

As a public service, we are posting documents related to the Highland Park Redevelopment Agency on the Internet.

Current, we have posted the Agency's meeting minutes and the Financial Disclosure Reports for the Agency's members and other officers. Note that we have informed the Agency of our belief that some of the Financial Disclosure Forms are deficient.

Despite our best efforts at accuracy, we do not guarantee the accuracy or completeness of any of the information posted. For the source documents, you are advised to contact:

Clerk  
Borough of Highland Park  
221 S Fifth Ave  
Highland Park, NJ 08904  
Phone: 732-777-6014  
Fax: 732-777-6006

John Paff, Chairman  
Libertarian Party of Central New Jersey  
P.O. Box 11853  
New Brunswick, NJ 08906-1853  
[www.lpcnj.org](http://www.lpcnj.org)

## **Borough's Explanation of the Redevelopment Process**

*The following was excerpted from Highland Park Planning Board May 20, 2004 Meeting Minutes.*

Chairman Kluger noted that the Borough Council recently approved the formation of a Redevelopment Agency. He asked the Planner or the Attorney to give a quick overview to the Board of what their role will be and what will be happening in the near future.

Planner Blickstein noted that the Borough Council directed the Planning Board to prepare an investigation into areas that meet the criteria under the State housing and redevelopment statute as areas in need of redevelopment. That study has been in progress for several months and in the coming months will be presented to the Planning Board. There will be a public hearing on that at which this Board would make a recommendation to the Council as to their concurrence with the areas that are identified or any comments you have about that report. The Council by resolution would then officially designate those redevelopment areas. The second part of the process, which typically happens in tandem with that, is the creation of a redevelopment plan. The redevelopment plan is in essence the both the Master Plan and the Zoning Ordinance for that area. It typically supersedes the underlying zoning or can supersede the underlying zoning of those parcels. The redevelopment plan is the implementation piece for purposes of redevelopment. That implementation then continues. The Redevelopment Agency would be negotiating with redevelopers; the Borough would be entering into redeveloper agreements for very site specific issues and details in the carrying out of the redevelopment plan. The Planning Board's role going forward is going to be to review the areas that are proposed for designation, hold a public hearing at which all of the affected property owners will be noticed, to hear their comments and to then make a referral to the Council.

Mr. Segal asked if the Redevelopment Agency was an autonomous body. Attorney Lottinville noted that the Council created a Redevelopment Agency by ordinance. Planner Blickstein noted that the Board's role in the preparation of the report that identifies physical areas that meet criteria is laid in the redevelopment statute. The Board has a specified role. The Council does have some discretion as to how it chooses to proceed with the preparation of a redevelopment plan. They can opt to refer it to the Planning Board to have you guide the preparation of the redevelopment plan. That piece of it is at the discretion of the Council and how they choose to proceed. Any site plan for any project in the redevelopment area will come before the Planning Board. The Board has site plan approval powers for any project in the redevelopment area. Mr. Segal asked where does supersede enter. Attorney Lottinville advised that superseding is the actual zoning requirements for the redevelopment area. Some people refer to it as an overlay zone. Dependent on the plan, in some cases the existing zoning might continue, but more often than not there is a new level of planning for the redevelopment area specifically aimed at an overall plan for a larger area. That zoning can supersede any existing zoning within the boundaries of the area. She recalled that when the Borough initially passed a resolution asking the Board to conduct an investigation, she issued a memo to the Board outlining the procedures. She will send to Board Clerk to make copies for the members. Planner Blickstein further noted that it doesn't change the process of how they get site plan approval. The redevelopment statute gives communities broad power to essentially legally spot zone something through the redevelopment plan. That plan essentially, in many regards, replaces the comprehensive plan and the zoning ordinance.

Mr. Segal asked if the agency would be subject to land use laws of the State of New Jersey. Planner Blickstein noted that the agency doesn't have the power to do what the Planning Board

does. Redevelopment Agencies generally take care of a couple of things. They carry out the day to day implementation of reaching out to redevelopers. They may work on the financing end of things. They will work on the nuts and bolts of getting redevelopment done, rather than working on the planning side of it. There are ways the Council can empower the Redevelopment Agency to assist in the preparation of a redevelopment plan. The first thing that will happen with the Planning Board is the designation report. Mr. Segal asked if the agency had the authority for condemnation. Attorney Lottinville noted that the agency is vested with the power to acquire property through condemnation in order to facilitate the implementation of the plan. Mr. Segal asked if the Department of Community Affairs has a role in this so that the agency is acting within the limits of the law. Planner Blickstein noted that the Redevelopment Agency also has its own Legal Counsel to guide it. She further noted that she suspects there is some type of reporting to Local Government Services which had to approve the creation of the Redevelopment Agency. The State has already received an application from the Borough, reviewed it and empowered the Borough to create the Redevelopment Agency. Attorney Lottinville noted that the DCA does not get involved in the particular redevelopment contract. It deals more with the creation of the entity.

Ms. Reh asked if it was a redevelopment authority or an agency. Planner Blickstein indicated that it was set up as an agency. She commented that if there are questions specifically about the agency, the best thing to do is to continue the discussion when Steve Nolan, who is liaison to Council and to the Redevelopment Agency, is present.

Chairman Kluger commented that he thought it would be a good idea to copy some pages out the handbook that was put out by the DCA. Chairman Kluger has a copy of the handbook. There are certain parts of the handbook that go over the role and authority of the Planning Board and the Council and the Redevelopment Agency. Planner Blickstein noted that the powers are outlined in the ordinance itself and it is very clear that the role of the agency is in the nuts and bolts of assembling property and working with redevelopers to allow projects to actually get built. She thinks it is a good idea to have the information from the handbook and Nancy's memo.

Last Name: **Dowdell**

First Name: **Phillip**

Middle: **R**

State of New Jersey

# Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

*This Financial Disclosure Statement is required annually of all local government officers in accordance with N.J.S.A. 40A:9-22. I et seq., the Local Government Ethics Law.*

**Year of Service: 2004**

## Section I. Personal Information- Local Government Officer

Local Government Served  
Municipality: **Highland Park**

County:

Other **City of Newark**

First Name: **Phillip** Middle: **R**

Last Name: **Dowdell** Suffix: **Mr.**

Spouse's  
First Name: **Deborah** Middle: **R**

Last Name: **Dowdell** Suffix: **Mrs.**

Home Address: **331 Mansfield St**  
(optional) **Highland Park, NJ 08904**

Telephone Numbers (optional)

Home:

Business:

Agency

Position Held

Term Expires (if applicable)

1. **Highland Park Redevelopment Agency**

**Member**

**4-May-06**

2. **City of Newark**

**Attorney**

3.

## Section II. Financial Information

**Provide the following information for yourself and *members of your immediate family* for the prior calendar year. If none, please indicate NONE in the space provided. If additional space is needed, please use Extension Forms.**

A. List the name and address of each source of income, earned and unearned, which you received in excess of \$2,000. If a publicly traded security is the source of income, the security need not be reported unless you or a *member of your immediate family* has an *interest in the business organization*.

	Name	Address	Self Spouse	Dependent Name
1.	<b>City of Newark</b>	<b>920 Broad St, Newark, NJ 07102</b>	<b>Self</b>	
2.	<b>NJ Restaurant Assoc.</b>	<b>126 W State St, Trenton NJ 08608</b>	<b>Spouse</b>	
3.				
4.				
5.				

B. List the name and address of each source of fees and honorariums having an aggregate amount exceeding \$250 received from any single source for personal appearances, speeches, or writing.

	Name	Address	Self Spouse	Dependent Name
1.				
2.				
3.				

Last Name: **Dowdell**

First Name: **Phillip**

Middle: **R**

State of New Jersey

**Local Government Ethics Law  
Financial Disclosure Statement**

Division of Local Government Services

Department of Community Affairs

Local Finance Board

**Section II. Financial Information- continued**

C. List the name and address of each source of gifts, reimbursements or prepaid expenses having an aggregate value exceeding \$400 from any single source, excluding relatives.

	Name	Address	Self Spouse	Dependent Name
1.				
2.				
3.				

D. List the name and address of all *business organizations* in which an interest was held.

	Name	Address	Self Spouse	Dependent Name
1.				
2.				
3.				

E. List the address and a brief description of all real property in the State of New Jersey in which an interest was held.

	Municipality	County	Block	Lot	Address (if applicable)	Ownership	Self Spouse	Dependent Name
1	<b>Highland Park</b>	<b>MID</b>	<b>35</b>	<b>45</b>	<b>331 Mansfield St</b>	<b>100%</b>	<b>Both</b>	
2								
3								
4								
5								

F. Please add any other information you believe is necessary to complete this form.

**Section III. Certification**

I hereby certify that this Financial Disclosure Statement contains no willful misstatement of fact or omission of material fact and, together with any and all statements previously submitted in writing to the clerk of my local government or the Local Finance Board, constitutes a full disclosure with respect to all matters required by N.J.S.A. 40A:9-22.1 et seq., to the best of my knowledge. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to fines and possible disciplinary action.

Date Signed: **11/02/04**

Date Filed: **11/02/04**

(Signature of *Local Government Officer*)

Last Name: **Frank**

First Name: **Meryl**

Middle: **Lynn**

State of New Jersey

# Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

*This Financial Disclosure Statement is required annually of all local government officers in accordance with N.J.S.A. 40A:9-22. I et seq., the Local Government Ethics Law.*

**Year of Service: 2004**

## Section I. Personal Information- Local Government Officer

Local Government Served  
Municipality: **Highland Park**

County: **Middlesex**

Other

First Name: **Meryl**

Middle: **Lynn**

Last Name: **Frank**

Suffix:

Spouse's

First Name: **Steven**

Middle: **Joel**

Last Name: **Gabel**

Suffix:

Home Address: **263 Lincoln Ave**

Telephone Numbers (optional)

(optional) **Highland Park, NJ 08904**

Home: **(732) 247-3561**

Business: **(732) 777-6001**

Agency

Position Held

Term Expires (if applicable)

1. **Highland Park Borough Council**

**Mayor**

**Dec. 2007**

2.

3.

## Section II. Financial Information

**Provide the following information for yourself and *members of your immediate family* for the prior calendar year. If none, please indicate NONE in the space provided. If additional space is needed, please use Extension Forms.**

A. List the name and address of each source of income, earned and unearned, which you received in excess of \$2,000. If a publicly traded security is the source of income, the security need not be reported unless you or a *member of your immediate family* has an *interest in the business organization*.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Borough of Highland Park</b>	<b>221 S 5th Ave, Highland Park, NJ 08904</b>	<b>Self</b>	
2.	<b>Gabel Associates</b>	<b>417 Denison St, Highland Park, NJ 08904</b>	<b>Spouse</b>	
3.	<b>Centerpiece Gifts</b>	<b>312 Raritan Ave, Highland Park, NJ 08904</b>	<b>Spouse</b>	
4.				
5.				

B. List the name and address of each source of fees and honorariums having an aggregate amount exceeding \$250 received from any single source for personal appearances, speeches, or writing.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

Last Name: **Frank**

First Name: **Meryl**

Middle: **Lynn**

State of New Jersey  
Department of Community Affairs

**Local Government Ethics Law  
Financial Disclosure Statement**

Division of Local Government Services  
Local Finance Board

**Section II. Financial Information- continued**

C. List the name and address of each source of gifts, reimbursements or prepaid expenses having an aggregate value exceeding \$400 from any single source, excluding relatives.

	Name	Address	Self Spouse	Dependent Name
1.				
2.				
3.				

D. List the name and address of all *business organizations* in which an interest was held.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Gabel Associates/Gabel Properties</b>	<b>417 Denison St. Highland Park, NJ 08004</b>	<b>Spouse</b>	
2.	<b>Energy Acquisition &amp; Management</b>	<b>417 Denison St, Highland Park, NJ 08904</b>	<b>Spouse</b>	
3.	<b>Centerpiece Gifts</b>	<b>312 Raritan Ave, Highland Park, NJ 08904</b>	<b>Spouse</b>	

E. List the address and a brief description of all real property in the State of New Jersey in which an interest was held.

	Municipality	County	Block	Lot	Address (if applicable)	Ownership	Self Spouse	Dependent Name
1	<b>Highland Park</b>	<b>MID</b>	<b>167</b>	<b>21</b>	<b>263 Lincoln Ave</b>	<b>100%</b>	<b>Both</b>	
2	<b>Highland Park</b>	<b>MID</b>	<b>144</b>	<b>53</b>	<b>417 Denison St</b>	<b>100</b>	<b>Spouse</b>	
3								
4								
5								

F. Please add any other information you believe is necessary to complete this form.

**Section III. Certification**

I hereby certify that this Financial Disclosure Statement contains no willful misstatement of fact or omission of material fact and, together with any and all statements previously submitted in writing to the clerk of my local government or the Local Finance Board, constitutes a full disclosure with respect to all matters required by N.J.S.A. 40A:9-22.1 et seq., to the best of my knowledge. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to fines and possible disciplinary action.

Date Signed: **03/25/04**

Date Filed: **03/25/04**

(Signature of *Local Government Officer*)

Last Name: **Kenny**

First Name: **Jane**

Middle: **M**

State of New Jersey

# Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

*This Financial Disclosure Statement is required annually of all local government officers in accordance with N.J.S.A. 40A:9-22. I et seq., the Local Government Ethics Law.*

**Year of Service: 2004**

## Section I. Personal Information- Local Government Officer

Local Government Served  
Municipality: **Highland Park**

County: **Middlesex**

Other

First Name: **Jane**

Middle: **M**

Last Name: **Kenny**

Suffix: **Ms.**

Spouse's

First Name: **Gregory**

Middle: **L**

Last Name: **Myer**

Suffix: **Mr.**

Home Address: **235 Grant Ave**

(optional) **Highland Park, NJ 08904**

Telephone Numbers (optional)

Home: **(732) 249-7631**

Business:

Agency

Position Held

Term Expires (if applicable)

1. **Highland Park Redevelopment Agency**

**Member**

2.

3.

## Section II. Financial Information

**Provide the following information for yourself and *members of your immediate family* for the prior calendar year. If none, please indicate NONE in the space provided. If additional space is needed, please use Extension Forms.**

A. List the name and address of each source of income, earned and unearned, which you received in excess of \$2,000. If a publicly traded security is the source of income, the security need not be reported unless you or a *member of your immediate family* has an *interest in the business organization*.

	Name	Address	Self Spouse	Dependent Name
1.	<b>US Env. Protection Agency</b>		<b>Self</b>	
2.	<b>NJ Higher Ed Assistance Auth</b>		<b>Spouse</b>	
3.				
4.				
5.				

B. List the name and address of each source of fees and honorariums having an aggregate amount exceeding \$250 received from any single source for personal appearances, speeches, or writing.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

Last Name: **Kenny**

First Name: **Jane**

Middle: **M**

State of New Jersey

## Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

### Section II. Financial Information- continued

- C. List the name and address of each source of gifts, reimbursements or prepaid expenses having an aggregate value exceeding \$400 from any single source, excluding relatives.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

- D. List the name and address of all *business organizations* in which an interest was held.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

- E. List the address and a brief description of all real property in the State of New Jersey in which an interest was held.

	Municipality	County	Block	Lot	Address (if applicable)	Ownership	Self Spouse	Dependent Name
1	<b>Highland Park</b>	<b>MID</b>	<b>168</b>	<b>23</b>	<b>235 Grant Ave</b>	<b>100%</b>	<b>Both</b>	
2								
3								
4								
5								

- F. Please add any other information you believe is necessary to complete this form.

### Section III. Certification

I hereby certify that this Financial Disclosure Statement contains no willful misstatement of fact or omission of material fact and, together with any and all statements previously submitted in writing to the clerk of my local government or the Local Finance Board, constitutes a full disclosure with respect to all matters required by N.J.S.A. 40A:9-22.1 et seq., to the best of my knowledge. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to fines and possible disciplinary action.

Date Signed: **12/14/04**

Date Filed: **12/17/04**

(Signature of *Local Government Officer*)

Last Name: **Kenny**

First Name: **Jane**

Middle: **M**

State of New Jersey

# Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

*This Financial Disclosure Statement is required annually of all local government officers in accordance with N.J.S.A. 40A:9-22. I et seq., the Local Government Ethics Law.*

**Year of Service: 2004**

## Section I. Personal Information- Local Government Officer

Local Government Served  
Municipality: **Highland Park**

County: **Middlesex**

Other

First Name: **Jane**

Middle: **M**

Last Name: **Kenny**

Suffix: **Ms.**

Spouse's

First Name: **Gregory**

Middle: **L**

Last Name: **Myer**

Suffix: **Mr.**

Home Address: **235 Grant Ave**

(optional) **Highland Park, NJ 08904**

Telephone Numbers (optional)

Home: **(732) 249-7631**

Business:

Agency

Position Held

Term Expires (if applicable)

1. **Highland Park Redevelopment Agency**

**Member**

**2006**

2.

