



City of Lambertville
Special Session
Thursday, January 28, 2016, 7:00 p.m.
Phillip L. Pittore Justice Center
25 South Union Street, Lambertville
Minutes

STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT.

Mayor DelVecchio called the meeting to order at 7:04 p.m. and read the Statement of Compliance into the record, noting that the Clerk provided the required notice on Monday, January 25, 2016 to the Democrat, the Times, posted the agenda to the bulletin board at city hall, the website at www.lambertvillenj.org, and noticed various people on the list serve, inclusive of department heads, city attorney and city engineer.

ROLL CALL.

Present: Councilman Sanders (maybe by phone), Councilwoman Warner, Council President Stegman, Mayor DelVecchio.

Absent: Councilwoman Asaro.

PLEDGE OF ALLEGIANCE.

Mayor DelVecchio led the public in the Pledge of Allegiance.

MOMENT OF SILENCE.

_____ led the public in a moment of silence in honor of those serving their Country in the United States Armed Forces.

CITY CLERK/DIRECTOR OF ADMINISTRATION'S REPORT ON THE FINDINGS OF THE PROPOSALS RECEIVED FOR THE REDESIGN OF THE CITY'S WEBSITE AS DEFINED IN N.J.S.A. 40A:11, COMPETITIVE CONTRACTING.

Mayor DelVecchio informed the members of the public present that the report was posted on the City's website on Monday, January 25, 2016. It was also emailed to the proposers.

SNOW REMOVAL.

Mayor DelVecchio informed the members of the public present that the City has hired two contractors to assist with snow removal in the City. To date, Public Works and the contractors have completed snow removal on Elm, Downtown: Lambert Lane, Coryell Street, Church Street, North Franklin Street, Swan Street, South Union Street, and Wilson Street.

Although Route 165, 29 and 179 are State roads, the State has refused the City's request to clean up and remove snow along these routes. The Mayor commented that the snow is an inconvenience for the residents, but for the businesses, it becomes financial. Beginning tomorrow, the City will remove snow on Bridge Street and work on Saturday, again on Monday and Tuesday of next week on snow removal in the following areas: York Street, and North Union Street (York to Elm).

Councilman Sanders asked what the State has done in the past. Mayor DelVecchio commented that he was told that if he followed the property channels and went to the County of Hunterdon's

Office of Emergency Management, the State would accommodate the City's request. We did that and the only area cleared of snow was from Route 165 to Route 29 by the gas stations.

Mayor DelVecchio complimented the County of Hunterdon and Brayden Fahey and George Wagner for their assistance throughout this snow event.

Mayor DelVecchio asked the Clerk to follow-up with Freeholder Lanza regarding the meeting with the State of New Jersey DOT.

RESOLUTIONS.

Resolution Number 39-2016: A Resolution to Award/Reject the Proposals Received for Pay-by-Cell.

Mayor DelVecchio read the resolution into the record by title. He informed the members of the public present that this authorizes the City to contract with Parkmobile, LLC for pay-by-cell services. People parking at meters will be allowed to purchase time on a meter by downloading an app on their cell phone and their credit card will be charged. The minimum is one hour and maximum time limit will be four hours.

City of Lambertville **RESOLUTION NUMBER 39-2016**

A Resolution to Authorize the Contract with Parkmobile LLC for Pay by Cell for Meters

WHEREAS, the City of Lambertville went out to bid for the Pay by Cell for Meters on September 30, 2015 with the bid opening on October 22, 2015 at 10 am; and

WHEREAS, the City received bids from Parkmobile, LLC and Pango USA, and

WHEREAS, the City Attorney has reviewed the bid from Pango USA and determined that the bid was not responsive or responsible; and

WHEREAS, the City Attorney has reviewed the bid received from Parkmobile LLC and has determined that the bid was responsive and responsible;

WHEREAS, this is a competitive bid process and Parkmobile LLC's rates are as follows:

TRANSACTION FEE: \$.15 per transaction plus 3%, CONVENIENCE FEE: \$.35. All fees will be paid for by the user and not assessed to the City, and

WHEREAS, the City is responsible for the handheld device and service and the rates for both are as follows: HANDHELD DEVICE: \$199.99, SERVICE FEE: \$59.99 per month, \$720 per year.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey, that the contract with Parkmobile LLC for three years with an option for renewal for two additional one year terms is hereby authorized.

BE IT FURTHER RESOLVED that the contract with Verizon for the purchase of the handheld device and annual service to be charged to the Police Office Expense is hereby authorized in an amount not to exceed \$1,000.

