

**PERTH AMBOY BUSINESS IMPROVEMENT DISTRICT
CITY HALL
260 High Street, Perth Amboy, NJ 08861
(732) 442-6421**

**PERTH AMBOY BUSINESS IMPROVEMENT DISTRICT
PUBLIC MEETING**

Pursuant to the Open Public Meetings Act, please note that a regular public meeting has been scheduled for the Perth Amboy Business Improvement District to take place on **Tuesday, June 14, 2022 at 4:00 p.m.** at City Hall Council Chambers located at 260 High Street, Perth Amboy.

Notice of this meeting has been given to the Star Ledger, the Home News Tribune, the Amboy Guardian, published on the City’s website, BID board webpage, provided to the City Clerk’s office for public posting (bulletin board), released via Constant Contact email service.

Public portion has been set for a maximum time of 5 minutes per speaker.

AGENDA

I. Salute to the Flag

II. Roll Call

Name	Present	Absent	Excused
Antonio Abreu			
Fausto Diaz			
Iris Diaz			
Mayor Helmin Caba			
Sergio Diaz			
Lisett Lebron			
Asim Malik			
Reyes Ortega			
Samuel Quezada			
<i>Mayor’s Designee*</i>			
Barry Rosengarten			
Elizabeth Sanchez			
James Snyder			

- III. **Approval of Minutes** April 12, 2022
- Motion _____
Second _____
- IV. **Approval of Minutes** April 28, 2022
- Motion _____
Second _____
- V. **Approval of May Bill List** Lisett Lebron, Board Member
\$39,300.47
- Motion _____
Second _____
- I. **Approval of June Bill List** Lisett Lebron, Board Member
\$97,569.48
- Motion _____
Second _____
- II. **Presentation: Radio Ad Package**
- a. Frania JP Holloway, Account Executive, *WCTC 1450 AM/MAGIC 98.3*
WMGQ FM
- III. **Chairman's Report** Barry Rosengarten, Chairman
- a. Professional Services- Expansion
b. Renewal for Accounting Services
c. Update on By-Laws- Special Meeting
d. Dynamic Bike
e. 2022 Fireworks
- IV. **Manager's Report** Noelia Colon, Executive Director
- a. 2021 Audit Services and Taxes
b. 2022 Insurance Renewal
c. Fink Park
d. UEZ Updates
e. Downtown Parking
- V. **Committee Report** James Snyder, Committee Chair
- a. Façade Grant- Law Office of Mark Anderl
309 Maple Street
b. All Stars Academy- Application Withdrawn
- VI. **Old Business:**

None

VII. **New Business:**

None

VIII. **Public Portion:**

Motion to open the public portion:

Motion _____

Second _____

Motion to close the public portion:

Motion _____

Second _____

IX. **Adjourn:**

Motion _____

Second _____

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Notice of this meeting has been given to the Star Ledger, the Home News Tribune, the Amboy Guardian, published on the City's website, BID board webpage, provided to the City Clerk's office for public posting (bulletin board), released via Constant Contact email service.

MINUTES

I. Salute to the Flag

II. Roll Call

Name	Present	Absent	Excused
Antonio Abreu	x		
Fausto Diaz		x	
Iris Diaz		x	
Mayor Helmin Caba	5:08PM		x
Sergio Diaz		x	
Lisett Lebron	x		
Asim Malik	x		
Reyes Ortega	x		
Samuel Quezada	x		
Barry Rosengarten	x		
Elizabeth Sanchez		x	
James Snyder	x		

III. Approval of Minutes

March 8, 2022

Motion J. Snyder
Second A. Malik
All in Favor

IV. **Approval of April Bill List**
\$21,265.23

Lisett Lebron, Board Member

Motion S. Quezada
Second J. Snyder
All in Favor

V. **Chairman's Report**

Barry Rosengarten, Chairman

a. Financial Disclosure Form Reminder

Chairman Rosengarten: The City Clerk sent an email to all of the board members as a reminder of the financial disclosure form that needs to be filled out. It only take a few minutes and the deadline is April 30th.

b. BID Expansion

1) By-Laws- *Chairman Rosengarten: Final changes or recommendations must be submitted by next Tuesday to finalize the by-laws and adopt them at a special meeting later this month.*

2) Survey Release- *Chairman Rosengarten: We have drafted a survey and postcard to be mailed to our businesses in preparation for the expansion outreach. Surveys placed in the agenda packets.*

c. Façade Grant Application Survey

Chairman Rosengarten: Discussion on final changes needed to update the façade grant application survey that addresses changes recommended by the façade grant committee. Board was instructed to fill out the survey at the end of meeting and provide responses to Noelia.

d. Landscaping Services (Planters)

Chairman Rosengarten: There was only one response to the landscaping request for proposals. The quote from Carlixto is \$800 more a month since last year. He is charging \$3180 and last year it was \$2380. We reached out to Rising Up, Onsite Landscape Management, Florence landscaping, Teos Landscaping and Premium Landscaping Services. Feedback was requested from the board.

The Board made a recommendation to (Asim, James and Tony): Adopt a planter, collect litter, sign-up, digital campaign, learn how to take care of our planters, over watering it, instructions:

e. Plastic Bag Ban – Purchase of Tote Bags

Chairman Rosengarten: The plastic bag ban will be taking place on May 4th. The BID would like to partner with the City of Perth Amboy, Green and Clean Communities and Sustainable NJ to support our shoppers with reusable bags. We are looking to order about 2,500 bags (about a \$5,000 expense) to give away to residents and business owners. Motion to allocate \$500 for the purchase of reusable bags?

Motion S. Quezada

Second L. Lebron
All in Favor

VI. **Manager's Report** Noelia Colon, Executive Director

a. Events

- 1) Grand Opening(s)-
Noelia discussed local grand openings All Stars Academy (expansion, ribbon cutting ceremony), Rose Hair Salon on Amboy Avenue,
- 2) NJEDA Loan and Grant Program Overview Webinar
 1. 4/15/2022 (In Spanish)

VII. **Committee Report** James Snyder, Chair

- 1) One Source Kitchen & Bath, Inc. – 475 Smith Street- Unit 1

Motion to approve this grant.
J. Snyder
L. Lebron
All in Favor

VIII. **Old Business:**
Fireworks- time for the program

IX. **New Business:**
None

X. **Public Portion:**
Motion to open the public portion:

Motion S. Quezada
Second J. Snyder
All in Favor

Bob Rinklin- Finalize work with the BID, as the communications representative.

Motion to close the public portion:

Motion L. Lebron
Second S. Quezada
All in Favor

XI. **Adjourn:**

Motion J. Snyder
Second A. Malik
All in Favor

**PERTH AMBOY BUSINESS IMPROVEMENT DISTRICT
CITY HALL
260 High Street, Perth Amboy, NJ 08861
(732) 442-6421**

**PERTH AMBOY BUSINESS IMPROVEMENT DISTRICT
PUBLIC MEETING**

Pursuant to the Open Public Meetings Act, please note that a Special public meeting has been scheduled for the Perth Amboy Business Improvement District to take place on **Thursday, April 28, 2022 at 4:00 pm** at City Hall Council Chambers located at 260 High Street.

Notice of this meeting has been given to the Star Ledger, the Home News Tribune, the Amboy Guardian, published on the City's website, BID board webpage, provided to the City Clerk's office for public posting (bulletin board) and posted at the side entrance of City Hall.

MINUTES

I. Salute to the Flag

II. Roll Call

Name	Present	Absent	Excused
Antonio Abreu			x
Fausto Diaz	x		
Iris Diaz			x
Mayor Helmin Caba	x		
Sergio Diaz	x		
Lisett Lebron	x		
Asim Malik	x		
Reyes Ortega		x	
Samuel Quezada	x (over Zoom)		
<i>Mayor's Designee*</i>			
Barry Rosengarten	x		
Elizabeth Sanchez		xx	
James Snyder			

- III. **Consulting Services Presentation** Stuart Koperweis, Principal
a. Presentation by Economic Development Strategists, LLC

Presentation made by Mr. Koperweis, discussed other communities where BID/SIDs were established, program benefits, benefits for large developers and new construction be included in the special assessment and expansion committee and commitment of volunteers time and future meetings.

IV. **Chairman's Report**

- a. Resolution 03/04-2022

Directing Certain Action as to the Proposal by Economic Development Strategists, LLC for the Perth Amboy Business Improvement District Expansion Project

Motion to move Resolution 03/04-2022

Motion S. Diaz

Second F. Diaz

Roll Call: L. Lebron, S. Quezada, F. Diaz, J. Snyder, S. Diaz, A. Malik, Mayor Caba and Chairman Rosengarten.

V. **Committee Report**

None

VI. **Old Business:**

None

- Barry Rosengarten discussed the 2022 Fireworks and fundraising efforts.
- James Snyder discussed

VII. **New Business:**

None

VIII. **Public Portion:**

Motion to open the public portion:

Motion S. Diaz

Second A. Malik

All in Favor

Motion to close the public portion:

Motion S. Diaz

Second A. Malik

All in Favor

IX. **Adjourn:**

Motion S. Diaz

Second Mayor Caba

All in Favor

**DOWNTOWN PERTH AMBOY
BUSINESS IMPROVEMENT DISTRICT, INC**

**MAY 2022
AS OF 05/01/2022
BILL LIST**

Name	Date	Description	Open Balance
Verizon	4/24/2022	Bid Phone; Month of April	\$ 89.82
		Total	\$ 89.82
Ospino Consulting	5/2/2022	Accounting Services - May 2022	\$ 800.00
		Total	\$ 800.00
Pashman Stein Walder Hayden	5/6/2022	Professional Services- Month of April	\$ 1,375.00
		Total	\$ 1,375.00
Veronica Pacheco	4/30/2022	Vendors Services (Clerical) 4/1-4/30	\$ 82.50
		Total	\$ 82.50
City of Perth Amboy	5/6/2022	Reimbursement for salaries- Q2 Payment	\$ 27,040.15
		Total	\$ 27,040.15
City of Perth Amboy	5/6/2022	Reimbursement for Street Sweeper Salary - Q2 Payment	\$ 8,850.00
		Total	\$ 8,850.00
Amboy Guarduan	5/12/2022	Memorial Day 1/4 page Ad	\$ 178.00
		Total	\$ 178.00
Tierra Azteca Mexican Restaurant	5/6/2022	Cinco de Mayo- Food Vouchers- (16) Art-N-Flow Grant	\$ 96.00
		Total	\$ 96.00
Cazadores Mexican Restaurant	5/6/2022	Cinco de Mayo-Food Vouchers (9) Art-N-Flow Grant	\$ 54.00
		Total	\$ 54.00
Torres Mexican Restaurant	5/6/2022	Cinco de Mayo-Food Vouchers (12) Art-N-Flow Grant	\$ 72.00
		Total	\$ 72.00
Hollywood Mexican Restaurant	5/6/2022	Cinco de Mayo- Food Vouchers (22) Art-N-Flow Grant	\$ 132.00
		Total	\$ 132.00
J. Tropicana Restaurant	5/6/2022	Cinco de Mayo-Food Vouchers (13) Art-N-Flow Grant	\$ 78.00
		Total	\$ 78.00
Bay City Restaurant	5/6/2022	Cinco de Mayo- Food Vouchers (9) Art-N-Flow Grant	\$ 54.00
		Total	\$ 54.00
Rico Taco Mexican Restaurant	5/6/2022	Cinco de Mayo- Food Vouchers (16) Art-N-Flow Grant	\$ 96.00
		Total	\$ 96.00
Quintanas Mexican Restaurant & Bakery	5/6/2022	Cinco de Mayo- Food Vouchers (10) Art-N-Flow Grant	\$ 60.00
		Total	\$ 60.00
Orellana Restaurant	5/6/2022	Cinco de Mayo- Food Vouchers (13) Art-N-Flow Grant	\$ 78.00
		Total	\$ 78.00
Printing Copy Center	5/4/2022	Cinco de Mayor-Food Vouchers Tickets Printed - Art-N-Flow Grant	\$ 165.00
		Total	\$ 165.00
TOTAL			\$ 39,300.47

**DOWNTOWN PERTH AMBOY
BUSINESS IMPROVEMENT DISTRICT, INC**

Total Bill List	\$ 39,300.47
Date	5/10/2022

Name	Approved
Antonio Abreu	
Lisett Lebron	
Asim Malik	
Sergio Diaz	
Mayor Helmin Caba	
Fausto Diaz	
Iris Diaz	
Reyes Ortega	
Samuel Quezada	
Elizabeth Sanchez	
James Snyder	
Chairman Rosengarten	

Motion:
Second:



PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
05/20/22	Amboy Guardian	BID-2022-0001	P22051902-3986194	Bill.com Check	203535539	-178.00
05/20/22	Bay City Restaurant Sports Bar	0009	P22051902-3986184	Bill.com Check	203543836	-54.00
05/20/22	Cazadores Mexican Restaurant	0001	P22051902-3986174	Bill.com Check	203535308	-54.00
05/20/22	City of Perth Amboy	Multiple	P22051902-3986167	Bill.com Check	203549892	-35890.15
05/20/22	Hollywood Mexican Restaurant	0002	P22051902-3986176	Bill.com Check	203545702	-132.00
05/20/22	J. Tropicana Restaurant	0005	P22051902-3986178	Bill.com Check	203534959	-78.00
05/20/22	Orelliana Restaurant	0008	P22051902-3986182	Bill.com Check	203535095	-78.00
05/20/22	Ospino Consulting LLC	2022-292	P22051902-3986192	Bill.com EFT	025PIACFNH7WKQU	-800.00
05/20/22	Pashman Stein Waider Hayden	108202	P22051902-3986170	Bill.com Check	203544662	-1375.00
05/20/22	Printing Copy Center	14838A	P22051902-3986196	Bill.com Check	203546374	-165.00
05/20/22	Tierra Azteca Mexican Restaurant	0004	P22051902-3986186	Bill.com Check	203532730	-96.00
05/20/22	Torres Mexican Restaurant	0003	P22051902-3986190	Bill.com Check	203534303	-72.00
05/20/22	Veronica Pacheco	0422	P22051902-3986172	Bill.com EFT	N/A	-82.50
					Subtotal	-39054.65
05/26/22	Rico Taco Mexican Restaurant	0007	P22052502-4517218	Bill.com Check	203595528	-96.00
					Subtotal	-96.00
06/02/22	Quintanas Mexican Rest. & Bakery	0006	P22060102-5213152	Bill.com Check	203666174	-60.00
					Grand Total	-39210.65



PO BOX 489
NEWARK, NJ 07101-0489

Manage Your Account	Account Number	Date Due
b2b.verizonwireless.com	342311378-00001	05/16/22
Change your address at http://sso.verizonenterprise.com	Invoice Number	9904964849

Quick Bill Summary

Mar 25 - Apr 24

PERTH AMBOY BUSINESS IMPROV 00025517
260 HIGH ST K104
PERTH AMBOY, NJ 08861-4451

Previous Balance <i>(see back for details)</i>	\$152.60
Payment -- Thank You	-\$152.60
Balance Forward	\$0.00
Monthly Charges	\$63.23
Usage and Purchase Charges	
Messaging	\$0.00
Data	\$0.00
Surcharges and Other Charges & Credits	\$23.90
Taxes, Governmental Surcharges & Fees	\$2.69
Total Current Charges	\$89.82

*Recommuni
Fee reversed
5/16/2022
23.90
Total Credit*

Total Charges Due by May 16, 2022 \$89.82

Pay from phone	Pay on the Web	Questions:
#PM1 (#768)	At b2b.verizonwireless.com	1.800.922.0204 or *611 from your phone



PERTH AMBOY BUSINESS IMPROV
260 HIGH ST
PERTH AMBOY, NJ 08861-4451

Bill Date April 24, 2022
Account Number 342311378-00001
Invoice Number 9904964849

Total Amount Due

Will be submitted to credit card on 05/14/22
DO NOT MAIL PAYMENT **\$89.82**

P.O. BOX 408
NEWARK, NJ 07101-0408



99049648490103423113780000100000008982000000089823



Invoice Number Account Number Date Due Page

9904964849 342311378-00001 05/16/22 2 of 6

Get Minutes Used

Get Data Used

Get Balance

#MIN + SEND

#DATA + SEND

#BAL + SEND

Payments

Payments, continued

Previous Balance \$152.60

Payment - Thank You

Payment Received 04/06/22 -152.60

Total Payments -\$152.60

Balance Forward \$0.00

Total Amount Due will be submitted to your card provider on 05/14/22

0-0
42823121-2
10025517



Written notations included with or on your payment will not be reviewed or honored. Please send correspondence to:
Verizon Wireless Attn: Correspondence Team PO Box 15069 Albany, NY 12212

Automatic Payment Enrollment for Account: 342311378-00001 PERTH AMBOY BUSINESS IMPROV

By signing below, you authorize Verizon Wireless to electronically debit your bank account each month for the total balance due on your account. The check you send will be used to setup Automatic Payment. You will be notified each month of the date and amount of the debit 10 days in advance of the payment. You agree to receive all Auto Pay related communications electronically. I understand and accept these terms. This agreement does not alter the terms of your existing Customer Agreement. I agree that Verizon Wireless is not liable for erroneous bill statements or incorrect debits to my account. To withdraw your authorization you must call Verizon Wireless. Check with your bank for any charges.

1. Check this box.

2. Sign name in box below, as shown on the bill and date.

3. Return this slip with your payment. Do not send a voided check.





Overview of Lines

Invoice Number 9904964849 Account Number 342311378-00001 Date Due 05/16/22 Page 3 of 6

Lines Charges	Page Number	Monthly Charges	Usage and Purchase Charges	Equipment Charges	Surcharges and Other Credits	Taxes, Governmental and Fees	Third-Party Charges (includes Tax)	Total Charges	Voice Plan Usage	Messaging Usage	Data Usage	Voice Roaming	Messaging Roaming	Data Roaming
732-372-8772 Noelia Colon	4	\$63.23	---	---	\$23.90	\$2.69	---	\$89.82	---	10	735GB	---	---	---
Total Current Charges		\$63.23	\$0.00	\$0.00	\$23.90	\$2.69	\$0.00	\$89.82						



00025517

42823121.2

0-8



Summary for Noelia Colon: 732-372-8772

Your Plan

Business Unlimited Smartphone

\$45.00 monthly charge

Unlimited monthly minutes

UNL Text Messaging

Unlimited M2M Text

Unlimited Text Message

Email & Web Unlimited

Unlimited monthly gigabyte

UNL Picture/Video MSG

Unlimited monthly Picture & Video

Monthly Charges

Business Unlimited Smartphone Refund	04/03 – 04/05	-4.35
\$45.00 per month / 3 days refunded		
Business Unlimited Smartphone	04/25 – 05/24	45.00
Addl Smartphn Data Access Refund	04/03 – 04/05	-2.42
\$25.00 per month / 3 days refunded		
Addl Smartphn Data Access	04/25 – 05/24	25.00
		\$63.23

Have more questions about your charges?
Get details for usage charges at
b2b.verizonwireless.com.