3.

## Section II. Financial Information

**Provide the following information for yourself and *members of your immediate family* for the prior calendar year. If none, please indicate NONE in the space provided. If additional space is needed, please use Extension Forms.**

A. List the name and address of each source of income, earned and unearned, which you received in excess of \$2,000. If a publicly traded security is the source of income, the security need not be reported unless you or a *member of your immediate family* has an *interest in the business organization*.

	Name	Address	Self Spouse	Dependent Name
1.	<b>US Env. Protection Agency</b>	<b>290 Broadway, New York, NY 10007</b>	<b>Self</b>	
2.	<b>NJ Higher Ed Assistance Auth</b>	<b>PO Box 540, Trenton, NJ 08624</b>	<b>Spouse</b>	
3.				
4.				
5.				

B. List the name and address of each source of fees and honorariums having an aggregate amount exceeding \$250 received from any single source for personal appearances, speeches, or writing.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

Last Name: **Kenny**

First Name: **Jane**

Middle: **M**

State of New Jersey  
Department of Community Affairs

**Local Government Ethics Law  
Financial Disclosure Statement**

Division of Local Government Services  
Local Finance Board

**Section II. Financial Information- continued**

C. List the name and address of each source of gifts, reimbursements or prepaid expenses having an aggregate value exceeding \$400 from any single source, excluding relatives.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

D. List the name and address of all *business organizations* in which an interest was held.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

E. List the address and a brief description of all real property in the State of New Jersey in which an interest was held.

	Municipality	County	Block	Lot	Address (if applicable)	Ownership	Self Spouse	Dependent Name
1	<b>Highland Park</b>	<b>MID</b>	<b>168</b>	<b>23</b>	<b>235 Grant Ave</b>	<b>100%</b>	<b>Both</b>	
2								
3								
4								
5								

F. Please add any other information you believe is necessary to complete this form.

**Section III. Certification**

I hereby certify that this Financial Disclosure Statement contains no willful misstatement of fact or omission of material fact and, together with any and all statements previously submitted in writing to the clerk of my local government or the Local Finance Board, constitutes a full disclosure with respect to all matters required by N.J.S.A. 40A:9-22.1 et seq., to the best of my knowledge. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to fines and possible disciplinary action.

Date Signed: **01/05/06**

Date Filed: **01/05/06**

(Signature of *Local Government Officer*)

Last Name: **Landis**

First Name: **Mitchell**

Middle: **S**

State of New Jersey

# Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

*This Financial Disclosure Statement is required annually of all local government officers in accordance with N.J.S.A. 40A:9-22. I et seq., the Local Government Ethics Law.*

**Year of Service: 2004**

## Section I. Personal Information- Local Government Officer

Local Government Served  
Municipality: **Highland Park**

County:

Other

First Name: **Mitchell**

Middle: **S**

Last Name: **Landis**

Suffix:

Spouse's

First Name: **Linda**

Middle: **Jean**

Last Name: **Landis**

Suffix:

Home Address: **204 Harrison Ave**

Telephone Numbers (optional)

(optional) **Highland Park, NJ 08904**

Home: **(732) 227-0410**

Business: **(609) 452-1444**

Agency

Position Held

Term Expires (if applicable)

1. **Highland Park Redevelopment Agency**

**Chairman**

**2009**

2.

3.

## Section II. Financial Information

**Provide the following information for yourself and *members of your immediate family* for the prior calendar year. If none, please indicate NONE in the space provided. If additional space is needed, please use Extension Forms.**

A. List the name and address of each source of income, earned and unearned, which you received in excess of \$2,000. If a publicly traded security is the source of income, the security need not be reported unless you or a *member of your immediate family* has an *interest in the business organization*.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Boston Properties</b>	<b>111 Huntington, Boston MA</b>	<b>Self</b>	
2.	<b>Boston Properites Ltd Partnership</b>		<b>111 Huntington, Boston MA</b>	<b>Self</b>
3.				
4.				
5.				

B. List the name and address of each source of fees and honorariums having an aggregate amount exceeding \$250 received from any single source for personal appearances, speeches, or writing.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

Last Name: **Landis**

First Name: **Mitchell**

Middle: **S**

State of New Jersey

# Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

## Section II. Financial Information- continued

C. List the name and address of each source of gifts, reimbursements or prepaid expenses having an aggregate value exceeding \$400 from any single source, excluding relatives.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

D. List the name and address of all *business organizations* in which an interest was held.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

E. List the address and a brief description of all real property in the State of New Jersey in which an interest was held.

	Municipality	County	Block	Lot	Address (if applicable)	Ownership	Self Spouse	Dependent Name
1	<b>Highland Park</b>	<b>MID</b>			<b>204 Harrison Ave</b>		<b>100% Spouse</b>	
2								
3								
4								
5								

F. Please add any other information you believe is necessary to complete this form.

## Section III. Certification

I hereby certify that this Financial Disclosure Statement contains no willful misstatement of fact or omission of material fact and, together with any and all statements previously submitted in writing to the clerk of my local government or the Local Finance Board, constitutes a full disclosure with respect to all matters required by N.J.S.A. 40A:9-22.1 et seq., to the best of my knowledge. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to fines and possible disciplinary action.

Date Signed: **11/01/04**

Date Filed: **11/02/04**

(Signature of *Local Government Officer*)

Last Name: **Liebling**

First Name: **Charles**

Middle: **B**

State of New Jersey

# Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

*This Financial Disclosure Statement is required annually of all local government officers in accordance with N.J.S.A. 40A:9-22. I et seq., the Local Government Ethics Law.*

**Year of Service: 2004**

## Section I. Personal Information- Local Government Officer

Local Government Served  
Municipality: **Highland Park**

County: **Middlesex**

Other

First Name: **Charles**

Middle: **B**

Last Name: **Liebling**

Suffix:

Spouse's

First Name: **Sharon**

Middle:

Last Name: **Krengel**

Suffix:

Home Address:  
(optional)

Telephone Numbers (optional)

Home:

Business:

Agency

Position Held

Term Expires (if applicable)

1. **Highland Park Zoning Board of Adjustment**

**Chairman**

2.

3.

## Section II. Financial Information

**Provide the following information for yourself and *members of your immediate family* for the prior calendar year. If none, please indicate NONE in the space provided. If additional space is needed, please use Extension Forms.**

A. List the name and address of each source of income, earned and unearned, which you received in excess of \$2,000. If a publicly traded security is the source of income, the security need not be reported unless you or a *member of your immediate family* has an *interest in the business organization*.

Name	Address	Self Spouse	Dependent Name
1. <b>Windels Mark Lane &amp; Mittendorf, LLP</b>	<b>120 Albany St, New Brunswick, NJ</b>	<b>Self</b>	
2. <b>Gannett New Jersey</b>	<b>3601 Hwy 66, Neptune, NJ</b>	<b>Spouse</b>	
3. <b>Coalition to Preserve Public Educ.</b>	<b>48 Mansfield St, Highland Park, NJ 08904</b>	<b>Spouse</b>	
4. <b>Ramparts Communications LLC</b>	<b>417 Denison St, Suite 101, Highland Park, NJ</b>	<b>Spouse</b>	

5.

B. List the name and address of each source of fees and honorariums having an aggregate amount exceeding \$250 received from any single source for personal appearances, speeches, or writing.

Name	Address	Self Spouse	Dependent Name
1.			
2.			
3.			

Last Name: **Liebling**

First Name: **Charles**

Middle: **B**

State of New Jersey

**Local Government Ethics Law  
Financial Disclosure Statement**

Division of Local Government Services

Department of Community Affairs

Local Finance Board

**Section II. Financial Information- continued**

C. List the name and address of each source of gifts, reimbursements or prepaid expenses having an aggregate value exceeding \$400 from any single source, excluding relatives.

Name	Address	Self Spouse	Dependent Name
------	---------	-------------	----------------

- 1.
- 2.
- 3.

D. List the name and address of all *business organizations* in which an interest was held.

Name	Address	Self Spouse	Dependent Name
------	---------	-------------	----------------

1. **Ramparts Communications LLC 417 Denison St, Suite 101, Highland Park, NJ Spouse**
- 2.
- 3.

E. List the address and a brief description of all real property in the State of New Jersey in which an interest was held.

	Municipality	County	Block	Lot	Address (if applicable)	Ownership	Self Spouse	Dependent Name
1	<b>Highland Park</b>	<b>MID</b>	<b>139</b>	<b>51&amp;52</b>	<b>147 N. 7th Ave</b>	<b>100%</b>	<b>Both</b>	
2								
3								
4								
5								

F. Please add any other information you believe is necessary to complete this form.

**Section III. Certification**

I hereby certify that this Financial Disclosure Statement contains no willful misstatement of fact or omission of material fact and, together with any and all statements previously submitted in writing to the clerk of my local government or the Local Finance Board, constitutes a full disclosure with respect to all matters required by N.J.S.A. 40A:9-22.1 et seq., to the best of my knowledge. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to fines and possible disciplinary action.

Date Signed: **04/03/04**

Date Filed: **05/04/04**

(Signature of *Local Government Officer*)

Last Name: **Nolan**

First Name: **Stephen**

Middle: **Benjamin**

State of New Jersey

# Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

*This Financial Disclosure Statement is required annually of all local government officers in accordance with N.J.S.A. 40A:9-22. I et seq., the Local Government Ethics Law.*

**Year of Service: 2004**

## Section I. Personal Information- Local Government Officer

Local Government Served  
Municipality: **Highland Park**

County: **Middlesex**

Other

First Name: **Stephen**

Middle: **Benjamin**

Last Name: **Nolan**

Suffix:

Spouse's

First Name: **Donna**

Middle: **Marie**

Last Name: **Nolan**

Suffix:

Home Address:  
(optional)

Telephone Numbers (optional)

Home:

Business:

Agency

Position Held

Term Expires (if applicable)

1. **Highland Park Borough Council**

**Councilman**

**Dec. 2006**

2. **Highland Park Redevelopment Agency**

**Member ex officio**

**Dec. 2006**

3. **Highland Park Planning Board**

**member ex officio**

## Section II. Financial Information

**Provide the following information for yourself and *members of your immediate family* for the prior calendar year. If none, please indicate NONE in the space provided. If additional space is needed, please use Extension Forms.**

- A. List the name and address of each source of income, earned and unearned, which you received in excess of \$2,000. If a publicly traded security is the source of income, the security need not be reported unless you or a *member of your immediate family* has an *interest in the business organization*.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Stradley, Ronon, Stevens &amp; Young</b>		<b>2600 One Commerce Sq. Phila, PA</b>	<b>Self</b>
2.	<b>Highland Park Borough</b>	<b>221 S 5th Ave, Highland Park, NJ 08904</b>	<b>Self</b>	
3.				
4.				
5.				

- B. List the name and address of each source of fees and honorariums having an aggregate amount exceeding \$250 received from any single source for personal appearances, speeches, or writing.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

Last Name: **Nolan**

First Name: **Stephen**

Middle: **Benjamin**

State of New Jersey  
Department of Community Affairs

**Local Government Ethics Law  
Financial Disclosure Statement**

Division of Local Government Services  
Local Finance Board

**Section II. Financial Information- continued**

C. List the name and address of each source of gifts, reimbursements or prepaid expenses having an aggregate value exceeding \$400 from any single source, excluding relatives.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Stradley, Ronon, Stevens &amp; Young</b>		<b>2600 One Commerce Sq. Phila, PA</b>	<b>Self</b>
2.				
3.				

D. List the name and address of all *business organizations* in which an interest was held.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

E. List the address and a brief description of all real property in the State of New Jersey in which an interest was held.

	Municipality	County	Block	Lot	Address (if applicable)	Ownership Self Spouse	Dependent Name
1	<b>Highland Park</b>	<b>MID</b>	<b>178</b>	<b>18</b>	<b>97 Lincoln Ave</b>	<b>100% Both</b>	
2							
3							
4							
5							

F. Please add any other information you believe is necessary to complete this form.

**Section III. Certification**

I hereby certify that this Financial Disclosure Statement contains no willful misstatement of fact or omission of material fact and, together with any and all statements previously submitted in writing to the clerk of my local government or the Local Finance Board, constitutes a full disclosure with respect to all matters required by N.J.S.A. 40A:9-22.1 et seq., to the best of my knowledge. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to fines and possible disciplinary action.

Date Signed: **10/27/04**

Date Filed: **10/29/04**

(Signature of *Local Government Officer*)

Last Name: **Phillips**

First Name: **Mona**

Middle: **F**

State of New Jersey

# Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

*This Financial Disclosure Statement is required annually of all local government officers in accordance with N.J.S.A. 40A:9-22. I et seq., the Local Government Ethics Law.*

**Year of Service: 2003**

## Section I. Personal Information- Local Government Officer

Local Government Served  
Municipality: **Highland Park**

County: **Middlesex**

Other

First Name: **Mona**

Middle: **F**

Last Name: **Phillips**

Suffix: **Ms.**

Spouse's

First Name: **Louis**

Middle: **H**

Last Name: **Phillips**

Suffix: **Mr.**

Home Address: **248 Lawrence Ave**

Telephone Numbers (optional)

(optional) **Highland Park, NJ 08904**

Home:

Business:

Agency

Position Held

Term Expires (if applicable)

1. **Highland Park Redevelopment Agency**

**Executive Director**

2. **Highland Park Board of Adjustment**

**Alternate1**

**2008**

3.

## Section II. Financial Information

**Provide the following information for yourself and *members of your immediate family* for the prior calendar year. If none, please indicate NONE in the space provided. If additional space is needed, please use Extension Forms.**

- A. List the name and address of each source of income, earned and unearned, which you received in excess of \$2,000. If a publicly traded security is the source of income, the security need not be reported unless you or a *member of your immediate family* has an *interest in the business organization*.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Louis Phillips</b>	<b>248 Lawrence Ave, Highland Park, NJ</b>	<b>Spouse</b>	<b>Mona Phillips</b>
2.				
3.				
4.				
5.				

- B. List the name and address of each source of fees and honorariums having an aggregate amount exceeding \$250 received from any single source for personal appearances, speeches, or writing.

	Name	Address	Self Spouse	Dependent Name
1.				
2.				
3.				

Last Name: **Phillips**

First Name: **Mona**

Middle: **F**

State of New Jersey  
Department of Community Affairs

**Local Government Ethics Law  
Financial Disclosure Statement**

Division of Local Government Services  
Local Finance Board

**Section II. Financial Information- continued**

C. List the name and address of each source of gifts, reimbursements or prepaid expenses having an aggregate value exceeding \$400 from any single source, excluding relatives.

	Name	Address	Self Spouse	Dependent Name
1.				
2.				
3.				

D. List the name and address of all *business organizations* in which an interest was held.

	Name	Address	Self Spouse	Dependent Name
1.				
2.				
3.				

E. List the address and a brief description of all real property in the State of New Jersey in which an interest was held.

	Municipality	County	Block	Lot	Address (if applicable)	Ownership	Self Spouse	Dependent Name
1	<b>Highland Park</b>	<b>MID</b>	<b>165</b>	<b>10</b>	<b>248 Lawrence Ave</b>	<b>100%</b>	<b>Both</b>	
2								
3								
4								
5								

F. Please add any other information you believe is necessary to complete this form.

**Section III. Certification**

I hereby certify that this Financial Disclosure Statement contains no willful misstatement of fact or omission of material fact and, together with any and all statements previously submitted in writing to the clerk of my local government or the Local Finance Board, constitutes a full disclosure with respect to all matters required by N.J.S.A. 40A:9-22.1 et seq., to the best of my knowledge. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to fines and possible disciplinary action.

Date Signed: **11/10/04**

Date Filed: **11/09/04**

(Signature of *Local Government Officer*)

Last Name: **Pomper**

First Name: **Gerald**

Middle: **Marvin**

State of New Jersey

# Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

*This Financial Disclosure Statement is required annually of all local government officers in accordance with N.J.S.A. 40A:9-22. I et seq., the Local Government Ethics Law.*

**Year of Service: 2004**

## Section I. Personal Information- Local Government Officer

Local Government Served  
Municipality: **Highland Park**

County:

Other

First Name: **Gerald**

Middle: **Marvin**

Last Name: **Pomper**

Suffix:

Spouse's

First Name: **Marlene**

Middle: **Michels**

Last Name: **Pomper**

Suffix:

Home Address: **348 S Third Ave**

Telephone Numbers (optional)

(optional) **Highland Park, NJ 08904**

Home: **(732) 846-2064**

Business:

Agency

Position Held

Term Expires (if applicable)

1. **Highland Park Redevelopment Agency**

**Member**

**2007**

2.

