

WHEREAS, pursuant to the State Interlocal Services Act, Community Development funds may not be spent in a municipality without authorization by the Governing Body; and,

WHEREAS, the aforesaid project is in the best interest of the residents of the City of Hackensack; and,

WHEREAS, this resolution does not obligate the financial resources of the municipality and is intended solely to expedite expenditure of CD funds.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the City of Hackensack hereby confirms endorsement of the aforesaid project.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be sent to the Director of the Bergen County Community Development Program so that implementation of the aforesaid project may be expedited.

CERTIFIED TO BE A TRUE COPY OF THE MOTION PASSED AT THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK HELD ON JANUARY 26, 2021

DEBORAH KARLSSON, CITY CLERK
WHEREAS, the State of New Jersey’s liquor license laws date back to the 1950s and 1960s; and

WHEREAS, under current law, a municipality may issue plenary retail consumption licenses until the combined total number in the municipality is fewer than one license for each 3,000 municipal residents and this restriction creates a shortage of these licenses in some municipalities; and

WHEREAS, the State of New Jersey’s liquor license laws has caused an extreme supply imbalance that the statewide average cost of an individual liquor license is $300,000, an exorbitant amount causing an inequitable landscape among current and potential restaurateurs; and

WHEREAS, the restaurant liquor license standards of other states in the Northeast region enable restaurateurs to join the market at a significantly lower price point than the State of New Jersey, thus giving them a competitive advantage; and

WHEREAS, the COVID-19 pandemic has put additional burden on New Jersey’s small businesses, particularly the restaurant industry; and

WHEREAS, there is clear need to for reform as demonstrated by the numerous bills already introduced in the 2020-21 New Jersey Legislature session with the intent to expand liquor licensure, including but not limited to S2964/A4925, A1700, A1125/S2108, A1128/S2109, A2274/S1592, A725/S1712, S1315, A1955/S615, A1218; and

WHEREAS, we recognize the need to compensate existing license holders that paid exorbitant prices for the right to sell liquor in their restaurants; and
WHEREAS, the State of New Jersey should be a leader in reform initiatives that helps its small businesses survive and thrive, provides an equitable business environment, and enables New Jersey to better compete in the regional market; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Hackensack that it supports meaningful liquor license reform legislation to create a more balanced liquor license market; and

BE IT FURTHER RESOLVED that the Clerk be and hereby is authorized to distribute copies of this Resolution to all appropriate officials and agencies including our Legislative Representatives, the Governor, the Lieutenant Governor and the New Jersey State League of Municipalities.

CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK HELD ON JANUARY 26, 2021

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CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HACKENSACK APPOINTING ALBERT DIB AS THE CITY'S MUNICIPAL HOUSING LIAISON

WHEREAS, the City of Hackensack's Housing Element and Fair Share Plan promotes an affordable housing program pursuant to the Fair Housing Act (N.J.S.A. 52:27D-301, et. seq.), applicable Council on Affordable Housing ("COAH") regulations and Uniform Housing Affordability Controls ("UHAC") regulations; and,

WHEREAS, the City Council desires to appoint a Municipal Housing Liaison for the administration of Hackensack's affordable housing program to enforce the requirements of applicable COAH and UHAC regulations; and,

WHEREAS, the Code of the City of Hackensack, at Section 45A-18, provides for the appointment of a Municipal Housing Liaison to administer the City's affordable housing program.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Hackensack, in the County of Bergen, State of New Jersey that Albert Dib, the City's Redevelopment Director, is hereby appointed as the Municipal Housing Liaison for the administration of the City's affordable housing program and to perform the duties contemplated by Section 45A-18 of the City Code.

CERTIFIED TO BE A TRUE COPY OF THE RESOLUTION PASSED AT THE CITY COUNCIL MEETING OF THE CITY OF HACKENSACK HELD ON JANUARY 26, 2021

DEBORAH KARLSSON, CITY CLERK
CITY OF HACKENSACK

RESOLUTION NO. -21

RESOLUTION AUTHORIZING RENEWAL OF BERGEN RISK AS THIRD PARTY ADMINISTRATOR FOR CITY’S WORKER COMPENSATION, GENERAL AND AUTOMOBILE LIABILITY INSURANCE

WHEREAS, the City of Hackensack ("City") has a need to retain a Third-Party Administrator to administer the City’s Workers’ Compensation, General and Automobile Liability Self-Insurance Program as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and

WHEREAS, the City is currently a member of the South Bergen Municipal Joint Insurance Fund which provides the City with a variety of insurance coverage; and

WHEREAS, a prerequisite to the City’s membership in the South Bergen Municipal Joint Insurance Fund was that the City be required to utilize and engage Bergen Risk Managers, Inc. as a Third-Party Administrator for all claims within the City’s self-insured retention; and

WHEREAS, Bergen Risk Managers, Inc. has submitted a proposal setting forth that they will provide Third-Party Administrator Services for $72,195.00; and

WHEREAS, the City has previously determined that Bergen Risk Managers, Inc. was qualified to provide Third-Party Administrator Services; and

WHEREAS, this contract has previously been awarded to Bergen Risk Managers, Inc. through a "non-fair and open process" pursuant to N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS, Bergen Risk Managers, Inc. currently operate as Third-Party Administrator for all South Bergen Municipal Joint Insurance Fund claims within the City’s self insured retentions; and
WHEREAS, the City Council finds it to be in the best interests of the City to enter into a Professional Services Agreement with Bergen Risk Managers, Inc. for the professional specialized services pursuant to the same terms and conditions as the existing contract; and

WHEREAS, such professional services will be rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law pursuant to N.J.S.A. 40A:11-5(a)(i) of the Local Public Contracts Law; and

WHEREAS, the Local Public Contracts Law requires that the resolution authorizing the award of contracts for professional services without competitive bidding and the contract itself must be available for inspection; and

WHEREAS, it is the desire of the City Council of the City of Hackensack to retain the services of Bergen Risk Managers, Inc. to serve as the Third-Party Administrator in an amount not to exceed $72,195.00; and

WHEREAS, a certificate establishing that funds will be available will be issued by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Hackensack that:

1) Bergen Risk Managers, Inc. will complete and submit a Business Entity Disclosure Certification which certifies that Bergen Risk Managers has not made any reportable contributions to a political or candidate committee in the City of Hackensack in the previous year, and that the contract will prohibit Bergen Risk Managers, Inc. from making any reportable contributions through the term of the contract; and

2) The Mayor be and is hereby authorized and directed to execute an contract with Bergen Risk Managers, Inc., to provide the aforesaid services for the period of January 1, 2021, through December 31, 2021; and

3) This contract is awarded without competitive bidding in accordance with N.J.S.A. 40A:11-5(a)(i) of the Local Public Contracts Law; and

4) The Business Disclosure Entity Certification will be placed on file with this Resolution; and

5) The City Clerk be and hereby is directed to retain a copy of the contract for public inspection and to publish notice of this action in The Record.


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DEBORAH KARLSSON, CITY CLERK