Usage and Purchase Charges

Messaging		Allowance	Used	Billable	Cost
Picture & Video -- Sent	<i>messages</i>	unlimited	10	---	---
Total Messaging					\$.00

Data		Allowance	Used	Billable	Cost
Gigabyte Usage	<i>gigabytes</i>	unlimited	.735	---	---
Total Data					\$.00

Total Usage and Purchase Charges \$.00

Surcharges

Fed Universal Service Charge	1.79
Regulatory Charge	.16
Administrative Charge	1.95

Other Charges and Credits

Reconnect Fee	20.00
	\$23.90

Taxes, Governmental Surcharges and Fees

NJ 911 System/Emerg. Resp. Fee	.90
NJ State Sis Tax--Telco	1.79
	\$2.69

Total Current Charges for 732-372-8772 \$89.82

00025517 42823121.2 0-0





Need-to-Know Information

Important Information Regarding Your Customer Agreement

Verizon has updated parts of your Customer Agreement. In the "My Service" section we clarified that by using your Service you are agreeing to all applicable terms and conditions for your Service, including, but not limited to, the terms described in the Important Plan Information. In the "My Privacy" section we emphasized that when you access third-party services, including any which Verizon may make available, you are subject to the terms of service and privacy policy(ies) of those third party provider(s) when using their services. In the "Billing and Payments" section we clarified the returned payment fee that you will be charged if your check or electronic bank payment to Verizon is returned as not payable; the fee will be the lesser of \$30 or the maximum allowable by law. We also added a "Backup Payment Agreement" section pursuant to which we describe how your credit card may be used to pay outstanding balances in the event your account is closed but remains unpaid. In the "DISCLAIMER OF WARRANTIES" section we clarified that Verizon does not guarantee that all features of your wireless device will work as designed on the Verizon network.

FUSC Change

The Federal Universal Service Charge (FUSC) is a Verizon Wireless charge that is subject to change each calendar quarter based on contribution rates prescribed by the FCC. On April 1, 2022, the FUSC decreased to 7.25% of assessable wireless charges, other than separately billed interstate and international telecom charges. The FUSC on separately billed interstate and international telecom charges decreased to 23.80%. For more details, please call 1-888-684-1888

Explanation of Surcharges

Surcharges include (i) a Regulatory Charge (which helps defray various government charges we pay including government number administration and license fees); (ii) a Federal Universal Service Charge (and, if applicable, a State Universal Service Charge) to recover charges imposed on us by the government to support universal service; and (iii) an Administrative Charge, which helps defray certain expenses we incur, including: charges we, or our agents, pay local telephone companies for delivering calls from our customers to their customers; fees and assessments on our network facilities and services; property taxes; and the costs we incur responding to regulatory obligations. **Please note that these are Verizon Wireless charges, not taxes. These charges, and what's included, are subject to change from time to time.**

More On Wireless Taxes And Surcharges

Your total charges for this month's bill cycle are \$89.82.

This includes charges for one or more bundled Verizon service plans that include voice, messaging, data, or other services for which you pay a monthly plan charge.

This bill cycle, your fixed monthly plan charges were \$40.65 (before applying any discounts or credits, and excluding other charges such as overage, late payment, taxes, Verizon surcharges, and equipment).

To accurately bill taxes and Verizon surcharges, we regularly look at past network usage by you and other customers with similar plans to allocate this fixed monthly plan charge among the services included in the bundle.

In this bill cycle, we have allocated this amount as follows: \$2.61 for voice, \$0.52 for messaging, \$37.52 for data, and \$0.00 for other services.

For more information, please go to vzw.com/taxesandsurcharges.

Bankruptcy Information

If you are or were in bankruptcy, this bill may include amounts for pre-bankruptcy charges. You should not pay pre-bankruptcy amounts; they are for your information only. In the event Verizon receives notice of a bankruptcy filing, pre-bankruptcy charges will be adjusted in future invoices. Mail bankruptcy-related correspondence to 500 Technology Drive, Suite 550, Weldon Spring, MO 63304.

Returned Payments

If you pay your wireless bill by check and your check is returned by your bank for insufficient funds, Verizon Wireless may resubmit your check to your bank for payment from your checking account.

Important Update To Our Basic Voicemail

A feature currently available on our basic voicemail platform allows messages to be sent directly to customers' mailboxes without their phones ever ringing. This practice has been used as an unauthorized marketing tool to send pre-recorded messages to our customers.

In an effort to improve the customer experience for this feature and reduce unwanted messages, an enhancement will be implemented and effective on May 15, 2022. Recorded messages will be limited to one mailbox destination per voicemail retrieval call session rather than allowing for the sending to multiple mailbox destinations for the same message. This enhancement will not apply to visual voicemail (basic or premium) on devices.

OSPINO CONSULTING LLC
60 ENGLE ST
ENGLEWOOD, NJ 07631 US
2018940021
karem@ospinoconsulting.com



INVOICE

BILL TO

Perth Amboy Business
Improvement District
260 Hight St
Perth Amboy, NJ 08861 US

INVOICE # 2022-292
DATE 05/02/2022
DUE DATE 05/17/2022
TERMS Net 15

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Bookkeeping Services	Bookkeeping Services April 2022.	1	800.00	800.00

Thank you for your business.

BALANCE DUE

\$800.00



Pashman Stein Walder Hayden
 Court Plaza South
 21 Main Street, Suite 200
 Hackensack, NJ 07601
 (201) 488-8200
 Tax I.D. 22-3384189

Noelia Colon, Executive Director
 Downtown Perth Amboy Business Improvement District, Inc.
 260 High Street
 Perth Amboy, NJ 08861

May 6, 2022
 Invoice #108202
 File Number: 29505-001

RE: General

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours
04/25/2022	DGuada	BARATTA: Communications with Ted; advice and counsel; follow up with mediator in Baratta OPMA Case - analysis and implementation of strategy; BID-GENERAL: Revisions to EDS Resolution; review of EDS proposal.	2.00
04/27/2022	DBG	Confer with D. Guadalupe.	0.60
	DBG	Review pleadings, court opinions and transcripts.	1.40
04/29/2022	DBG	Review documents and research.	1.50
	Total		<u>5.50</u>

PROFESSIONAL SERVICES SUMMARY

Attorney	Description	Hours	Rate	Amount
DBG	Baboulis-Gyscek, Darcy Associate	3.50	\$250.00	\$875.00
DGuada	Guadalupe, Daniel R. Partner	2.00	\$250.00	\$500.00
Total		<u>5.50</u>		<u>\$1,375.00</u>

Total Fees & Disbursements	<u>\$1,375.00</u>
Previous balance	\$3,025.00
04/20/2022 Payment - Thank you, Check # 203158776	(\$3,025.00)
Balance due upon receipt	<u><u>\$1,375.00</u></u>

CITY OF PERTH AMBOY260 HIGH STREET
PERTH AMBOY, NJ 08861**INVOICE**

Date: 6-May-22

TO: Business Improvement District

QUANTITY	DESCRIPTION	UNIT PRICE	RATE	AMOUNT
	Reimbursement for Salaries:			
	Noelia Colon, BID Coordinator Second Quarter 2022			\$ 19,966.00
	Reimbursement for Fringe Benefits:			
	Noelia Colon, BID Coordinator Second Quarter 2022			\$ 7,074.15
TOTAL DUE				\$ 27,040.15

CERTIFICATION:

Having knowledge of the facts in the course of regular procedures, I certify that the materials and supplies have been received or the services rendered; said certification is based on delivery slips acknowledged by a municipal official or employee or other reasonable procedures.

Signature_____
Title_____
DateMake checks payable to **CITY OF PERTH AMBOY**.

Questions concerning this invoice should be directed to:

Michael E. Greene, City Administrator
732-826-0290 X4007

CITY OF PERTH AMBOY

260 HIGH STREET
 PERTH AMBOY, NJ 08861

INVOICE

Date: 6-May-22

TO: Perth Amboy Business Improvement District
 Perth Amboy City Hall
 260 High Street
 Perth Amboy, NJ 08861

QUANTITY	DESCRIPTION	UNIT PRICE	RATE	AMOUNT
	Reimbursement for Street Sweeper Salary Second Quarter 2022 Clean Team - Salaries			\$ 8,850.00
TOTAL DUE				\$ 8,850.00

CERTIFICATION:

Having knowledge of the facts in the course of regular procedures, I certify that the materials and supplies have been received or the services rendered; said certification is based on delivery slips acknowledged by a municipal official or employee or other reasonable procedures.

Signature

Title

Date

Make checks payable to **CITY OF PERTH AMBOY**.

Questions concerning this invoice should be directed to:

Michael E. Greene, City Administrator 732-826-0290 X4007

Invoice

Veronica Pacheco

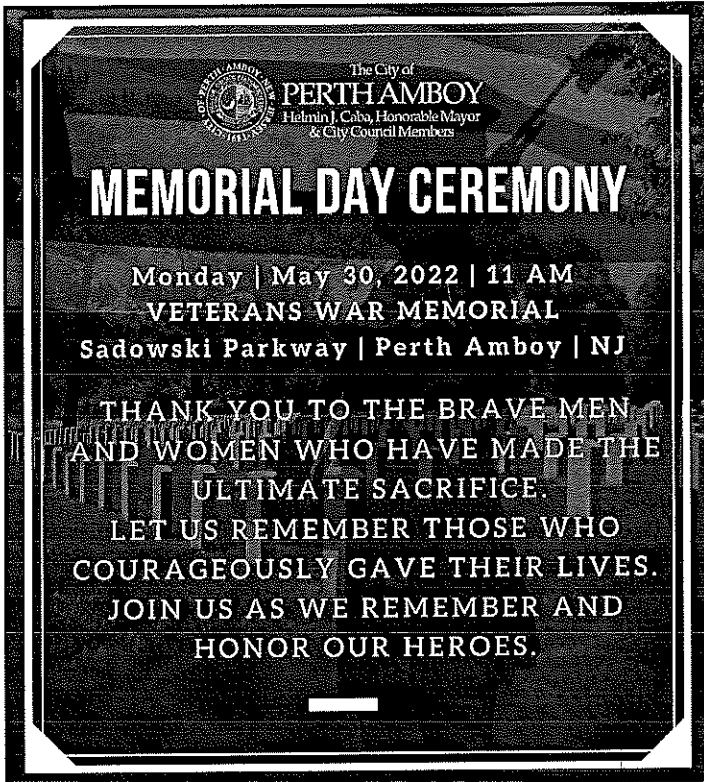
441 Penn Street,
Perth Amboy, NJ 08861
vpacheco0715@gmail.com

Invoice # 0422
Date: April 30, 2022

BILL TO:
PABID
260 High Street
Perth Amboy, NJ 08861

DESCRIPTION	DATE(S)	UNIT	RATE	AMOUNT
Vendor Services (Clerical)	4/1-4/30	5.50	15.00	\$82.50
			TOTAL	\$82.50

Celebrating Memorial Day!

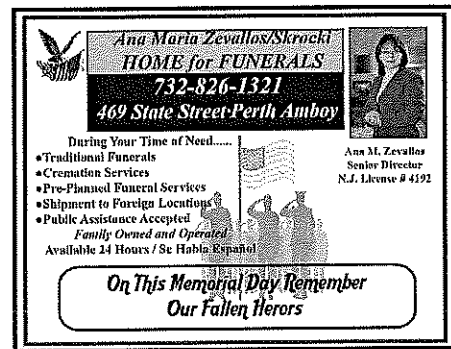


The City of
PERTH AMBOY
Hahnlin J. Cabo, Honorable Mayor
& City Council Members

MEMORIAL DAY CEREMONY

Monday | May 30, 2022 | 11 AM
VETERANS WAR MEMORIAL
Sadowski Parkway | Perth Amboy | NJ

THANK YOU TO THE BRAVE MEN
AND WOMEN WHO HAVE MADE THE
ULTIMATE SACRIFICE.
LET US REMEMBER THOSE WHO
COURAGEOUSLY GAVE THEIR LIVES.
JOIN US AS WE REMEMBER AND
HONOR OUR HEROES.



Ana Maria Zevallos/Skrocki
HOME for FUNERALS
732-826-1321
469 State Street Perth Amboy

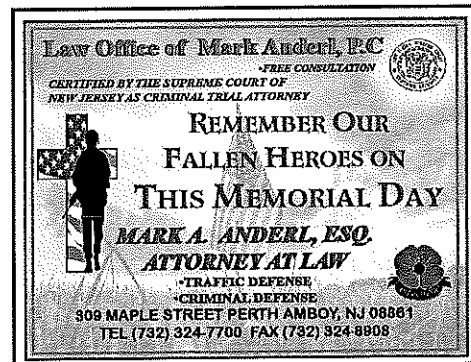
During Your Time of Need.....

- Traditional Funerals
- Cremation Services
- Pre-Planned Funeral Services
- Shipment to Foreign Locations
- Public Assistance Accepted

Family Owned and Operated
Available 24 Hours / Se Habla Español

Ann M. Zevallos
Senior Director
N.J. License # 4192

*On This Memorial Day Remember
Our Fallen Herors*



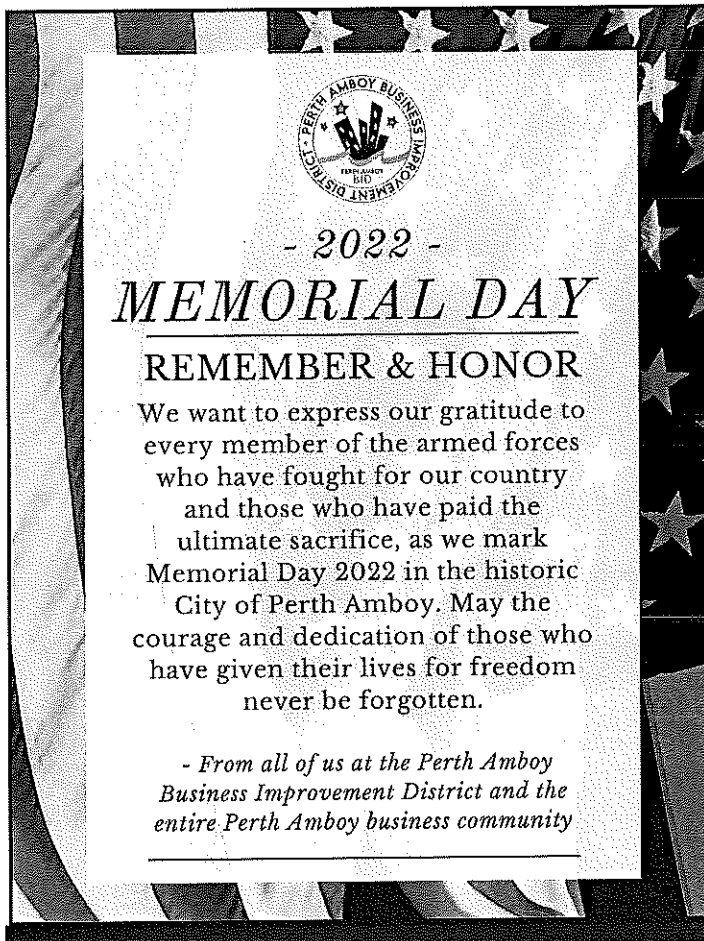
Law Office of Mark Anderl, P.C.
FREE CONSULTATION
CERTIFIED BY THE SUPREME COURT OF
NEW JERSEY AS CRIMINAL TRIAL ATTORNEY

REMEMBER OUR
FALLEN HEROES ON
THIS MEMORIAL DAY

MARK A. ANDERL, ESQ.
ATTORNEY AT LAW

- TRAFFIC DEFENSE
- CRIMINAL DEFENSE

309 MAPLE STREET PERTH AMBOY, NJ 08861
TEL (732) 324-7700. FAX (732) 324-8808



PERTH AMBOY BUSINESS IMPROVEMENT DISTRICT

- 2022 -

MEMORIAL DAY

REMEMBER & HONOR

We want to express our gratitude to every member of the armed forces who have fought for our country and those who have paid the ultimate sacrifice, as we mark Memorial Day 2022 in the historic City of Perth Amboy. May the courage and dedication of those who have given their lives for freedom never be forgotten.

- From all of us at the Perth Amboy Business Improvement District and the entire Perth Amboy business community




REMEMBER OUR
FALLEN HEROES ON
THIS MEMORIAL DAY

ONE STOP INSURANCE

Gabriel Ubides
Principal Agent

OUR new address
252 Madison Ave, suite 102
Perth Amboy, NJ 08861
Gabe@insureonestop.com
www.insureonestop.com

Office: 732-520-2206
Fax: 732-520-2670

Invoice

Tierra Azteca Mexican Restaurant Phone# (732)442-5222

134 Smith Street

Perth Amboy, NJ 08861

Bill to

Downtown Perth Amboy Business
Improvement District, INC.
260 High Street

Perth Amboy, NJ 08861

Details

Invoice# 0004

Invoice date 05/06/2022

Description	Qty/Hrs	Rate	Amount
Gift Voucher - Cinco De Mayo Celebration 2022	16	6	\$96.00

Customer message

Hello!

Thank you for you busiuness.
Please return this invoice with payment.

Thank you!

Total **\$96.00**

Invoice

Cazadores Mexican Restau Phone# (732)293-1331

236 New Brunswick Ave.
Perth Amboy, NJ 08861

Bill to
Downtown Perth Amboy Business
Improvement District, INC.
260 High Street
Perth Amboy, NJ 08861

Details
Invoice# 0001
Invoice date 05/05/2022

Description	Qty/Hrs	Rate	Amount
Gift Voucher - Cinco De Mayo Celebration 2022	9	6	\$54.00
Customer message	Subtotal		\$0.00
Hello!			
Thank you for you business. Please return this invoice with payment.			
Thank you!	Total		\$54.00

Invoice

Torres Mexican Restaurant Phone# (732)638-5148

331 State Street

Perth Amboy, NJ 08861

Bill to

Downtown Perth Amboy Business

Improvement District, INC.

260 High Street

Perth Amboy, NJ 08861

Details

Invoice# 0003

Invoice date 05/06/2022

Description	Qty/Hrs	Rate	Amount
Gift Voucher - Cinco De Mayo Celebration 2022	12	\$6.00	\$72.00
Customer message	Subtotal		\$72.00
Hello!			
Thank you for you busiuness. Please return this invoice with payment.			
Thank you!	Total		\$72.00

Invoice

Hollywood Mexican Restau Phone# (732)324-8488

108 Smith Street

Perth Amboy, NJ 08861

Bill to

Downtown Perth Amboy Business

Improvement District, INC.

260 High Street

Perth Amboy, NJ 08861

Details

Invoice# 0002

Invoice date 05/05/2022

Description	Qty/Hrs	Rate	Amount
Gift Voucher - Cinco De Mayo Celebration 2022	22	6	\$132.00
Customer message	Subtotal		\$0.00
Hello!			
Thank you for you busiuness. Please return this invoice with payment.			
Thank you!	Total		\$132.00

Invoice

J. Tropicana Restaurant & EPhone# (732)442-0193

200 New Brunswick Ave.

Perth Amboy, NJ 08861

Bill to

Downtown Perth Amboy Business
Improvement District, INC.
260 High Street
Perth Amboy, NJ 08861

Details

Invoice# 0005
Invoice date 05/05/2022

Description	Qty/Hrs	Rate	Amount
Gift Voucher - Cinco De Mayo Celebration 2022	13	6	\$78.00
Customer message	Subtotal		\$0.00
Hello!			
Thank you for you busiuness. Please return this invoice with payment.			
Thank you!	Total		\$78.00

Invoice

Bay City Restaurant & Sports Bar Phone# (732)442-8100
273 High Street
Perth Amboy, NJ 08861

Bill to
Downtown Perth Amboy Business
Improvement District, INC.
260 High Street
Perth Amboy, NJ 08861

Details
Invoice# 0009
Invoice date 05/06/2022

Description	Qty/Hrs	Rate	Amount
Gift Voucher - Cinco De Mayo Celebration 2022	9	\$6.00	\$54.00

Customer message

Hello!