BE IT FURTHER RESOLVED that the Mayor, City Attorney and City Clerk are hereby authorized to execute the contract for a three year period of time with two one year additional options to renew.

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Mayor DelVecchio asked if there were any questions from the public. Councilman Sanders asked that the city also recognize Mayor Keller of New Hope for his input and attendance at the meeting.

Mayor DelVecchio asked for a motion to adopt Resolution Number 39-2016. Councilman Sanders made a motion to adopt Resolution Number 39-2016. Council President Stegman seconded the motion. An affirmative roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

Resolution Number 40-2016: A Resolution to Award/Reject the Proposals Received for the Redesign of the City's Website.

Mayor DelVecchio read Resolution Number 40-2016 into the record by title. He informed the members of the public present that this resolution is to award the contract to Flannigan Productions for the redesign of the City's website.

City of Lambertville
RESOLUTION NUMBER 40-2016

A Resolution to Award or Reject the Bids Received for the Redesign of the City's Website in An Amount Not to exceed \$25,000

WHEREAS, the City of Lambertville adopted Resolution Number 87-2015 authorizing the solicitation of proposals through the Competitive Contracting Process at the regularly scheduled session of Mayor and Council held on June 17, 2015; and

WHEREAS, In accordance with N.J.S.A. 40A:11, the advertisement was placed in the July 10, 2015 edition of the Times with a bid opening date scheduled for Thursday, August 13, 2015; and

WHEREAS, three extensions for time were requested and they are as follows: November 12, 2015; December 31, 2015 and January 31, 2016; and

WHEREAS, the following bids were received on August 13, 2015 and publicly opened and read aloud;

NAME	BID	SHEET 33		
		Hrly Fee	Total Hours	Total Fee
Flanagan Productions PO Box 2163 Secaucus, NJ	Conceptual Process	Firm Fixed	Firm Fixed	Included in fixed rate,
	Develop Project Plan	Rate	Rate	\$1,500
				00.00
				\$3,500
	Develop Pan for on-going Detailed Support			
	Database modifications			\$450
	Training plan			\$3,000
	Compile and Provide Complete			
	documentation of database			\$4,500
	Migration of current data from existing			
	database			
	Total Website Redesign			\$13,400
John Julius CivicLive	Hosting & Email Service			\$495 Monthly
	Email Setup			\$5,940 Annual
	Management Plan:			\$450
	Price Year One:			
	Year Two:			Fee waived
				6,058
	Conceptual Process			\$1,000.00
	Develop Project Plan			\$1,000.00

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175 Bloor Street East, South Tower Suite 900 Toronto, ON M4W3R8 Canada, CA NOT RESPONSIVE: Failure to supply Chapter 271 Vendor Cert & Pol. Cont Form	Develop Plan for on-going Detailed Support Database modifications Training plan Compile and Provide Complete documentation of database Migration of current data from existing database Total Website Redesign Hosting & Email Service			\$1,000.00 \$13,000.00 \$1,000.00 \$1,000.00 \$2,000.00 <u>\$20,000.00</u> \$510 monthly \$6,125 annually
EFK GROUP 1027 S. Clinton Avenue Trenton, NJ NOTE: Quote greatly exceed the funds budgeted.	Conceptual Process Develop Project Plan Develop Plan for on-going Detailed Support Database modifications Training plan Compile and Provide Complete documentation of database Migration of current data from existing database Total Website Redesign Hosting & Email Service	\$135.00 \$135.00 \$135.00 \$135.00 \$135.00 \$135.00 \$135.00 \$135.00	80 30 20 120 30 30 80	\$10,800.00 \$4,050.00 \$2,700.00 \$16,200.00 \$4,050.00 \$4,050.00 \$10,800.00 <u>\$52,650.00</u> \$2,500.00 Monthly \$30,000.00 Annually
Oxford Communications 11 Music Mountain Blvd. Lambertville, NJ NOTE: Two proposals were received.	Conceptual Process Develop Project Plan Develop Plan for on-going Detailed Support Database modifications Training plan Compile and Provide Complete documentation of database Migration of current data from existing database Total Website Redesign Hosting & Email Service	\$135.00 \$135.00 00.00 \$185.00 \$135.00 \$135.00 \$135.00	71 8 0 82 10 38.93 15	\$9,600.00 \$1,080.00 \$00.00 \$11,070.00 \$1,350.00 \$5,255.00 \$2,025.00 <u>\$30,380.00</u> \$275.00 Monthly \$3,300.00 Annually
Mosaic Strategies Group, LLC 408Bloomfield Avenue Suite A Montclair, NJ 07042	Conceptual Process Develop Project Plan Develop Plan for on-going Detailed Support Database modifications Training plan Compile and Provide Complete documentation of database Migration of current data from existing database Total Website Redesign Hosting & Email Service Design included maximum revisions, and template designs.	\$125.00 \$125.00 \$100.00 \$125.00 \$125 – 150.00 \$125.00 \$125.00 \$125.00	10 5 30 114 51 5 5	\$1,250.00 \$625.00 \$3,000.00 \$14,250.00 \$7,400.00 \$625.00 \$625.00 <u>\$27,775.00</u> \$29.00 Monthly \$348.00 Annually
Jesse James	Planning/Strategy			\$4,000.00

