MINUTES OF REGULAR MEETING
TUESDAY, MARCH 24, 2020
COMMON COUNCIL OF THE CITY OF SUMMIT

Distributed: 4/23/2020
Approved: 4/28/2020

The meeting was called to order by Council President Marjorie Fox at 7:30 PM. The City Clerk then read the following notice:

“Adequate notice of this meeting has been provided by the City Clerk in the preparation of the Council Annual Meeting Notice of Closed Session and Regular Meetings, dated March 19, 2020 which set forth the date, time, and place of this meeting and by properly posting such notice and forwarding the notice to those designated newspapers and the persons requesting meeting notices.”

CALL TO ORDER

ROLL CALL

PRESENT: Councilmembers Bowman, Hairston, Little (via video), Naidu, O’Sullivan (via video), Vartan and Council President Fox.

ABSENT: Robert Weck, Chief of Police

Also in attendance were Mayor Radest and staff members Michael Rogers, City Administrator (via video); Paul Cascais, DCS Director; Eric Evers, Tammie Baldwin, Rosemary Licatese and Matthew Giacobbe, City Solicitor.

Minutes of this meeting are recorded on CD #2020-06.

PLEDGE OF ALLEGIANCE – Chief Evers

APPROVAL OF MINUTES

Regular and Closed Session Meetings of March 10, 2020 – Upon motion of Councilmember Naidu, duly seconded, the minutes were approved unanimously.

REPORTS

Items/issues noted hereunder, if any, reflect those recommending and/or needing action by City department(s) or at a future council meeting.

- Mayor, City Administrator and Council President
Office of Emergency Management - COVID-19 Report – Fire Chief Eric Evers provided an update of emergency management operations relative to the COVID-19 emergency declaration, with key points as follows:

1. Overlook has not expressed any need for assistance yet.
2. Fire Department:
   a. Staffing currently at full service.
   b. Not as many personnel entering buildings at one time.
   c. Isolating crews.
   d. Fire house tours have been cancelled and building is closed to the public.
   e. In constant contact with Overlook Hospital.
3. Overlook in need of donation of face masks.

PUBLIC COMMENTS

Claire Toth, 11 Sunset Drive, re COVID-19 Preparedness - Email attached hereto. In response Chief Evers explained the protocol.

Eileen Kelly, 47 Woodland Avenue, re COVID-19 financial impact. Email attached hereto. Council President Fox stated that answers regarding financial impact would be deferred to the budget hearing discussion.

Patty Staunton, 11 Clark Street, re Landscapers - Email attached hereto.

Daniel Harrison, 131 Rotary Drive, re Leafblowers - Email attached hereto.

Key responses for both of the above were as follows:

1. City is implementing a pilot project where City is using electric powers lawn maintenance equipment.
2. Governor's Executive Order #108 deemed landscaping services an essential service.
3. Once emergency is lifted, the City will look at the issue. In the meantime, neighbors might need to work it out.
4. Long term solutions are being reviewed.

Diane Sottie, 8 Winchester Road - Email attached hereto. Responses included:

1. Mayor Radest advised she would speak with the Communications Office regarding Ms. Sottie's comments regarding telephone and video communication relative to COVID-19.
2. Citizens can contact the police departments on its non-emergency number to report outside gathers at playing fields, etc.
3. There was an abundance of information being received and the City is receiving updates almost daily and, therefore, asking for residents' patience during this time.
4. The City is working hard to sift through all of the information so that the public gets the right information.
5. City does updates, even on the weekends.
6. Summit Downtown's list is updated daily.
7. This is a new and unique challenge and there is no "handbook" to refer to. Local government is trying its best to administer procedures.
Natalie Bergman, re Garden Refuse - Email attached hereto. Key points by City Administrator Rogers, regarding temporary closure of Transfer Station, were as follows:

1. Recommendation to temporarily store garden refuse in an inconspicuous area on homeowner's property.
2. Currently in discussion with the Director of the Department of Community Services as to how to address Transfer Station closure during emergency declaration.
3. First priority is to protect employees as well as the public at large.
4. While it is an inconvenience for the short term, asked for patience.
5. Hopes to go to a modified schedule at the Transfer Station.

**ORDINANCE(S) FOR HEARINGS**

The Council President called for a hearing of the following ordinance(s), which the City Clerk read by title.

<table>
<thead>
<tr>
<th>Number</th>
<th>Title</th>
<th>Introduction Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>FINANCE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20-3210</td>
<td>ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14) (Establish CAP Bank)</td>
<td>03/10/20</td>
</tr>
</tbody>
</table>

No one wished to be heard and the hearing was declared closed.

Proof of publication of the introduction of this ordinance, published in the Union County Local Source of March 12, 2020, was made part of the record.

**ORDINANCE(S) FOR FINAL CONSIDERATION**

*The respective Committee Chairman, Committee member, or Councilmember, as indicated for the Committee, introduced the following ordinance(s) which was (were) individually read by title by the City Clerk for final passage and on motion, duly seconded and on roll call, unanimously adopted or adopted by the vote shown, if any:*

<table>
<thead>
<tr>
<th>Number</th>
<th>Title</th>
<th>Introduction Date</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
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<td>03/10/20</td>
</tr>
</tbody>
</table>

**RESULT:** ADOPTED [UNANIMOUS]

**MOVER:** Vartan

**SECONDER:** Bowman

**AYES:** O'Sullivan, Bowman, Fox, Hairston, Little, Naidu, Vartan
ORDINANCE(S) FOR INTRODUCTION

The respective Committee Chairman, Committee member, or Councilmember, as indicated for the Committee, introduced, for first reading, the following ordinance(s) as it (they) came up for consideration during the meeting, which was (were) individually read by City Clerk Licatese and unanimously adopted by the vote indicated below and referred to the Law Committee for study and report with a hearing(s) scheduled as indicated under Hearing Date below.