Thank you for you business.
Please return this invoice with payment.

Thank you!

Total **\$54.00**



Invoice

Rico Taco Mexican Restaurant Phone# (732)486-8256

321 Madison Ave.

Perth Amboy, NJ 08861

Bill to

Downtown Perth Amboy Business
Improvement District, INC.

260 High Street

Perth Amboy, NJ 08861

Details

Invoice# 0007

Invoice date 05/06/2022

Description	Qty/Hrs	Rate	Amount
Gift Voucher - Cinco De Mayo Celebration 2022	16	\$6.00	\$96.00

Customer message

Hello!

Thank you for you business.
Please return this invoice with payment.

Thank you!

Total **\$96.00**



Invoice

Quintanas Mexican Rest. & Bakery Phone# (732)293-0074

334 Smith St.

Perth Amboy, NJ 08861

Bill to

Downtown Perth Amboy Business
Improvement District, INC.

260 High Street

Perth Amboy, NJ 08861

Details

Invoice# 0006

Invoice date 05/06/2022

Description	Qty/Hrs	Rate	Amount
Gift Voucher - Cinco De Mayo Celebration 2022	10	\$6.00	\$60.00

Customer message

Hello!

Thank you for you busiuness.
Please return this invoice with payment.

Thank you!

Total **\$60.00**

Invoice

Orellana Restaurant

Phone# (848)203-3436

281 Madison Ave.

Perth Amboy, NJ 08861

Bill to

Downtown Perth Amboy Business

Improvement District, INC.

260 High Street

Perth Amboy, NJ 08861

Details

Invoice# 0008

Invoice date 05/05/2022

Description	Qty/Hrs	Rate	Amount
Gift Voucher - Cinco De Mayo Celebration 2022	13	6	\$78.00
Customer message	Subtotal		\$0.00
Hello!			
Thank you for you busiuness. Please return this invoice with payment.			
Thank you!			
	Total		\$78.00

338 State Street
Perth Amboy, NJ 08861
7328263575
orders@printingcopycenter.com
printingcopycenter.com



BILL TO
Noelia Colon, BID/UEZ
Executive Director
City of Perth Amboy
Business Improvement District

INVOICE 14838A

DATE 05/04/2022 TERMS Net 15

DUE DATE 05/19/2022

DATE	ACTIVITY	QTY	RATE	AMOUNT
05/04/2022	Tickets 2.25 X 6.5 / Color / 9 Sets # 1 -25 / 1 Set # 1 - 30 / Single Side Print	1	165.00	165.00

Thank you for your business.
We hope to see you again!

TOTAL DUE \$165.00

DOWNTOWN PERTH AMBOY
BUSINESS IMPROVEMENT DISTRICT, INC

JUNE 2022
AS OF 06/01/2022
BILL LIST

Name	Date	Description	Open Balance
Verizon	6/16/2022	Bid Phone; April 25 - May 24	\$ 70.89
		Total	\$ 70.89
NJ Downtown Excellence Awards	5/20/2022	Ceremony & Networking Event - 2022 NJ Downtown Excellence A.	\$ 50.00
		Total	\$ 50.00
Pashman Stein Walder Hayden	6/6/2022	Professional Services - Month of May	\$ 7,400.00
		Total	\$ 7,400.00
Ospino Consulting	6/2/2022	Accounting Services - May 2022	\$ 800.00
		Total	\$ 800.00
Veronica Pacheco	5/31/2022	Vendors Services (Clerical) 5/1-5/31	\$ 206.25
		Total	\$ 206.25
Carlito's Landscaping	6/8/2022	Landscaping Services - Intial Planting for Downtown Planters	\$ 4,098.00
		Total	\$ 4,098.00
CDW-G LLC	6/7/2022	Office Supplies - Tonner	\$ 361.87
		Total	\$ 361.87
David Luna	5/5/2022	Cinco de Mayo, Arts N Flow Grant	\$ 1,300.00
		Total	\$ 1,300.00
City of Perth Amboy	5/23/2022	Reimbursement for Fringe Benefits Q3 2022 - Payments	\$ 27,040.15
		Total	\$ 27,040.15
City of Perth Amboy	5/23/2022	Reimbursement for Street Sweeper Salary Q3 2022 - Payment	\$ 8,850.00
		Total	\$ 8,850.00
City of Perth Amboy	2/23/2022	Reimbursement for Fringe Benefits Q4 2022 - Payments	\$ 27,040.15
		Total	\$ 27,040.15
City of Perth Amboy	2/23/2022	Reimbursement for Street Sweeper Salary Q4 2022 - Payment	\$ 8,850.00
		Total	\$ 8,850.00
City of Perth Amboy	6/6/2022	Reusable Tote Bags	\$ 500.00
		Total	\$ 500.00
Suplee, Cloney & Company	6/6/2021	Audit	\$ 4,100.00
		Total	\$ 4,100.00
Acrisure	6/10/2022	Insurance - Renewal Policy 06/07/2022 - 06/07/2023	\$ 6,902.17
		Total	\$ 6,902.17
		TOTAL	\$ 97,569.48

DOWNTOWN PERTH AMBOY
BUSINESS IMPROVEMENT DISTRICT, INC

Total Bill List	\$ 97,569.48
Date	6/14/2022

Name	Approved
Antonio Abreu	
Lisset Lebron	
Asim Malik	
Sergio Diaz	
Mayor Helmin Caba	
Fausto Diaz	
Iris Diaz	
Reyes Ortega	
Samuel Quezada	
Elizabeth Sanchez	
James Snyder	
Chairman Rosengarten	

Motion:
Second:

**DOWNTOWN PERTH AMBOY
BUSINESS IMPROVEMENT DISTRICT, INC**

JUNE 2022
AS OF 06/03/2022
BILL LIST

Name	Date	Description	Open Balance	Pmt Method	Reyes Ortega Signature	Barry Rosengarten Signature
Verizon	6/16/2022	Bid Phone: April 25 - May 24	\$ 70.89			
		Total	\$ 70.89	Direct Debit		
NU Downtown Excellence Awards	5/20/2022	Ceremony & Networking Event - 2022 NU Downtown Excellence A.	\$ 50.00			
		Total	\$ 50.00	Direct Debit		
Pashman Stein Walder Hayden	6/6/2022	Professional Services - Month of May	\$ 7,400.00			
		Total	\$ 7,400.00	Bill.com		
Ogipino Consulting	6/2/2022	Accounting Services - May 2022	\$ 800.00			
		Total	\$ 800.00	Bill.com		
Veronica Pacheco	5/31/2022	Vendors Services (Clerical) 5/1-5/31	\$ 205.25			
		Total	\$ 205.25	Bill.com		
Carlito's Landscaping	6/9/2022	Landscaping Services - Initial Planting for Downtown Planters	\$ 4,098.00			
		Total	\$ 4,098.00	Bill.com		
CDW-G LLC	6/7/2022	Office Supplies - Tenner	\$ 361.87			
		Total	\$ 361.87	Bill.com		
David Luna	5/5/2022	Cinco de Mayo, Arts N Flow Grant	\$ 1,300.00			
		Total	\$ 1,300.00	Bill.com		
City of Perth Amboy	5/23/2022	Reimbursement for Fringe Benefits Q3 2022 - Payments	\$ 27,040.15			
		Total	\$ 27,040.15	Bill.com		
City of Perth Amboy	5/23/2022	Reimbursement for Street Sweeper Salary Q3 2022 - Payment	\$ 8,850.00			
		Total	\$ 8,850.00	Bill.com		
City of Perth Amboy	2/23/2022	Reimbursement for Fringe Benefits Q4 2022 - Payments	\$ 27,040.15			
		Total	\$ 27,040.15	Bill.com		
City of Perth Amboy	2/23/2022	Reimbursement for Street Sweeper Salary Q4 2022 - Payment	\$ 8,850.00			
		Total	\$ 8,850.00	Bill.com		
City of Perth Amboy	6/6/2022	Reusable Tote Bags	\$ 500.00			
		Total	\$ 500.00	Bill.com		
Suples, Cloney & Company	6/6/2021	Audit	\$ 4,100.00			
		Total	\$ 4,100.00	Bill.com		
Acetiaure	6/10/2022	Insurance - Renewal Policy 06/07/2022 - 06/07/2023	\$ 6,902.17			
		Total	\$ 6,902.17	Bill.com		
		TOTAL	\$ 97,569.48			



PO BOX 489
NEWARK, NJ 07101-0489

Manage Your Account	Account Number	Date Due
b2b.verizonwireless.com	342311378-00001	06/16/22
Change your address at http://sso.verizonenterprise.com	Invoice Number	9907309348

Quick Bill Summary

Apr 25 - May 24



PERTH AMBOY BUSINESS IMPROV
260 HIGH ST
PERTH AMBOY, NJ 08861-4451

00026535
K104

Previous Balance <i>(see back for details)</i>	\$89.82
Payment - Thank You	-\$61.82
Adjustments	-\$30.87
Credit Balance	-\$2.87
Monthly Charges	\$70.00
Usage and Purchase Charges	
Voice	\$0.00
Messaging	\$0.00
Data	\$0.00
Surcharges and Other Charges & Credits	\$2.47
Taxes, Governmental Surcharges & Fees	\$1.29
Total Current Charges	\$73.76

Total Charges Due by June 16, 2022

\$70.89

Pay from phone	Pay on the Web	Questions:
#PMT (#768)	At b2b.verizonwireless.com	1-800-922-0204 or *611 from your phone



PERTH AMBOY BUSINESS IMPROV
260 HIGH ST
PERTH AMBOY, NJ 08861-4451

Bill Date: May 24, 2022
Account Number: 342311378-00001
Invoice Number: 9907309348

Total Amount Due

Will be submitted to credit card on 06/14/22
DO NOT MAIL PAYMENT

\$70.89

P.O. BOX 408
NEWARK, NJ 07101-0408



99073093480103423113780000100000007376000000070893



Invoice Number Account Number Date Due Page

9907209348 342311378-00001 06/16/22 3 of 6

Overview of Lines

Lines Charges	Page Number	Monthly Charges	Usage and Purchase Charges	Equipment Charges	Surcharges and Credits	Taxes, Governmental and Fees	Third-Party Charges (includes Tax)	Total Charges	Voice Plan Usage	Messaging Usage	Data Usage	Voice Roaming	Messaging Roaming	Data Roaming
732-372-8772 Noelia Colon	4	\$70.00	—	—	\$2.47	\$1.29	—	\$73.76	10	3	2.046GB	—	—	—
Total Current Charges		\$70.00	\$0.00	\$0.00	\$2.47	\$1.29	\$0.00	\$73.76						

Noelia Colon

From: lglforms-submissions=littlegreenlight.com@mgmain.littlegreenlight.com on behalf of Courtenay Mercer <lglforms-submissions@littlegreenlight.com>
Sent: Friday, May 20, 2022 3:27 PM
To: Noelia Colon
Subject: DNJ Awards Registration Confirmation

Dear Noelia,

You have successfully registered for the 2022 New Jersey Downtown Excellence Awards ceremony & networking event. We look forward to seeing you at 6:00PM on May 24, 2022 at Lions Roar Brewing Company in Westfield.

Doors will not open until 6:00PM - no need to arrive early unless you want to explore Westfield. The best place to park for the event is Westfield Parking Lot #6 on the corner of Watterson and Rahway (GPS: 360 Watterson Street), which is a short walk to the brewery.

Registration Receipt	
Registration Type	Amount Paid
1 x \$50.00 : DNJ Member Rate Subtotal : \$50.00	\$50.00

Regards,

Courtenay

Courtenay D. Mercer, PP, AICP
Executive Director

344 Grove Street, Suite 251
Jersey City, NJ 07302

info@downtownnj.com

☐ 201.472.0356

☐ [@DowntownNewJersey](#)

☐ [@DowntownNJ](#)



Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.



Pashman Stein Walder Hayden
Court Plaza South
21 Main Street, Suite 200
Hackensack, NJ 07601
(201) 488-8200
Tax I.D. 22-3384189

Noelia Colon, Executive Director
Downtown Perth Amboy Business Improvement District, Inc.
260 High Street
Perth Amboy, NJ 08861

June 6, 2022
Invoice #110144
File Number: 29505-001

RE: General

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours
05/02/2022	DBG	Review discovery responses.	0.50
	DGuada	Baratta: Analysis of issues; addressing discovery and strategy; email to all clients; coordination with Darcy.	1.90
05/06/2022	DBG	Review discovery.	1.90
05/07/2022	DGuada	Revisions to Consulting Agreement with EDS.	1.00
05/08/2022	DBG	Legal research.	2.60
05/09/2022	DBG	Legal research.	1.80
	DBG	Draft memo.	1.50
05/10/2022	DBG	Legal research.	1.80
	DBG	Prepare for client meeting.	1.00
	DBG	Continue drafting legal memorandum.	1.80
05/11/2022	DBG	Finish preparing for client meeting.	1.10
	DBG	Travel to client meeting.	0.80
	DBG	Travel from client meeting.	0.80
	DBG	Meeting with client.	3.00
	DBG	Review final draft memo re client meeting.	0.80
	DBG	Draft memo re client meeting.	2.50
05/12/2022	DGuada	OPMA case BID analysis and strategy and follow up with Darcy. Determined research and preparation tasks.	1.00

Date	Attorney	Description	Hours
05/17/2022	DBG	Review discovery.	0.80
05/24/2022	DBG	Legal research.	3.00
Total			29.60

PROFESSIONAL SERVICES SUMMARY

Attorney	Description	Hours	Rate	Amount
DBG	Baboulis-Gyscek, Darcy Associate	25.70	\$250.00	\$6,425.00
DGuada	Guadalupe, Daniel R. Partner	3.90	\$250.00	\$975.00
Total		29.60		\$7,400.00

Total Fees & Disbursements	\$7,400.00
Previous balance	\$1,375.00
05/27/2022 Payment - Thank you, Check # 203544662	(\$1,375.00)
Balance due upon receipt	\$7,400.00

OSPINO CONSULTING LLC
60 ENGLE ST
ENGLEWOOD, NJ 07631 US
2018940021
karem@ospinoconsulting.com



INVOICE

BILL TO

Perth Amboy Business
Improvement District
260 Hight St
Perth Amboy, NJ 08861 US

INVOICE # 2022-324

DATE 06/03/2022

DUE DATE 06/18/2022

TERMS Net 15

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Bookkeeping Services	Bookkeeping Services May 2022.	1	800.00	800.00

Thank you for your business.

BALANCE DUE

\$800.00

Invoice

Veronica Pacheco

441 Penn Street,
Perth Amboy, NJ 08861
vpacheco0715@gmail.com

Invoice # 0522
Date: May 31, 2022

BILL TO:
PABID
260 High Street
Perth Amboy, NJ 08861

DESCRIPTION	DATE(S)	UNIT	RATE	AMOUNT
Vendor Services (Clerical)	5/1-5/31	13.75	15.00	\$206.25
			TOTAL	\$206.25



Carlixto's Landscaping

454 Stevenson Pl
Perth Amboy, NJ 08861

732-324-8786

June 8, 2022
Perth Amboy BID

Proposal

Job description.

- Place 50 planters at designated locations as per client.
- Fill in planters with potting mix according to planter manufacturer
- Potting mix nitrogen 0.03%

Phosphorus 0.03% Potassium 0.03% Phosphate 0.03%

- Plant annual flowers chosen by the client.

Plant guarantee:

We guarantee to plant all plants in healthy, vigorous condition so that with proper planting and after-care, plants will experience optimum growth.

Any plant damaged due to workmanship will be guaranteed.

Our Guarantee Does Not Cover:

Our guarantee does not cover animal damage of any kind such as eating, rubbing, or breaking. It does not cover weather damage such as lightning strikes, hurricanes, tornadoes, wind, hail, snow, etc.

Damage from drivers or vandalism.

**Monthly total:
\$4098.**

QUOTE CONFIRMATION



DEAR NOELIA COLON,

Thank you for considering CDW•G LLC for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
MVBG161	6/7/2022	MVBG161	10842500	\$361.87

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
HP 305A (CF370AM) 3pack Cyan Magenta Yellow Origin LaserJet Toner Cartridge Mfg. Part#: CF370AM UNSPSC: 44103116 Contract: Technology Supplies and Services #ESCNJ18/19-03 (18/19-03)	1	3055335	\$361.87	\$361.87

PURCHASER BILLING INFO		SUBTOTAL	\$361.87
Billing Address: CITY OF PERTH AMBOY ACCTS PAYABLE 260 HIGH ST ***VENDOR DECLARATION*** PERTH AMBOY, NJ 08861-4491 Phone: (732) 826-0290 Payment Terms: Net 30 Days-Govt State/Local		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$361.87
		DELIVER TO Shipping Address: CITY OF PERTH AMBOY 260 HIGH ST PERTH AMBOY, NJ 08861-4491 Shipping Method: UPS Ground (2 - 3 day)	

Need Assistance? CDW•G LLC SALES CONTACT INFORMATION		
	Rob Lisi	roblisi@cdwg.com
	(855) 822-1103	

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
 For more information, contact a CDW account manager

© 2022 CDW•G LLC 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

Invoice

EI Nealtiquense
David Luna Grande
74 State Street
Perth Amboy, NJ 08861
(848) 250-6207
Lunadavid229@icloud.com

BILL TO:

Perth Amboy Business Improvement District

260 High Street

Perth Amboy, NJ 08861

INVOICE #

001

DATE

05/05/2022

DESCRIPTION	PRICE	TOTAL
SINGER (3 HOURS)	\$350 / hour	\$1,050.00
AUDIO SET-UP	\$350	\$350.00

NOTE: * Reduced Price by \$100 *

TOTAL: \$1,400.00

\$1,300.00

CITY OF PERTH AMBOY

260 HIGH STREET
PERTH AMBOY, NJ 08861

INVOICE

Date: 23-May-22

TO: Perth Amboy Business Improvement District
Perth Amboy City Hall
260 High Street
Perth Amboy, NJ 08861

QUANTITY	DESCRIPTION	UNIT PRICE	RATE	AMOUNT
	Reimbursement for Street Sweeper Salary Third Quarter 2022 Clean Team - Salaries			\$ 8,850.00
TOTAL DUE				\$ 8,850.00

CERTIFICATION:

Having knowledge of the facts in the course of regular procedures, I certify that the materials and supplies have been received or the services rendered; said certification is based on delivery slips acknowledged by a municipal official or employee or other reasonable procedures.


Signature BUS. ADMIN
Title

TU, MAY 24 2022 PM 4:41
5/24/22
Date

Make checks payable to **CITY OF PERTH AMBOY**.