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Creative 131 West 24 th Street Suite 3 New York City, NY	Creative Development Project Management/Training Photography/Illustration Programming & Development Total Website Redesign: Hosting & Email service:			\$14,000.00 \$3,500.00 TBD \$22,000.00 \$43,500.00 \$200.00 Monthly \$2,400.00 Annually
NOTE: NOT RESPONSIVE: Failure to provide the required forms.				

WHEREAS, the City Attorney reviewed the bids and determined that the bids received from JesseJames Creative and CivicLive were not responsive as they lacked one or all of the required forms; however the bids received from Oxford Communications, Flanagan Productions, Mosaic Strategies and EFK were responsive; and

WHEREAS, the City Clerk/Director of Administration reviewed and scored the bids in accordance with N.J.S.A. 40A:11 and determined they were responsible; and

WHEREAS, the bid document received from EFK greatly exceeded the funds budgeted for the Redesign of the City Website; and

WHEREAS, Mayor DelVecchio formed a committee comprised of Council President Stegman, Councilman Sanders, City Clerk and Director of Administration Ege and Public Works Director Myers to work together on the final selection of the Contractor for the Redesign of the Website; and

WHEREAS, the Committee met to interview and then rate the bids received from Oxford Communications, Flanagan Productions, Mosaic Strategies and determined they were responsive and responsible, price and other factors considered; and

WHEREAS, the Committee for the Redesign of the Website is recommending the award of a contract to Flanagan Productions in an amount not to exceed \$13,400 for the redesign of the website, noting that the bid is most advantageous, price and other factors considered.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Lambertville, State of New Jersey, that Flanagan Productions is awarded the contract for the redesign of the City's website for the fees as follows:

Year 1: not to exceed \$13,400 for the redesign of the website plus Webmaster Service fee waived for year 1, plus \$495 per month for 12 months (\$5,940) for self-managed site monthly service fee;
Year 2: \$504.84 per month for 12 months (\$6,058) for self-managed site with optional addition of \$9,540 for 12 month Webmaster Service;
Year 3: \$514.92 per month for 12 months (\$6,179) for self-managed site with optional addition of \$9,730 for 12 month Webmaster Service;
Should the City decide to add features to the website, the fees shall be in accordance with the quote(s) provided.

BE IT FURTHER RESOLVED that the Mayor, City Attorney and City Clerk are hereby authorized to execute the contract with Flanagan Productions for a three year term with two additional one year options to renew.

BE IT FURTHER RESOLVED that the Mayor, City Attorney and City Clerk are hereby authorized to execute the contract with Flanagan Productions for a three year term with two additional one year options to renew.

ADOPTED: January 28, 2016

Mayor DelVecchio asked if there were any questions from the public.

Mayor DelVecchio asked for a motion to adopt Resolution Number 40-2016. Council President Stegman made a motion to adopt Resolution Number 40-2016. Councilwoman Warner seconded the motion. An affirmative roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

Mayor DelVecchio informed the members of Council and the public that he would like to hold a special session to meet with the vendors for the Pay-by-Cell and Redesign of the City's website to review and discuss each contract in closed session.

Resolution Number 41-2016: A Resolution to Authorize the Mayor, City Attorney and City Clerk to Sign the Agreement with the Borough of Frenchtown for Shared Services of the Zoning Officer.

Mayor DelVecchio read the resolution into the record by title. He informed the members of the public present that this resolution is to authorize the shared services agreement with Frenchtown for the position of Zoning Officer with Lambertville as the lead agency.