<table>
<thead>
<tr>
<th>Number</th>
<th>Title</th>
<th>Hearing Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAFETY &amp; HEALTH</td>
<td></td>
<td>04/14/20</td>
</tr>
<tr>
<td>(ID # 7063) AN ORDINANCE AMENDING THE CODE, CHAPTER VII, TRAFFIC, SECTION 7-11.2, STOP INTERSECTIONS DESIGNATED (Install stop signs – Ashland/Tulip; Ashland/Maple, Tulip/Prospect)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RESULT: TABLED [UNANIMOUS]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MOVER: Hairston</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SECONDER: Little</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AYES: O’Sullivan, Bowman, Fox, Hairston, Little, Naidu, Vartan</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SAFETY & HEALTH

(ID # 7074) AN ORDINANCE AMENDING CHAPTER VII, TRAFFIC, SECTION 7-8 PARKING, SUBSECTION 7-8.5, PARKING TIME LIMITED ON CERTAIN STREETS AND SUBSECTION 7-8.7, PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS, OF THE CODE OF THE CITY OF SUMMIT. (Waldron Avenue Parking)

RESULT: TABLED [UNANIMOUS] Next: 5/12/2020 7:30 PM
MOVER: Hairston
SECONDER: Little
AYES: O’Sullivan, Bowman, Fox, Hairston, Little, Naidu, Vartan

RESOLUTIONS

(Resolutions, which were not identified on the agenda as same, do not appear in the minutes in the actual order in which they were addressed at the meeting, but under the proper committee heading after those that were on the agenda. Those with the name of another committee in italics after it indicate the other committee might have had some input.)

The respective Committee Chairman, Committee member, or Councilmember, as indicated for the Committee, introduced the following resolution(s) and on motion, duly seconded and on roll call, unanimously adopted or adopted by the vote shown, if any:
FINANCE

39260 1. Introduce 2020 Municipal, Parking and Sewer Operating Budgets & Establish Hearing Date (Roll Call Vote)

City Administrator Michael Rogers provided an overview of the proposed 2020 municipal, parking and sewer operating budgets through slides, which are here attached.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Vartan
SECONDER: Bowman
AYES: O’Sullivan, Bowman, Fox, Hairston, Little, Naidu, Vartan

39261 2. Introduce 2020 Special Improvement District Budget & Establish Hearing Date (Roll Call Vote)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Vartan
SECONDER: Bowman
AYES: O’Sullivan, Bowman, Fox, Hairston, Little, Naidu, Vartan

39262 3. Authorize Transfer of Appropriations - Operating Budget (Roll Call Vote)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Vartan
SECONDER: Bowman
AYES: O’Sullivan, Bowman, Fox, Hairston, Little, Naidu, Vartan

39263 4. Authorize Emergency Temporary Appropriations - Municipal Operating Budget (Roll Call Vote)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Vartan
SECONDER: Bowman
AYES: O’Sullivan, Bowman, Fox, Hairston, Little, Naidu, Vartan

39264 5. Authorize Emergency Temporary Appropriations - Sewer Utility (Roll Call Vote)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Vartan
SECONDER: Bowman
AYES: O’Sullivan, Bowman, Fox, Hairston, Little, Naidu, Vartan

CAPITAL PROJECTS & COMMUNITY SERVICES

39265 1. Establish 2020 Fees for Operating and Maintaining the Sanitary Sewer System

39266 2. Authorize Execution of Affordable Housing Deed Restriction Agreement - 123 Summit Ave., Unit 123-06
CAPITAL PROJECTS & COMMUNITY SERVICES
39267 3. Authorize Execution of Affordable Housing Deed Restriction Agreement - K&R Real Estate - 412 Morris Avenue, Unit 12
39268 4. Award Bid - Curbside Collection and Marketing of Recycling Materials July 1, 2020 through June 30, 2022
39269 5. Authorize Assignment of 2019-2020 On-Site Vegetative Waste Grinding Services Contract and Amend Award Amount Not To Exceed $65,000.00 Per Year
39270 6. Support Year 3 and Authorize Additional Banner Locations - Hometown Heroes Banner Program

LAW & LABOR
39271 1. Extend Intermittent Sick Leave With Pay - DPW Employee
39272 2. Extend Sick Leave With Pay - DCS Employee

COMMUNITY PROGRAMS & PARKING SERVICES
39273 Authorize Temporary Parking Rules 3/24 - 4/28/2020 During State of Emergency (from the floor)

CONSENT AGENDA
Staff reports are attached, as appropriate, when resolution is not self-explanatory. Matters authorizing action, licenses, or granting permission have met all department qualifications.

RESULT: APPROVED [UNANIMOUS]
MOVER: Vartan
SECONDER: Hairston
AYES: O'Sullivan, Bowman, Fox, Hairston, Little, Naidu, Vartan

CAPITAL PROJECTS & COMMUNITY SERVICES
39274 1. Authorize Bid Advertisement - Summit City Cooperative Pricing System #192SCCPS - 2020 Annual Micro-Surfacing Program
39275 2. Authorize Abandonment of 2020 Citywide Tree Planting Project
39276 3. Reject Bids and Authorize New Advertisement - Summit Safe Streets to Transit Project

SAFETY & HEALTH
39277 Authorize Submission of The Federal Emergency Management Agency (FEMA) Assistance To Firefighters (AFG) Grant Application And Execute Grant Agreement
FINANCE

(ID # 1. Authorize Attendance 2020 Tax Collectors and Treasurers Association of New Jersey
39278 2. Cancel Outstanding Checks
39279 3. Authorize Refund - Overpayment of First Quarter 2020 Taxes
39280 4. Authorize Refund Overpayment of 2019 Taxes
39281 5. Authorize Refunds - Department of Community Programs
39282 6. Authorize Parking Refunds - Summit SmartCard, Prepaid Parking, and Overnight Parking Permits
39283 7. Authorizing Payment of Bills - $476,395.93

COUNCIL MEMBERS' COMMENTS/NEW BUSINESS

Items/issues noted hereunder, if any, reflect those recommending and/or needing action by City department(s) or at a future council meeting which are not already being addressed by a committee.

ADJOURNMENT OF MEETING - Upon motion of Councilmember Naidu, duly seconded and unanimously approved, the meeting was adjourned at 8:15 pm.