Questions concerning this invoice should be directed to:

Michael E. Greene, City Administrator 732-826-0290 X4007

CITY OF PERTH AMBOY

260 HIGH STREET
PERTH AMBOY, NJ 08861

INVOICE

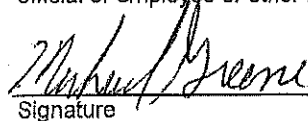
Date: 23-May-22

TO: Business Improvement District

QUANTITY	DESCRIPTION	UNIT PRICE	RATE	AMOUNT
	Reimbursement for Salaries:			
	Noelia Colon, BID Coordinator Third Quarter 2022			\$ 19,966.00
	Reimbursement for Fringe Benefits:			
	Noelia Colon, BID Coordinator Third Quarter 2022			\$ 7,074.15
TOTAL DUE				\$ 27,040.15

CERTIFICATION:

Having knowledge of the facts in the course of regular procedures, I certify that the materials and supplies have been received or the services rendered; said certification is based on delivery slips acknowledged by a municipal official or employee or other reasonable procedures.


Signature

BUS. ADMIN
Title

5/24/22
Date

TU, MAY 24 2022 PM 4:4E

Make checks payable to **CITY OF PERTH AMBOY**.
Questions concerning this invoice should be directed to:
Michael E. Greene, City Administrator
732-826-0290 X4007

CITY OF PERTH AMBOY

260 HIGH STREET
PERTH AMBOY, NJ 08861

INVOICE

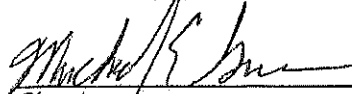
Date: 23-May-22

TO: Business Improvement District

QUANTITY	DESCRIPTION	UNIT PRICE	RATE	AMOUNT
	Reimbursement for Salaries:			
	Noella Colon, BID Coordinator Fourth Quarter 2022			\$ 19,966.00
	Reimbursement for Fringe Benefits:			
	Noella Colon, BID Coordinator Fourth Quarter 2022			\$ 7,074.15
TOTAL DUE				\$ 27,040.15

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Signature

BUS. ADMIN
Title

5/24/22
Date

TU, MAY 24 2022 PM 4

Make checks payable to **CITY OF PERTH AMBOY**.
Questions concerning this Invoice should be directed to:
Michael E. Greene, City Administrator
732-826-0290 X4007

CITY OF PERTH AMBOY

260 HIGH STREET
PERTH AMBOY, NJ 08861

INVOICE

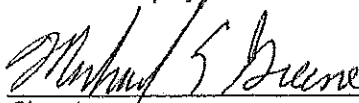
Date: 23-May-22

TO: Perth Amboy Business Improvement District
Perth Amboy City Hall
260 High Street
Perth Amboy, NJ 08861

QUANTITY	DESCRIPTION	UNIT PRICE	RATE	AMOUNT
	Reimbursement for Street Sweeper Salary <u>Fourth Quarter 2022</u> Clean Team - Salaries			\$ 8,850.00
TOTAL DUE				\$ 8,850.00

CERTIFICATION:

Having knowledge of the facts in the course of regular procedures, I certify that the materials and supplies have been received or the services rendered; said certification is based on delivery slips acknowledged by a municipal official or employee or other reasonable procedures.


Signature

BUS. ADMIN
5/24/22
Title

5/24/22
Date

Make checks payable to **CITY OF PERTH AMBOY**.

Questions concerning this invoice should be directed to:

Michael E. Greene, City Administrator 732-826-0290 X4007

TU, MAY 24 2022 PM 4:46

CITY OF PERTH AMBOY

260 HIGH STREET
PERTH AMBOY, NJ 08861

INVOICE

Date: June 6, 2022

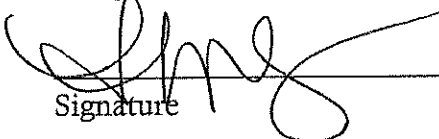
Invoice Number: 0001

Billed to: Business Improvement District
360 High Street
Perth Amboy, NJ 08861

Quantity	Description	Unit Price	Amount
1	Reusable Tote Bags	\$500.00	\$500.00
Total Due:			\$500.00
Make checks payable to: City of Perth Amboy			

Certification:

I do solemnly declare and certify under the penalties of the law that this invoice is correct in all its particulars; that the materials have been furnished or services rendered as stated herein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is reasonable one.


Signature

OECD Assistant Director
Title

6/6/2022
Date

Giant Saver Grass Green

Quantity: 2000

Imprint Colors: SS-20 White

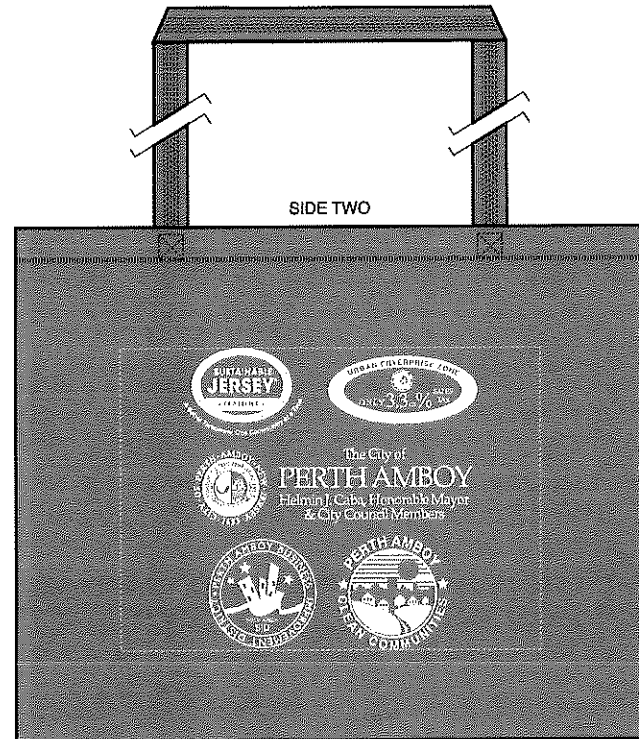
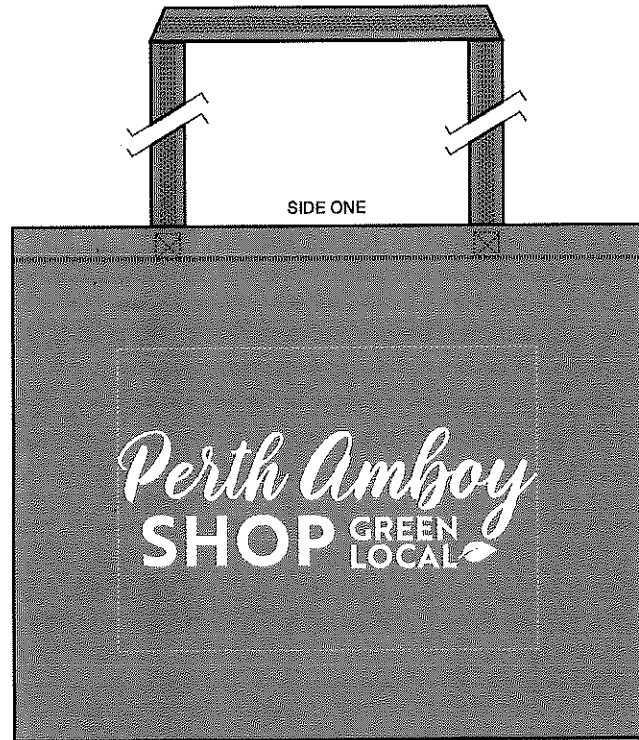
Side One Size: 14.0x4.7

Side Two Size: 9.8x10.0

Side One Location: Centered

Side Two Location: Centered

PLEASE CONFIRM IMPRINT SIZE AND LOCATION



Some fine details in the artwork, such as thin lines and tight spaces, will fill in or drop when printed.

The colors on this proof are RGB simulations of Pantone/CMYK colors, actual colors may vary.

Dotted lines do not print. They are only to visualize the printable area of the bags.



Giant Saver Budget Tote

Is budget the top priority for your next promotion? Turn to the affordable Thrifty when you're looking for effective printed bags that will save you a penny or two. This multi-use and economical 80 GSM non-woven tote features heat-sealed handles and is available in multiple colors. 20% recycled post-industrial polypropylene, reusable, 100% recyclable. Handle measures 1 1/8" w x 19" l.

*** Royal in stock as of 5/31/2022 ***

Pricing includes a 1 color imprint

Production Time: It will take 2-3 working days for an email proof to be available. Upon approval, the remainder of the order will ship in 5 working days.

Pricing is valid for thirty days, however we reserve the right to adjust pricing on any item should additional tariffs be imposed by the US or any other government or if pricing increases occur due to COVID related supply chain challenges.

*** Inventory will need to be checked at the time an order is placed, ***

Pricing

QTY
\$

2000
1.37 + .55
\$192.

Fixed Charges

SET-UP CHARGE

60.00 x 2 = 120

Colors

White, Black, Royal, Grass Green, Red

Sizes

8 1/2 " X 21 " X 17 "

Comment on this item...



ACKNOWLEDGEMENT

60129

PO/Reference

Pls Advise PO

Salesperson: Noreen Schmitt

Order Date
6/2/2022

Requested Ship Date

In-Hands Date

ACKNOWLEDGE
 Maritza Rodriguez
 City of Perth Amboy
 260 High Street
 Perth Amboy, NJ 08861
 UNITED STATES
 Office: 732-826-0290 X 4860
 Email: mcrodriguez@perthamboynj.org

SHIP
 Maritza Rodriguez
 City of Perth Amboy
 260 High Street
 Perth Amboy, NJ 08861
 UNITED STATES
 Office: 732-826-0290 X 4860
 Email: mcrodriguez@perthamboynj.org

Customer: 1394

Terms: Net 30

Pay With:

Ship Via: UPS Ground Commercial

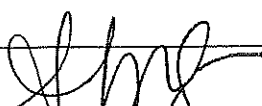
Ship Account: 2X2425

Product	Description	Quantity	Unit	Price	Per	Total
GSAVER	Grass Green Glant Saver Budget Tote Instructions Pricing includes a white imprint on each side Email proof to be provided	2,000	EA	\$1.9200	1	\$3,840.00
SETUP	Set Up Charge	2	EA	\$60.0000	1	\$120.00
FREIGHT	Shipping Estimate	1	EA	\$735.3000	1	\$735.30

Order Total	\$4,695.30
Deposit/Payment	\$0.00
Total Due	\$4,695.30

Instructions

Thank you for the opportunity to work with you on this project. Please read this Order Acknowledgement carefully as by approving it you agree to its specifications including quantity, decoration, ship-to address and in-hands date. Unless specified, this Order Acknowledgement does not include shipping or tax which will be added to your invoice. Under/overruns of no more than 5% to be billed pro-rata and up to 2% decorating spillage are acceptable by the customer unless otherwise specified and additional charges may apply. By approving this Acknowledgement you agree to be bound by our full standard Terms and Conditions which can be found at www.progressivepromotions.com/terms. Please note that should any item ordered be subject to additional tariffs imposed by the US government at time of importation, we reserve the right to adjust prices accordingly.


 Approved By

6/6/2022
 Date

CITY OF PERTH AMBOY
Internal Requisition Form

Request Date: 06/06/2022

I, Tashlee Vazquez respectfully request to order the following:

Equipment Supplies Other

QTY	DESCRIPTION	UNIT AMT.	ITEM TOTAL
2000	Grass Green Giant Saver Budget Tote	\$ 1.92	\$ 3,840.00
2	Set Up Charge	\$ 60.00	\$ 120.00
1	Delivery	\$ 735.30	\$ 735.30
			\$ 0.00
			\$ 0.00
	VENDOR #		\$ 0.00
			\$ 0.00

REQUESTED TOTAL	\$ 4,695.30
------------------------	--------------------

Vendor Information:

Name: Consolidated Marketing Services Inc. DBA Progressive Promotions
 Address: 10 State Street
 City / State / Zip: Woburn, MA 01801
 Phone #: _____

Briefly state reason for this request: Reusable Bags
 Quote Number 60129
 Charge \$880.62 to Acct. G-02-40-641-099
 Charge \$3,314.68 to Acct. G-02-40-576-296
 Charge \$500 to OECD Supplies (To be reimbursed by BID)



Immediate Supervisor: Approval Disapproval Date: 06/06/2022

Reason:

Supervisor's Digital Signature:



SUPLEE, CLOONEY & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

308 East Broad Street, Westfield, New Jersey 07090-2122

Telephone 908-789-9300

Fax 908-789-8535

E-mail info@senco.com

Mr. Barry Rosengarten
Perth Amboy Business
Improvement District
City of Perth Amboy
260 High Street
Perth Amboy, New Jersey 08861

Dear Mr. Rosengarten:

We appreciate the opportunity to submit a proposal to audit the Perth Amboy Business Improvement District for the year ended December 31, 2021.

We will audit the statement of financial position as of December 31, 2021 and the related statements of activities and cash flows for the year then ended.

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit will be conducted in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. If our opinion is other than unqualified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

We will also provide reports (which do not include opinions) on internal control related to the financial statements and compliance with laws, regulations, and the provisions or grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

SUPLEE, CLOONEY & COMPANY

Mr. Barry Rosengarten
Perth Amboy Business
Improvement District

-2-

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. Also, we will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the Organization or to acts by management or employees acting on behalf of the Organization. Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Identifying and ensuring that Organizations comply with laws, regulations, contracts, and agreements is the responsibility of management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of your Organization's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

You are responsible for establishing and maintaining internal control and for compliance with laws, regulations, contracts, and agreements. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of the controls. The objectives of internal control are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorizations and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles.

You are responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. We will advise you about appropriate accounting principles and their application and will assist in the preparation of your financial statements, but the responsibility for the financial statements remains with you. This responsibility includes the establishment and maintenance of adequate records and effective internal controls over financial reporting, the selection and application of accounting principles, and the safeguarding of assets. You are responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. You are also responsible for identifying and ensuring the Organization complies with applicable laws and regulations.

SUPLEE, CLOONEY & COMPANY

Mr. Barry Rosengarten
Perth Amboy Business
Improvement District

-3-

In planning and performing our audit, we will consider the internal control sufficient to plan the audit in order to determine the nature, timing, and extent of our auditing procedures for the purpose of expressing our opinion on your Organization's financial statements.

We will obtain an understanding of the design of the relevant controls and whether they have been placed in operation, and we will assess control risk. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. (Tests of controls are required only if control risk is assessed below the maximum level.) Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed.

An audit is not designed to provide assurance on internal control or to identify reportable conditions. However, we will inform the governing body or audit committee of any matters involving internal control and its operation that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control that, in our judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.

Government Auditing Standards require that we provide you with a copy of our most recent quality control review report. Our peer review report accompanies this letter.

Based on our preliminary estimates, the fee should approximate \$4,100.00 for the audit. This estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Fees for additional services requested by your Organization will be mutually agreed upon prior to the commencement of any work.

SUPLEE, CLOONEY & COMPANY


Mr. Barry Rosengarten
Perth Amboy Business
Improvement District

-4-

We appreciate the opportunity to be of service to your Organization and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Yours very truly,

SUPLEE, CLOONEY & COMPANY



Robert J. Butvilla, Partner

May 24, 2022

RJB:tc

RESPONSE:

This letter correctly sets forth the understanding of the Perth Amboy Business Improvement District.

OFFICER SIGNATURE: _____

TITLE: _____

DATE: _____



1460 US Route 9 North, Suite 310
 Woodbridge, NJ 07095
 Phone: 732-602-0010 Fax: 732-602-0011

Bill To:

Downtown Perth Amboy BID
 260 High Street
 Perth Amboy, NJ 08861

INVOICE

Invoice Date: 06/10/2022

DUE DATE:

Upon Receipt

Billing: Downtown Perth Amboy BID
 260 High Street
 Perth Amboy, NJ 08861

DESCRIPTION	
Director's and Officers Coverage Employment Practices Coverage 06/07/2022- 06/07/2023 Renewal Policy # NFP-90001211 Stratford Ins Co/AIG	\$ 6,861.00
NJPLIGA	\$ 41.17
TOTAL	6,902.17

Make all checks payable to : **Acrisure LLC**
 Mail to : **1460 US Route 9 North, Suite 310**
Woodbridge, NJ 07095

If you have any questions concerning this invoice, please contact Amy Pieroni at (732) 602-0010 .



60 ENGLE ST. ENGLEWOOD, NJ 07631
TEL: 201-894-0021 * FAX: 201-567-2708

WED, JAN 5 2022 PM 5:37

November 12, 2021

Downtown Perth Amboy Business Improvement District, Inc.
260 High Street
Perth Amboy, NJ 08861

RE: ENGAGEMENT LETTER FOR BUSINESS BOOKKEEPING SERVICES

Dear Noelia Colon,

This letter agreement shall confirm the terms of engagement by Downtown Perth Amboy Business Improvement District, Inc.'s ("Client") of Ospino Consulting LLC ("Contractor") for the business bookkeeping services more fully set forth herein (this "Agreement").

1. SCOPE OF SERVICES

Beginning 12/1/2021 and continuing until 03/31/2022 (the "Term"), Contractor will provide Client the following business bookkeeping services (the "Services"):

- (a) Reconciliation of up to three (3) banking or other financial accounts with their corresponding statements each month for proper account balance and identification of any errors. Contractor will make correcting entries directly to Client's Quickbooks account and identify the source of each adjustment. Contractor will provide Client with written notification each month of any adjustments with explanations for same;
- (b) Posting of all business bank and credit card transactions;
- (c) Review, analysis and reconciliation of general ledger accounts for accuracy and conferring with Client regarding questionable transactions.
- (d) Preparation and recording of all necessary journal entries to reflect correct accounting records;
- (e) Review Sales Journal and preparation of Sales Tax Returns (if applicable);
- (f) Precision Accounting services with accruals and prepayments;
- (g) Maintenance of fixed asset register;
- (h) Filing of annual reports;
- (i) Full management reporting on a monthly basis;
- (j) Monitoring of receivable and payable accounts;
- (k) Processing of up to 12 monthly bill payments via the Bill.com billing application maintained by Contractor; as more fully set forth in the Workflow Chart attached hereto at Schedule 1, and made a part hereof;
- (l) Preparation and filing of 1099s for 2021; and



60 ENGLE ST. ENGLEWOOD, NJ 07631
TEL: 201-894-0021 * FAX: 201-567-2708

(m) Unlimited email and telephone support.

Contractor represents and warrants to Client that (a) it is skilled, experienced and duly licensed to provide the Services; (b) it will perform the Services competently and in accordance and compliance with the applicable standard of care in its profession and industry; and (c) will perform the Services in compliance with the federal, state, and local applicable laws and regulations.

2. FEES

Contractor's Fee for the Services shall be \$800.00 per month plus reimbursed reasonable out-of-pocket expenses pre-approved in writing by the Client. Contractor shall bill Client monthly for the Services and Client shall pay Contractor within fifteen (15) days of the invoice date, unless a different period is specified in the invoice. Any additional accounting services requested pursuant to a Change Order will be billed separately to Client.

All invoices are payable by recurring monthly charge via ACH (Automated Clearing House Network) using Contractor's ACH authorization form. Any returned ACH due to NSF (Non-Sufficient Funds) is subject to a \$50.00 charge. Billings become delinquent if not paid within fifteen (15) days of the invoice date and are subject to two percent (2%) late fee per month. If billings are past due in excess of forty-five (45) days, Contractor will stop all work until Client's account is brought current, or Client withdraws from the engagement.