3.

## Section II. Financial Information

**Provide the following information for yourself and *members of your immediate family* for the prior calendar year. If none, please indicate NONE in the space provided. If additional space is needed, please use Extension Forms.**

A. List the name and address of each source of income, earned and unearned, which you received in excess of \$2,000. If a publicly traded security is the source of income, the security need not be reported unless you or a *member of your immediate family* has an *interest in the business organization*.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Teachers Insurance</b>	<b>New York</b>	<b>Self</b>	
2.	<b>Teachers Insurance</b>	<b>New York, NY</b>	<b>Spouse</b>	
3.	<b>Social Security</b>	<b>Washington, DC</b>	<b>Spouse</b>	
4.	<b>Rutgers Univ.</b>	<b>New Brunswick, NJ</b>	<b>Self</b>	
5.	<b>Business of Gerald M. Pomper</b>	<b>Highland Park, NJ</b>	<b>Self</b>	

B. List the name and address of each source of fees and honorariums having an aggregate amount exceeding \$250 received from any single source for personal appearances, speeches, or writing.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Joseph Doria</b>	<b>Bayonne, NJ</b>	<b>Self</b>	
2.	<b>(illegible)</b>	<b>Washington, DC</b>		
3.				

Last Name: **Pomper**

First Name: **Gerald**

Middle: **Marvin**

State of New Jersey  
Department of Community Affairs

**Local Government Ethics Law  
Financial Disclosure Statement**

Division of Local Government Services  
Local Finance Board

**Section II. Financial Information- continued**

C. List the name and address of each source of gifts, reimbursements or prepaid expenses having an aggregate value exceeding \$400 from any single source, excluding relatives.

	Name	Address	Self Spouse	Dependent Name
1.				
2.				
3.				

D. List the name and address of all *business organizations* in which an interest was held.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Gerald M. Pomper</b>	<b>Highland Park, NJ</b>	<b>Self</b>	
2.				
3.				

E. List the address and a brief description of all real property in the State of New Jersey in which an interest was held.

	Municipality	County	Block	Lot	Address (if applicable)	Ownership	Self Spouse	Dependent Name
1	<b>Highland Park</b>	<b>MID</b>	<b>27</b>	<b>22</b>	<b>348 S. Third Ave</b>	<b>100%</b>	<b>Both</b>	
2								
3								
4								
5								

F. Please add any other information you believe is necessary to complete this form.

**Section III. Certification**

I hereby certify that this Financial Disclosure Statement contains no willful misstatement of fact or omission of material fact and, together with any and all statements previously submitted in writing to the clerk of my local government or the Local Finance Board, constitutes a full disclosure with respect to all matters required by N.J.S.A. 40A:9-22.1 et seq., to the best of my knowledge. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to fines and possible disciplinary action.

Date Signed: **11/01/04**

Date Filed: **11/02/04**

(Signature of *Local Government Officer*)

Last Name: **Pomper**

First Name: **Gerald**

Middle: **Marvin**

State of New Jersey

# Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

*This Financial Disclosure Statement is required annually of all local government officers in accordance with N.J.S.A. 40A:9-22. I et seq., the Local Government Ethics Law.*

**Year of Service: 2004**

## Section I. Personal Information- Local Government Officer

Local Government Served  
Municipality: **Highland Park**

County:

Other

First Name: **Gerald**

Middle: **Marvin**

Last Name: **Pomper**

Suffix:

Spouse's

First Name: **Marlene**

Middle: **Michels**

Last Name: **Pomper**

Suffix:

Home Address: **348 S Third Ave**

Telephone Numbers (optional)

(optional) **Highland Park, NJ 08904**

Home: **(732) 846-2064**

Business:

Agency

Position Held

Term Expires (if applicable)

1. **Highland Park Redevelopment Agency**

**Member**

**2007**

2.

3.

## Section II. Financial Information

**Provide the following information for yourself and *members of your immediate family* for the prior calendar year. If none, please indicate NONE in the space provided. If additional space is needed, please use Extension Forms.**

A. List the name and address of each source of income, earned and unearned, which you received in excess of \$2,000. If a publicly traded security is the source of income, the security need not be reported unless you or a *member of your immediate family* has an *interest in the business organization*.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Teachers Insurance</b>	<b>730 Third Ave, New York, NY 10017</b>	<b>Self</b>	
2.	<b>Teachers Insurance</b>	<b>730 Third Ave, New York, NY 10017</b>	<b>Spouse</b>	
3.	<b>Social Security</b>	<b>Washington, DC</b>	<b>Spouse</b>	
4.	<b>Rutgers Univ.</b>	<b>New Brunswick, NJ</b>	<b>Self</b>	
5.	<b>Business of Gerald M. Pomper</b>	<b>Highland Park, NJ</b>	<b>Self</b>	

B. List the name and address of each source of fees and honorariums having an aggregate amount exceeding \$250 received from any single source for personal appearances, speeches, or writing.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Joseph Doria, Mayor</b>	<b>City Hall, Bayonne, NJ 07002</b>	<b>Self</b>	
2.	<b>CQ Press</b>	<b>1255 22nd St NW, # 400, Wash, DC 20037</b>	<b>Self</b>	
3.				

Last Name: **Pomper**

First Name: **Gerald**

Middle: **Marvin**

State of New Jersey  
Department of Community Affairs

**Local Government Ethics Law  
Financial Disclosure Statement**

Division of Local Government Services  
Local Finance Board

**Section II. Financial Information- continued**

C. List the name and address of each source of gifts, reimbursements or prepaid expenses having an aggregate value exceeding \$400 from any single source, excluding relatives.

	Name	Address	Self Spouse	Dependent Name
1.	<b>None</b>			
2.				
3.				

D. List the name and address of all *business organizations* in which an interest was held.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Gerald M. Pomper</b>	<b>348 S Third Ave, Highland Park, NJ 08904</b>	<b>Self</b>	
2.				
3.				

E. List the address and a brief description of all real property in the State of New Jersey in which an interest was held.

	Municipality	County	Block	Lot	Address (if applicable)	Ownership	Self Spouse	Dependent Name
1	<b>Highland Park</b>	<b>MID</b>	<b>27</b>	<b>22</b>	<b>348 S. Third Ave</b>	<b>100%</b>	<b>Both</b>	
2								
3								
4								
5								

F. Please add any other information you believe is necessary to complete this form.

**Section III. Certification**

I hereby certify that this Financial Disclosure Statement contains no willful misstatement of fact or omission of material fact and, together with any and all statements previously submitted in writing to the clerk of my local government or the Local Finance Board, constitutes a full disclosure with respect to all matters required by N.J.S.A. 40A:9-22.1 et seq., to the best of my knowledge. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to fines and possible disciplinary action.

Date Signed: **01/26/06**

Date Filed: **01/30/06**

(Signature of *Local Government Officer*)

Last Name: **Senick**

First Name: **Jennifer**

Middle: **Aviva**

State of New Jersey

# Local Government Ethics Law Financial Disclosure Statement

Division of Local Government Services

Department of Community Affairs

Local Finance Board

*This Financial Disclosure Statement is required annually of all local government officers in accordance with N.J.S.A. 40A:9-22. I et seq., the Local Government Ethics Law.*

**Year of Service: 2004**

## Section I. Personal Information- Local Government Officer

Local Government Served  
Municipality: **Highland Park**

County:

Other

First Name: **Jennifer**

Middle: **Aviva**

Last Name: **Senick**

Suffix:

Spouse's

First Name:

Middle:

Last Name:

Suffix:

Home Address: **357 N 4th Ave**

Telephone Numbers (optional)

(optional) **Highland Park, NJ 08904**

Home: **(732) 448-1830**

Business:

Agency

Position Held

Term Expires (if applicable)

1. **Highland Park Redevelopment Agency**

**Member**

**4-May-07**

2.

3.

## Section II. Financial Information

**Provide the following information for yourself and *members of your immediate family* for the prior calendar year. If none, please indicate NONE in the space provided. If additional space is needed, please use Extension Forms.**

A. List the name and address of each source of income, earned and unearned, which you received in excess of \$2,000. If a publicly traded security is the source of income, the security need not be reported unless you or a *member of your immediate family* has an *interest in the business organization*.

	Name	Address	Self Spouse	Dependent Name
1.	<b>Ron Rukenstein &amp; Assoc</b>	<b>PO Box 1, Titusville, NJ 08560</b>	<b>Self</b>	
2.	<b>Science Application Inter. Corp</b>	<b>10260 Campus Pt Dr, San Diego, CA 92121</b>	<b>Self</b>	
3.				
4.				
5.				

B. List the name and address of each source of fees and honorariums having an aggregate amount exceeding \$250 received from any single source for personal appearances, speeches, or writing.

	Name	Address	Self Spouse	Dependent Name
1.				
2.				
3.				

Last Name: **Senick**

First Name: **Jennifer**

Middle: **Aviva**

State of New Jersey

**Local Government Ethics Law  
Financial Disclosure Statement**

Division of Local Government Services

Department of Community Affairs

Local Finance Board

**Section II. Financial Information- continued**

C. List the name and address of each source of gifts, reimbursements or prepaid expenses having an aggregate value exceeding \$400 from any single source, excluding relatives.

	Name	Address	Self Spouse	Dependent Name
1.				
2.				
3.				

D. List the name and address of all *business organizations* in which an interest was held.

	Name	Address	Self Spouse	Dependent Name
1.	<b>J. Senick &amp; Assoc.</b>	<b>357 N. 4th Ave, Highland Park, NJ 08904</b>	<b>Self</b>	
2.				
3.				

E. List the address and a brief description of all real property in the State of New Jersey in which an interest was held.

	Municipality	County	Block	Lot	Address (if applicable)	Ownership	Self Spouse	Dependent Name
1	<b>Highland Park</b>	<b>MID</b>	<b>148</b>	<b>25</b>	<b>357 N. 4th Ave</b>	<b>100%</b>	<b>Self</b>	
2								
3								
4								
5								

F. Please add any other information you believe is necessary to complete this form.

**Section III. Certification**

I hereby certify that this Financial Disclosure Statement contains no willful misstatement of fact or omission of material fact and, together with any and all statements previously submitted in writing to the clerk of my local government or the Local Finance Board, constitutes a full disclosure with respect to all matters required by N.J.S.A. 40A:9-22.1 et seq., to the best of my knowledge. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to fines and possible disciplinary action.

Date Signed: **11/04/04**

Date Filed:

(Signature of *Local Government Officer*)

# John T. Paff

P.O. BOX 5424  
SOMERSET, NEW JERSEY 08875-5424  
E-MAIL - CJSC@POBOX.COM  
JANUARY 3, 2005

TELEPHONE - 732-873-1251

FAX - 908-325-0129

Janet Potenza, Clerk  
Borough of Highland Park (via Fax only 732-777-6006)

RE: Financial Disclosure Forms

Dear Ms. Potenza:

I have reviewed the Financial Disclosure Forms that you sent me for Mona Phillips, Jane Kenny, Mitchell Landis, Phillip Dowdell, Gerald Pomper, Stephen Nolan and Jennifer Senick. Following are a few concerns I have:

1. The instructions in Section II explicitly require the officer to write "none" in the space provided if applicable. Yet, several of the officers completing the forms simply left areas blank instead of writing "none" as required. For example, Mona Phillips didn't write anything in response to items II.B, II.C and II.D.

2. In Section II.A, Mona Phillips listed "Louis Phillips" as the her source of income. I believe that she misunderstood the question. What is called for is her and her spouse's employers, if any.

3. In Section II.A, Jane Kenny listed her and her husband's names where the employers' names are supposed to go and didn't provide an address for either employer. Also, she does not indicate the expiration of her term as a member of the Redevelopment Agency.

4. Gerald Pomper listed only the city and state where "address" in Section II is indicated. I believe that the form requires a street or mailing address. Also, the name under Section II.B.2 is illegible.

Please inform me whether or not the officers will file revised forms showing the requested material. Thank you.

Sincerely,

/s/ John T. Paff

# ***The* BOROUGH of HIGHLAND PARK**

*County of Middlesex, State of New Jersey*

P.O. BOX 1330  
HIGHLAND PARK, NEW JERSEY 08904  
TEL. (732) 572-3400 • FAX (732) 777-6006

January 3, 2005

John Paff  
PO Box 5424  
Somerset, NJ 08875

Dear Mr. Paff:

In response to your concerns regarding the Financial Disclosure Forms filed by members of the Redevelopment Agency, please be advised that the forms have been forwarded to the State. The State may require that revised forms be submitted.

Please feel free to contact me at 732-777-6014 should you need additional information.

Sincerely,

/s/ Janet Potenza  
Borough Clerk

c. Redevelopment Agency Chair

# John T. Paff

P.O. BOX 5424  
SOMERSET, NEW JERSEY 08875  
E-MAIL - CJSC@POBOX.COM  
JANUARY 14, 2005

TELEPHONE - 732-873-1251

FAX 908-325-0129

Local Finance Board  
P.O. Box 803  
Trenton, NJ 08625-0803

RE: Complaint for violation of Local Government Ethics Law

Dear Sir or Madam:

Please accept this letter as my complaint against the following officials from the Borough of Highland Park in Middlesex County. For each official named, I have enclosed a copy of his or her most recently filed Financial Disclosure Form:

***Dowdell, Phillip R.; Frank, Meryl L.; Kenny, Jane; Liebling, Charles B.; Phillips, Mona F.; Pomper, Gerald M. and Senick, Jennifer A.***

Most of the problems with the reports are minor and are probably a result of carelessness or inattention. I am, however, a believer in the "broken window theory"<sup>1</sup> when it comes to municipal government. Allowing government officials to get away with small infractions will inevitably lead to progressively larger infractions.

Also, I wish to note that before filing this complaint, I raised these concerns with the Borough Clerk (see my January 3, 2005 letter, attached). Although her January 3, 2005 response (also attached) is rather cryptic, it appears that the Borough officials will revise their forms only if the state requires them to. Thus, I am filing this complaint.

---

<sup>1</sup> **A broken window.** One broken window, left unrepaired for any substantial length of time, instills in the inhabitants of the building a sense of abandonment---a sense that the powers that be don't care about the building. So another window gets broken. People start littering. Graffiti appears. Serious structural damage begins. In a relatively short space of time, the building becomes damaged beyond the owner's desire to fix it, and the sense of abandonment becomes reality.

*Attributed to Criminologist George Kelling and political scientist James Q. Wilson.*

**State of New Jersey**  
**Department of Community Affairs**  
*Richard J. Codey, Acting Governor*  
*Susan Bass Levin, Commissioner*

January 21, 2005

John T. Paff  
P.O. Box 5424  
Somerset, New Jersey 08875

Re: Local Government Ethics Law  
FDS Complaint **#05-003**

Dear Mr. Paff:

The Local Finance Board (Board) acknowledges receipt of the complaint letter you filed alleging a violation of the Local Government Ethics Law.

Please be advised that it is the Board's practice and intent to conduct a thorough investigation of all complaints. The Board's staff is processing your complaint at this time and will, subsequently, present it to the Board for review and authorization of any necessary formal investigation. The Board will correspond with you as soon as a determination is made in this matter.

Should you have any question regarding this matter, please feel free to contact David Nenno at (609) 292-0479.

Sincerely,

/s/ Patricia Parkin McNamara  
Executive Secretary  
Local Finance Board

PPM:la

**State of New Jersey**  
**Department of Community Affairs**  
*Jon S. Corzine, Governor*  
*Susan Bass Levin, Commissioner*

March 29, 2006

John T. Paff  
P.O. Box 5424  
Somerset, New Jersey 08875

Re: Local Government Ethics Law Complaint  
#FDS-05-003(A) and (B) Notice of Dismissal

Dear Mr. Paff:

The purpose of this letter is to advise you of the status of the above-referenced complaint.

As you are aware, the Local Government Ethics Law, N.J.S.A. 40A:9-22.1 et seq., provides the Local Finance Board (Board) with the power to initiate, receive, hear and review complaints, and hold hearings with regard to possible violations of the Local Government Ethics Law, where no local ethics board has been established, and determine if a complaint against a local government officer or employee is within its jurisdiction, frivolous, or without a reasonable factual basis, prior to conducting an investigation.