Respectfully submitted,

Rosalia M. Licatese, City Clerk

MINUTES ATTACHMENTS

1. 2020 Municipal Budget Slides - M. Rogers, City Administrator
2. Public Comment - Claire Toth
3. Public Comment - E. Kelly
4. Public Comment - Patricia Staunton
5. Public Comment - Daniel Harrison
6. Public Comment - Diane Sottile
7. Public Comment - Natalie Bergman
8. Purchasing Letter - Summit Safe Streets to Transit Project
FINANCE & CAPITAL PROJECTS COMMITTEES
REVIEW & DISCUSSION
- January to February 2020
- Operating & Capital budgets with department heads

CITY BUDGET PRESENTATION & INTRODUCTION
- March 24, 2020
- Common Council meeting

BUDGET ADOPTION
- April 28, 2020
- Public hearing – at least 28 Days after introduction

GOAL & KEY ACTIONS

GOAL #1
Demonstrate fiscal responsibility and sound financial management

KEY ACTIONS:
- Create and present the 2020 city operating budget with a municipal tax rate change under 1.0%.
- Maintain the city’s 'AAA' credit bond rating.
- Successfully negotiate a Teamsters collective bargaining contract with 2.0% net cost.

OPERATING & CAPITAL BUDGET DEVELOPMENT
- August 2019
- All departments commence process

DEPARTMENT BUDGETS
- October 18, 2019
- Submitted to City Administrator & CFO

COUNCIL COMMITTEE REVIEW & DISCUSSION
- November 1 to December 10, 2019
- Revisions provided to CA & CFO

PUBLIC WORKSHOP
- December 11, 2019
- Review capital budget requests
GOAL & KEY ACTIONS

GOAL #4
Increase emphasis on smart planning and redevelopment

KEY ACTIONS:
- Negotiate Broad Street west redevelopers agreement with designated redevelopers L+M Development and Toll Brothers.
- Implement flexible resident/non-resident commuter parking plan in anticipation of Broad Street east parking lot dislocation during new fire headquarters building project commencing in 2020.
- Implement city affordable housing plan to create new low and moderate income housing opportunities as part of future development and redevelopment efforts.

GOAL & KEY ACTIONS

GOAL #2
Expand application of technology to create business opportunity and increase customer convenience

KEY ACTIONS:
- Improve interface of Parking Services Agency's online permit registration platform.
- Upgrade and maintain the city's Geographic Information System (GIS) and identify ways technology can be utilized to enhance service delivery across departments.
- Institute a mobile tablet system for efficient data collection for Tax Assessor office field work.

GOAL & KEY ACTIONS

GOAL #5
Build community connectedness and expand communications efforts

KEY ACTIONS:
- Update city website to reflect current best practices in design and information delivery.
- Create and reinforce key brand messages by department, as part of a coordinated marketing effort.
- Expand Department of Community Programs internal and external outreach to employees and allied organizations through special events and targeted content development.

GOAL & KEY ACTIONS

GOAL #3
Maintain and upgrade critical city assets and infrastructure, and promote safety

KEY ACTIONS:
- Complete new Summit Free Market building project.
- Finalize the new fire headquarters bid specifications, award contract and commence construction.
- Commence and finish Butler Parkway roadway and pedestrian safety improvements.
GOAL & KEY ACTIONS

GOAL #8
Retain and reinitiate improved customer service and accessibility

KEY ACTIONS:
- Implement succession plan for various department head and key personnel retirements.
- Increase staff development training and focus on customer service improvements.
- Hold more “Coffee with a Cop” and “Coffee with a Fire Fighter” gatherings and identify additional outreach opportunities for first responders to engage with and serve citizens.

GOAL #6
Leverage talent, ideas and creativity of Summit’s municipal workforce

KEY ACTIONS:
- Foster collaboration among manager-level and supervisory employees through quarterly meetings.
- Create opportunities for staff development and training, particularly in the areas of technology and human resources management with an emphasis on cross-training and mentoring.
- Field quarterly surveys to gather employee input on key department initiatives and generate new ideas.

2020 MUNICIPAL BUDGET OVERVIEW

GOAL #7
Offer innovative solutions to ongoing municipal challenges

KEY ACTIONS:
- Promote use of See Click Fix mobile application to obtain necessary feedback for service and infrastructure-related (non-emergency) issues.
- Continue to explore new transportation options and expand existing ridesharing initiative for residents that commute from the Summit train station or work in the downtown.
- Increase marketing efforts to encourage citizens to sign-up for push notifications on the city website as a primary channel of information.
## Financial Total Summary

**GENERAL FUND**

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
<th>Variance</th>
<th>% Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Budget</td>
<td>$52,056,610</td>
<td>$51,984,799</td>
<td>0.14%</td>
<td>0.14%</td>
</tr>
<tr>
<td>Capital Budget</td>
<td>$68,945,299</td>
<td>$66,860,500</td>
<td>(75.30%)</td>
<td>(75.30%)</td>
</tr>
<tr>
<td>Sub-total</td>
<td>$121,001,909</td>
<td>$120,845,399</td>
<td>(1.15%)</td>
<td>(1.15%)</td>
</tr>
</tbody>
</table>

### SEWER UTILITY FUND

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
<th>Variance</th>
<th>% Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Budget</td>
<td>$4,388,638</td>
<td>$4,313,267</td>
<td>1.75%</td>
<td>1.75%</td>
</tr>
<tr>
<td>Capital Budget</td>
<td>$4,734,787</td>
<td>$5,096,838</td>
<td>9.4%</td>
<td>9.4%</td>
</tr>
<tr>
<td>Sub-total</td>
<td>$9,123,425</td>
<td>$9,410,105</td>
<td>9.67%</td>
<td>9.67%</td>
</tr>
</tbody>
</table>