Client acknowledges and agrees that Contractor is not required to continue work in the event of failure to pay on a timely basis for Services rendered as required by this Agreement. Client further acknowledges and agrees that in the event Contractor stops work or withdraws from this engagement as a result of the Client's failure to pay on a timely basis for Services rendered as required by this Agreement, except for fraud or willful misconduct by Contractor or its employees or agents, Contractor shall not be liable for any damages that occur as a result of its ceasing to render Services under this section.

3. LIMITATION OF THE SERVICES

- (a) Contractor's engagement is strictly limited to the Term, Services and Fees specifically set forth in this Agreement. Client and Contractor may from time to time adjust the Term, scope of the Services and pricing for same but only by written amendment executed by both parties (an "Amendment").
- (b) Contractor is not a certified public accountant. For clarity, Contractor is not carrying out, and the Services do not constitute, an audit, review, or compilation of Client's financial statements. Contractor will not participate in, provide advice about, or serve as Client's representative in any IRS audit, investigation, or dispute but will cooperate with Client and provide any information or answer questions about the Services.
- (c) For clarity, Contractor has not been engaged to, and will not, provide financial advice, perform management functions, or make business decisions on Client's behalf, and Contractor has no responsibility for Client's decisions or actions. Client is responsible for making Client's own evaluations and decisions regarding any materials, information, and recommendations Contractor may make in

A handwritten signature in black ink, appearing to be "JKO", is located in the bottom right corner of the page.



60 ENGLE ST. ENGLEWOOD, NJ 07631
TEL: 201-894-0021 * FAX: 201-567-2708

providing the Services. If during the course reconciliation of accounts, Contractor identifies charges that appear suspicious or out of the ordinary, Contractor will so notify Client in writing.

- (d) Client understands and agrees that Contractor will strictly rely on the accuracy of the information Client provides to Contractor and will not independently verify the information Client provides for accuracy or completeness. If Client identifies any material error in any information Client has provided Contractor, Client will promptly notify Contractor. Except as already set forth herein, if any material errors, anomalies, or indications of fraud come to Contractor's attention, Contractor will provide Client written notification of same and may ask for clarification but under no circumstances shall anything contained in this Agreement be construed to impose any liability on Contractor for failing to notify Client of any fraudulent, irregular, or erroneous charges appearing on any of Client's statements, except for gross negligence or fraud or willful misconduct by Contractor or its employees or agents.
- (e) Contractor has no responsibility to identify and communicate significant deficiencies or material weaknesses in Client's internal controls systems and procedures for ensuring the integrity of financial and accounting information under this Agreement and this Agreement should not be construed to include Contractor's disclosure of such matters.

4. CLIENT RESPONSIBILITY

The Client shall be responsible for:

- (a) providing Contractor with the complete copies or access to financial information Contractor needs to provide the Services, including, without limitation, bank statements, tax returns, cash receipt reports, deposit slips, cash disbursements, check registers, complete listing of assets, payroll records, contracts, and other financial or organizational records as may be requested by Contractor. Client will provide this information to Contractor upon request. In addition, upon request, Client will provide Contractor with access to any online accounts, software, or other systems, such as QuickBooks, that Client uses in Client's work to record financial transactions and make bookkeeping/ accounting entries. Client understands that timely performance by Contractor of the Services requires prompt responses by Client to Contractor's e-mail and other communications, and to Contractor's requests for documents.
- (b) adopting sound accounting policies, for maintaining an adequate and efficient accounting system, for safeguarding assets, for authorizing transactions, for retaining supporting documentation for those transactions, and for devising a system of internal controls that will, among other things, help assure the preparation of proper financial statements. Furthermore, Client is responsible for management decisions and functions, for designating a competent employee to receive and request any of the Services Contractor provides, and for evaluating the adequacy and results of those Services.
- (c) the design and implementation of programs and controls to prevent and detect fraud, and for informing Contractor about all known or suspected fraud affecting the Client involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on financial statements.
- (d) informing Contractor of Client's knowledge of any allegations of fraud or suspected fraud affecting the Client received in communications from employees, former employees, regulators, or others.



60 ENGLE ST. ENGLEWOOD, NJ 07631
TEL: 201-894-0021 * FAX: 201-567-2708

- (e) Identifying and ensuring that the Client complies with applicable laws and regulations.

Any failure by Client to provide such documents and information, or to do so on a timely basis, will impede Contractor's ability to perform the Services, and may require Contractor to suspend Services or withdraw from the engagement. Client agrees to accept responsibility for any effect on Client's accounting records and financial statements of basic financial information or transaction documents not submitted to Contractor for processing and entry, or losses that may result from their absence.

For purposes of entry of the financial information from Client's basic transaction documents, classification according to the agreed-upon chart of accounts will be performed by Client or Client's employees. As business conditions change, Contractor may mutually agree in writing to change/modify this arrangement.

Client agrees that these documents should be forwarded to Contractor's office on a periodic basis, such as monthly, as this will enable Contractor to provide Client with a current, meaningful and useful financial statement.

5. RETENTION POLICY

In conformity with the IRS requirements, Contractor recommends that Client adopt a seven (7) year records retention policy keeping all accounting records and work papers related to the engagement. When records are returned, it is Client's responsibility to retain and protect them for future use, potential examination by any government or regulatory agency, or for any other business purpose.

6. INDEPENDENT CONTRACTOR

Contractor is an independent Contractor. Contractor will have sole discretion over, and sole responsibility for, the planning, method, means, sequencing, and time of Contractor's work. Contractor will be responsible for recruiting, training, placing, managing, and compensating any employees or others Contractor engages in carrying out the Services. The arrangements contemplated by this Agreement do not create a partnership, joint venture, employment, fiduciary, or similar relationship for any purpose. Neither of Client or Contractor has the power or authority to bind or obligate the other to a third party or commitment in any manner.

7. INDEMNIFICATION.

To the fullest extent permitted by law, Contractor agrees to indemnify and hold harmless Client and its directors, officers, employees and agents from and against any and all third party suits, claims, damages and liabilities (including reasonable attorney's fees and costs of suit incurred by such indemnitees in settling or litigating same) arising out of the negligence or willful misconduct of Contractor or its officers, directors, employees or agents (or any violation of federal, state or local laws or regulations by them). This indemnification shall survive the expiration or termination of this Agreement or completion of the Services.

A handwritten signature in black ink, appearing to be "Jo", is located in the bottom right corner of the page.



60 ENGLE ST. ENGLEWOOD, NJ 07631
TEL: 201-894-0021 * FAX: 201-567-2708

8. INSURANCE

Contractor agrees that during the term of this Agreement and for three (3) years thereafter, Contractor shall carry and maintain in effect adequate General Liability and Professional Liability Insurance with a reputable insurance carrier in good standing authorized to issue such policies in the State of New Jersey in sufficient coverage amounts to cover its indemnification obligations under this Agreement and to provide proof of same to Client.

9. LIMITATION OF LIABILITY

Except for any liability by Contractor to Client under the indemnification provision above and except in the event of Contractor's gross negligence, willful misconduct or fraud, neither Client nor Contractor will be liable to the other for any incidental, special, consequential, exemplary, punitive, or indirect damages arising out of or otherwise related to this Agreement, even if the other party has been apprised of the likelihood of such damages. Contractor's total liability in respect of an engagement will not exceed that which Client have paid or will pay to Contractor in fees under the Services, except that no such limitation will apply in respect of liabilities involving Contractor's gross negligence, willful misconduct, or fraud.

10. CONFIDENTIALITY

Contractor will not use or disclose to any third party any confidential information Client provided Contractor, including, without limitation, information regarding Client's finances, donors, operations, employees, programs, fundraising, and patrons ("Confidential Information"), for any purpose other than carrying out Contractor obligations under this Agreement, without first having obtained Client's prior written consent, except as required by law. All Confidential Information furnished by Client is and will remain Client's property. "Confidential Information" does not include information that is generally available to the public, information already known by Contractor before entering into this Agreement, or information Contractor independently develop.

11. TERMINATION

Either party may terminate this Agreement (including any amendments thereto), at any time, for convenience, with or without cause. Such a termination will be effective thirty (30) days after receipt of notice by the non-terminating party. Termination of the Agreement will have these consequences: (a) Contractor will follow Client's reasonable instructions concerning disposition of Client's Confidential Information and its financial records and electronic files and records; and (b) Client will pay Contractor for Contractor undisputed work then in progress, as invoiced by Contractor if Client decides in its sole discretion to permit Contractor to continue such work. If payment for work then in progress is due, Client will pay Contractor within thirty (30) days after the later of receiving Contractor's invoice or the effective date of termination. Contractor will also cooperate in transition activities, including providing information to a successor bookkeeping service provider. Sections 2, 7, 8, 9, 10, 11 and 17 will survive any termination of this Agreement.

12. ENTIRE AGREEMENT

This Agreement (and any written and signed amendments thereto), expresses the final, complete, and exclusive agreement between Contractor and Client, and supersedes any and all prior or contemporaneous written and oral



60 ENGLE ST. ENGLEWOOD, NJ 07631
TEL: 201-894-0021 * FAX: 201-567-2708

agreements or communications between Contractor and Client relating to its subject matter. If there are any inconsistencies between any exhibit and the text of this Agreement, the text of the Agreement (as it may be amended) will control.

13. AMENDMENT

This Agreement may be amended only as stated in and by a writing signed by both Contractor and Client reciting that it is an amendment to this Agreement.

14. SEVERABILITY

If any provision in this Agreement is held invalid or unenforceable, the other provisions will remain enforceable, and the invalid or unenforceable provision will be considered modified so that it is valid and enforceable to the maximum extent permitted by law.

15. WAIVER

Any waiver under this Agreement must be in writing and signed by the party granting the waiver. Waiver of any breach or provision of this Agreement will not be considered a waiver of any other breach or of the right to enforce any provision of this Agreement.

16. NO THIRD-PARTY BENEFICIARIES

This Agreement is for the exclusive benefit of Contractor and Client, and not for the benefit of any third party.

17. GOVERNING LAW

This Agreement will be governed by the laws of the State of New Jersey and any and all disputes arising under this Agreement and any amendments thereto shall be litigated in the Superior Court of New Jersey, Law Division, Middlesex County.

A handwritten signature in black ink, appearing to be the initials "fo" or similar, located in the bottom right corner of the page.



60 ENGLE ST. ENGLEWOOD, NJ 07631
TEL: 201-894-0021 * FAX: 201-567-2708

16. COUNTERPARTS

This Agreement may be executed in one or more counterparts (such as PDFs), each of which will be deemed an original and all of which will be taken together and deemed to be one Instrument. Transmission by fax or email of executed counterparts constitutes effective delivery.

If the foregoing is in accordance with Client's understanding, please sign the Engagement Letter in the space provided and return it to the undersigned.

Thank You for this opportunity to serve you!

Sincerely,

OSPINO CONSULTING

A handwritten signature in black ink, appearing to read "Kareem Ospino", is written over a horizontal line.

Kareem Ospino
CEO

APPROVED:

DOWNTOWN PERTH AMBOY BUSINESS IMPROVEMENT DISTRICT, INC.

A handwritten signature in black ink, appearing to read "Barry Rosengarten", is written over a horizontal line.

Barry Rosengarten, Chairman



PROPOSAL

June 13, 2022

Noelia Colon
Perth Amboy NJ
Ship to 08861

Thanks for your interest in the On Bike Share system. Below is the quotation you requested.

Everything You Need to Get Started

The On Bike Share system includes everything you need to run your bike share system – bicycles with smart locks, docking racks, smartphone App and admin. Most systems are up and running within a couple hours of installing the bike racks and assembling the bikes.

How the System Works

With our system, you control who can access the bikes by accepting or declining members to your system. Once approved into the system, riders use the App to checkout bikes, and when done, they dock the bikes back onto your racks. Each time riders checkout a bike, the system tracks their activity so you always know who has the bikes.

Experience You Can Trust

We have been selling bicycles and bike share systems for nearly 20 years. The On Bike Share system is already used at over 500 locations across the country – including corporate campuses, colleges, apartment communities and small towns. We back every system with a comprehensive warranty and provide free lifetime support for your system. Plus, we also offer on-site bike assembly and maintenance plans if you need it.

Please contact me with questions at 401-475-8094. We look forward to the opportunity to work with you on this project.

We look forward to the opportunity to work with you!

Regards,

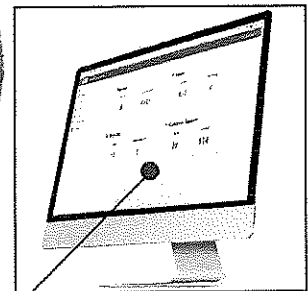
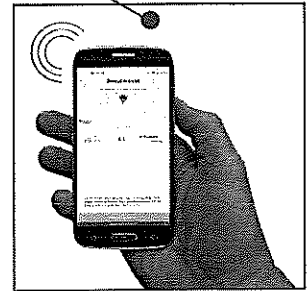
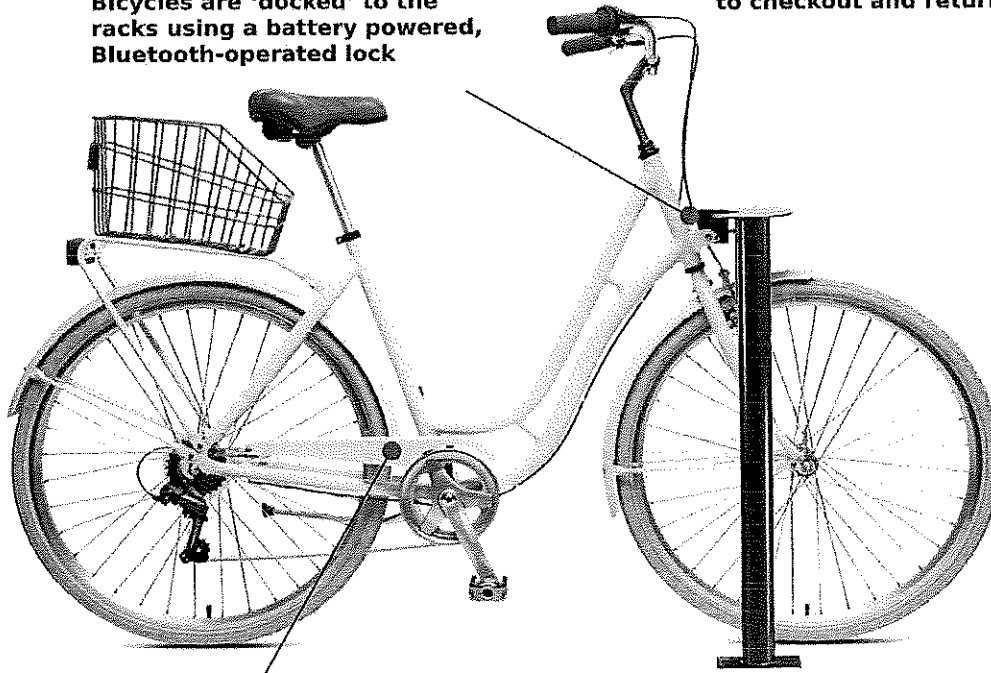
Patrick Perugini
President

Complete Bike Share System - Metro Retro 7

Includes everything you need to run your own bike share program.

Bicycles are 'docked' to the racks using a battery powered, Bluetooth-operated lock

Riders download a free App to checkout and return bikes



Bicycles are fun, stylish and come branded with your logo

Admin software controls bike access, tracks activity, and monitors system health

biketshare

On Bike Share Systems Include:

- Retro 7-speed Bikes with Smart Locks
- Docking Racks
- Smartphone App
- Admin Software (cloud-based)
- Bike Maintenance (optional)

Standard Branding includes:

- Customer logo on frame
- Customer logo on basket

Premium Branding includes:

- Custom-Painted fenders-chainguard
- Standard branding components



Start With The Best Bikes

Bikes are at the heart of our system. Which is why we designed our bikes with premium components, 7-speed gearing, and innovative features so they are easier to ride, more reliable, more versatile and last longer. Plus, with a relaxed upright riding position and comfy seats, our bikes will make your riders smile.



Custom Branding

Systems include bicycles with smart locks, docking racks, App and Admin software - all branded with your logo. The bikes dock into the racks and can only be unlocked using the App. You control who can access the bikes and the system tracks who has the bikes. With our station-based system, rider must return bikes to the racks when done riding.



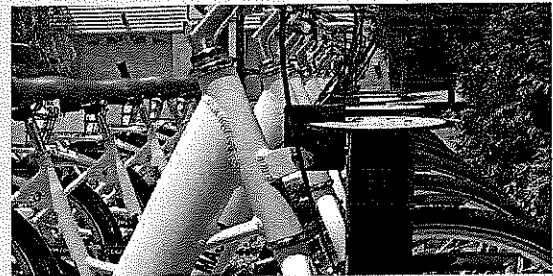
Smartphone App

When riders get to the racks, they press the button for available bikes. They simply pick the bike from the list that they want to ride, and the App unlocks the bike from the rack using the phone's Bluetooth. Riders can also use the app to see their ride history and report problems.



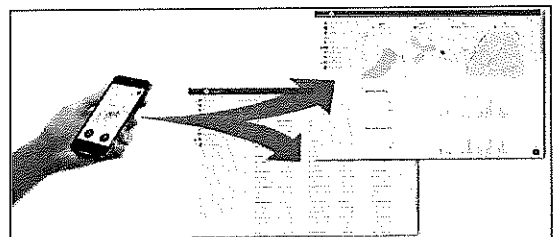
Smart Locks And Docking Racks

Our system uses weather-sealed electronic smart locks mounted to the front of the bike. This lock is used to 'dock' the bikes to the rack. This keeps the bikes secure, organized, and centrally located. Our smart locks use rechargeable, swappable batteries that last for months, so the bike racks don't require any power or internet—just a concrete pad to mount the racks.



Admin Software

When riders use the App to select and rent a bike, rentals are automatically recorded in the Admin software, so you always know who has the bikes. Plus, since only approved riders can checkout bikes, you control who can access the bikes. The Admin software also allows you to set hours of operation, set how many bikes a rider can use, and allows you to ban riders that abuse the system.