Complaints #FDS-05-003(A) and (B) were filed by you against the following Borough of Highland Park Officials:

Meryl Frank, Mayor, Borough of Highland Park;  
Phillip Dowdell, Commissioner, Redevelopment Agency;  
Charles Liebling, Zoning Board Member, Borough of Highland Park;  
Mona Phillips, Zoning Board and Redevelopment Agency Member;  
Jennifer Senick, Redevelopment Agency Board Member;  
Jane Kenny, Redevelopment Agency Board Member; and  
Gerald Pomper, Redevelopment Agency Board Member

You alleged that these individuals failed to properly file their Annual Financial Disclosure Statements for the filing year 2004. As the complaint relates to Mayor Frank, Mr. Dowdell, Mr. Liebling, Ms. Phillips, and Ms. Senick, the complaint alleged that these individuals failed to follow the "...form's instructions [which] require 'none' to be written in where appropriate."

Furthermore, the complaint alleged that Ms. Kenny failed to include or complete certain addresses in section IIA on her form originally submitted in 2004.

Finally, the complaint alleged that Mr. Pomper's form, as originally submitted, did not have complete addresses in Section II B and did not indicate "none" in section II C.

N.J.S.A. 40A:9-22.6.a. states:

**Local government officers shall annually file a financial disclosure statement. All financial disclosure statements filed pursuant to this act shall include the following information which shall specify, where applicable, the name and address of each source and the local government officer's job title:**

(1) Each source of income, earned or unearned, exceeding \$2,000 received by the local government officer or a member of his immediate family during the preceding calendar year. Individual client fees, customer receipts or commissions on transactions received through a business organization need not be separately reported as sources of income. If a publicly traded security is the source of income, the security need not be reported unless the local government officer or member of his immediate family has an interest in the business organization;

(2) Each source of fees and honorariums having an aggregate amount exceeding \$250 from any single source for personal appearances, speeches or writings received by the local government officer or a member of his immediate family during the preceding calendar year;

(3) Each source of gifts, reimbursements or prepaid expenses having an aggregate value exceeding \$400 from any single source, excluding relatives, received by the local government officer or a member of his immediate family during the preceding calendar year;

(4) The name and address of all business organizations in which the local government officer or a member of his immediate family had an interest during the preceding calendar year; and

(5) The address and brief description of all real property in the State in which the local government officer or a member of his immediate family held an interest during the preceding calendar year.

The Board's staff reviewed its records and found that Ms. Kenny and Mr. Pomper should address the insufficiency of their submitted FDS forms for the above mentioned year. Pursuant to the Board's

established policy of allowing local government officers an opportunity to amend their filings, letters were sent to Mr. Pomper and Ms. Kenny informing them of the inadequacies and allowing them an opportunity to respond with amended forms. Please be advised that both Mr. Pomper and Ms. Kenny complied by amending their filings appropriately. Mr. Pomper also included the word "none" where appropriate. Therefore, the Board dismissed the matters related to Ms. Kenny and Mr. Pomper as no longer having a reasonable factual basis. Copies of Ms. Kenny's and Mr. Pomper's amended filings are enclosed.

The Board further considered the allegations against Mayor Frank, Mr. Dowdell Mr. Leibling, Ms. Phillips and Ms. Senick. The Board reviewed N.J.S.A. 40A:9-22.6 (a) and found no statutory provision requiring the word "none" be written in where appropriate. Furthermore, the Board has the authority to promulgate the Financial Disclosure Statement form and therefore it would be to the Board's discretion to ascertain the importance of including "none" where appropriate. The Board concluded that an official's failure to write "none" where such an indication was lacking did not warrant the official amend their form, absent a specific allegation of missing information. This aspect of the Complaint was dismissed as having no reasonable factual basis.

This case is now closed.

If you have any questions regarding this matter, please feel free to contact David Zipin at (609) 292-0479.

Sincerely,

/s/ Susan Jacobucci,  
Chair Local Finance Board

SJ:DZ:la

Enclosures

FDS 2004 amended form -Kenny

FDS 2004 amended form -Pomper

RULES AND REGULATIONS  
OF THE  
HIGHLAND PARK REDEVELOPMENT AGENCY  
HIGHLAND PARK, NEW JERSEY

Adopted January 10, 2005

TABLE OF CONTENTS

ARTICLE I. ANNUAL REORGANIZATION MEETINGS; SELECTION OF OFFICERS; ORDER OF VOTING	1
ARTICLE II. DUTIES OF AGENCY OFFICERS AND PERSONNEL	2
ARTICLE III. MEETINGS	4
ARTICLE IV. CONDUCT OF MEETINGS	7
ARTICLE V. AGENCY DECISIONS	8
ARTICLE VI. MISCELLANEOUS PROVISIONS	8

## ARTICLE I. ANNUAL REORGANIZATION MEETING; SELECTION OF OFFICERS; ORDER OF VOTING

1.01 At the first meeting of the Agency of the calendar year, the Agency shall elect, from among its Commissioners, a Chairperson and Vice-Chairperson. These officers shall serve for the calendar year and until their successors have been duly elected.

1.02 At said first meeting, the Agency shall also appoint an Executive Director in accordance with the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. which Executive Director shall serve as Secretary. The Agency shall enter into a contract for services with such person and such person shall serve in accordance with the terms of such contract.

1.03 At the first meeting, the Agency shall also appoint a member of the New Jersey Bar who is familiar with redevelopment matters as attorney for the Agency and will pay such attorney compensation agreed upon between the Agency and such person. The attorney shall serve for the calendar year and until his successor has been appointed.

1.04 The Agency may also appoint such other officers and/or assistants and retain such experts or staff as it may deem necessary. Such experts and staff may include, but not be limited to, a professional engineer and a planner.

1.05 At the first meeting or at such time as the Chairperson shall designate, the Agency shall select from among its Commissioners and other individuals those persons who shall serve on the subcommittees of the Agency, as established under Section 3.07 of these Rules.

1.06 The Chairman may also determine the order of roll call vote for the year.

1.07 At the first meeting, the Agency shall also determine which day(s) of the month [\*page 2] shall be set aside for agenda meetings and work sessions. The Agency shall also decide which day of the month shall be tentatively set aside for possible special meetings.

1.08 All Agency Commissioners and Agency professionals shall file with the Agency Secretary a statement disclosing any interests such person may have in any property or matter that may be before the Agency. Said statement shall be made in accordance with the disclosure form provided by the Borough Clerk and shall be available for inspection by the public. Further, all Agency Commissioners and Agency professionals shall meet all educational requirements and shall file any required ethics statements.

1.09 The Rules shall be readopted at each annual reorganization meeting, with such modifications as may be approved by the Agency.

## ARTICLE II. DUTIES OF AGENCY OFFICERS AND PERSONNEL

2.01 The Chairperson shall preside at all meetings and hearings of the Agency; shall decide all points of order and matters of procedure governing said meetings or hearings, and

perform all the duties normally appertaining to his/her office and as required by law, ordinance, or these rules of the Agency. The Chairperson or his/her designee shall swear all witnesses giving testimony before the Agency.

2.02 The Vice-Chairperson shall preside at all Agency meetings and hearings in the absence of or disqualification of the Chairperson.

2.03 The Secretary shall, under the direction of the Chairperson, generally perform the secretarial work of the Agency including, but not limited to, the following:

- A. Take roll call votes and note the yea or nay of each Commissioner as [\*page 3] he/she votes and also note any abstentions and the reasons therefor.
- B. Keep minutes of the proceedings of each meeting (including work meetings) and hearing held by the Agency and to enter therein, with other proceedings, such resolutions and orders as are adopted by the Agency. The Secretary may delegate his/her responsibility hereunder to a Commissioner or Agency professional in the event the Secretary is not present at a given meeting.
- C. Conduct all official correspondence; compile the required records; keep and maintain in order the necessary files and indices with respect to the operation of the Agency; give all notices of meetings required to be given by the Open Public Meetings Act or any other applicable law or ordinance.
- D. Attend all meetings of the Agency; have custody and take care of all financial and other records, documents, maps, plans and papers of the Agency; provide for the care and custody of items for which no other provision is made by statute.
- E. Cause to be mailed or e-mailed to each Commissioner, at his/her residence address and to the Agency's attorney and to the Borough Clerk (for public availability), within ten days after each meeting, a draft copy of the minutes of that meeting.
- F. Prepare an agenda and distribute same to the Agency and the public.

[\*page 4]

- G. Monitor Comissioners' *[sic]* swearing in, compliance with ethics standards, educational requirements and meeting attendance.
- H. Perform such other duties as usually appertain to this office.

### ARTICLE III. MEETINGS

3.01 The regular meetings of the Agency shall be held at the Borough Hall, Highland Park, New Jersey at 7:30 p.m., on the third Monday of each month, unless another date is selected by the Agency. If the regular meeting falls on a legal holiday, the meeting shall be held on the next succeeding business day or such other day as the Agency may select. The first regular meeting during the month of January of each year shall constitute the annual organizational meeting of the Agency. Whenever there are no matters to be considered at any regular meeting, other than the organizational meeting, the Chairperson may dispense with such meeting by causing the Executive Director to notify each Commissioner at least twenty-four hours in advance of the time set for such meeting, and posting notice of the cancellation at Borough Hall and giving any other required notice in accordance with the Open Public Meetings Act. The Secretary shall annually furnish a copy of the regular meeting dates for the year to the news media designated by the municipal governing body in accordance with the Open Public Meetings Act.

3.02 Special meetings, work sessions and executive sessions as permitted by law, may be called by the Chairperson or in his/her absence by the Vice—Chairperson at any time or upon the written request of two Commissioners, provided that notice thereof be mailed or given to each Commissioner at least three days prior thereto and to the public, as required by law.

[\*page 5]

3.03 At all meetings of the Agency, a quorum for the conducting of any business shall consist of four (4) Commissioners. In the absence of a quorum, the Commissioners present shall adjourn the meeting and the hearing on any motion or petition to another date. Approval of any motion shall require the vote of a majority of the Commissioners present.

3.04 Unless an Agency Commissioner is disqualified from hearing and/or voting on a specific motion, every Commissioner shall be expected to cast a yea or nay vote on any motion before the Agency. If any Commissioner feels constrained to abstain from casting a vote, the reason for such abstention shall be clearly set forth on the record and the Secretary shall note in the minutes the reasons given for such abstention.

3.05 The order of business of all regular meetings of the Agency shall be, subject to the Chairperson's discretion to modify, as follows:

- A. Call to Order.
- B. Roll Call in the order as previously specified by the Chairperson and Poll of Attendance at next meeting.
- C. Statement of Compliance with Open Public Meetings Act.
- D. Announcement of location of fire exits.
- E. Approval of minutes of previous meetings.
- F. Memorialization of resolutions.
- G. Motions for adjournments of any scheduled matters and any other motions.

[\*page 6]

- H. Chairman, Executive Director, Committee reports
- I. Correspondence
- J. Public comment not related to agenda matters.

- K. Unfinished or adjourned matters.
- L. Hearing of new agenda items.
- M. Action on any other business.
- N. Adjournment.

3.06 All meetings, hearings and actions taken by the Agency, except executive sessions pursuant to statute, shall be open to the public.

3.07 The Chairman may establish subcommittees which will report to the Agency on all matters directed to them for review. Such subcommittees may include, but not be limited to, Marketing/Public Relations, Economic Development, and Requests for Proposals, Negotiation and Oversight. All subcommittees established pursuant to this section shall meet on a monthly basis if they have matters to consider. Such subcommittees shall review all matters referred to them and make recommendations to the entire Agency for further action. Members of such subcommittees shall be selected on an annual basis by the Chairperson at the reorganization meeting of the Agency and serve at the discretion of the Chairperson. Members of such subcommittees shall be chosen from among the Agency's Commissioners and/or the Agency's professional advisers or staff and/or members of the general public. [\*page 7]

#### ARTICLE IV. CONDUCT OF MEETINGS

4.01 Any Agency Commissioner or professional representing the Agency shall disqualify him/herself from proceedings involving any application in which he/she has any personal, financial or other disqualifying interest as such interest is defined under the Local Government Ethics Law. Any such disqualification or statement of interest shall be made on the record at the earlier of commencement of the hearing or upon first knowledge thereof. When an Agency Commissioner is in doubt concerning a potential conflict, advice of the Agency's attorney should be sought. Further, all Commissioners and Agency employees shall comply with Section 11(c) of the Local Redevelopment and Housing Law.

4.02 All persons giving testimony at the hearing shall be sworn by the Chairperson or his/her designee before giving any testimony.

4.03 With respect to each matter on the agenda, the Chairperson shall allow members of the public to ask questions and comment. Where a group of interested parties are represented by an attorney, the attorney shall present to the Chairperson a list of the persons he represents and such persons shall participate in the proceeding only through their attorney.

- A. Any Commissioner may place evidence before the Agency as to any relevant matter which he/she has personal or official knowledge, strictly for the purpose of amplifying the record, including facts ascertained from a viewing of the premises in question and the general area.
- B. The Agency may also take the testimony of any expert witness employed by it and such expert shall be subject to questioning by the public. [\*page 8]

4.04 When all interested persons have had an opportunity to be heard, the Chairperson shall determine if the hearing shall be closed.

4.05 The Board on its own motion may, at any time, request a written report on any particular matter from any office, board or agency in connection with a pending matter.

4.06 The formal rules of evidence are not enforced before the Agency.

#### ARTICLE V. AGENCY DECISIONS

5.01 Decisions rendered by the Agency shall be in the form of a resolution. The written decision may be provided at the meeting at which the Agency takes its action, or by a "resolution of memorialization". Such resolution of memorialization shall be adopted by a majority vote of the Commissioners who voted in favor of the action previously taken.

#### ARTICLE VI. MISCELLANEOUS PROVISIONS

6.01 The Chairperson of the Agency or his/her designee may issue subpoenas to compel the attendance of witnesses and the production of relevant evidence. Upon failure of a person under such subpoena to comply with its requirements, the Agency may apply to the Superior Court for an order to compel him/her to do so.

6.02 Any person who shall willfully give false testimony under oath in the course of any hearing held before the Agency shall, in accordance with the provisions of the County and Municipal Investigations Law (N.J.S.A. 2A:67A-1 et seq.), be guilty of perjury.

6.03 In the event of any conflict between these Rules and the provisions of the Local Redevelopment and Housing Law, the latter shall govern. [\*page 9]

6.04 The Agency may from time to time amend any part or parts of these rules and regulations at any regular meeting, provided notice of such amendment has been given, in writing, to each Commissioner at least three days prior to such meeting. In no case, however, shall any rule as amended be applicable to any action commenced prior to the adoption of such amendment where the application thereof would result in surprise, hardship or injustice to any interested persons.

In accordance with N.J.A.C. 5:35-1.1(b), here are the required elements of my complaint:

1a. All of the respondents except for **Kenny** violated N.J.S.A. 40A:9-22.6 in that they have left II.B, II.C or II.D blank even though the form's instructions require "none" to be written where appropriate. Due to this lapse, a member of the public cannot be sure if items were left blank because there was no such income or because the respondent overlooked it.

1b. **Pomper** violated N.J.S.A. 40A:9-22.6 in that he failed to list the addresses for the entries II.A, II.B and II.D. He also wrote the name under II.B.2 illegibly. I assert that "address" requires a full street address, not just a city and state.

1c. **Kenny** violated N.J.S.A. 40A:9-22.6 in that she failed to list the addresses under II.A. Also, while am not sure if it is statutorily required, she did not disclose the expiration date of her office.

2. Complainant: John T. Paff/Respondents: Named above.

3. See 1a, 1b and 1c above, and the enclosed Financial Disclosure Statements.

4. Complainant has no interest in or relationship to this complaint greater than any other citizen who wishes for all government officers and employees to comply fully with the Local Government Ethics Law.

5. Other than January 3, 2005 correspondence, no other action has been taken previously in an attempt to resolve this issue and this issue is not the subject of any pending litigation.

Please process this complaint in accordance with N.J.A.C. 5:35-1.1.

Thank you for your attention to this matter.

Sincerely,

John Paff

Minutes of Highland Park Redevelopment Agency Meeting  
Council Chambers  
September 20, 2004  
7:30pm

in attendance: Mickey Landis, Jeny Pomper, Phil Dowdell, Steve Nolan, Jennifer Senick. Later joined by Chuck Liebling. Absent: Meryl Frank, Jane Kenny.