### PARKING SERVICES UTILITY FUND

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
<th>Variance</th>
<th>% Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Budget</td>
<td>$3,981,271</td>
<td>$3,545,555</td>
<td>11.91%</td>
<td>11.91%</td>
</tr>
<tr>
<td>Capital Budget</td>
<td>50,000</td>
<td>50,000</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Sub-total</td>
<td>$4,031,271</td>
<td>$3,545,555</td>
<td>11.91%</td>
<td>11.91%</td>
</tr>
</tbody>
</table>

## Budget Summary Points

### 2020 General Fund

- **Municipal Tax Rate:** Up 0.75%
- **Anticipated Fund Balance (Surplus):** Same as 2019 amount
- **Municipal Tax Levy:** $95,464
- **Salary & Wages Total:** $476,386
- **Department Other Expenses Total:** $233,364

### Financial Totals

- **2020:** $65,376,219
- **2019:** $77,734,641

**Increase:** 15.9%
2020 Estimated Property Tax Rates

- COUNTY & OPEN SPACE: $1.236, 28.01%
- MUNICIPAL: $0.859, 19.48%
- LOCAL SCHOOL DISTRICT: $2.236, 50.74%

PUBLIC LIBRARY: $0.076, 1.77%

SUMMIT'S TAX BASE—UP $29.8 MILLION FROM 2019

- $1.3 million INCREASE OF TOTAL TAX REVENUES
- MUNICIPAL TAX REVENUE GAIN—$254,518
- 0.75% INCREASE EFFECT ON MUNICIPAL TAX RATE

Total Property Bill Comparison

(AVG. RESIDENTIAL NET ASSESSMENT – $420,100)

<table>
<thead>
<tr>
<th>Description</th>
<th>2020</th>
<th>2019</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal Taxes</td>
<td>$3,608.66</td>
<td>$3,583.45</td>
<td></td>
</tr>
<tr>
<td>Local School District Taxes</td>
<td>9,421.98</td>
<td>9,313.62</td>
<td></td>
</tr>
<tr>
<td>County &amp; Open Space Taxes</td>
<td>5,192.43</td>
<td>5,112.62</td>
<td></td>
</tr>
<tr>
<td>Public Library Taxes</td>
<td>327.68</td>
<td>327.68</td>
<td></td>
</tr>
<tr>
<td>Estimated Total Tax Bill Amount</td>
<td>$18,550.75</td>
<td>$18,337.37</td>
<td></td>
</tr>
</tbody>
</table>

2020 Estimated Total Property Tax $ Effect: Increase of $213.38, or 1.16% for year

Property Tax Rates

<table>
<thead>
<tr>
<th>Description</th>
<th>Estimated 2020</th>
<th>Estimated 2019</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUNICIPAL</td>
<td>$0.859</td>
<td>$0.853</td>
<td>0.75%</td>
</tr>
<tr>
<td>SCHOOL DISTRICT</td>
<td>$2.238</td>
<td>$2.217</td>
<td>0.95%</td>
</tr>
<tr>
<td>COUNTY &amp; OPEN SPACE</td>
<td>$1.236</td>
<td>$1.217</td>
<td>1.60%</td>
</tr>
<tr>
<td>PUBLIC LIBRARY</td>
<td>$0.078</td>
<td>$0.078</td>
<td>0.20%</td>
</tr>
<tr>
<td>Estimated Total</td>
<td>$4.411</td>
<td>$4.365</td>
<td>1.05%</td>
</tr>
</tbody>
</table>
Effective Tax Rates

UNION COUNTY MUNICIPALITIES

2019 Total Taxes on a $976,200 Market Value Residence

Municipal Tax Rate

ANNUAL % CHANGE (2016-2020)

Annual % Change

2016: 0.84%
2017: 0.96%
2018: 0.00%
2019: 1.05%
2020: 0.75%

General Fund Revenues

<table>
<thead>
<tr>
<th>2020 Anticipated</th>
<th>2019 Anticipated</th>
<th>$ Change from 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund Balance</td>
<td>(13.2%)</td>
<td>$6,900,000</td>
</tr>
<tr>
<td>Local Revenues</td>
<td>(6.9%)</td>
<td>3,557,880</td>
</tr>
<tr>
<td>State Aid</td>
<td>(6.6%)</td>
<td>3,424,850</td>
</tr>
<tr>
<td>Grants</td>
<td>(0.3%)</td>
<td>148,806</td>
</tr>
<tr>
<td>Enterprise Funds/Contributions</td>
<td>(5.8%)</td>
<td>2,993,284</td>
</tr>
<tr>
<td>Prior Year Tax Receipts</td>
<td>(1.0%)</td>
<td>520,000</td>
</tr>
<tr>
<td>Municipal Tax Levy</td>
<td>(52.4%)</td>
<td>27,268,892</td>
</tr>
<tr>
<td>School District Debt Obligation</td>
<td>(9.1%)</td>
<td>4,743,153</td>
</tr>
<tr>
<td>Library Tax Levy</td>
<td>(4.7%)</td>
<td>2,479,745</td>
</tr>
<tr>
<td>Total General Revenues</td>
<td></td>
<td>$52,056,610</td>
</tr>
</tbody>
</table>

5 Year Change in Tax Rates

- Municipal
- School & Debt Service
- County & Open Space
- Library

2016: 3.94%
2017: 2.32%
2018: 2.66%
2019: 1.03%
2020*: 1.05%

* 2020 = Estimated tax rate changes
**2% PROPERTY TAX LEVY**

$1,041,858

UNDER

Maximum Tax Levy

Amount of

$28,310,811

---

**Revenues**

- **LOCAL REVENUES**
  - **Increases:**
    - $18,000 (Police Off Duty Administration Fees)
    - $13,000 (Family Aquatic Center Fees)
  - **Decreases:**
    - $42,167 (Old Town Hall rent - 71 Summit Ave.)
    - $35,000 (Sale of Recyclable Materials)
    - $35,000 (Hotel/Motel Occupancy Fees)

- **ENTERPRISE FUNDS/CONTRIBUTIONS**
  - **Increases:**
    - $109,000 (Reserve for Sale of Municipal Assets)
    - $66,870 (Reserve to Pay General Capital Debt - Community Center)
  - **Decreases:**
    - $78,000 (General Capital Surplus)
    - $62,000 (Reserve for Municipal Debt Service)