QUOTATION

On Bike Share System with 10 x 7-Speed Metro Retro Bicycles

Quotation #: R6132022-3			Quotation Date : 6/13/2022	
FOR: Noelia Colon Perth Amboy NJ Ship to 08861		FROM: Dynamic Bicycles, Inc. 461 Main St, Suite C200 Pawtucket, RI 02860		
Terms*	Ship Via	Sales Rep	F.O.B.	Project/Property
50% Dep/50% Net 30	Freight	Patrick	Origin	On Bike Share System
On Bike Share System Components				Price USD\$
Qty 10 x Custom-Branded Metro Retro 7 Bicycles <u>Bicycle Features Include :</u> <ul style="list-style-type: none"> Aluminum classic style frame (Frame color: White), 7-speed Shimano gearing, V-brakes Brown comfort seats, Brown grips, Rear basket, full coverage fenders, chainguard, 700 x 35mm tires tan colored tires, kickstand <u>Branding Includes :</u> <ul style="list-style-type: none"> Bike frame branded with customer logo and fleet numbers Basket Side Panels with customer logo Qty 10 x Electronic Smart Locks <ul style="list-style-type: none"> BLE v3, swappable, rechargeable 18650 Li Ion battery, weather resistant design, mounted to bike with tamper-resistant hardware Qty 10 x Single Bike Docking Racks (1 bike per rack) <ul style="list-style-type: none"> Powder coated steel in Black, with concrete mounting hardware Racks branded with customer logo and rider instructions On Bike Share Rider App for iOS and Android (unlimited free App downloads) On Bike Share Maintenance App for admins to scan and test Bluetooth locks On Bike Share Administration Software for Amenity (free to use) systems <ul style="list-style-type: none"> Access control, real-time monitoring and rider management, (no rental fee collection) Includes cloud-based hosting, phone support, software updates Includes Limited Lifetime Software License** 				\$13,100
System Configuration - Setup and customization of Admin software				INCLUDED
On-Line Training on Admin software and App				INCLUDED
Lifetime Free Support - Includes free phone support Mon-Fri 8:00-5:00 EST and access to Customer Portal with training and support resources				INCLUDED
Bicycle Upgrades and System Accessories				
Custom-Painted fenders/chainguard - color matched to logo (\$90/bike)			NO	
OnLight - Safety lights, magnetically powered, front/rear set, installed (\$60/bike)			NO	
Outdoor Tire Pump - Stainless, all-weather, with concrete mounting hardware (\$295)			NO	
Phone Holder - Handlebar mounted phone holder (\$10ea)			NO	
Discount for 10+ Bikes				-\$600
Shipping by Freight Carrier				\$1,000
TOTAL SYSTEM COST				\$13,500
*Payment Terms: 50% Deposit to Confirm Order; Balance Due Net 30 Days from Shipping. Quote valid for 30 days. Payment of deposit indicates acceptance of payment terms. **Read attached Software License regarding Recurring Fees.				

Note: Bike Maintenance Plan information is on Page 5 of this Quotation.



Limited Lifetime Software License

1. License Use. Dynamic grants Customer a nonexclusive, non-transferrable license ("License") to access the On Bike Share or Movatic software platform ("Software") including App and Administrative software for use with On Bike Share system ("System"). This License includes hosting of the Administrative software, Administrative logins for the On Bike Share Admin site, free unlimited downloads of the On Bike Share App through the Apple Store (iOS) and Google Play Store (Android), as well as all updates and upgrades to the Software during License use. Software Licenses are issued per Bluetooth Electronic Lock ("Licensed Device"). This License is limited to use only with Licensed Devices included with the System, and cannot be used to control or access any other equipment or devices, and is limited to the life of the Licensed Device. Any new or replacement Licensed Devices purchased for use in the System will require license activation fees. You may not and you agree not to, or to enable others to, copy, decompile, reverse engineer, disassemble, attempt to derive the source code of, decrypt, modify, or create derivative works from the App, Admin software or connectivity between Software and Licensed Devices.

2. Fees Collected. For Customers who charge and collect rental fees through the Software, you will be assessed an annual license renewal fee of \$100 per Licensed Device, after the first year. This license renewal fee will be assessed by Movatic. Software will collect credit card handling fees to cover processing, settlement, transaction security, and software maintenance. Fees include a percentage of credit card collections that are set and collected by Stripe (currently 2.9% plus \$0.30 per transaction), plus 3.1% to Movatic for Stripe integration with Software, hosting, support, upgrades and incident resolution. The net amount of credit card transactions for rider fees collected will be deposited into the designated Customer bank account.

3. Covered Software Versions. App users are encouraged to keep up-to-date with App updates in order to ensure the best possible experience with the bike share system.

4. Excluded Services. Excluded from the coverage of this Software License are interruptions in service resulting from misuse or misconfiguration of the Software by Customer, or any accident or other cause external to the Software, including but not limited to problems related to internet interruption, Data Center interruption, Customer's network, information/security breach, credit card processing or settlement delays or interruptions, or other similar causes.

5. Termination. If Customer breaches any a material terms of this Software License and does not remedy the breach within twenty (20) days upon of written notification to Customer of such breach, Dynamic reserves the right to terminate Customer access to Software and the System.

6. Software Warranty. On Bike Share and Movatic warrant that the Software will be maintained and supported in accordance with industry standards, and makes no other warranty, express or implied, with respect to the Software and license, including but not limited to any implied warranty of merchantability or fitness for a particular purpose or any other warranty of any kind for any services performed hereunder or any materials furnished hereunder.

7. Limitation of Liability. The cumulative liability of Dynamic to Customer for all claims arising under or related to this Software License, whether in contract, tort or otherwise, shall not exceed the original Software License fees paid to Dynamic with the original purchase in the amount of \$100 per Licensed Device. In no event will Dynamic be liable to Customer or their bike share program users for damages for loss of data, lost profits, breach of customer or user information, or other indirect, special, incidental or consequential damages arising from use of the Software or bicycle, even if Dynamic has been advised of the possibility of such damages, or for any claims by any third party. The foregoing limitation of liability and exclusion of certain damages shall apply regardless of the effectiveness of other remedies.

8. Indemnification. Dynamic warrants that it has the right all necessary permissions to license the Software, and the use of the Software by Customer in accordance with the terms of this Agreement shall not infringe the copyright of any third party. Dynamic and Movatic shall indemnify and hold Customer harmless from any losses, claims, damages, awards, penalties, or injuries incurred, including reasonable attorney's fees, which arise from any claim by any third party of an alleged infringement of copyright or any other property right arising out of the use of the Software by the Customer in accordance with the terms of this Agreement. This indemnity shall survive the termination of this Agreement.

9. Dispute Resolution. Customer agrees to arbitrate – rather than litigate in court – any and all claims, disputes, or controversies between Customer and Dynamic or Movatic, including any parents, subsidiaries, affiliates, officers, directors, employees, or agents of Dynamic or Movatic, whether based in contract, statute, regulation, ordinance, tort (including, but not limited to, fraud, misrepresentation, fraudulent inducement, negligence, or any other intentional tort) or other legal or equitable theory ("Dispute") that arise out of or in any way relate to Customer's use of On Bike Share System or Software, or any of the Services or products provided to Customer. All such dispute resolutions shall be subject to the laws of the state of Rhode Island, and jurisdiction shall be in Providence County, Rhode Island.



Bicycle Maintenance

The Simple and Cost-Effective Way to Maintain Your Bike Fleet

Regular bike maintenance helps ensure the safety of your riders, improve the bike's performance, and prolong the life of the bicycle. Dynamic Bicycles has made this easy for you by partnering with Velotooler and their nationwide network of mobile bike mechanics. We have also pre-negotiated preferred rates so you get the most competitive rates in the industry.

On-Site Bike Maintenance Plan	Cost of Service
9-Month Service Plan Includes on-site assembly of bicycles plus eight (8) on-site monthly visits consisting of safety inspections and bike tune-ups. Includes all labor. On-site services provided March-November. Intended for clients in areas where bikes are stored December-February.	\$360/bicycle/year
12-Month Service Plan Includes on-site assembly of bicycles plus eleven (11) on-site monthly visits consisting of safety inspections and bike tune-ups. On-site services provided year-round.	\$450/bicycle/year

Below are the services included on each visit. Maintenance plans include all labor.

	Safety Inspection	Tune-Up
Inspect brake pad condition, adjust brakes	✓	✓
Inspect tire pressure, tread wear, and inflate tires	✓	✓
Check and tighten axle nuts	✓	✓
Inspect cables	✓	✓
Check and tighten bolts for headset and handlebars	✓	✓
Inspect and adjust gearing	✓	✓
Inspect frame and fork	✓	✓
True wheels		✓
Lubricate bottom bracket and axles as needed		✓
Inspect and lubricate headset bearings		✓
Clean and lubricate chain		✓



About the Mechanics

Our nationwide network of mobile bike mechanics are pre-qualified and insured. A Certificate of Insurance (COI) can be provided upon request. If your organization needs to be added as an additionally insured, additional charges may apply.

For more information, contact team@velotooler.com.

City of Perth Amboy Independence Day Celebration



The City of
PERTH AMBOY
Helmin J. Caba, Honorable Mayor
& City Council Members



STARS & STRIPES

FESTIVAL & FIREWORKS SHOW

SATURDAY, JULY 2, 2022
SADOWSKI PARKWAY



Food Trucks | Arts & Crafts Vendors | LIVE Music
3 PM – 10 PM

FIREWORKS SHOW TO START AT 9:20 PM
Bring your lawn chairs and blankets to enjoy the evening!

Rain Date is Sunday, July 3, 2022

fireworks sponsored by the City of Perth Amboy, Celebrate Perth Amboy, the City of South Amboy, and official sponsors listed under www.celebratestarsandstripes.com. To become an official sponsor or vendor, contact us at (732) 314-3255

vendors@celebratestarsandstripes.com

#StarsandStripes2022

Putting risk in its place



BusinessRisk
PARTNERS

2 Waterside Crossing Suite 102
Windsor, CT 06095
phone: 860.903.0000 - fax: 860.903.0001
www.businessriskpartners.com



Lexington Insurance Company,
an AIG company

06/10/2022

John Wozny
Demetriou General Agency, Inc.
One Liberty Plaza Suite 1900
New York, NY 10006

Re.: Downtown Perth Amboy Business Improvement District, BRP Application Tracking #359478-2

Dear John,

We are pleased to bind coverage on the above referenced admitted account as follows subject to receipt, review and acceptance of:

- Application on file must be re-signed and re-dated at binding.

Please note: New Jersey policies are subject to New Jersey PLIGA Surcharge of .6% of the policy premium (.7% prior to 10/01/2016). This tax is not included in the premium and calculated on the date of policy inception and remitted to Business Risk Partners.

POLICY PREMIUM: \$6,861
AGGREGATE LIMIT OF LIABILITY: \$2,000,000

COVERAGE PARTS

Coverages Purchased	Coverage Part	Separate Limit of Liability	Limits of Liability Shared with:
<input checked="" type="checkbox"/>	Executive and Not For Profit Org. Liability ("D&O")	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	Employment Practices and Third Party Liability ("EPL")	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Fiduciary Liability ("Fiduciary")		
<input type="checkbox"/>	Cyber Liability ("Cyber")		
<input type="checkbox"/>	Commercial Crime ("Crime")		

Executive and Not For Profit Org. Liability		Premium: \$4,083	
Aggregate Limit of Liability:	\$1,000,000	Pending or Prior Litigation Date:	06/07/2021
Additional Dedicated Limit of Liability for Non-Indemnified Loss:		\$500,000	
Aggregate A Retention:	\$0		
Aggregate B Retention:	\$10,000		
Aggregate C Retention:	\$10,000		
Aggregate D Retention:	\$10,000		

Employment Practices Liability		Premium: \$2,777	
Aggregate Limit of Liability:	\$1,000,000	Pending or Prior Litigation Date:	06/07/2021
Sub-Limit of Liability for Third-Party Discrimination:		\$1,000,000	
Aggregate A Retention:	\$50,000		
Aggregate B Retention:	\$50,000		

Additional Defense Expenses: \$0

Policy Period 06/07/2022 – 06/07/2023
Policy Number NFP9001211
Issued by Stratford Insurance Company Rated A (Excellent) by A.M. Best - Admitted
Policy Form AlphaPack Not-For-Profit
Commission 19.00

Endorsements:

1. GTC - Absolute Bodily Injury / Property Damage Exclusion Endorsement (NFPDO 3006)
2. GTC - Duty to Defend and Wage & Hour Defense Costs Endorsement (NFPGTC 3162)
3. GTC - Federal Share of Compensation Under TRIA and Cap on Losses Endorsement (TRIA 0002)
4. GTC - New Jersey Changes Endorsement (NFPGTC 3030)
5. GTC - Notice of Terrorism Insurance Coverage (Coverage Included) (NTC TR02)
6. GTC - Notice to Policyholders Fraud Notice (NTC FR01)
7. GTC - Nuclear Energy Liability Exclusion Endorsement (Broad Form) (FI 3006)
8. GTC - Policyholder Notice Claims and Other Communications (NTC 3001WWW)
9. GTC - Prior Acts Exclusion (NFPGTC 3009)
10. GTC - U.S. Economic and Trade Sanctions Endorsement (OFAC 3001)
11. ML - Advisory Board Endorsement (NFPDO 3041)
12. ML - Amend Definition of Claim Endorsement (NFPDO 3058)
13. ML - Government Funding Endorsement (NFPDO 3008)
14. ML - Professional Services Exclusion (NFPDO 3013)
15. EPL - Immigration Reform & Control Act Coverage Endorsement (NFPEPL 3002)
16. EPL - Violation of Employee Privacy and Biometric Information Defense Expenses Endorsement (NFPDEC 3003)
17. EPL - Workplace Violence Expense Coverage Endorsement (NFPEPL 3001)

This binder is valid for 30 days. Thank you for the opportunity to do business.

Sincerely,

Eric Adams | Underwriting Associate | Management Liability
eadams@businessriskpartners.com | p: (860) 640-5953 | f: 860.903.0001

VALIDUS SPECIALTY

An **AIG** company

AlphaPack Not-For-Profit RENEWAL APPLICATION

WESTERN WORLD INSURANCE COMPANY TUDOR INSURANCE COMPANY STRATFORD INSURANCE COMPANY

THIS POLICY APPLIES ONLY TO CLAIMS FIRST MADE AGAINST THE INSURED DURING THE POLICY PERIOD OR DISCOVERY PERIOD.

THE LIMIT OF LIABILITY AVAILABLE TO PAY JUDGEMENTS OR SETTLEMENTS SHALL BE REDUCED BY PAYMENT OF DEFENSE EXPENSES. DEFENSE EXPENSES ARE SUBJECT TO THE APPLICABLE RETENTION. PLEASE READ AND REVIEW THE POLICY CAREFULLY.

INSTRUCTIONS: PLEASE FULLY ANSWER ALL QUESTIONS AND SUBMIT ALL REQUIRED ATTACHMENTS ALONG WITH THE SUPPLEMENTAL APPLICATION(S) FOR THE REQUESTED COVERAGES. THE APPLICATIONS MUST BE SIGNED AS INDICATED BELOW.

The term "Applicant" shall mean all natural persons and entities, including the Named Insured and any Subsidiary, proposed for coverage.

Section A. General Information

1. Applicant Information

Name of Applicant: Downtown Perth Amboy Business Improvement District Inc.
 Mailing Address: 260 High Street
 City: Perth Amboy State: NJ Zip: 08861
 Company Website: WWW.PERTHAMBOYNJ.ORG
 Nature of Business: Business Improvement District
 Date of Formation/Incorporation: 1991 State of Formation/Incorporation: NJ
 Non-Profit Structure: 501(c)(3) 501(c)(4) 501(c)(6) Other 501(c): _____
 Other: _____
 Applicant's Scope: Local Regional State National International
 Number of Locations: Domestic: 1 Foreign: 0
 Number of Members: Brd of Directors _____ Number of Chapters: 0

2. Applicant's authorized representative to receive notices from the Insurer

Name of Applicant: Noelia Colon
 Title of Applicant: Executive Director
 Phone Number: 732-442-6421
 E-mail Address: ncolon@perthamboynj.org

Section B. Insurance Information

Coverage Requested	Limit Requested	Coverage Purchased	Current Carrier	Current Limits of Liability	Current Policy Expiration Date
<input checked="" type="checkbox"/> Directors & Officers Liability	\$ As Expiring	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Stratford	\$ 1mil/2mil	06/07/2022
<input checked="" type="checkbox"/> Employment Practices Liability	\$ As Expiring	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Stratford	\$ 1mil/2mil	06/07/2022
<input type="checkbox"/> Fiduciary Liability	\$	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		\$	
<input type="checkbox"/> Cyber Liability	\$	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		\$	
<input checked="" type="checkbox"/> Commercial Crime	\$ 100,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		\$	

Has any insurance carrier refused, canceled or non-renewed any Directors, Officer, Employment Practices, Fiduciary Liability, crime, or cyber Insurance? See attached incl in 2021 application Yes No
 *MISSOURI APPLICANTS NEED NOT REPLY.

If "Yes", attach complete details including when and reason(s).

Section C. Company Information

1. Please list all direct and indirect Subsidiaries: NONE

Name	Business Structure	Percentage Of Ownership	Date Acquired Or Created	Nature of Operations
		%		
		%		
		%		

2. Does the Organization carry General Liability Insurance? Yes No
3. Does the Applicant sell, sponsor, or administer any insurance products (other than those designed solely for the Applicant)? Yes No

If "Yes" please attach a description.

4. Is any entity proposed for insurance involved in any of the following:
- i. Research, development or testing? Yes No
 - ii. Certification, accreditation or standard-setting? Yes No

If "Yes" please attach a description.

5. a. Has Applicant in the last twelve (12) months completed, or in the next twelve (12) months expect to complete: Check One Box for Each
- i. Any merger, acquisition, or divestment? Yes No
 - ii. Any change in outside auditors? Yes No
 - iii. Any branch, location, facility, office, or **Subsidiary** closings, consolidations or layoffs or reductions in workforce? Yes No
 - iv. Any changes to the partnership agreement for any Applicant formed as a Partnership or Joint Venture? Yes No
 - v. Any reorganization or arrangement with creditors under federal or state law? Yes No
- b. Is the Applicant currently anticipating any of the above? Yes No

If the Applicant answered "Yes" to any part of question 3. please attach additional details.

Section D. Financial Information

Please provide the following financial information from the Applicant's most recent audited financials (or if unavailable, interim statements): See audited financial statement

Fiscal Year End:	(Year/ Month):
Total Assets	\$
Total Liabilities	\$
Total Contributions	\$
Total Revenue	\$
Total Expenses	\$
Net Assets/Fund Balance	\$

Section E. Directors and Officers Liability

Is Coverage Desired? Yes No

Please complete only if this Coverage is desired.

1. Attach a complete list of all Directors of the Applicant by name, affiliation and date of nomination to the Board.
2. Has the Applicant experienced changes to its Board of Directors or C-level executives over the past year? Board changed from 15 and 1 alternate to 12 member & no alternate due to members staying on board past their term as no voting permitted during COVID Yes No

If "Yes" please attach a description.

3. What percentage of the Applicant's revenue is derived from any Federal, State, or Local government contract?
Federal: _____ % State/Local: 100 %
4. Is the Applicant currently (or during the past twelve (12) months has the Applicant been) in breach or violation of any debt covenant? Yes No

If "Yes" please attach a description.

Section F. Employment Practices Liability

Is Coverage Desired? Yes No

Please complete only if this Coverage is desired.

Please provide the following information regarding employees including Executives of the Applicant:

1. Enter the total number of employees for each section. This sum of all selections should equal the total worldwide count:

	All Domestic		California		Outside US
	Union	Non-Union	Union	Non-Union	
FT		1			
PT		12	part time board members		
Seasonal/Temp					
Volunteers					
IC's					
Total worldwide employees: <u>13</u>					
Total worldwide employees last year: <u>18</u> (18 reported due to anticipated hire of PT admin - hire never took place)					
Percentage of workforce with total annual earnings over \$100,000 annually: _____ %					
Percentage of workforce with total annual earning over \$250,000 annually: _____ %					

2. What has been the annual percentage turnover rate of employees worldwide for the past 3 years?

	Current Year	%	Prior Year	%
Employees	YTD	20 %	2021	0 %
Executives	YTD	0%	2021	0 %

3. Does the Applicant have a Human Resources or Personnel Department? Yes No

4. Does the Applicant have a Human Resources manual or equivalent written management guidelines? Yes No

If "Yes" does it address the following?