- 1 Meeting formally convened by ML and public notice, which was given as required, read by same.
2. Introduction of Agency members and their roles.
3. ML unanimously elected Chairman of the Agency.
4. After some further discussion of role/responsibility, PD unanimously elected Vice Chairman of the Agency.
5. Discussion of election of Mona Phillips to post of Executive Director of the Agency. Discussion tabled so as to confer on role/responsibilities of this post with Agency legal counsel.
6. Unanimous election of CL as Agency legal counsel.
7. CL joins the meeting.
8. Discussion of ED post re-opened. MP appointed ED for 1 year term with periodic reviews by unanimous vote. Compensation for this position will not start until a later date.
9. Timeline review of Redevelopment activities in the Boro -eg., Needs study (Phase I) to go to Planning Board 10/14/04 and then to Council such that these bodies can consider whether certain areas are eligible for redevelopment. The Redevelopment Plan (Phase II) to follow same process in mid-November, at earliest, with mid-to-late December more likely. Phase III, Implementation, is where the Agency comes in.
10. Misc. topics including the establishment of several Committees: Promotions, Finance, Condemnation & Relocation, RFPs/Negotiation.
11. Invitation of public comment. None, as no members of the public present.
12. Next meeting and its agenda are set. November 1st, 7:30 pm in Council Chambers. To include: Redevelopment 101 and Educational Requirements for Agency Commissioners.
- 13, Meeting adjourned, 9:05 pm.

Respectfully submitted,

Jennifer Senick

**DRAFT MINUTES**  
**HIGHLAND PARK REDEVELOPMENT**  
**AGENCY**  
**BOARD OF COMMISSIONERS**  
**NOVEMBER 1, 2004**  
**7:30 PM**  
**Borough Hall, Highland Park**

**Call to order**

Meeting formally convened at 7:40 pm by Chair, Micky Landis and public notice, which was given as required, read by same  
Present were: Micky Landis, Gerry Pomper, Phil Dowdell, Steve Nolan, Jennifer Senick, Chuck Liebling, Jane Kenny, Meryl Frank, Mona Phillips

**Introductions**

Steve Salit, member of the public

**Announcements**

All Commissioners and Executive Director must complete a Financial Disclosure Form as required by the NJ State Department of Community Affairs. This is an ethics requirement. The form has been mailed to all Commissioners and must be completed and returned ASAP.

**September Minutes**

Minutes read and approved by unanimous vote.

**Committee Reports**

To date, the following committee assignments have been made:

Promotions- Phil Dowdell/ Kim Hammond

Finance- TBN

RFP's/Negotiations- Jennifer Senick/Helga Crowley

Condemnation/Relocation-Gerry Pomper

Promotions needs to ramp up immediately to educate the public on the Redevelopment effort. Steve Nolan has begun work on this and will forward to Phil Dowdell.

Micky Landis attended a Route 1 Redevelopment meeting and reported that many of the issues they were discussing dovetailed with HP economic development concerns. Phil Dowdell reported reading an interesting Star Ledger article on redevelopment. The HP Redevelopment Agency will begin keeping a file on Redevelopment News articles. It is important that all commissioners stay on top of developments in this area.

**Councilman report**

Councilman Nolan reported on the two Planning Board meetings. At the first meeting,

town planners Susan Blickstein and Janice Talley presented the results of the Determination of Needs Study for Cleveland and Raritan Avenues. The meeting was well attended and many questions and concerns were aired. The second meeting was canceled due to illness but given the large turnout for the second meeting, Planning Board Chair, A. Kluger, Councilman Nolan, and two planning board members, K. Hammond and S. Busbee convened an informal redevelopment information session after the formal Planning Board meeting was adjourned. Councilman Nolan gave an informational overview of the redevelopment process and then opened the discussion up to questions from the audience.

There is a need to provide more informational sessions and it was determined that another public meeting will happen on Thursday, November 11 at 7:30 pm at the Bartle School Auditorium.

The next Planning Board Meeting is scheduled for Thursday, November 18 and another Public Information meeting is scheduled for December 5, time and place TBD.

### **Chair Report**

Micky Landis reported that Business Employment Incentive Program Grants have been re-instated in NJ. These were developed to attract business to the State. Also, the Business Retention Act designed to keep business in the state has funded BRAG grants (Business Retention and Assistance Grants). This is good news for business!

The substance of recent court cases challenging eminent domain do not pertain to Highland Park redevelopment. However, they do serve to show how government entities can subvert the process. The Chair made a point of saying that HP will not implement redevelopment in the callous manner as demonstrated in these cases.

### **Old Business**

None reported

### **New Business**

Chuck Liebling, HP Redevelopment Attorney presented a primer on Redevelopment. He discussed and distributed copies of "Introduction to Redevelopment - The Redevelopment Process/Tax Exemptions."

He also reviewed the Redevelopment Statute

Key Points::

- HP has established an agency where Mayor and Councilman are voting commissioners
- HP Redevelopment plan is a municipal ordinance
- HP Redevelopment Agency implements the plan and does not determine it
- Due diligence is done as part of the RFP process
- Condemnation is last resort. It is required by law that all other avenues be investigated first.
- There are many grants available for redevelopment- Jennifer Senick has a list of available programs. The Redevelopment Agency will compile information on grants and have it on file for reference.
- We have Brownfield properties in our redevelopment plan which will be eligible

for grants.

- HP will likely be attractive to small developers.
- There are a variety of financial tools available for redevelopment
- The statute requires end date and milestone deliverables for all projects
- Any condemned property must be offered FMV(fair Market Value) based on Highest and Best Use Test
- A detailed relocation plan must be submitted and approved by DCA. Those effected are not entitled to a “windfall” but rather the criteria is based on “keeping those effected whole”

Mr. Liebling also discussed the educational Requirement for Redevelopment Agency Commissioners and Executive Directors. Mona Phillips will investigate if Rutgers would offer the required courses in an on site program.

### **New Business**

We will be looking into office and file space for the Redevelopment Agency in Borough Hall.

### **Public Comment**

Mr. Salit asked about the Commissioners. Since only two members of the board are elected officials, what is the public recourse for Commissioner malfeasance. Mr. Liebling answered that the recourse is a court action. Commissioners can also be removed by Council. They also have staggered terms ranging from 1-5 years. Mr. Salit also asked if the agency has a life span. It does not.

There was no other public comment.

### **Adjourn**

Next meeting is January 10, 2005: 7:30 PM in Borough Hall Adjourned at 9:25 pm.

Respectfully submitted,

Mona Phillips, Executive Director  
Highland Park Redevelopment Agency

**DRAFT MINUTES**  
**HIGHLAND PARK REDEVELOPMENT**  
**AGENCY**  
**BOARD OF COMMISSIONERS**  
**January 10, 2005**  
**7:30 PM**  
**Highland Park Senior/Youth Center**

A. Call to Order.

Meeting convened at 7:40 pm by Chair, Micky Landis

B. Roll Call /Poll of Attendance at next meeting

Present were: Phil Dowdell, Jane Kenny, Chuck Liebling, Steve Nolan, Mona Phillips, Jen Senick. Absent with notice: Meryl Frank (arrived at 8:20pm), Gerry Pomper

C. Statement of Compliance with Open Public Meetings Act

This meeting was publically [sic] advertised 48 hours prior to the meeting and in accordance with the Open Public Meetings Act

D. Statement of Fire Safety Egress

Location of fire exits were announced.

E. Approval of minutes of previous meeting

Minutes were reviewed and approved by unanimous vote with no modifications.

F. Memorialization of resolutions

None

G. Motions for adjournments of any scheduled matters and any other motions.

H. Reports

Chair Report

- At this point, there is no Redevelopment Plan, so there may not be much Agency business to transact. If that is the case, we may switch to bi-monthly meetings.

#### Executive Director Report

- HPRA must establish a checking account since we have begun to incur expenses. To date, we have received invoices for legal services.
- The borough has set aside \$50,000 seed money for HPRA. It will release the funds when the Commissioners approve Rules and Regulations for the Agency.
- Need to establish check signing procedures ensuring proper oversight. It was agreed that we will establish a 2005 budget and each commissioner will approve expenses for his/her responsible area. The Executive Director is authorized to sign checks up to \$1000 with approval of responsible Commissioner. For expenditures over \$1000, the Chair will co-sign checks.
- We have a signed agreement with Windels Marx Lane and Mittendorf, attorney for HPRA. Still to be drafted and executed is a Letter of Employment for the Executive Director. Salary will be retroactive to January 1, 2005 as per verbal agreement.
- Education for Commissioners-preliminary contact with the Center for Government Services at the Bloustein School, Rutgers was made. No information as yet but expect to have information by next meeting.
- Attended “Boomtown and Downtown Revitalization” seminar and have materials on file for anyone interested. Micky Landis, Jane Kenny, Meryl Frank and Graham Copeland from MSHP also attended.
- Commissioners encouraged to send redevelopment materials to ED for centralized filing.

#### Promotion Committee Report

- Philip Dowdell, Chair is working on HPRA branding and web site set up. Jen Senick suggested HPRA be in close communication with the Streetscape project and MSHP on this so HPRA is consistent with those branding ideas. To date, the concept of “Hometown” HP is gaining some traction. HPRA has a goal of completed branding within 2-3 months. C. Liebling reminded us that our legal name is still Highland Park Redevelopment Agency but the “branding” can certainly serve as a tagline.

- S. Nolan may have a volunteer to do web site set up for the HPRA. This is good news as the expensive part of setting up a web site is the programmer. The other costs to obtain a domain name and rent web server space is \$300-\$400.

#### Correspondence

- Borough Clerk has asked us, along with all other Boards and Commissions to forward a letter to the clerks office identifying Commissioner names, terms and the 2005 schedule for HPRA meetings. The meeting schedule will be forwarded to the appropriate newspapers for public noticing.

- J. Paff, Open Public Meetings Act advocate has requested draft of minutes and financial disclosure forms.

#### J. Public comment not related to agenda matters

Mr. Steve Salit was the only member of the public present. He had no comment.

#### K. Unfinished or adjourned matters

None

#### L. Hearing of new agenda items

- RDA Meeting Schedule for 2005- the third Monday of every month at 7:30 in Borough Chambers.(Note; the meeting date/place must be confirmed with Borough Clerk).

- Opening of Bank Account/Signatures on Bank account. Commissioners suggested looking into Provident Bank since they have been supportive of downtown revitalization and they are not located in a redevelopment area.

- Rules and Regulations of the HP Redevelopment Agency  
Drafy [sic] By Laws reviewed and discussed. Phil Dowdell moved to approve the Rules and Regulations of the HPRA with revisions- Jane Kenny seconded. The motion passed unanimously.

#### M. Action on any other business

HPRA attorney, C. Liebling presented an information session on the Open Public Meetings Act. Key points:

- Taken very seriously in NJ. Public embarrassment and \$ fines.-if willful intent to evade, can be open to criminal,, and/or, civil rights action.
- Remedy for non compliance, re-do the meeting.
- What constitutes a meeting of the HPRA? A quorem [sic] of Commssioners- 4 or more MUST be publically [sic] noticed. Social gatherings are not public meetings.
- Required to keep minutes. Time/place; members present/subjects discussed/actions taken
- Our process of emailing draft minutes to Boro clerk is ok.
- Commisioners [sic] can go into closed session if subject involves: invasion of privacy/purchase of property with public funds if public interest negatively affected; pending/anticipated contract negotiations(discussion agree with redev)/litigation\_pending/anticipated; employment/personnel issues
- Decision from closed session is made public At our next meeting, Chuck will be discussing relocation requirements.

N. Adjournment.

Steve Nolan moved to adjourn. Jane Kenny seconded. All voted to adjourn. Meeting adjourned at 9:30 pm.

Respectfully Submitted,

Mona Phillips, Executive Director  
Highland Park Redevelopment Agency

**DRAFT MINUTES**  
**HIGHLAND PARK REDEVELOPMENT**  
**AGENCY**  
**BOARD OF COMMISSIONERS**  
**March 21, 2005**  
**Borough Hall, Council Chambers**

A. Call to Order

Meeting convened at 7:40 pm by Chair, Micky Landis.

B. Roll Call /Poll of Attendance at next meeting

Present were: Micky Landis, Phil Dowdell, Steve Nolan, Jen Senick, Gerry Pomper, Mona Phillips, Rob Roessner (attorney)

Absent: Meryl Frank, Jane Kenny

NEXT MEETING: MAY 16, 2005. Our April 11, 2005 meeting is cancelled

C. Statement of Compliance with Open Public Meetings Act

This meeting was publicly advertised 48 hours prior to the meeting and in accordance with the Open Public Meetings Act

D. Announcement of location of fire exits

Location of fire exits were announced.

E. Approval of minutes of previous meetings

Minutes were reviewed and approved by unanimous vote with no modifications.

F. Memorialization of resolutions

R-2004-1- Resolution Approving retention of Windels Marx Lane & Mittendorf

R-2005-1- Resolution Adopting Rules and Regulations of the HPRA

R-2005-2- Resolution approving HPRA 2005 Meeting Schedule

G. Motions for adjournments of any scheduled matters and any other motions. No motions for adjournments

H. Chairman, Executive Director, Committee Reports

Chair Report by Micky Landis

- A number of property owners in the potential redevelopment areas have approached him showing interest in participating in redevelopment. The HPRA may want to provide an information session to existing property owners on redevelopment in the May/June timeframe.
- He has also received many calls from experienced and well respected redevelopers indicating interest in Highland Park Redevelopment in the Central Business District and Cleveland Avenue.
- A property owner in the potential redevelopment area has already begun planning a project that blends nicely with the vision of the CBD (mixed retail/residential)
- A buyer for a site in the potential redevelopment area attended an anti redevelopment rally held in Highland Park and was told that if the property was taken by eminent domain, he would only get the assessed, not the fair market value for the property. Micky explained that the law requires he gets fair market value.
- There is a lot of misinformation going around about redevelopment. It is important that the public gets accurate information. The Mayor and Councilman Nolan are reaching out to the public in a series of Redevelopment “Teas” to educate the public. Those that have been scheduled and are open to anyone include:
  - o March 24, 6:00 pm- Im Pottery Studio
  - o March 26, 2:00 pm- home of Josh Haimson
  - o March 30, 7:30 pm- home of Joyce Leslie

Contact Mona for additional information and watch for future meeting dates. Commissioners are invited to attend.

#### Executive Director Report by Mona Phillips

- Finance-
  - o A 2005 budget draft was presented and discussed. A budget resolution will be presented at our next meeting for a vote.
  - o The HPRA now has a checking account with Provident Bank
- Commissioners
  - o Meryl/Steve’s appointments expire May- There needs to be a Borough Council resolution to extend their appointments as HPRA Commissioners
  - o Education for Commissioners/ED April 2- Those that cannot attend should sign up for the course at a later date
- Public Education

- o The Agency has Redevelopment Educational materials to distribute. Contact the office if you need copies.
- Office
  - o The HPRA is now located in Borough Hall, downstairs next to the Zoning and Construction Office. Telephone number is 732-777-6003 mailing address 221 S 5<sup>th</sup> Ave., Highland Park, New Jersey 08904
- Main Street Highland Park
  - o MSHP has completed a shoppers survey which gives good information on what shoppers are looking for in the downtown. They also have begun a first draft of a Highland Park Marketing brochure. HPRA may want to schedule MSHP to give a presentation on the Shoppers Survey at a future meeting.

#### Promotions Committee Report- Phil Dowdell

- Website
  - o The Promotions committee wanted to hear from the Commissioners what their idea is for a website. Resolved that we should implement a “plain Vanilla” website now since we have limited funds. The purpose of the site is to provide a place where the HPRA can publish information, maps, etc. It is a similar concept to the Fanwood Redevelopment site.
- HPRA Mission Statement
  - o Promotions drafted an HPRA Mission Statement and asked that the Commissioners give their feedback/suggestions on how to improve it. Mona will get the Mission Statement out to the Commissioners and Promotions asked that you forward your comments back to her.
- Marketing Highland Park
  - o There was discussion on if the HPRA should fund its own Marketing study to attract developers. While this would be nice, it was decided that this is too expensive for us at this point. We would look to having potential redevelopers fund the marketing studies.

#### I. Correspondence

- We have received requests for public information including our financial reports, annual DCA reporting, Commissioner biographies which we have responded to.
- We receive letters of interest from potential redevelopers
- J. Potenza, Borough Clerk reminding Commissioners that if they are resigning their commissioner appointment, that it should be put in writing with a copy to her.

J. Public comment not related to agenda matters

- There being no one from the public present, there were no comments.

J. Unfinished or adjourned matters

- None

K. Hearing of new agenda items

Approval of HPRA Fiscal Year-January 1- December 31- Approved.