---

**General Fund Appropriations**

$52,056,610

- **Municipal Operations:** $32,661,977
  - Department Salaries and Wages, and Other Expenses
  - Utilities
  - Insurance
  - Statutory Expenses (Pension and Social Security)

- **Other Appropriations:** $14,094,239
  - Library Levy
  - Grants and Interlocal Agreements
  - Capital Improvements
  - Municipal and School Debt Service
  - Deferred Charges and Reserves

**Reserve for Uncollected Taxes:** $5,300,393

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**Property Tax Levies**

<table>
<thead>
<tr>
<th></th>
<th>2020 Estimated</th>
<th>2019</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal</td>
<td>$27,268,892</td>
<td>$26,792,506</td>
<td>1.78%</td>
</tr>
<tr>
<td>Local School District</td>
<td>71,013,903</td>
<td>69,676,048</td>
<td>1.92%</td>
</tr>
<tr>
<td>County</td>
<td>38,109,011</td>
<td>37,153,311</td>
<td>2.57%</td>
</tr>
<tr>
<td>County Open Space</td>
<td>1,124,788</td>
<td>1,105,258</td>
<td>1.77%</td>
</tr>
<tr>
<td>Public Library</td>
<td>2,479,745</td>
<td>2,440,785</td>
<td>1.60%</td>
</tr>
<tr>
<td><strong>Total Tax Levies</strong></td>
<td><strong>$139,996,339</strong></td>
<td><strong>$137,167,908</strong></td>
<td><strong>2.06%</strong></td>
</tr>
</tbody>
</table>
2020 Total Appropriations

$52,056,610

<table>
<thead>
<tr>
<th>Municipal Operations</th>
<th>2020</th>
<th>2019 Adopted</th>
<th>$ Change from 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Government (3.1%)</td>
<td>$1,634,790</td>
<td>$1,536,286</td>
<td>$98,504</td>
</tr>
<tr>
<td>Finance (2.4%)</td>
<td>1,253,551</td>
<td>1,247,615</td>
<td>5,936</td>
</tr>
<tr>
<td>Public Safety (22.2%)</td>
<td>11,533,758</td>
<td>11,323,101</td>
<td>210,657</td>
</tr>
<tr>
<td>Community Services (14.1%)</td>
<td>7,349,524</td>
<td>7,200,546</td>
<td>148,978</td>
</tr>
<tr>
<td>Community Programs (2.0%)</td>
<td>1,051,447</td>
<td>1,191,610</td>
<td>(140,163)</td>
</tr>
<tr>
<td>Board of Health (0.9%)</td>
<td>451,910</td>
<td>443,045</td>
<td>8,865</td>
</tr>
<tr>
<td>Municipal Court (0.8%)</td>
<td>406,128</td>
<td>399,300</td>
<td>6,828</td>
</tr>
<tr>
<td>Utilities (2.2%)</td>
<td>1,143,000</td>
<td>1,134,500</td>
<td>8,500</td>
</tr>
<tr>
<td>Insurance (6.8%)</td>
<td>3,555,090</td>
<td>3,739,774</td>
<td>(184,684)</td>
</tr>
<tr>
<td>Statutory Expenditures (8.2%)</td>
<td>4,282,780</td>
<td>4,270,720</td>
<td>12,060</td>
</tr>
</tbody>
</table>

2020 Municipal Personnel

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>172</td>
<td>173</td>
<td>174</td>
<td>177</td>
</tr>
<tr>
<td>Part-time</td>
<td>26</td>
<td>25</td>
<td>26</td>
<td>26</td>
</tr>
<tr>
<td>Total</td>
<td>198</td>
<td>198</td>
<td>200</td>
<td>203</td>
</tr>
</tbody>
</table>

- 2019 - Vacated full-time Office Manager position in Community Programs will not be filled.
- 2019 - Part-time temporary position (Communications Associate) in Administration is now classified as part-time permanent position.
Municipal Operations
Other Expenses (General Fund)

- **$10.81 million** – 20.78% of Total Appropriations
  - 0.42% increase from 2019
  - 2.11% average increase over last four years
- **Three Largest Line-item Categories**
  - Transfer Station Disposal Charges - $1,070,000 ($195,000 increase)
  - Police - $448,800 (up $21,000)
  - Recycling Curbside Collection - $370,750 (up $118,000)
- **Three Largest Professional**
  - Legal Services (General & Labor) - $240,000 ($20,000 increase)
  - Land Use Planning Services - $150,000 (no proposed increase)
  - Legal Services (Tax Appeals) - $140,000 ($45,000 decrease)

Salaries & Wages

<table>
<thead>
<tr>
<th>FUND</th>
<th>2020</th>
<th>2019</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>$17,562,628</td>
<td>$17,619,072</td>
<td>(0.32%)</td>
</tr>
<tr>
<td>Sewer Utility</td>
<td>353,000</td>
<td>316,000</td>
<td>11.71%</td>
</tr>
<tr>
<td>Parking Services Utility</td>
<td>785,000</td>
<td>779,600</td>
<td>0.69%</td>
</tr>
<tr>
<td>Uniform Construction Code (Trust)</td>
<td>869,487</td>
<td>855,400</td>
<td>1.65%</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$19,570,115</strong></td>
<td><strong>$19,570,072</strong></td>
<td><strong>0.00%</strong></td>
</tr>
</tbody>
</table>

Other Appropriations

HEALTHCARE INSURANCE

- **$3.68 million** (gross) medical and dental insurance premiums.
  - (Medical - $3.48 million; Dental - $200,000)
- **$2.41 million** (net) healthcare insurance appropriation
- **$1.12 million** in employee contributions (down $67,781 from 2019)
- **$378,000** estimated annual cost savings from employee opt-out