- Legally prohibited Discrimination Yes No
- Sexual Harassment Yes No
- Compliance with the Americans and Disabilities Act Yes No
- Compliance with the 1991 Civil Rights Act Yes No
- Employee disciplinary actions Yes No
- Terminations, layoffs and early retirements Yes No
- Employee appraisals/ reviews Yes No

For all "No" answers, how are these issues handled and by whom? Only 1 employee

Please attach a description. Currently No HR Manual as no employees

5. Has legal counsel experienced in labor law reviewed the HR Guidelines in the last two (2) years? Yes No

6. Does the Applicant have an employee Handbook? Yes No

If "Yes", is the Employment Handbook distributed to all employees or maintained on an Internet location informing employees of their employment rights?

Yes No

7. Has the Applicant and any of its Subsidiaries implemented and adopted anti-discrimination/harassment polices? Yes No

8. Is there a formalized process in place for reporting complaints/harassment? Yes No

If "Yes", is there a non-retaliation policy?

Yes No

9. Are employment issues relating to terminations, discriminations, sexual harassment, layoffs, transfers and promotions handled by:

- Human Resources Department Yes No
- Outside Counsel Yes No
- Internal Legal Department Yes No

10. Does the Applicant use any tests to Screen Applicants or employees for employment, continued employment or promotion? Yes No

If "Yes" please attach a description.

11. Does the Applicant review pay practices for inequities amount protected classes in the workforce? Yes No

12. If the Applicant is a Federal Government Contractor:

a. Does the Applicant have an Affirmative Action Plan in place? Yes No

b. Has the Applicant been the subject of any OFCCP audit? Yes No

If "Yes" please attach a description.

13. If the Applicant has experienced (or if the Applicant is planning in the next twelve (12) months) any layoffs, reductions in workforce, or any restructuring resulting in early retirement, affecting either 5% or more of the workforce or more than 50 employees, please respond to the following: Not Applicable

a. Did the Applicant use outside counsel experienced in employment law during the layoff procedure? Yes No

b. Were severance packages offered in exchange for releases not to sue? Yes No

c. How many employees were or will be affected? _____

d. Does the Applicant analyze whether protected classes will be adversely impacted as a result of a layoff or reduction in workforce? Yes No

e. Is this analysis reviewed by outside counsel specializing in labor law? Yes No

Section G. Fiduciary Liability

Is Coverage Desired? Yes No

Please complete only if this Coverage is desired.

1. List of Plans* for which coverage is requested:

Full name of Plans to be covered	Total assets	Plan participants	Type of Plan

***List any additional Plans via a separate attachment.**

2. Does any plan for which coverage is requested hold or invest in securities of the Applicant? Yes No
3. Are assets managed by an investment manager as defined in ERISA? Yes No
4. How often is the performance of the plans' investment managers reviewed? Yes No
- At least semi-annually Less than semi-annually (please describe): _____

5. Is there a formal policy or procedures to determine the reasonableness of all plan fees, including revenue sharing arrangements? Yes No

If "No" please attach a description.

6. In the past twenty four (24) months has there been, or, in the next twelve (12) months is there anticipated, any amendment that has resulted in or is expected to result in any reduction or cessation of benefits or benefit accruals, including but not limited to an increase in participants' share costs, or conversion of any defined benefit plan to a cash balance plan? Yes No

7. Has any plan been spun off (sold), transferred or terminated or is such a transaction being contemplated? Yes No

8. a. Are all defined benefit plans adequately funded in accordance with ERISA or any applicable similar common or statutory law of the United States, Canada or any state or other jurisdiction anywhere in the world, as attested to by an actuary? N/A Yes No
(N/A-no defined benefit plans)

If "No" please attach a description.

b. Are there any overdue employer contributions for any plan, or has any plan requested or contemplated filing a request for a waiver of contributions? Yes No

Section H. Commercial Crime

Is Coverage Desired? Yes No

Please complete only if this Coverage is desired.

1. Has the Applicant incurred any crime related losses or incidents during the past three (3) years? Yes No

If "Yes" please complete the table below: NONE

Date of Loss/Incident	Amount of Loss	Description of Loss	Current Status

2. Total number of locations for the Applicant: **US:** 1 **CAN:** _____ **Foreign:** _____

3. How many employees handle, have access to or maintain records of money, securities or other property including, but not limited to, directors, officers, trustees and any person handling or having access to employee welfare or benefit plan assets? (5) 1 Exec Dir and 4 Board Members

4. Does the Applicant have cash exposure exceeding the lowest deductible amount of the current Crime policy? Yes No

If "Yes" please attach a description.

5. Is the Applicant exposed to loss of precious metals, precious or semi-precious stones, pearls, furs, or articles containing such materials that exceeds the lowest deductible amount of the current Crime policy? Yes No
If "Yes" please attach a description.
6. Does the Applicant have access to client's money, property, securities, inventory, internal systems, or sensitive data, etc.? Yes No
If "Yes" please attach a description.
7. Are all checks countersigned? Yes No
a. Over what is the amount countersignature required? \$ ALL CHECKS
b. If there is no countersignature, who signs the Applicant's checks? _____
c. Are checks signed only by the owner(s) of the company? Yes No
8. Is an approved voucher or Positive Pay system used? Yes No
9. Are check signers instructed to require that all checks be accompanied by properly approved vouchers and/or invoices? Yes No
10. Are systems designed so that no single employee can control a process from beginning to end (i.e. request a check, approve a voucher and sign a check)? Yes No
11. Are bank accounts reconciled monthly? Yes No
If not, how often? _____
12. Are those reconcile bank statements restricted from:
a. Handling deposits in the accounts they reconcile? Yes No
b. Signing checks? Yes No
13. Does a second person review the reconciliation with supporting documentation on a monthly basis and initial their approval of the information? Yes No
BILL LIST SUBMISSION AND APPROVAL BY BOARD
14. How often and by whom are audits of cash and counts performed? Annual Audit
-
15. How often and by whom are inventory counts conducted? Annual Audit
16. Is there a CPA letter to management relating to internal control weakness? Yes No
17. If no CPA letter to management was issued, did the CPA make recommendations for improvement in internal control procedures informally? Yes No
If "Yes" please attach.
18. Are background checks performed on all new hires? Check all that apply: Only 1 employee
 Criminal Prior Employment Credit History References
19. Are mid-employment screenings performed when employees are promoted to sensitive positions? Yes No
20. Is there a system in place that allows for the reporting of suspicious activity and/or unauthorized transactions confidentially? Yes No
21. Are background checks performed on vendors in order to their veracity prior to engaging in business and is there dual control over this process so one employee cannot set up a fictitious vendor in the system without being detected? Yes No
N/A
22. Is an unauthorized vendor list used and updated regularly for all purchases, with competitive bidding require over stated amounts? Yes No
23. What is the daily average number and dollar volume of wire transfers? NO WIRES
24. What is the maximum dollar volume that may be transferred per day? NO WIRES
25. Is approval by more than one person required to initiate a wire transfer? Yes No
N/A
26. Does the Applicant's financial institution call an employee other than one who requested the transfer before acting on the request? Yes No
N/A
27. Does the Applicant receive hard copy confirmations on all wire transfers and are they sent directly to a department not authorized to initiate transfers? Yes No
N/A

Section I. Cyber Liability

Is Coverage Desired? Yes No

Please complete only if this Coverage is desired.

1. Provide the approximate number of records the Applicant handles, processes, stores, destroys, or maintains containing the following:

Type of Records	Number of Records
PII (Personally Identifiable Information)	
PHI (Protected Health Information)	
Financial Account Information	

2. Indicate if the Applicant outsources any of the following services to the third party vendors:

Type of Service	Check One Box for Each	Name of Third Party Vendor (If Applicable)
IT Security	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Data Hosting	<input type="checkbox"/> Yes <input type="checkbox"/> No	
IT Infrastructure	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Data Back-up	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Data Disposal	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Data Storage	<input type="checkbox"/> Yes <input type="checkbox"/> No	

3. Does the Applicant have a formal risk assessment methodology which includes at least an annual review of organization risks? Yes No
4. Indicate if the Applicant uses each of the following technologies:
- Firewalls at the perimeter of the network Yes No
 - Firewalls in front of sensitive resources inside the network Yes No
 - Corporate antivirus/anti-malware software Yes No
 - Intrusion detection systems Yes No
 - Centralized log collection and monitoring Yes No
 - Proactive vulnerability scanning/penetration testing Yes No
 - Physical controls preventing access to the devices themselves Yes No
 - If Applicable, describe Other: _____ Yes No
5. Does the Applicant have a process in place to ensure that all confidential data is encrypted? Yes No
6. Does the Applicant enforce a patch management process? Yes No
7. Does the Applicant maintain a formal Information Security Policy communicating how information is protected by the organization? Yes No
8. Does the Applicant have an established cybersecurity training program for all employees? Yes No
9. Does the Applicant have an established procedure for editing or removing content from their website that might be construed as libellous, slanderous, or infringing on the intellectual property rights of others? Yes No
10. Does the Applicant have an active Business Continuity Plan (BCP)? Yes No
 If "Yes", is the BCP tested annually? Yes No
11. Approximately how much revenue does the Applicant generate hourly? \$ _____
12. How many data centers does the Applicant have? _____
13. Has the Applicant ever had a system outage? Yes No
 If "Yes", what was the duration of the outage? _____

FRAUD WARNING STATEMENTS

NOTICE TO ARKANSAS, LOUISIANA AND WEST VIRGINIA APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

NOTICE TO COLORADO APPLICANTS: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

NOTICE TO DISTRICT OF COLUMBIA APPLICANTS: WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

NOTICE TO FLORIDA APPLICANTS: Any person who knowingly and with intent to injure, defraud or deceive any insurer, files a statement of claim or an application (or any supplemental application) containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

NOTICE TO KANSAS APPLICANTS: Any person who, knowingly and with intent to defraud, presents, causes to be presented or prepares with knowledge or belief that it will be presented to or by an insurer, purported insurer, broker or any agent thereof, any written, electronic, electronic impulse, facsimile, magnetic, oral, or telephonic communication or statement as part of, or in support of, an application for the issuance of, or the rating of an insurance policy for personal or commercial insurance, or a claim for payment or other benefit pursuant to an insurance policy for commercial or personal insurance which such person knows to contain materially false information concerning any fact material thereto; or conceals, for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

NOTICE TO KENTUCKY APPLICANTS: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

NOTICE TO MAINE APPLICANTS: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

NOTICE TO MARYLAND APPLICANTS: Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

NOTICE TO NEW JERSEY APPLICANTS: Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.

NOTICE TO NEW MEXICO APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.

NOTICE TO NEW YORK APPLICANTS: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

NOTICE TO OHIO APPLICANTS: Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

NOTICE TO OKLAHOMA APPLICANTS: WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

NOTICE TO OREGON APPLICANTS: Any person who knowingly and with intent to defraud any insurance company or another person, files an application for insurance or statement of claim containing any materially false information, or conceals information for the purpose of misleading, commits a fraudulent insurance act, which may be a crime and may subject such person to criminal and civil penalties.

NOTICE TO PENNSYLVANIA APPLICANTS: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

NOTICE TO TENNESSEE, VIRGINIA AND WASHINGTON APPLICANTS: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.

LEGAL NOTICES AND SIGNATURES

BEFORE YOU SIGN THIS APPLICATION, READ THESE NOTICES CAREFULLY AND DISCUSS WITH YOUR BROKER IF YOU HAVE ANY QUESTIONS.

FOR THE PURPOSE OF THIS APPLICATION, THE UNDERSIGNED DULY AUTHORIZED REPRESENTATIVE OF ALL PERSON(S) OR ENTITIES PROPOSED FOR THIS INSURANCE DECLARES THAT, TO THE BEST OF HIS/HER KNOWLEDGE AND BELIEF, AFTER REASONABLE INQUIRY, THE STATEMENTS IN THIS APPLICATION, AND IN ANY ATTACHMENTS, ARE TRUE AND COMPLETE.

THE UNDERSIGNED DULY AUTHORIZED REPRESENTATIVE AGREES THAT IF THE STATEMENTS AND INFORMATION SUPPLIED ON THIS APPLICATION OR INCORPORATED BY REFERENCE CHANGES BETWEEN THE DATE OF THIS APPLICATION AND THE EFFECTIVE DATE OF THE INSURANCE, HE/SHE (UNDERSIGNED) WILL, IN ORDER FOR THE INFORMATION TO BE ACCURATE ON THE EFFECTIVE DATE OF THE INSURANCE, IMMEDIATELY NOTIFY THE INSURER OF SUCH CHANGES, AND THE INSURER MAY WITHDRAW OR MODIFY, PRIOR TO THE EFFECTIVE DATE AND TIME OF THE BINDER, ANY OUTSTANDING QUOTES AND/OR AUTHORIZATIONS OR AGREEMENTS TO BIND THE INSURANCE.

SIGNING THIS APPLICATION DOES NOT BIND THE APPLICANT OR THE INSURER TO COMPLETE THE INSURANCE, BUT IT IS AGREED THAT THIS APPLICATION AND ANY INFORMATION INCORPORATED BY REFERENCE HERETO, SHALL BE THE BASIS OF THE CONTRACT SHOULD A POLICY BE ISSUED, AND IS INCORPORATED INTO AND IS PART OF THE POLICY.

SHOULD INSURER ISSUE A POLICY, APPLICANT AGREES THAT SUCH POLICY IS ISSUED IN RELIANCE UPON THE TRUTH OF THE STATEMENTS AND REPRESENTATIONS IN THIS APPLICATION OR INCORPORATED BY REFERENCE HEREIN. ANY INTENTIONAL MISREPRESENTATION, OMISSION, CONCEALMENT OR INCORRECT STATEMENT OF A MATERIAL FACT, IN THIS APPLICATION, INCORPORATED BY REFERENCE OR OTHERWISE, SHALL BE GROUNDS FOR THE RESCISSION OF ANY POLICY ISSUED.

THE UNDERSIGNED DULY AUTHORIZED REPRESENTATIVE HEREBY ACKNOWLEDGES THAT HE/SHE IS AWARE THAT THE LIMIT OF LIABILITY CONTAINED IN THIS POLICY SHALL BE REDUCED, AND MAY BE COMPLETELY EXHAUSTED, BY THE EXPENSE OF LEGAL DEFENSE AND, IN SUCH EVENT, THE INSURER SHALL NOT BE LIABLE FOR THE EXPENSES OF LEGAL DEFENSE OR FOR THE AMOUNT OF ANY JUDGEMENT OR SETTLEMENT TO THE EXTENT THAT SUCH EXCEEDS THE LIMIT OF LIABILITY OF THIS POLICY.

WARNING

FRAUD WARNING: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO IS GUILTY OF INSURANCE FRAUD. THIS IS A CRIME AND SUBJECTS SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

(FOR NEW YORK INSURED: AN ACT OF INSURANCE FRAUD SHALL BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED \$5,000 AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION.)

Signed:  _____

(Duly authorized representative, by and on behalf of the Applicant)

Title: Chairman - Board of Directors Date: 06/06/2022

MUST BE SIGNED BY THE APPLICANT'S CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, OR GENERAL COUNSEL.

FOR FLORIDA APPLICANTS ONLY:

Agent Name: _____

Agent License Identification Number: _____

FOR IOWA APPLICANTS ONLY:

Broker: _____

Address: _____

FOR MISSOURI AND WYOMING APPLICANTS ONLY:

PLEASE ACKNOWLEDGE AND SIGN THE FOLLOWING DISCLOSURE TO YOUR APPLICATION FOR INSURANCE:

THE APPLICANT UNDERSTANDS AND ACKNOWLEDGES THAT THE POLICY FOR WHICH IT IS APPLYING CONTAINS A DEFENSE WITHIN LIMITS PROVISION WHICH MEANS THAT CLAIMS EXPENSES WILL REDUCE THE POLICY'S LIMITS OF LIABILITY AND MAY EXHAUST THEM COMPLETELY. SHOULD THAT OCCUR, THE APPLICANT SHALL BE LIABLE FOR ANY FURTHER CLAIMS EXPENSES AND DAMAGES.

Signed: _____

(Duly authorized representative, by and on behalf of the Applicant)

Title: Chairman - Board of Directors  Date: 06/06/2022

City of Perth Amboy
Business Improvement District
260 High Street, Perth Amboy, NJ, 08861
Phone (732) 442-6421 | Fax (732) 826-1160



FAÇADE APPLICATION

APPLICANT: Law Office of Mark Anderl
(Must be commercial property owner or commercial business)

ADDRESS: 309 Maple Street

CITY: Perth Amboy STATE: NJ ZIP: 08861

IMPROVEMENT REQUEST: Office sign on window and inside office.

COST OF IMPROVEMENT (Include only hard costs, no permits, architectural fees, etc. Attach proposed contractor's agreement) \$ _____. You must provide three (3) bids; grant cannot exceed \$5,000.

TOTAL PROJECT AMOUNT \$ _____.

GRANT AMOUNT \$ _____.

A. AGREEMENT TO FOLLOW PERTH AMBOY BUSINESS IMPROVEMENT (PA BID) PROGRAM AND DESIGN GUIDELINES:

- a. The business must be an active UEZ certified business with the New Jersey Urban Enterprise Zone Program and must remain in the program for at least five (5) years from the date of approval of this application.
- b. The applicant hereby agrees to abide by the design guidelines developed by the PA BID for approval before construction. The City of Perth Amboy will provide a construction permit only upon submission of a Letter of Authorization from the PA BID. If the subsequent construction deviates from the PA BID authorization, the applicant will be solely responsible for the removal of the non-conforming improvement and the PA BID reserves the right to cancel the façade improvement grant.

B. AWARD FORMULA

The Perth Amboy BID will reimburse the application for hard cost expenses based on the following schedule:

50% of first \$10,000

Total \$5,000

C. SUPPLEMENTAL DOCUMENTATION NEEDED

The applicant must provide the following attachments with the application. The PA BID office can provide, if needed:

- a. Current Perth Amboy UEZ certificate or letter of waiver signed by Noelia Colon, UEZ Coordinator (form 3)
- b. Payment of current commercial property taxes via copy of paid bill or certification from Perth Amboy Tax Collection Department (form 1)
- c. Letter of authorization from property owner for improvements planned if the applicant is not the property owner (form 2)
- d. Proposed contractor's agreement
- e. If improvements are to be made by for tax-exempt tenant, the commercial property owner must be the applicant and must choose option to receive the façade improvement grant or direct PA BID to pay tenant (form 2)

D. REMINBURSEMENT DOCUMENTATION

If the application is accepted, the applicant understands that the façade improvement grant will be awarded on a reimbursement basis and that the applicant must first pay the contractor in full from its own funds. Before the grant is awarded, the applicant must provide:

- a. Copy of cancelled checks paid to the contractor(s) in the amount specified under the "Cost of Improvement"
- b. Paid receipt or contact stamped "Paid in Full" from the contractor(s) in the amount specified under "Cost of Improvement."
(Failure to provide documents will result in a delay of awarding the grant and may result in forfeiture of the grant).