City of Lambertville
RESOLUTION NUMBER 41-2016

A Resolution to Authorize the Mayor, City Attorney and City Clerk to Execute the Agreement with the Borough of Frenchtown for Zoning Officer In An Amount Not to Exceed \$3,700

WHEREAS, the Borough of Frenchtown would like to enter into an agreement for shared services of the Zoning Officer; and

WHEREAS, the Mayor of Lambertville and the Mayor of Frenchtown met and mutually agreed that this would be beneficial for both municipalities.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Lambertville, County of Hunterdon, State of New Jersey the Mayor, City Attorney and City Clerk are hereby authorized to sign the shared services agreement with the Borough of Frenchtown with the City of Lambertville as the lead agency and the Borough of Frenchtown reimbursing the City of Lambertville \$3,700 annually for the duration of the contract.

BE IT FURTHER RESOLVED that Dick McManus will be the Zoning Official for Frenchtown and will be compensated \$3,200. The additional fees charged to Frenchtown will cover fees associated with the processing of applications, payroll, and/or administrative fees.

BE IT FURTHER RESOLVED that the term of the contract is for three years with two additional one year options to renew.

ADOPTED: January 19, 2016

Mayor DelVecchio asked if there were any questions from the public.

Mayor DelVecchio asked for a motion to adopt Resolution Number 41-2016. Councilman Sanders made a motion to adopt Resolution Number 41-2016. Councilwoman Warner seconded the motion. An affirmative roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

ORDINANCES – SECOND READING AND FINAL ADOPTION.

Ordinance Number 02-2016: A Bond Ordinance to Amend Ordinance Number 14-2015 For the Defending and Filing of the City's Council on Affordable Housing Obligation in an Amount Not to Exceed \$35,000.

Mayor DelVecchio read the Ordinance into the record by title. He informed the members of the public present that this ordinance will fund the City's actions for the Council on Affordable Housing. This is being continued from the January 19, 2016 regularly scheduled session of the Governing Body.

CITY OF LAMBERTVILLE, NEW JERSEY

ORDINANCE NO. 02-2016

AN ORDINANCE OF THE CITY OF LAMBERTVILLE, IN THE COUNTY OF HUNTERDON, NEW JERSEY, PROVIDING FOR THE PROFESSIONAL AND CONSULTING FEES RELATED TO THE CITY'S COAH STATUS AND FAIR SHARE HOUSING OBLIGATIONS, APPROPRIATING \$35,000 THEREFOR, AND AUTHORIZING THE ISSUANCE OF \$33,250 IN GENERAL IMPROVEMENT BONDS OR NOTES OF THE CITY TO FINANCE THE SAME.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAMBERTVILLE, IN THE COUNTY OF HUNTERDON, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) **AS FOLLOWS:**

Section 1. The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized to be undertaken by the City of Lambertville, in the County of Hunterdon, New Jersey (the "City") as general improvements. For the improvements or purposes described in Section 3 hereof, there is hereby appropriated the \$35,000, including the sum of \$1,750 as the down payments for the improvements and purposes required by the Local Bond Law. Such sum being in addition to the \$30,000 appropriated therefore by ordinance 14-2015 of the City finally adopted July 21, 2015 (the "Prior Ordinance"). The down payment has been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment or otherwise provided for hereunder, negotiable bonds or notes are hereby authorized to be issued in the principal amount of \$33,250, pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvements hereby authorized and the purposes for which the bonds or notes are to be issued are providing for the fees for legal, planning and consulting services related to the City's declaratory judgment motion to affirm the City's compliance with its constitutional obligation to

provide appropriate levels of affordable housing under the State of New Jersey's Mount Laurel court decisions, including but not limited to filing certain legal papers, participating in certain legal proceedings and updating the City's Master Plan through a statutory process, and including expenses incurred in the planning, design and bidding such services, and including all work and related materials necessary therefor or incidental thereto.

(b) The estimated maximum amount of bonds or notes to be issued for the improvements or purposes is as stated in Section 2 hereof.

(c) The estimated cost of the improvements or purposes authorized herein is equal to the amount of the appropriation herein made therefor, together with the \$30,000 appropriated under the Prior Ordinance.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8(a). The chief financial officer is hereby authorized to sell part or all of the notes from time to time, at not less than par and accrued interest, at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The capital budget or temporary capital budget (as applicable) of the City is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. In the event of any such inconsistency and amendment, the resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget or amended temporary capital budget (as applicable) and capital program as approved by the Director of the Division of Local Government Services is on file with the Clerk and is available there for public inspection.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The several improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are improvements or purposes the City may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of the improvements or purposes, within the limitations of the Local Bond Law, computed on the basis of respective amounts or obligations for the several purposes and the respective reasonable life thereof within the limitations of the Local Bond Law, is 15.00 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the City as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$33,250, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$35,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the improvements or purposes.