Total Benefits as a Percentage of Salaries & Wages

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries &amp; Wages</td>
<td>$17,562,628</td>
<td>$17,619,072</td>
</tr>
<tr>
<td>Total Benefits (Healthcare and Pension Costs)</td>
<td>$ 7,529,224</td>
<td>$ 7,773,501</td>
</tr>
<tr>
<td>% of Benefits to Salaries &amp; Wages</td>
<td>42.87%</td>
<td>44.12%</td>
</tr>
<tr>
<td>% Annual Change (Salaries &amp; Wages)</td>
<td>(1.25%)</td>
<td>2.72%</td>
</tr>
<tr>
<td>Total Employees</td>
<td>198</td>
<td>198</td>
</tr>
<tr>
<td>Average Cost of Benefits per Employee</td>
<td>$ 38,026</td>
<td>$ 39,260</td>
</tr>
</tbody>
</table>
Other Appropriations

PENSION OBLIGATIONS
- PERS and PFRS – $3.82 million total
- Up $8,208 from 2019
- 7.4% of total appropriations
- Since 2011, on average, combined totals increased by 3.7%

RESERVE FOR UNCOLLECTED TAXES: $5.3 million
- 2019 - 99.62% of tax levy collected
- 2019 - 96.21% anticipated collection rate

DEBT SERVICE 'AAA' Bond Rating
- $4.66 million up $660,348 from 2019 (16.5% increase)
- $3.8 million in principal pay down
- Scheduled bond payments projected to increase in 2021 by $300,000

---

Capital Budgets

<table>
<thead>
<tr>
<th>Fund</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$4,189,500</td>
</tr>
<tr>
<td>Parking Services Agency</td>
<td>$50,000</td>
</tr>
<tr>
<td>Sewer Utility</td>
<td>$710,000</td>
</tr>
</tbody>
</table>

---

Current Debt Position

As of December 31, 2019

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statutory Equalized Valuation</td>
<td>$7,328,570,750</td>
</tr>
<tr>
<td>Statutory Borrowing Power</td>
<td>256,499,976</td>
</tr>
<tr>
<td>Statutory Net Debt</td>
<td>54,795,251</td>
</tr>
<tr>
<td>Remaining Statutory Borrowing Power</td>
<td>201,704,725</td>
</tr>
<tr>
<td>Net Debt to Statutory Equalized Valuation</td>
<td>0.748%</td>
</tr>
</tbody>
</table>
Public Safety

Fire Department: $139,500
- Fire Prevention Vehicle – $55,000
- Rescue & Small Equipment Replacement – $50,500
- Fire Hose Replacement – $17,500
- Firefighter Turnout Gear – $16,500

Police Department: $0

Joint Dispatch Center: $0

Capital Budget Comparison

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>2020</th>
<th>2019</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire</td>
<td>$139,500</td>
<td>$11,989,500</td>
<td>(98.84%)</td>
</tr>
<tr>
<td>Police</td>
<td>0</td>
<td>146,000</td>
<td>(100.00%)</td>
</tr>
<tr>
<td>MVEC Jt. Dispatch</td>
<td>0</td>
<td>200,000</td>
<td>(100.00%)</td>
</tr>
<tr>
<td>DCS</td>
<td>3,345,000</td>
<td>3,015,000</td>
<td>10.95%</td>
</tr>
<tr>
<td>DCP</td>
<td>705,000</td>
<td>60,000</td>
<td>1,075.00%</td>
</tr>
<tr>
<td>Admin/Clerk</td>
<td>0</td>
<td>1,550,000</td>
<td>(100.00%)</td>
</tr>
<tr>
<td>Library</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$4,189,500</td>
<td>$16,960,500</td>
<td>(75.30%)</td>
</tr>
</tbody>
</table>

Dept. of Community Services

2020 Capital Budget

$3.34 million

Capital Budget Comparison

2020 vs. 2019

<table>
<thead>
<tr>
<th>UTILITY</th>
<th>2020</th>
<th>2019</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking Services</td>
<td>$50,000</td>
<td>$100,000</td>
<td>(50.00%)</td>
</tr>
<tr>
<td>Sewer</td>
<td>710,000</td>
<td>421,500</td>
<td>68.44%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$760,000</td>
<td>$521,500</td>
<td>45.73%</td>
</tr>
</tbody>
</table>
**Dept. of Community Services**

**CITY BUILDINGS: $475,000**
- 2020 City Buildings Capital Funding Requests
  - $135,000 – City Hall
  - $80,000 – DPW Garage
  - $260,000 – Transfer Station

**Community Programs**

Total Capital Budget Request **$705,000**
- SFAC Pool Resurfacing Improvements - $500,000
  - $250,000 request in 2020 Capital Budget
  - $250,000 funded in 2019 Capital Budget
- Stadium Track at Investors Bank Field - $270,000

**Dept. of Community Services**

**INFRASTRUCTURE: $2.54 million**
- Major road improvement projects
  - Edgar Street
  - Beacon Road, Elm Place, Locust Drive, Manor Hill Road & Westminster Road
  - West End Avenue
- Micropaving program
- Municipal Golf Course dam/spillway maintenance
- Traffic signal upgrades
- Pedestrian safety improvements
- Regulatory & warning sign replacement

**Vehicle/Equipment: $325,000**
- Vehicle & Equipment maintenance
Community Programs

- Tatlock Lighting study & Basketball Court replacement - $100,000
  ($50,000 lighting study) and ($50,000 basketball court replacement)

- Memorial Field basketball courts - $75,000
- Park furnishings - $10,000

Utility Funds

Parking Services: $50,000
- Parking Services Utility
- Parking lot maintenance

Sewer: $710,000
- Sewer Utility 2020 Capital Budget Total Request
- Sewer Infrastructure, Capital Projects, Equipment/Vehicles and Pump Stations
Subject: FW: Question for City Council--COVID-19 Preparedness

From: Claire E. Toth [mailto:ctoth@ptview.com]
Sent: Monday, March 23, 2020 8:46 AM
To: Licatese, Rosemary
Subject: Question for City Council--COVID-19 Preparedness

Hi, Rosie—

Claire Toth (just in case: Toth rhymes with Both)
11 Sunset Drive

How is the city coordinating with Overlook Hospital to plan for a potential need for excess hospital capacity?

Thanks!