E. GRANT REFUND IF BUSINESS IS CLOSED

The applicant hereby agrees that if the business closes within one (1) year after the completion of the project and the award of the grant (not the acceptance of the application,) the grant will be refunded to the PA BID.

F. APPLICATION NOTIFICATION

The PA BID Façade Committee meets monthly, generally during the second week of the month. Applications must be submitted to Noelia Colon, BID Executive Director, at the PA BID office, 260 High Street, Perth Amboy, NJ, 08861, by the last day of the prior month, to be considered at the next Façade Committee Meeting. Notification will be made to the applicant within two weeks of the committee meeting.

VERIFICATION OF PAYMENT OF COMMERCIAL PROPERTY TAX

TO: City of Perth Amboy
FROM: Perth Amboy BID – Façade Improvement Program

The commercial property owner/business owner listed below has applied for a façade improvement grant from the Perth Amboy BID. Among our requirements is verification that payment of the commercial property tax on the property or building be current. Kindly verify below the most recent tax period paid on the subject property.

PROPERTY LOCATED AT: 309 Maple Street
(Street Address)

Lot Number _____ Block Number _____ Classification _____

Property Owner: Laila Asset Management Llc

Business Owner: Mark A. Anderl

MOST RECENT TAX PAYMENT HISTORY

Are there any tax liens and/or tax sale certificates on the property?

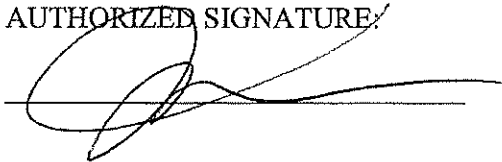
Yes _____ No X

Most Recent Payment Amount: \$ 5406.01

Most Recent Tax Period Covered: 3-1-2021-6-30-2022
(Applicant may also submit a tax payment history print out from the Tax Collector’s Office)

PERTH AMBOY TAX COLLECTOR’S DEPARTMENT

AUTHORIZED SIGNATURE:



NANCY MARTIN
Name (please print)

Thank you for your cooperation. Should you have any questions, please contact the Perth Amboy BID office at: (732) 442-6421. Please give this form to applicant once completed to complete the application packet.

PROPERTY OWNER’S AUTHORIZATION OF TENANT’S FAÇADE

March 23, 2022
10:09 AM

City of Perth Amboy
Tax Account Detail Inquiry

BLQ: 121. 13.
Owner Name: MAPLE STREET REALTY, INC.

Tax Year: 2022 to 2022
Property Location: 303-309 MAPLE ST.

Tax Year: 2022	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total
Original Billed:	5,406.01	5,406.01	0.00	0.00	10,812.02
Payments:	5,406.01	5,406.01	0.00	0.00	10,812.02
Balance:	0.00	0.00	0.00	0.00	0.00

Date	Qtr	Type	Code	Check No	Mthd	Reference	Batch Id	Principal	Interest	2022 Prin Balance
								10,812.02		10,812.02
01/26/22	1	Payment	001	CORELOGIC	CK	28397	923 NAM	5,406.01	0.00	5,406.01
		Description Original Billed 1ST QUARTER TAXES								
03/15/22	2	Payment	001	83476	CK	28864	80 SMONTAL	5,406.01	0.00	0.00
		Description ASSOCIATED TITLE								

Total Principal Balance for Tax Years in Range: 0.00

IMPROVEMENT APPLICATION AND/OR REQUEST TO APPLY

TO: Owner Property at 309 Maple Street
FROM: Perth Amboy Business Improvement District Façade Improvement

Dear Property Owner:

Your tenant Law Office of Mark Anderl has submitted an application for a Façade Improvement at the property listed above. Your authorization as property owner is required to process this application. The tenant proposes the following improvement.

Outside window sign and inside office sign.

Please indicate whether you support your tenant's application. Yes No

Steve Yakubov
Property Owner Signature

Lailah Asset Management LLC
Name (please print)

.....
FOR PROPERTY OWNERS WITH "TAX EXEMPT" TENANTS

Since the tenant does not operate a commercial business and is exempt from paying commercial property taxes, it is technically ineligible for a faced improvement grant, which can only be awarded to property owners, and/or business owners who pay the PA BID tax surcharge onto their commercial property taxes. Therefore, you as the payer of the commercial property tax and PA BID tax surcharge must apply for the façade improvement grant for your building.

A Façade Improvement Grant application is attached. Kindly complete the form and apply directly on behalf of your tenant.

If you want to PA BID Reimbursement payment to be paid directly to your tenant, you must authorize here: Yes No

Your Name: Steve Yakubov
(Please print)

Your Signature: Steve Yakubov

Phone: 646-752-9774

Fax: _____

Date: 3/23/2022

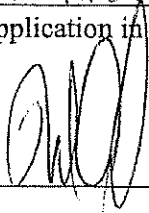
Note: All façade grant carry the stipulation if the improved building is marketed for sale and/or sold within one year after the project completion and award of the grant (not the acceptance of the application) the grant will be refunded in full to the PA BID. Thank you for you cooperation. Any questions, please call the BID office at (732) 442-6421. Once this form is completed, please give it to the tenant to return the same to the BID for further processing

G. GRANT ALLOCATIONS

Due to the demand for façade improvement grants and the limited amount of funds, only one grant per property can be awarded per year, unless separate and distinct tenants within the same building apply for separate and distinct grant.

I, Mark A. Anderl, applicant for a Façade Grant, hereby attest that I have read this application in full and understand and agree to all its terms.

APPLICANT



Signature

Mark A. Anderl.
Name (please print)

DATE: 3/30/2022

IMPROVEMENT APPLICATION AND/OR REQUEST TO APPLY

TO: Owner Property at 309 Maple Street
FROM: Perth Amboy Business Improvement District Façade Improvement

Dear Property Owner:

Your tenant Law Office of Mark Anderl has submitted an application for a Façade Improvement at the property listed above. Your authorization as property owner is required to process this application. The tenant proposes the following improvement.

Outside window sign and inside office sign.

Please indicate whether you support your tenant's application. Yes _____ No _____

Property Owner Signature

Name (please print)

.....
FOR PROPERTY OWNERS WITH "TAX EXEMPT" TENANTS

Since the tenant does not operate a commercial business and is exempt from paying commercial property taxes, it is technically ineligible for a faced improvement grant, which can only be awarded to property owners, and/or business owners who pay the PA BID tax surcharge onto their commercial property taxes. Therefore, you as the payer of the commercial property tax and PA BID tax surcharge must apply for the façade improvement grant for your building.

A Façade Improvement Grant application is attached. Kindly complete the form and apply directly on behalf of your tenant.

If you want to PA BID Reimbursement payment to be paid directly to your tenant, you must authorize here: Yes _____ No _____

Your Name: _____ Your Signature: _____
(Please print)

Phone: _____ Fax: _____

Date: _____

Note: All façade grant carry the stipulation if the improved building is marketed for sale and/or sold within one year after the project completion and award of the grant (not the acceptance of the application) the grant will be refunded in full to the PA BID. Thank you for you cooperation. Any questions, please call the BID office at (732) 442-6421. Once this form is completed, please give it to the tenant to return the same to the BID for further processing



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AWNINGS, CANOPIES, SUN SHADES AND SIGNS

QUOTE

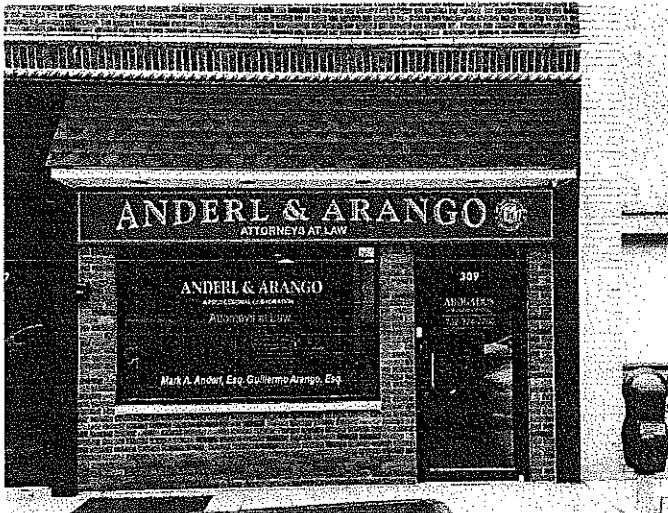
Location Information: 309 Maple Street Perth Amboy, NJ 08861	Client Name: Anderl & Arango Address: 309 Maple Street, Perth Amboy, NJ 08861 Contact: Mark (732)770-1202	Quote Date: 03/30/2022 Project #: Quote #: 10788 Questions? 732.442.8080 Infosales.la@gmail.com
Requested Amount To Start Production: \$2,894.86		

DESCRIPTION:

1- New 14' -0" x 1' -8" Carved Sign with 23KT Gold Leafed Letters
 Reading: "Anderl & Arango Attorney At Law" //(NJSC. Seal)

1-Set of Window Graphic

Reading: "Anderl & Arango A Professional Corporation Attorneys At Law
 Mark A. Anderl, Esq. Guillermo Arango, Esq."



TOTAL PROJECT COST: \$5,430.00 + \$359.73 (NJ Sales Tax) = 5,789.73

*Price includes all labor, material, and equipment to complete and install this project.
 Price does not include permit or permit fees.*

Payment Options

50% Deposit Required To Start Production: \$2,894.86

Remaining Balance Upon Completion: \$2,894.86

1st Payment: _____

2nd Payment: _____

THANK YOU FOR DOING BUSINESS WITH US!

Anderl & Arango Attorneys at Law

309 Maple St. Perth Amboy NJ.



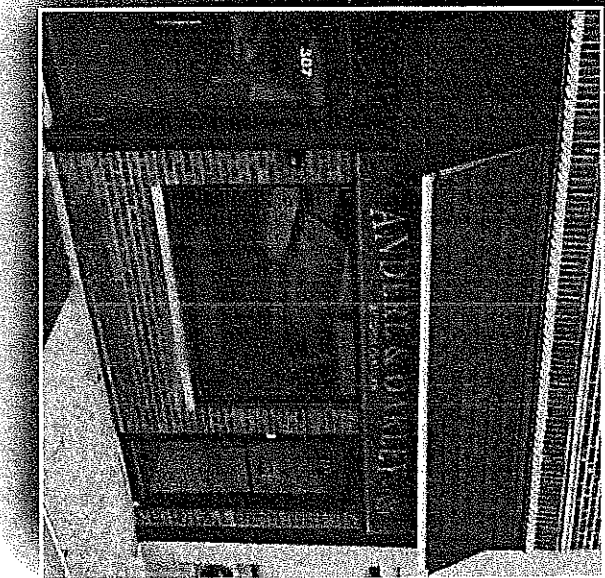
LINCOLN
Architectural Products

AWNINGS, CANOPIES, SUN SHADES AND SIGNS

891 State Street, Perth Amboy NJ, 08861

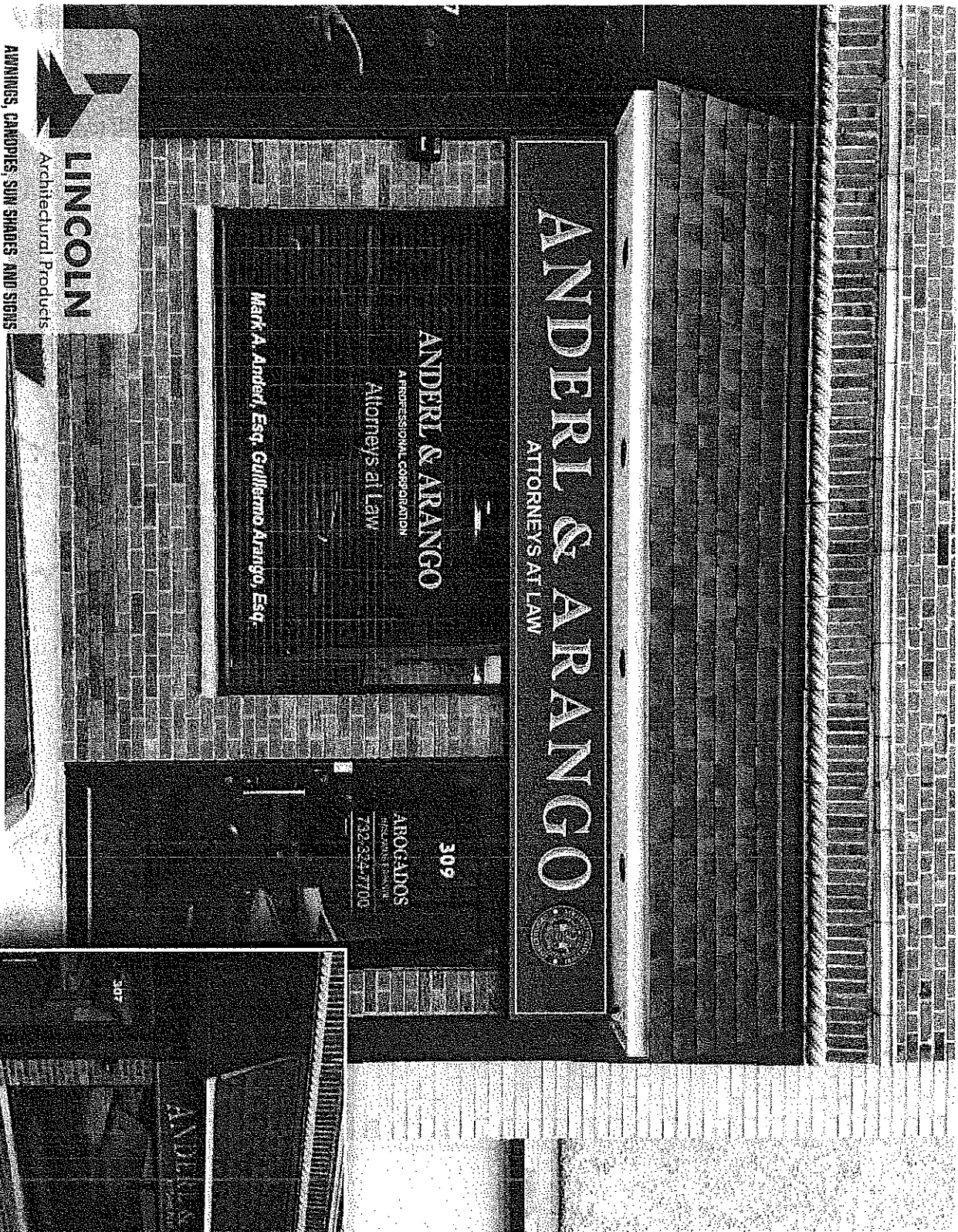
P: 732-442-8080 F: 732-442-3113

www.lincoln-rip.com / info@lincoln-rip.com



Anderl & Arango Attorneys at Law

309 Maple St. Perth Amboy NJ.



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ANDERL & ARANGO
ATTORNEYS AT LAW

ANDERL & ARANGO
A PROFESSIONAL CORPORATION
Attorneys at Law
Mark A. Anderl Esq. Guillermo Arango, Esq.

309
ABOGADOS
Attorneys at Law
732-324-7700

ANDERL & ARANGO
307



LINCOLN

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AWNING AND BLIND CO., INC.

PROPOSAL / WORK ORDER

732-738-4110

13 Coral St, Edison, NJ 08837

COMMERCIAL AND RESIDENTIAL AWNINGS, SIGNS, BANNERS AND TRUCK LETTERING

E-mail: bobfsawning@optonline.net

PROPOSAL SUBMITTED TO ANDERL & ARANGO LAW OFFICE		PHONE 732-770-1202	DATE 03 - 15 - 2022
STREET 309 MAPLE STREET,		JOB NAME ANDERL & ARANGO LAW OFFICE	
CITY, STATE, ZIP CODE PERTH AMBOY NJ 08861		JOB LOCATION SAME	
ARCHITECT	DATE OF PLANS	JOB PHONE (732)770-1202	MR. ANDERL
AGENT # BOB 732-668-5196		WORK TO BE COMPLETED BY TBD	

1- 14' -0" X 1' -8" CARVED WOOD SIGN WITH GOLD LEAFED LETTERS AND LOGO "ANDERL & ARANGO ATTORNEY AT LAW"	\$ 4,085.00
1- WINDOW LETTERING "ANDERL & ARANGO ATTORNEYS AT LAW MARK A. ANDERL, ESQ. GUILLERMO ARANGO, ESQ." COLORS: GOLD AND BURGUNDY	\$ 985.00
1- TAKE DOWN AND DISPOSE OLD SIGNS AND INSTALL NEW ONE	\$ 925.00
QUOTE DO NOT INCLUDE PERMIT COSTS	
	TOTAL: <u>\$ 5,995.00</u>
	DEPOSIT: <u>\$</u>
	BALANCE: <u>\$ 5,995.00</u>

TERMS: A 50 % advance deposit of the total estimated cost is required at the acceptance of the job. The remaining 50 % will be due when the job is completed.

*We are not responsible for bringing out electrical lines from inside premises, and we don't do any inside electrical connections. Owner must supply his own electrical wiring.
*We are not responsible for obtaining your sign permit from the New York Building Department. We do, however at an additional cost to you file the permit's application.
*Sign is not the customer's property until it is completely paid for. (El letrero no es propiedad del cliente hasta que lo haya pagado por completo). There will be a \$35.00 charge for all returned checks. Canceled orders require compensation for incurred costs and related obligations at the time of cancellation. Clients are responsible for all cost incurred to jobs canceled after order was placed. All sales are final. Refunds are not available.

The Propose Hereby to finish material and labor- complete in accordance with above specifications, for the sum of:

Dollars \$ _____

Payments to be made as follows: _____ Cash, Certified Check or Money Order

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be Withdrawn by us if not accepted within _____ Days

Acceptance of Proposal The above prices, specifications and conditions are Satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outline above.

Date of Acceptance: _____ Signature _____

NOTE: A SECOND DEPOSIT MAY BE REQUIRED TO COMPLETE MANUFACTURING COSTS



PrintMediaOnline

254 Highway 34, Suite 4
Matawan, NJ 07747
Tel: 732-705-3313 • order@printmediaonline.com

Estimate

Date	Estimate #
03/16/2022	031622685
Exp. Date	N/A

Address
Anderl & Arango 309 Maple St Perth Amboy, NJ 08861 732-770-1202

Quantity	Description	Amount
1	<p><u>CARVED SIGN</u></p> <p>1- 14' -0"x 1' -8" Carved Wood Sign With Gold Leafed Letters "anderl & Arango Attorney At Law"</p> <p>1- Window Signage "anderl & Arango Attorneys At Law Mark A. Anderl, Esq. Guillermo Arango, Esq." Colors: Gold And Burgundy</p> <p>1- Take Down And Dispose Old Signs And Install New One</p> <p>PERMITS AND ELECTRICAL CONNECTION BY OTHER</p>	\$5,713.23
SubTotal		\$5,713.23
Tax (6.625%)		EXEMPT
Total		\$5,713.23

Accepted By PPJ

Accepted Date