Appointment of Executive Director- Final Approval obtained from DCA for the appointment of Mona Phillips as HPRA Executive Director

L. Action on any other business

- Reminder of the April 2- Ethics Class
- Rob Roessner gave an overview of Redevelopment Relocation Requirements. He covered the requirements for residents, tenants and property owners affected by redevelopment. He will present a more detailed presentation at a future date.

M. Adjournment.

There being no further business, the Chair accepted a motion to adjourn. By unanimous vote, the meeting was adjourned at 9:50 pm.

Respectfully Submitted,

Mona Phillips, Executive Director

Highland Park Redevelopment Agency

**DRAFT MINUTES**  
**HIGHLAND PARK REDEVELOPMENT**  
**AGENCY**  
**BOARD OF COMMISSIONERS**  
**May 16, 2005**  
**Borough Hall, Council Chambers**

A. Call to Order.

Meeting convened at 7:50 pm by Chair, Micky Landis

B. Roll Call/Poll of Attendance at next meeting

Present were: Micky Landis, Meryl Frank, Jane Kenny, Steve Nolan, Jen Senick, , Mona Phillips (ED), Chuck Liebling (attorney)

Absent with notice: Phil Dowdell, Gerry Pomper

NEXT MEETING DATE: JULY 18, 2005

C. Statement of Compliance with Open Public Meetings Act

This meeting was publically advertised 48 hours prior to the meeting and in accordance with the Open Public Meetings Act

D. Announcement of location of fire exits

Location of fire exits were announced.

E. Approval of minutes of previous meetings

Minutes were reviewed. Jen Senick motioned to approve, Steve Nolan seconded and minutes were approved by unanimous vote with no modifications

F. Memorialization of resolutions

R-2005-4- Resolution Approving Fiscal Year

Jen Senick Moved to memorialize resolution, Steve Nolan seconded and the Resolution was memorialized by unanimous vote.

R-2005-5- Resolution Appointing Executive Director

Jen Senick Moved to memorialize resolution, Steve Nolan seconded and the Resolution was memorialized by unanimous vote.

G. Motions for adjournments of any scheduled matters and any other motions No motions for adjournments

## H. Chairman, Executive Director, Committee Reports

### Chair Report by Micky Landis

- This meeting marks the one year anniversary of the formation of the HPRA. The redevelopment planning is going ahead at a slower pace than anticipated due to the open and inclusive approach Highland Park is taking.

There has been a lot of redevelopment misinformation circulated by the opposition and while it is not the HPRA's mission to "sell" redevelopment, it is important that we educate the public on the facts about Redevelopment.

We need to address the misinformation campaign by developing HPRA "Talking Points."

- As a group, the HPRA developed the following "Talking Points"

#### Talking Points - May 16, 2005

1. The purpose of redevelopment is to stimulate investment in our downtown, make vacant and/or underutilized space productive, rebuild or restore areas in states of decline and remove unsightly conditions. The projects can help enliven our downtown which will ultimately return fiscal benefits to taxpayers, merchants and property owners alike.
2. No final redevelopment plan as of this date
  - a. Concept drawings exist now for purpose of starting a dialog
  - b. Public input sessions June/July timeframe
3. The plan includes Raritan Avenue properties in the Central Business District only.
4. Cleveland Avenue is not active at this time
5. There is NO plan for owner occupied residences being displaced
6. The plan does NOT imply an overall, unified look for the downtown. We are interested in maintaining Highland Park's downtown architectural diversity.
7. Highland Park will not become another "urban canyon."
8. Commissioners are all volunteers
  - a. No one owns property in redevelopment areas
  - b. No financial gain from any project
  - c. Financial disclosure forms on file with state and borough
9. There will be NO use of township funds for property acquisition
10. Property owners will receive **Fair Market Value** (NOT assessed value as claimed by opposition groups) for properties affected by a redevelopment project
11. Those affected by a redevelopment project will be treated fairly —this includes fair market value for property **and** relocation and transition costs for affected businesses.
12. There will be no single developer. Projects are awarded to the developer with the best project plan.
13. Our first priority is to work with current owners to find creative solutions. The goal is to make property owners partners in the redevelopment effort with use of eminent domain as a last resort.

14. The Parking situation in Highland Park not only impedes the growth of our current businesses, but it makes attracting new business very difficult.

## Executive Director Report

### 1. Finance

- a. 2005 budget—due NOW
- b. 2006 budget- summer draft/final end October to DCA

### 2. ED Office

- a. Boro Hall- x 2006
- b. Not working there yet- no computer

### 3. Commissioners

- a. Meryl/Steve's appointments extended to May, 2006
- b. Education for Commissioners-everyone should have received course listing- can make own plans
- c. Street Fair-May 22 11 :30am-4:30pm

### 4. Public Education

#### 1. Public Ed

2. Teas-in March; Josh Haimson-7 people; IM studio= -realtors-only 2 but other interested parties, about 10; Judy Richmond-3/30:

3. Steve's slide show

#### 5. Website

4. Schema distributed to you-Jen, Phil ,Steve/Chuck to review/approve BETA version of Website before we go live

5. Contract with Jay Schwartz- 2-4 weeks from time we produce final copy. Website will not be ready before Street Fair.

6 Seminar-Schoor DePalma- I attended a 1/2 day on redevelopment-law, process, brownfields, historical preservation, plans, redeveiper agreements. Excellent. There will be a follow up seminar in the fall. I have the presentation materials for anyone's perusal.

#### 7. Commissioner Education

Commissioners will be sent the Course Catalog for fall at their homes. It is critical that they sign up ASAP as the required classes fill up very quickly.

#### Correspondence

Received from Howard Izes, Bureau Chief/Bureau of Authority Regulations-quoting from the "Local Authorities Fiscal Control Law"(NJSA 40A:5 A-i), Mr. Izes points out we are subject to the law's reporting requirements which includes submission of an annual budget and an annual audit report. His letter stated that we have not complied.

We have informed Mr. Izes our status-that is, we had no budget or expenditures in 2004 and therefore, we have nothing to report.

The budget for 2005 has not, as yet been voted on (but we will be finalizing tonight). Once finalized, it will be forwarded to his office.

The 2006 budget is due to the Bureau's office by October so the HPRA should begin preparing the budget in the summer. An audit of 2005 must be completed within 60 days of the end of our fiscal year which means by February of 2006.

#### J. Public comment not related to agenda matters

Jeannine Dresch was the only member of the public to attend. She felt that the lack of adequate parking in the downtown inhibits the growth of current business as well as makes Highland Park uncompetitive for future business.

#### K. Unfinished or adjourned matters

Chuck Liebling reported that for \$1500, the Commissioners and Executive Director can be covered under the Borough policy. This seemed to be an excessive amount so Chuck is following up to see if there is a less costly alternative.

#### L. Hearing of new agenda items

- Resolution-2005-7:HPRA 2005 Budget

The budget items were discussed. Jen Senick made a motion to adopt the budget: Jane Kenny seconded. The budget passed unanimously.

- Resolution-2005-8: HPRA Mission Statement

After much discussion of the Mission Statement but with no resolution, the discussion was tabled for the next meeting. Meryl Frank suggested we model the mission statement after the Borough's Statement. Mona Phillips will redraft the Mission Statement incorporating this input and distribute to the Commissioners for comment.

- LEED Certification Discussion

Jen Senick opened the discussion regarding LEED certification. In the current draft of the Redevelopment Plan, redevelopment projects are required to be LEED certified. Jen suggested that we modify the redevelopment plan to encourage but not require LEED certification. LEED certification is costly and it has been criticized for that reason. The Board agreed that a certification requirement is onerous and might cause the HPRA to discount non LEED certified but potentially, more meritorious projects.

The Board agreed and suggested that the language be modified to encourage but not require LEED certification.

- RFP Process

Micky Landis opined that requiring an RFP process for ALL projects is unnecessarily complicating and could in fact, eliminate some potentially great proposals. Many very reputable, successful developers won't respond to RFP's (for reasons stating they are too costly, time consuming, etc.). This requirement also hamstring the Agency in responding to proposals from current property owners who want to proceed with the redevelopment plan for their property.

Micky suggested that our process for developer selection could include an RFP but the selection criteria is based on identifying qualifying(demonstrated ability to perform, finance, manage, and build) developers. There could be a variety of ways to do this, RFP's being one method.

The Commissioners discussed Micky's position and agreed that the RFP process is only one of many viable and effective ways to identify the best developer. The HPRA needs to keep all options open and available.

M. Action on any other business

None.

N. Adjournment.

The meeting adjourned at 9:55 pm.

Respectfully Submitted,

Mona Phillips, Executive Director  
Highland Park Redevelopment Agency

# Highland Park Redevelopment Agency

## ***Board of Commissioners***

July 18, 2005

Borough Hall, Council Chambers

### **AGENDA**

- A. Call to Order.

Meeting convened at 7:40 pm by Chair, Micky Landis

- B. Roll Call /Poll of Attendance at next meeting (August 15, Borough Hall)

Present were: Micky Landis (chair), Phil Dowdell, Meryl Frank, Jane Kenny (7:47 pm), Gerry Pomper, Jen Senick, Mona Phillips(ED), Chuck Liebling(attorney)

Absent with notice: Steve Nolan

<b>NEXT MEETING DATE: September 19, 2005, 7:30 pm. NOTE: August 15, 2005 is cancelled</b>
---

- C. Statement of Compliance with Open Public Meetings Act

This meeting was publicly advertised 48 hours prior to the meeting and in accordance with the Open Public Meetings Act

- D. Announcement of location of fire exits

Location of fire exits was announced.

- E. Approval of minutes of previous meetings

Minutes were reviewed. Jen Senick motioned to approve, Gerry Pomper seconded and minutes were approved by unanimous vote with no modifications

- F. Memorialization of resolutions

Phil Dowdell and Gerry Pomper noted that on Resolution 2005-6, their votes were recorded improperly as "nay" and should have been recorded as "absent." since they were not in attendance at the May 16 meeting. The Commissioners noted the error and voted to memorialize the resolution with this correction. Phil Dowdell moved to memorialize and Jane Kenny seconded.

1. Resolution -2005-6:HPRA 2005 Budget Resolution

- G. Motions for adjournments of any scheduled matters and any other motions.

No motions for adjournments.

- H. Chairman, Executive Director, Committee Reports

#### **Chair Report by Micky Landis**

- o When the HPRA was formed, we had no idea that redevelopment would become such a political "hot potato." The recent Supreme Court Kelo has definitely brought redevelopment into the public consciousness and generated much controversy.

## DRAFT

- Many felt that the Kelo decision overreached safeguarding of individual rights: however, what it also did was allow for each state to apply stricter standards.
- In New Jersey, the redevelopment designation is based on proof of "blight" which is defined by state statute. Additionally, the law is clear on the open process municipalities must comply with to ensure that all redevelopment receives a fair and proper hearing.
- In Highland Park, the Council and Planning Board took deliberate action to ensure redevelopment would proceed in a sensitive and careful way. They went the extra step to hear and be responsive to property owner concerns and to make the process inclusive.
- The goal of Highland Park redevelopment is to remove blight in our business district. It is our hope that this will enliven commercial activity and benefit residents, property owners and merchants alike. Our redevelopment is not aimed at residential areas. If there are residences in the business district, they will be treated with sensitivity and fairness.

Gerry Pomper commented that he is pleased with the deliberate way the Council has proceeded with redevelopment planning.

### **Executive Director Report by Mona Phillips**

#### 1. Finance

- a. Received Certification of Approved 2005 Budget from DCA.
- b. 2006 budget- summer draft/final end October to DCA

#### 2. Commissioners

- a. Center for Governmental Services-Bloustein School will be sending out fall course catalogs in August to each Commissioner's home address. They were deluged with Ethics Course registrations last spring so we were locked out. It is imperative that we register ASAP. They are running three additional Ethics courses this fall. Commissioners will need to enroll in two courses in fall to meet educational requirement.

#### 3. Public Sessions/Information

- a. May 22- Street Fair- Steady stream of people stopped at our booth to ask questions. Distributed the Redevelopment brochure.
- b. May 31- Public input session on Draft Redevelopment Plan at Senior Center- about 55 attendees provided input on plan. Input was constructive and has been incorporated in latest plan draft.
- c. June 21- Borough Council meeting- Steve Nolan gave slide presentation on redevelopment and after the public input session, the Council voted unanimously to adopt the Planning Boards Determination of Needs
- d. July 14- Special Session of Planning Board for Public Input on the Draft Redevelopment Plans prepared by Wallace Roberts Todd, LLC, Planning and Design Firm.
- e. Borough Website has Draft Redevelopment Plan

#### 4. Website

- a. The Beta Test site is up and running and we're doing content editing/polishing.
- b. The site is [www.hprda.org](http://www.hprda.org). I am the site administrator.
- c. The site outline is:
  - 1. Home page
  - 2. About the HPRA

## DRAFT

1. History
2. Missioner
3. Commissioners
4. Contact Information
3. What is Redevelopment?
  1. Definition
  2. Process
  3. Objectives of Highland Park Redevelopment
  4. Frequently Asked Questions
4. Projects in the Redevelopment Areas
  1. Planning Board Resolution
  2. Areas in Need of Redevelopment
  3. Highland Park Draft Redevelopment Plans
5. HP Redevelopment Agency
  1. Commissioner Biographies
  2. Meeting Schedule
  3. Agendas
  4. Minutes
6. Contracts
  1. RFP's
7. News and Press Releases
8. Events and Announcements
9. Useful Links
10. Contact Us

### **Promotion Committee Reports by Phil Dowdell**

- ?? The Redevelopment Brochure is being updated. By Meryl, Steve and Phil. Target for completion of the modifications is by end August. The new version will be what is loaded onto the HPRA website.

#### Correspondence

- ?? Announcement of Morristown Law firm of central database for all redevelopment projects in New Jersey on a soon to be released web site. Information to follow.

#### J. Public comment not related to agenda matters

*Nate Siegel- resident of Highland Park asked the following questions:*

- ?? How were HPRA commissioners appointed?
- o Commissioners were appointed by Council resolution in May 2004. All commissioners are volunteers and all are required to sign ethics and no conflict statements attesting to having no financial involvement in properties or projects proposed under redevelopment. This includes no family connections to projects

or properties in the redevelopment area. Since Commissioners are members of a public body, they are bound by New Jersey Ethics Laws.

- Which State Department does the HPRA seek guidance from? What oversight does the HPRA have?
  - The Department of Community Affairs
  - Local government governs the HPRA and directs the HPRA in accordance with the Redevelopment Plans. Council can disband the agency at any time

Mr. Siegel made the following comments:

- If you want people to believe that this is a transparent process, you should publish this information in the Redevelopment Brochure

*Gladys Cohen- South Adelaide:*

- If a builder comes in and wants to do a project, does the HPRA make a go/no go decision?
  - For all redevelopment plans, we will first speak with existing property owners to determine interest in doing the project. If they are interested, we will work with them to implement this.
  - If they are not interested, we will go outside and seek bids. We will evaluate the bids and determine the best proposal for Highland Park.
- Will there be a certain number of low/middle income apartments built?
  - To the extent we are subject to the Mount Laurel decision, we will have to comply.
- Why is shared parking being considered as the solution to HP's parking?
  - Parking has been a concern and it is receiving serious focus. Plans we see address parking by making current parking more efficient and also eliminating the serious safety issues of driveways fronting onto Raritan Avenue. There is no plan to make residents "share" parking with visitors/shoppers. The idea of "shared" is it is an estimate of how parking space is typically used. It is a planning term to be used as a basis for calculation.
  - A parking study has just been completed which will be distributed to the commissioners.

*Murray Cohen- South Adelaide*

- Mr. Cohen commented that the use of Eminent Domain is very serious and of great concern because of the potential for abuse
  - The areas being studied for redevelopment are *commercial*, not residential- and businesses are not the same as homes. Even so, the HPRA, under direction of the Council is committed to using Eminent Domain as a *last resort*.
  - In the case of the one owner occupied residence in the central business district, the mayor and councilman recognize that, as residents in the commercial district, the owners deserve every consideration and sensitivity. They are meeting with them to work out a satisfactory plan

*Nate Siegel- resident of Highland Park*

- How is redevelopment funded?
  - There will be no borough funds used for property acquisition. Redevelopers

## DRAFT

will pay fees that will help sustain the agency. Initial seed money for the agency came from a Smart Growth grant.