Best regards,
Claire E. Toth, JD, MLT, CFP | Vice President and Chief Operating Officer
(908) 598-1717 | (419) 844-0922 efax | (908) 842-6334 mobile
ctoth@ptview.com

Point View Wealth Management, Inc.
382 Springfield Avenue, Suite 208
Summit, NJ 07901-2707

POINT VIEW WEALTH MANAGEMENT
Peapack Private Wealth Management

www.ptview.com

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Good Evening,

I hope this email finds you well.

Kindly see below my questions for tomorrow's Common Council meeting.

1.) Has the city assessed 2019 revenue impact from COVID should parking fees be scarce and other facilities are shutdown for a period longer than 2 weeks?

2.) If yes, what timing scenarios have been reviewed and what are the estimated financial impacts?

As reference, my name is Eileen Kelly and I live at 47 Woodland Avenue Apt 204.

Thank you,

Eileen P. Kelly
M: (516) 662 - 9202
Good afternoon. Thank you for providing this opportunity to address our council.

I am grateful that we have the technology and the opportunity to continue our children’s education and to work from home.

My question regarding landscapers. For those who are continuing education online and/or working from home, the landscaper noise is an unexpected obstacle. Is there a way to determine what is "essential" landscaping during this time of emergency? And resume regular landscaping when the "stay at home" orders end?

One landscaper apparently has a couple of customers around my property and the noise has been off and on for 4.5 hours. And yes, our windows are up, but since the lots are small (less than .25 acre), the noise is close, especially the gas powered leaf blowers.

Thank you and wishing you good health.
Patty Staunton
11 Clark St.
908-273-5132
Subject: Healthy Environment for Work and School from Home during Covid19 Crisis

Please read in full, context is important. Thanks!!

-----

Dear Council,

First of all, a big thank you for all of your efforts and leadership during this difficult time.

I recognize and share the view that our top number one priority right now is to do everything we can to support and help our community in keeping healthy, sheltered, and fed during the Covid-19 crisis. And to contribute to as many local businesses as possible.

On a related topic - I wanted to bring to your attention a key issue that has always been a concern, yet with Coronavirus has become increasingly more urgent for families required to stay at home for the foreseeable future. At issue is the excessive noise created by landscapers using gas-engine leaf blowers at all hours of all days including weekends in Summit.

So many of us are working from home with our kids in remote classes. The constant noise from leaf blowers is heard indoors throughout our house with all windows and doors tightly shut. The noise makes it difficult to concentrate and conduct business which is critical at a time of financial insecurity. It also hampers a family's ability to conduct education, to simply sleep or take restful breaks.

This is in addition to documented adverse effects to mental wellness, physical health (asthma, hearing loss), and the environmental pollution that these engines cause. Montclair for example under its township code, has found that internal combustion engine powered leaf blowers “impair the economic and social welfare, health, peace and quality of life” of residents.

We've heard that there are some longer-term solutions being discussed - Are there any near-term actions that can be taken to reduce the disruption the leaf-blowers bring to an already difficult time?

Please note: We recognize that landscapers play an important role and also need to make a living. The key is that this one specific service be curbed. We'd gladly hire and continue to use these providers for other services that don't detract from higher priority homeowner needs.

Thanks for your consideration.
Daniel

Daniel Harrison
131 Rotary Drive
Summit, NJ
Licataese, Rosemary

Subject: FW: Garden Refuse

-----Original Message-----
From: Natalie Bergman [mailto:natab@verizon.net]
Sent: Tuesday, March 24, 2020 5:18 PM
To: Licataese, Rosemary
Subject: Garden Refuse

Since the dump is not open and gardening is something that we can all do, what should we do with garden refuse that is not leaves. I know that leaf pickup will begin on April 6th, but I have other garden refuse that is too heavy for paper bags. Can refuse be put in garbage cans and could curbside leaf collection start now instead of April 6th?

Thanks
I would like to submit the following comment for tonight’s meeting.

Subject: City of Summit communication during COVID-19

I want to thank Summit’s Common Council and the mayor for your hard work during this unsettling time. In the early stages of the outbreak, I found it very helpful to watch Mayor Radest’s panel with the Westfield Regional Health Center, Summit ENT and others. I was also happy to get a call from Mayor Radest this morning to reiterate the importance of shelter at home. This is a trying time, but we can all do our part by staying home. I am also so impressed by the volunteer groups that have formed. I am going to be sewing facemasks as part of an "assembly line" group organized by Lacey Rzeszowski. I encourage all Summit citizens to try to do their part in helping others, and I am confident that this town will do so.

In watching the events unfold in our state, I have been thinking about how the Summit City Council and Mayor Radest can best support our citizens. While the overall effort has been exceptional, I would like to make the following recommendations with regard to Council and Mayor communications to its residents:

1. COVID-19 alerts: During the week, I saw a FB post from Marjorie Fox telling the citizens of the ability to sign up for COVID-19 alerts on the webpage. When I went on the site, it was not obvious where to sign up. I feel that the process for signing up is complicated and there is no one alert that says “COVID-19”. I would like to see a specific alert for COVID-19 that is easily accessed. If that is not possible, would it be possible to post clear instructions that lets the citizens know exactly how to sign up and what alerts to sign up for as it relates to COVID-19.

2. Telephone/Video communication from Mayor Radest: As I mentioned, I appreciated the call and the panel discussion from Mayor Radest. I would like to see more of these communications. I was surprised that we did not get a call on Saturday notifying us of Governor Murphy’s stay at home order. While I understand that the city does not want to make unnecessary calls, this was a very important step for NJ, and I believe it was worthy of a call. I have also seen many mayors post videos that update their city residents on a regular basis. As an example, my 97 year-old dad lives in Woodbridge, NJ, and I rely heavily on Mayor McCormac’s video postings to keep me informed of the activities in his town. During this unsettling time, a mayor can be very helpful in providing urgent information, as well as creating a sense of calm. I encourage more communication via calls and videos.