- o Mr. Siegel made a suggestion that the HPRA publish a periodic redevelopment information/news flyer mailed to every resident and property owner in HP

### K. Unfinished or adjourned matters

- o Resolution-2005-7: HPRA Adopted Budget Resolution
  - ~~///~~ Before the HPRA can adopt a budget, it must receive approval from the DCA on the proposed budget. Mona Phillips reported that DCA approved our 2005 budget and the Board must now adopt it. Jen Senick made a motion to adopt the budget: Jane Kenny seconded. The budget passed unanimously
- o Resolution-2005-8: HPRA Mission Statement
  - ~~///~~ The Mission Statement was discussed and finalized. It states:
    - *The Highland Park Redevelopment Agency seeks to improve the quality of life for residents and enhance the economic vitality of the Borough through Highland Park's Redevelopment Plans. By focused development, the Agency strives to provide a safe, walkable, mixed-use downtown and greater commercial opportunity while retaining the small town character of the borough.*
  - Jane Kenny moved to adopt. Phil Dowdell seconded. The resolution passed unanimously.
- o Commissioner Insurance
  - ~~///~~ The HPRA can join the borough's director liability insurance policy offered through the Joint Insurance Fund. The cost of the rider is \$2025. The agency will investigate if it can negotiate a lower price.
- o Update May 16 Commissioner "Talking Points"
  - ~~///~~ The Commissioners reviewed the May 16 document to determine if any updates were needed. The purpose of the document is to provide information to be included in HPRA informational materials.

### L. Hearing of new agenda items

- o Cleveland Avenue Redevelopment
  - ~~///~~ There are no plans for Cleveland Avenue Redevelopment at this time.
- o HPRA Auditor
  - ~~///~~ The HPRA must contract with an auditor. It was proposed that we use Andy Hodulik, the borough's auditor.
  - Gerry Pomper moved that we appoint Mr. Hodulik our auditor and Phil Dowdell seconded. The motion passed unanimously.

### M. Action on any other business

None

### N. Adjournment.

Jane Kenny moved we adjourn: Jen Senick seconded. All agreed.

Meeting adjourned at 9:25 pm.

# Highland Park Redevelopment Agency

## ***Board of Commissioners***

September 19, 2005

Borough Hall. Council Chambers

### *Mission Statement the Highland Park Redevelopment Agency*

*The Highland Park Redevelopment Agency seeks to improve the quality of life for residents and enhance the economic vitality of the Borough through implementation of Highland Park's Redevelopment Plans. By focused development, the Agency strives to provide a safe, walk-able, mixed-use downtown and greater commercial opportunity while retaining the small town character of the borough.*

### DRAFT MINUTES

- E. Call to Order.

Meeting convened at 7:45 pm by Chair. Micky Landis

- F. Roll Call /Poll of Attendance at next meeting

Present were: Micky Landis (chair), Phil Dowdell, Meryl Frank, Jen Senick, Mona Phillips(ED), Chuck Liebling (attorney)

Absent with notice: Jane Kenny, Gerry

Pomper Also Attended: Steve Nolan

NEXT MEETING: DATE: October 17, 2005, 7:30 pm. NOTE: Meeting is in the lower level conference room.

- A. Statement of Compliance with Open Public Meetings Act.

This meeting was publicly advertised 48 hours prior to the meeting and in accordance with the Open Public Meetings Act

- B. Announcement of location of fire exits

Location of fire exits was announced.

- C. Approval of minutes of previous meetings

Minutes were reviewed. Phil Dowdell motioned to approve. Jen Senick seconded and minutes were approved by unanimous vote with no modifications

- D. Memorialization of resolutions

Phil Dowdell moved to memorialize the following resolutions and Meryl Frank seconded. The resolution passed unanimously.

?? Resolution HPRA 2005-7 2005 Adopted Budget Resolution

?? Resolution HPRA 2005-8 HPRA Mission Statement

?? Resolution HPRA 2005-9- Approving Retention of Agency Auditor

- G. Motions for adjournments of any scheduled matters and any

other motions. None.

H. Chairman, Executive Director, Committee Reports

Chair Report:

None

Executive Director

- ?? Commissioners, Mayor's Appointee and Executive Director are scheduled for the Ethics Course scheduled for Monday, November 7-9AM-4PM at the Bloustein School.

Promotions Committee

- ?? Phil Dowdell will be meeting with Meryl Frank and Steve Nolan to finalize revisions to the Redevelopment Brochure

I. Correspondence

- ?? Lois Lebbing to Council with CC to HPRA.

J. Public comment not related to agenda matters

No one from the public was in attendance.

K. Unfinished or adjourned matters

None.

L. Hearing of new agenda items

- ?? Discussion of Redevelopment Plan Implementation  
The Commissioners discussed the HPRA process going forward. It was determined that the HPRA should solicit property owner interest in redeveloping their own properties as contemplated by the Downtown Redevelopment Plan passed by the Borough Council. Jen Senick moved that The HPRA use a phased in, block by block approach. The first section would be from Adelaide to Second Avenue on the north and south side of Raritan Avenue (those designated properties located in blocks 13 and 173). The resolution authorizes the Executive Director to send a letter to property owners in those areas advising them of their opportunity under the Plan. Phil Dowdell seconded the motion. The resolution passed Unanimously.

M. Action on any other business

None.

N. Adjournment

Jen Senick moved we adjourn: Phil Dowdell seconded. All agreed. Meeting adjourned at 8:10 pm.

# Highland Park Redevelopment Agency

## **Board of Commissioners**

October 17, 2005

Borough Hall, Lower Level Conference Room

### **Mission Statement of the Highland Park Redevelopment Agency**

*The Highland Park Redevelopment Agency seeks to improve the quality of life for residents and enhance the economic vitality of the Borough through implementation of Highland Park's Redevelopment Plans. By focused development, the Agency strives to provide a safe, walk-able, mixed-use downtown and greater commercial opportunity while retaining the small town character of the borough.*

## **MINUTES**

- A. Call to Order.

Meeting convened at 7:50 pm by Chair, Micky Landis

- B. Roll Call /Poll of Attendance at next meeting

Present were: Micky Landis (chair), Jen Senick, Gerry Pomper, Steve Nolan, Mona Phillips(ED), Chuck Liebling(attorney)

Absent with notice: Phil Dowdell

Absent: Jane Kenny

Mr. Nolan was sworn in as an HPRA Commissioner. Mr. Nolan assumed the seat vacated by Meryl Frank who resigned her position.

<p><b><i>NEXT MEETING DATE: November 21, 2005, 7:30 pm.</i></b></p>
---

- C. Statement of Compliance with Open Public Meetings Act

This meeting was publicly advertised 48 hours prior to the meeting and in accordance with the Open Public Meetings Act

- D. Announcement of location of fire exits

Location of fire exits was announced

- E. Approval of minutes of previous meetings

Minutes were reviewed. Jen Senick motioned to approve, Micky Landis seconded and minutes were approved by unanimous vote with no modifications

- F. Memorialization of resolutions

Jen Senick moved to memorialize the following resolution and Micky Landis seconded. The resolution passed unanimously

Resolution HPRA 2005-10- Authorizing Executive Director to send a letter to property owners soliciting owner interest in redeveloping their own properties in accordance with the Downtown Redevelopment Plan

- G. Motions for adjournments of any scheduled matters and any other motions.

Steve Nolan moved that a discussion of the 2006 budget be adjourned to next month's meeting as

he did not feel prepared to discuss it. Micky Landis concurred as he felt participation of the full board was important. The motion was seconded by Gerry Pomper. The Board voted unanimously to reschedule the budget discussion for the November meeting.

H. Chairman, Executive Director, Committee Reports

Chairman's Report-

- The first series of letters went out to property owners on . There have been queries from property owners requesting clarification and we have had a few meetings with them. There has been no formal notification by property owner of redevelopment plans. We anticipate formal responses coming in towards the end of the 60day period. (November 28, 2005)
- Since the redevelopment ruling in the recent Supreme Court decision in Kelo vs. New London, we've been following what other states are doing. Some states are passing legislative acts changing wording of redevelopment statutes aimed primarily at protecting the rights of owner occupied residential properties.

Executive Director's Report

- Education
  - Commissioners and Executive Director are scheduled for the Ethics Course scheduled for Monday, November 7- 9AM-4PM at the Bloustein School
  - Attended an ICSC Alliance Conference on Redevelopment. Presentation was a case study of a text book, redevelopment effort with pitfalls with an expert panel commenting on where it went right/wrong.
- Plan Implementation
  - Certified letters to 18 property owners/26 lots in blocks 13 and 173 soliciting interest in redeveloping their properties. Responses due back November 28, 2005.
  - Final version of Downtown Redevelopment Plan on boro website.
  - For a future action, consider how Agency wants to approach redevelopment of boro owned property designated for redevelopment (old Senior Center).
- Redevelopment in the News
  - Micky Landis' Letter to the Editor published in The Home News, October 14, 2005.
  - HPRAs asked to write a story on the Berman's site for HP Quarterly News

Correspondence

- Dated October 14, Walter Deutsch II, VP, Unity Bank indicating interest in being considered as lender willing to participate in the financing of projects
- Dated October 12, Jon Paff requesting draft of September meeting minutes.
- Dated October 12, Laural Kornfeld requesting rescheduling of October 17 meeting. Response- October 14, not able to accommodate given meeting room contention. Asked for 2006 list of Jewish Holidays to avoid future conflicts.

Public comment not related to agenda matters

Justine Bumby, 25 N. Adelaide. Inquired if pending litigation stops process. HPRAs attorney Liebling responded that HPRAs business continues until it is instructed to do otherwise by court.

K. Unfinished or adjourned matters

L. Hearing of new agenda items

o Redevelopment informational session with Interested Property Owners

- A mid November and mid December meeting to be scheduled It will be publically noticed.
- C. Liebling will prepare meeting content
- Since it is a public meeting, there is no limit to the number of Commissioners who can attend.

o 2006 Meeting Schedule

- A tentative agreement was reached to re-schedule 2006 HPRA Commissioner meetings for the first Wednesday of every month. The schedule will be finalized after confirming availability for all commissioners and coordinating with federal, state and religious holidays.

M. Action on any other business

- C. Liebling, HPRA attorney suggested a minor revision(in *italics below*) to section 3.02 of the HPRA Rules and Regulations to clarify current language. The Commissioners agreed to this revision.

The section now reads:

"Special meetings, work sessions and executive sessions as permitted by law, may be called by the Chairperson or in his/her absence by the Vic-Chairperson at any time, or upon the written request of two Commissioners, provided that *in the latter instance* , notice thereof be mailed or given to each Commissioner at least three days prior thereto and to the public, as required by law."

The Executive Director will distribute an updated version of the HPRA Rules and Regulations.

- Micky Landis, Chair suggested the HPRA Commissioners go into Executive Session to discuss confidential matters. Jen Senick moved that Commissioners move into Executive Session; Gerry Pomper seconded. The Commissioners began the Executive Session at 8:55 pm after Micky Landis informed the public that there would be no further public discussion after the Executive Session was completed.

N. Adjournment

There being no further public business to discuss, Jen Senick moved to adjourn the meeting. Gerry Pomper seconded and by unanimous vote, the meeting was adjourned at 10:10 pm.

# The Highland Park Redevelopment Agency

## **Board of Commissioners**

October 17, 2005

Borough Hall, Council Chambers

### ***Mission Statement of the Highland Park Redevelopment Agency***

*The Highland Park Redevelopment Agency seeks to improve the quality of life for residents and enhance the economic vitality of the Borough through implementation of Highland Park's Redevelopment Plans. By focused development, the Agency strives to provide a safe, walk-able, mixed-use downtown and greater commercial opportunity while retaining the small town character of the borough.*

## **MINUTES OF EXECUTIVE SESSION**

Upon completion of the agenda for the regular meeting, the Commissioners voted to go into Executive Session in order to discuss the issue of compensation of the Executive Director. The Commissioners discussed their views on the performance of the Agency's current ED, the position's responsibilities and their views on an appropriate level of compensation. The Commissioners suggested that the Chairman discuss compensation issues with the ED and to then discuss these issues with the appropriate member(s) of the Borough Council in relation to the Agency's budget.

At 10:05 PM, Executive Session was adjourned.

# The Highland Park Redevelopment Agency

## Board of Commissioners

November 21, 2005

Borough Hall, Council Chambers

### Mission Statement of the Highland Park Redevelopment Agency

*The Highland Park Redevelopment Agency seeks to improve the quality of life for residents and enhance the economic vitality of the Borough through implementation of Highland Park's Redevelopment Plans. By focused development, the Agency strives to provide a safe, walk-able, mixed-use downtown and greater commercial opportunity while retaining the small town character of the borough.*

### MINUTES

A. Call to Order

Meeting called to order by Micky Landis, Chair at 7:35 pm.

B. Roll Call /Poll of Attendance at next meeting

Present were: Micky Landis(chair), Phil Dowdell, Jen Senick, Steve Nolan, Gary Minkoff, Mona Phillips(ED)

No outside Legal Counsel representative attended but previous notification to Agency provided

Micky Landis welcomed Gary Minkoff as Commissioner and Council Representative

<b><i>NEXT MEETING DATE: January 4, 2005 (NOTE: December 12, 2005 has been cancelled)</i></b>
---

C. Statement of Compliance with Open Public Meetings Act

This meeting was publicly advertised 48 hours prior to the meeting and in accordance with the Open Public Meetings Act

D. Announcement of location of fire exits

Location of fire exits was announced

E. Approval of minutes of previous meetings

Minutes were reviewed. Phil Dowdell motioned to approve, Jen Senick seconded and the minutes were approved by unanimous vote with no modifications.

F. Memorialization of resolutions

There were no resolutions to be memorialized.

G. Motions for adjournments of any scheduled matters and any other motions.

No motions were made for adjournment of any scheduled matters and any other motions.

H. Chairman, Executive Director, Committee Reports

Chairman's Report- Micky Landis

- HPRAs hosted an information session for interested property owners on November 15, 2005 at the Highland Park Public Library. All 34 property owners in the downtown Redevelopment Area were invited to attend.
  - o The session was held in response to the Planning Board's recommendation to provide property owners affected by redevelopment with education on the redevelopment process.
  - o Viewed positively by the approximately 20 attendees, the meeting was helpful both for its educational value and the opportunity it provided to dialog with

neighbors regarding possible project partnering

- The HPRA is temporarily short of 2 commissioners but we anticipate this will be resolved in the next few weeks.

Executive Director's Report-Mona Phillips

- Plan Implementation
  - Letters to Interested Re- Developers soliciting their interest in being on a list of "Interested Redevelopers". HPRA requested confirmation in writing of interest and to date, 6 affirmatives have been received.
  - A letter to (18) Property Owners in Blocks 13 and 173 went out in mid September soliciting interest in developing their properties in accordance with the Plan. Their responses in writing are due back on November 28,2005. To date, 0 written responses have been received.
- Finance/Accounting
  - The Executive Director met with Andy Hodulik, the Borough's Auditor and discussed setting up the Agency books and Auditing 2005 financial activity. The books are being kept manually and he recommended Agency purchase of Quickbooks to make the accounting easier and less labor intensive.
  - Money for Quickbooks is in the 2006 budget.
  - Mr. Hodulik estimates a cost for accounting/auditing services of \$2500-\$3000. An engagement letter is being prepared by his office.
- Education/Seminars
  - Ethics Course-Monday, November 11- 9am-4pm  
7 attended: Phil Dowdell, Jen Senick, Micky Landis, Gerry Pomper, Gary Minkoff, Steve Nolan, Mona Phillips
  - Principles of Redevelopment- Friday, November 18-9am-4pm 3  
attended Micky Landis, Jen Senick, Phil Dowdell
  - League of Municipalities-November 16, 2005  
Mona Phillips attended
  - A letter was sent to DCA requesting a 6 month extension for those who approaching the 18 month Commissioner Education requirement. We feel this is a legitimate request as we were locked out of the Spring semester Ethics course through no fault of our own. It was over enrolled. All active Commissioners have since completed the Ethics course in November.
- Redevelopment in News
  - a. Berman's Article in HP Quarterly

Promotions Committee- Phil Dowdell

- The HPRA's website is [www.HPRDA.com](http://www.HPRDA.com). And it is currently being finalized for production.
- For now, the final version of the Highland Park Downtown Redevelopment Plan can be viewed at [www.hpboro.com](http://www.hpboro.com)

Correspondence

- In response to an HPRA inquiry, correspondence was received by 6 Commercial Redevelopers interested in being included on the HPRA "Interested Commercial Developers" list. The list is available to any interested redeveloper as a resource to property owners.

J. Public comment not related to agenda matters

Justine Bumby, 25 N. Adelaide: opined that the Highland Park Redevelopment Ordinance is not in accordance with the NJ State Constitution. Micky Landis asked for a copy of Ms. Bumby's references, which she did not provide.