3. Email communications: On Saturday, I received an email from my ward Councilperson, Marjorie Fox. The email was very informative. I was very impressed with all the volunteer groups that have been formed in Summit, and I truly appreciated hearing about them. However, the link to the businesses that are open was not timely because it was not updated to include only the essential businesses that are permitted to be open during the stay at home order. I believe that the definition of essential businesses during the shelter at home is
confusing in and of itself. I suggest that all email communications be timely AND that the city continue to apprise its citizens of business that are considered essential and open.

4. Outside gatherings. The City of Summit has done an excellent job of communicating the urgency of staying at home. The city has done much to close off fields and play areas. However, the BOE fields and playgrounds remain open. I understand that this is a BOE item. While residents who are concerned have the responsibility to contact the BOE, I am hoping that Council can do all they can to convince the BOE to take action.

5. Volunteer opportunities: It would be helpful if the City website can have a list of all of the wonderful organizations that have formed to assist our residents and healthcare professionals.

Thank you for your time and grand efforts during this unsettling time. I hope that each of you and your families remain safe and healthy.

Warm regards,

Diane Sottile (Summit resident)

8 Winchester Rd.
March 11, 2020

The Honorable Mayor and
Members of Common Council
City Hall
Summit, New Jersey

Ladies and Gentlemen:

On Tuesday, March 10, 2020, at 11:00 a.m., bids were received by the Purchasing Agent as advertised in the Union County Local Source on February 27, 2020 and referred to the Assistant Engineer. Results are as follows:

SUMMIT SAFE STREETS TO TRANSIT PROJECT

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cifelli &amp; Son General Contracting, Inc.</td>
<td>$492,287.50</td>
</tr>
<tr>
<td>81 Franklin Avenue</td>
<td></td>
</tr>
<tr>
<td>Nutley, NJ 07110</td>
<td></td>
</tr>
<tr>
<td>Zuccaro, Inc.</td>
<td>$544,949.00</td>
</tr>
<tr>
<td>248 Alberta Drive</td>
<td></td>
</tr>
<tr>
<td>Saddle Brook, NJ 07663</td>
<td></td>
</tr>
</tbody>
</table>

The Purchasing Agent, upon the review, evaluation and recommendation in a memo from the Assistant Engineer, makes the following bid award recommendation to the Capital Projects & Community Services Committee:

SUMMIT SAFE STREETS TO TRANSIT PROJECT

Reject all, N.J.S.A. 40A:11-13.2a, lowest responsive, responsible bid exceeds estimate for the project. Authorize advertisement with revised specifications.

Sincerely,

Michelle Caputo
Michelle Caputo
Purchasing Agent
March 13, 2020

The Honorable Mayor and
Members of Common Council
City Hall
Summit, New Jersey

Ladies and Gentlemen:

On Thursday, March 12, 2020, at 11:00 a.m., bids were received by the Purchasing Agent as advertised in the Union County Local Source on February 27, 2020 and referred to the City Engineer/Deputy DCS Director. Results are as follows:

2020 CITYWIDE TREE PLANTING

<table>
<thead>
<tr>
<th>Base Bid for 250 various trees ($)</th>
<th>Unit Price Watering 250 trees</th>
<th>Total Watering 250 trees</th>
</tr>
</thead>
<tbody>
<tr>
<td>165,000.00</td>
<td>125.00</td>
<td>31,250.00</td>
</tr>
</tbody>
</table>

Reject, N.J.S.A. 40A:11-2(33), bid is non-responsive, bidder did not sign proposal.

The Purchasing Agent, upon the review, evaluation and recommendation in a memo from the City Engineer/Deputy DCS Director, makes the following recommendation to the Capital Projects & Community Services Committee:

2020 CITYWIDE TREE PLANTING

No responsive bids received; abandon project in its current form.

Sincerely,

Michelle Caputo

Michelle Caputo
Purchasing Agent
March 16, 2020

The Honorable Mayor and
Members of Common Council
City Hall
Summit, New Jersey

Ladies and Gentlemen:

On Thursday, February 27, 2020, at 11:00 a.m., bids were received by the Purchasing Agent as advertised in the Union County Local Source on February 13, 2020 and referred to the DCS Director. Results are as follows:

CURBSIDE COLLECTION AND MARKETING OF RECYCLING MATERIALS July 1, 2020 through June 30, 2022

F. Basso Jr. Rubbish Removal, Inc.
55-93 South 20th Street
Irvington NJ 07111
(bid bond)

<table>
<thead>
<tr>
<th>Base Bid</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Item #1 Dual-Stream</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7400 residential units</td>
<td></td>
<td>$980,000.00</td>
<td></td>
</tr>
<tr>
<td>17 school &amp; government units</td>
<td></td>
<td>$35,200.00</td>
<td></td>
</tr>
<tr>
<td>Total Item #1 Dual-Stream</td>
<td></td>
<td>$1,015,200.00</td>
<td></td>
</tr>
<tr>
<td>Item #2 Single-Stream</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7400 residential units</td>
<td></td>
<td>$1,040,000.00</td>
<td></td>
</tr>
<tr>
<td>17 school &amp; government units</td>
<td></td>
<td>$30,400.00</td>
<td></td>
</tr>
<tr>
<td>Total Item #2 Single-Stream</td>
<td></td>
<td>$1,070,400.00</td>
<td></td>
</tr>
<tr>
<td>Full collection one day per week</td>
<td></td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>One-half collection on each of two days in same week</td>
<td></td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Vendor agrees to up to two (2) additional one-year contract extension, July 1 through June 30 for each successive year</td>
<td></td>
<td>No</td>
<td></td>
</tr>
</tbody>
</table>

The Purchasing Agent, upon the review, evaluation and recommendation in a memo from the DCS Director, makes the following bid award recommendation to the Capital Projects & Community Services Committee:

CURBSIDE COLLECTION AND MARKETING OF RECYCLING MATERIALS July 1, 2020 through June 30, 2022

F. Basso Jr. Rubbish Removal, Inc. for a low net base bid Item 1 Dual-Stream for total of $1,015,200.00.

Sincerely,

Michelle Caputo
Michelle Caputo
Purchasing Agent