Lois Lebbing, North Second Avenue: asked for clarification on Steve Nolan's place of employment. Steve is employed by NJ State, Department of Consumer Affairs with offices in Newark.

Anthony Diaz, 228 Raritan Avenue: asked why there were no written property owner responses to date. Mr. Landis responded that since the due date is November 28, it is reasonable that property owners would choose to wait until the final date.

K. Unfinished or adjourned matters

- 2006 Budget — Resolution Approving Budget as Proposed (2005-11)  
The 2006 budget was reviewed. There being no modifications to the budget as proposed, Steve Nolan made a motion to approve the budget. Jen Senick seconded the motion and it passed by unanimous vote.
- 2006 Budget — Resolution Approving November Budget Submission to DCA(2005-12)  
After reviewing the November DCA Budget submission date decided at the October 17, 2005 Board of Commissioners meeting, Steve Nolan made a motion to approve, Micky Landis seconded the motion and it passed by unanimous vote.
- 2006 Meeting Schedule (2005-13)  
The 2006 Meeting Schedule was reviewed. Phil Dowdell motioned to approve the schedule; Jen Senick seconded and the motion passed by unanimous vote.

L. Hearing of new agenda items

- Approval of Disbursements (2005-14)  
The HPRA Bills list 11/21/05 was reviewed by the Commissioners. All claims were approved. Gary Minkoff made a motion to approve payment of all claims listed in Exhibit A of Resolution 2005-14; Phil Dowdell seconded the motion. The motion passed. Commissioner Nolan abstained from the vote.  
  
As per the resolution, the minutes reflect that all claims(bills) are approved as shown in this Resolution (2005-14), and listed in Exhibit A, (*Bills List 11/21/05*).
- Year to Date and Projected Year End Expenditures  
The Board of Commissioners reviewed 2005 YTD Cash Recap and Projected Year End Agency Expenditures.
- Authorization Directing Executive Director to Release "Interested Developers" List to Redevelopment Area Property Owners as Requested  
The Commissioners reviewed the "Interested Developers" List and authorized the Executive Director to release the list to all requesting it. A suggestion was made to re-title the list "Interested Commercial Developers" to eliminate confusion with property owners "developers" who are electing to redevelop their properties.  
  
The list will be periodically updated as the HPRA receives more responses from interested Commercial redevelopers.
- Discussion on Marketing HP to Other Developers (Promotions)  
To broaden the commercial redeveloper options, Phil Dowdell suggested considering other methods of advertising Highland Park's interest in attracting small to medium size developers to Highland Park. With no advertising budget, the website provides a no cost medium for advertising. Word of mouth offers another option.

M. Action on any other business

- Schedule for Notifying Remaining Property Owners soliciting interest in redeveloping properties in Accordance with the Downtown Redevelopment Plan  
The Commissioners deliberated on a schedule for soliciting interest from the remaining 16 property owners in the Redevelopment Area. Steve Nolan made a motion that if no

more than six written affirmatives have been received by the due date, the Executive Director is authorized to notify the remaining property owners on or about 12/15/05. If more than six affirmatives have been received, the schedule will be determined at the next Commissioners meeting. Gary Minkoff seconded the motion and it passed unanimously.

o Proposed Cancellation of December Board of Commissioners Meeting

Given the upcoming holiday season, the HPRA's 2006 meeting schedule (from the 3<sup>rd</sup> Monday in 2005 to the 1<sup>st</sup> Wednesday beginning in 2006), and anticipated volume of business, Micky Landis moved that the December 12, 2005 meeting be cancelled. Phil Dowdell seconded the motion and it passed unanimously.

N. Adjournment

There being no more business, Steve Nolan made a motion to adjourn. Phil Dowdell seconded and all voted in favor.

The meeting was adjourned at 8:35 pm.

# The Highland Park Redevelopment Agency

*Board of Commissioners*

December 12, 2005

Borough Hall, Council Chambers

*Mission Statement of the Highland Park Redevelopment Agency*

*The Highland Park Redevelopment Agency seeks to improve the quality of life for residents and enhance the economic vitality of the Borough through implementation of Highland Park's Redevelopment Plans. By focused development, the Agency strives to provide a safe, walk-able, mixed-use downtown and greater commercial opportunity while retaining the small town character of the borough.*

## **Minutes**

**MEETING CANCELLED**

# The Highland Park Redevelopment Agency

## **Board of Commissioners**

January 4, 2006

Borough Hall, Council Chambers

### *Mission Statement of the Highland Park Redevelopment Agency*

*The Highland Park Redevelopment Agency seeks to improve the quality of life for residents and enhance the economic vitality of the Borough through implementation of Highland Park's Redevelopment Plans. By focused development, the Agency strives to provide a safe, walk-able, mixed-use downtown and greater commercial opportunity while retaining the small town character of the borough.*

### **MINUTES**

- A. Call to Order.

Meeting called to order by Micky Landis, Chair at 7:35 pm.

- B. Roll Call /Poll of Attendance at next meeting

Present: Micky Landis (chair), Steve Nolan, Jen Senick, Gary Minkoff, Chuck Liebling(Counsel), Mona Phillips(ED)

Absent with Notice: Phil Dowdell, Clint Andrews

<b><u>NEXT MEETING DATE: February 1, 2006</u></b>
---

- C. Statement of Compliance with Open Public Meetings Act

This meeting was properly noticed.

- D. Announcement of location of fire exits

- E. Approval of minutes of previous meeting (November 21, 2005)

Minutes were reviewed. Steve Nolan motioned to approve, Jen Senick seconded and the minutes were approved unmodified by unanimous vote.

- F. Memorialization of resolutions

Steve Nolan made a motion to memorialize the following resolutions. , Jen Senick seconded and the minutes were approved unmodified by unanimous vote.

2006 Budget – Resolution Approving Budget as Proposed (2005-11)

- 2006 Budget – Resolution Approving November Budget Submission to DCA(2005-12)
- 2006 Meeting Schedule (2005-13)

Gary Minkoff made a motion to memorialize the following resolution. Jen Senic k seconded the motion and the resolution was memorialized by affirmative votes. Steve Nolan recused himself from the vote.

- Approval of 2005 Year to Date Disbursements (01-01-05 through 11-21-05) (2005-14)

- G. Motions for adjournments of any scheduled matters and any other motions.

There were no motions for adjournment of any scheduled matters or any other motions.

- H. Chairman, Executive Director, Committee Reports

Chair Report

There was no Chair report.

Executive Director

Plan Implementation

- Letter to Property Owners; Interest in Redeveloping- Blocks 22,31, 143,162 notified; responses due in February 13, 2006
- Letter to 4 interested Property Owners- redeveloper materials due in March 28, 2006

#### Finance/Accounting

- Budget submitted to DCA November 29, 2005.
- 2005 Expenditures –an underexpenditure against budget resulted in a year end positive cash balance of a \$11746.23.
- Andy Hodulik, CPA and the borough auditor will conduct the HPRA 2005 audit

#### Education/Seminars

- Commissioner and ED- required course registrations
  - o The Rutgers Center for Government Services will distribute the spring syllabus for required courses toward the end of January.

#### Redevelopment in News

- The Daily Targum, the Rutgers newspaper published a December 13, 2005 article on Highland Park's redevelopment initiative.
- WRT has offered, pro bono, to prepare the 2006 Smart Growth Award nomination to enter Highland Park's Downtown Redevelopment Plan for an award.

#### New Commissioner Welcome Package

- An orientation package has been prepared for incoming commissioners.

#### I. Correspondence

- Received December 5, 2005 from Lindsay Napor of Back to Nature.

#### J. Public comment not related to agenda matters

- Justine Bumby- North Adelaide
  - o Inquired if she could obtain a copy of the letter sent to commercial developers soliciting their interest in being contacted by property owners in the Redevelopment Area.
  - Micky Landis responded that under the Open Public Records Act, she can request and receive a copy of any public record in accordance with the law.

#### K. Unfinished or adjourned matters

There were no unfinished or adjourned matters

#### L. Hearing of new agenda items

- Annual Re-organization
  - o Election of Chairperson and Vice-Chairperson
    - Gary Minkoff nominated Micky Landis as the HPRA Chairperson. Jen Senick seconded the motion. There being no other nominations for chair, the Board voted unanimously to approve Micky Landis as 2006 Chair.
    - Gary Minkoff nominated Phil Dowdell as the HPRA Vice Chairperson. Jen Senick seconded the motion. There being no other nominations for vice-chair, the Board voted unanimously to approve Phil Dowdell as 2006 Vice Chair.
  - o Holdover of Executive Director and Agency Attorney

Normally, the Executive Director and Agency Attorney would be appointed at the Annual Reorganization Meeting. However, the Board is being asked to vote on a Holdover of both positions.

On January 1, 2006, the NJ Pay to Play legislation was adopted. The Borough of Highland Park has elected to undergo a Request for Quote process to ensure its hiring of professionals and other consultants is subject to a fair and open process. While there are other methods of implementing Pay to Play rules, the HPRA has elected to join with the Borough's position and undergo the RFQ process for its professionals which includes the positions of Executive Director and Attorney.

Steve Nolan made a motion to hold over the current Executive Director and Attorney until the RFQ process is complete. Jen Senick seconded the motion and it passed unanimously.

- Appointment of other officers and/or assistants (engineer/planner/etc.)

There were none.

- Select from among Commissioners and other individuals who shall serve on the subcommittees of the Agency
  - Jen Senick was re-appointed by Chair Micky Landis as chair of the RFP/Negotiation Committee.
  - Phil Dowdell was re-appointed by Chair Micky Landis as chair of the Promotions Committee.
- Determine what day of the month shall be tentatively set aside for possible special meetings and/or work sessions

Micky Landis suggested that each committee determine this for itself.

- Initiation of the Proposals Committee

Micky Landis suggested that the RFP/Negotiation Committee, be renamed Proposals Committee as it more accurately reflects the focus of the committee. All agreed.

- HPRA Ethics Policy

A learning from the Ethics course attended by all in November was the importance of adopting an Ethics Policy in the Agency By-Laws. To this end, we will be reviewing an ethics policy draft with Counsel and present it for review and vote at next month's meeting. Steve Nolan suggested that HPRA review the local ethics ordinance to guide it in ensuring that the HPRA's policy is as at least as strict or stricter.

- Approval of current expenses (11/22/05 through 12/31/05) (2005-15)

Approval of Disbursements (2005-15)

The HPRA Bills list 12/21/05 was reviewed by the Commissioners. All claims were approved. Gary Minkoff made a motion to approve payment of all claims listed in Exhibit A of Resolution 2005-15; Jen Senick seconded the motion. The motion passed. Commissioner Nolan recused himself from the vote.

As per the resolution, the minutes reflect that all claims(bills) are approved as shown in this Resolution (2005-15), and listed in Exhibit A, (*Bills List 12/21/05*).

- M. Action on any other business

There was no other business.

- N. Adjournment

Gary Minkoff moved the meeting be adjourned. Steve Nolan seconded. By unanimous vote, the meeting

adjourned at 8:05 pm.

# **The** Highland Park Redevelopment Agency

*Board of Commissioners*

February 1, 2006

Borough Hall, Council Chambers

***Mission Statement of the Highland Park Redevelopment Agency***

*The Highland Park Redevelopment Agency seeks to improve the quality of life for residents and enhance the economic vitality of the Borough through implementation of Highland Park's Redevelopment Plans. By focused development, the Agency strives to provide a safe, walk-able, mixed-use downtown and greater commercial opportunity while retaining the small town character of the borough.*

**Minutes**

**MEETING CANCELLED**

# **The** Highland Park Redevelopment Agency

## **Board of Commissioners**

March 1, 2006

Borough Hall, Council Chambers

### **Mission Statement of the Highland Park Redevelopment Agency**

*The Highland Park Redevelopment Agency seeks to improve the quality of life for residents and enhance the economic vitality of the Borough through implementation of Highland Park's Redevelopment Plans. By focused development, the Agency strives to provide a safe, walk-able, mixed-use downtown and greater commercial opportunity while retaining the small town character of the borough.*

### **DRAFT MINUTES**

A. Call to Order.

Meeting called to order by Micky Landis, Chair at 7:38 pm.

B. Roll Call /Poll of Attendance at next meeting

New Commissioner Clint Andrews was sworn in by Rob Roesener, HPRC Acting Counsel

Present: Micky Landis (Chair), Phil Dowdell (Vice Chair), Jen Senick, Steve Nolan, Gary Minkoff, Clint Andrews, Rob Roesener (Counsel, sitting in for Chuck Liebling), Mona Phillips(ED)

<i>NEXT MEETING DATE: May 3, 2006 (April 5 Meeting Cancelled)</i>
---

C. Statement of Compliance with Open Public Meetings Act- *The meeting was properly noticed*

D. Announcement of location of fire exits- *Fire Exits were announced.*

E. Approval of minutes of previous meetings

- Executive Session- October 17, 2005: Steve Nolan motioned to approve, Jen Senick seconded. Minutes approved unanimously by those in attendance at that meeting.
- HPRC Regular Meeting- January 4, 2006: Phil Dowdell motioned to approve; Jen Senick seconded. Minutes were approved by unanimous vote.

F. Memorialization of resolutions

- Bills Payment (11/22/05 through 12/31/05) (2005-15): Gary Minkoff motioned to approve; Phil Dowdell seconded. Resolution memorialized by unanimous vote.

G. Motions for adjournments of any scheduled matters and any other motions- *No motions were made.*

H. Chairman, Executive Director, Committee Reports

Chair Report

- We have had preliminary meetings with 4 property owners and 1 outside redeveloper where concept plans were discussed. In addition, we met with several other perspective redevelopers including several current Highland Park property owners.
- A recent article published by the New Jersey State League of Municipalities articulates positions related to the Kelo decision and its applicability to New Jersey law

## DRAFT 4/10/06

### Executive Director Report

- Redevelopment inquiry to all property owners in redevelopment area is complete
  - The first round of letters asking for indication of interest went out in September, 2005- Four property owners submitted their letter of interest in redeveloping their properties and their redeveloper materials are due on March 28, 2006.

Property owners who have not as yet met with HPRA were sent letters inviting them to contact the agency with questions/concerns or to discuss options.
  - The second Round of letters asking for indication of interest went out in December, 2005. Four property owners submitted their letter of interest in redeveloping their properties. Their redeveloper materials are due in June 13, 2006.
  - Letters that could not be delivered by certified mail/return receipt were attempted via HPRA hand delivery

### Promotions Committee

- The committee will be communicating with other municipalities and redevelopment agencies to identify prospective developers who might be interested in redeveloping in Highland Park.

### Proposals and Negotiation Committee

- The committee is developing the HPRA redeveloper materials review process and will report at the next meeting.

### Correspondence

- No written correspondence other than the above mentioned letters from property owners.

*J.* Public comment not related to agenda matters- *There was no one from the public in attendance.*

*K.* Unfinished or adjourned matters — *There were no unfinished or adjourned matters.*

*L.* Hearing of new agenda items

- Bills Payment (01/01/06-02/28/06) :Resolution 2006-1 Phil Dowdell motioned to approve; Jen Senick seconded. Resolution 2006-1 was approved by unanimous vote
- HPRA Adopted 2006 Budget Resolution; *Resolution 2006-2* Jen Senick motioned to approve; Steve Nolan seconded. Resolution 2006-2 was approved by unanimous vote
- HPRA adoption of Borough of Highland Park Ethics Ordinances 1333 and 1656 and Further Specifying Ethical Standards Regarding Acceptance of Gifts; *Resolution 2006-3*; After discussion on proposed modifications, Phil Dowdell motioned to approve the resolution with modifications; Steve Nolan seconded. Resolution 2006-3 with modifications was approved by unanimous vote

*M.* Action on any other business- *There was no action on any other business.*

*N.* Adjournment

Steve Nolan moved the meeting be adjourned. Gary Minkoff seconded. By unanimous vote, the meeting was adjourned at 8:21 pm.

# The Highland Park Redevelopment Agency

*Board of Commissioners*

April 5, 2006

Borough Hall, Council Chambers

*Mission Statement of the Highland Park Redevelopment Agency*

*The Highland Park Redevelopment Agency seeks to improve the quality of life for residents and enhance the economic vitality of the Borough through implementation of Highland Park's Redevelopment Plans. By focused development, the Agency strives to provide a safe, walk-able, mixed-use downtown and greater commercial opportunity while retaining the small town character of the borough.*

**Minutes**

**MEETING CANCELLED**