(e) The City reasonably expects to commence the acquisition of the several improvements or purposes described in Section 3 hereof, and to advance all or a portion of the costs in

respect thereof, prior to the issuance of bonds or notes hereunder. To the extent such costs are advanced, the City further reasonably expects to reimburse such expenditures from the proceeds of the bonds or notes authorized by this bond ordinance, in an aggregate amount not to exceed the amount of bonds or notes authorized in Section 1 hereof.

Section 7. Any grant moneys received for the purposes described in Section 3 hereof, including the State Grant, shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized hereunder shall be reduced to the extent that such funds are so used.

Section 8. The full faith and credit of the City is hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the City, and the City shall be obligated to levy ad valorem taxes upon all the taxable real property within the City for the payment of the obligations and the interest thereon without limitation as to rate or amount.

Section 9. The City Council hereby covenants on behalf of the City to take any action necessary or refrain from taking such action in order to preserve the tax-exempt status of the bonds and notes authorized hereunder as is or may be required under the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder (the "Code"), including compliance with the Code with regard to the use, expenditure, investment, timely reporting and rebate of investment earnings as may be required thereunder.

Section 10. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Mayor DelVecchio opened the public hearing for Ordinance 02-2016 and asked for public questions or comments.

Mayor DelVecchio asked the Clerk to schedule a conference call to discuss COAH numbers with the committee.

Mayor DelVecchio asked for a motion to close the public hearing for Ordinance 02-2016. Councilwoman Warner made a motion to close the public hearing for Ordinance 02-2016. Councilman Sanders seconded the motion. An affirmative roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

Mayor DelVecchio asked for a motion to adopt on second reading Ordinance Number 02-2016. Council President Stegman made a motion to adopt Ordinance Number 02-2016. Councilwoman Warner seconded the motion. An affirmative roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

ORDINANCES – FIRST READING AND INTRODUCTION.

Ordinance Number 09-2016: *An Ordinance to Authorize the Payment of Taxes and Services By Credit Card With All Fees Associated with the Transaction Paid by the User.*

Mayor DelVecchio read the Ordinance into the record by title. He informed the members of the public present that this will allow the City to accept credit cards with all fees paid for by the user so as not to reduce revenue.

*An Ordinance to Authorize Credit Card Processing Fees to Pay for City Services and Property Taxes And
Granting Annual Authorization of Fees Through the Adoption of A Resolution*

WHEREAS, the City of Lambertville has accepted by resolution the ability for residents and businesses to pay property taxes and municipal services through credit cards and echecks; and

WHEREAS, the fees associated with these transactions will be paid for by the user and the rates charged will be made known to the user prior to authorizing the transaction.

NOW THEREFORE BE IT ORDAINED by Mayor and Council that the City of Lambertville will offer the convenience of paying for property taxes and city services by credit card and echecks conditioned upon all fees associated with the transaction be paid in full by the user.

BE IT FURTHER ORDAINED that annually or when rates with the vender providing the service change, the Governing Body will adopt the fees by resolution.

INTRODUCED FOR FIRST READING: January 28, 2016

PUBLIC HEARING AND SECOND READING: February 16, 2016

Mayor DelVecchio asked for a motion to introduce on first reading Ordinance Number 09-2016. Councilwoman Warner made a motion to introduce on first reading Ordinance Number 09-2016. Council President Stegman seconded the motion. An affirmative roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

Mayor DelVecchio informed the members of the public present that the public hearing is scheduled for February 16, 2016.

BILLS LIST.

Mayor DelVecchio asked for a motion to approve the bills list. Council President Stegman made a motion to approve the bills list. Councilwoman Warner seconded the motion. An affirmative roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

ANNOUNCEMENTS.

DOG AND CAT LICENSES are available for purchase starting Friday, January 2, 2016 at City Hall, 18 York Street. The fee for a spayed dog or cat is \$15. Licensing of dogs a requirement of the NJSA 4. **A \$25 late fee imposed beginning March 1, 2016.**

PARKING PERMITS for those residing on metered streets will be available for purchase starting the week of December 23rd at City Hall. The annual fee is \$45 for a Permanent Residential Parking Permit, \$60 for a Transferrable Permit, and \$25 for a Temporary Parking Permit.

LANDLORD REGISTRATION is due by April 1, 2016. All rental units must be registered with the City of Lambertville (Ordinance 2010-23). All rental properties with two (2) or more rental units must also register with the State of New Jersey. **The fee is \$50 per application and if not completed by April 1st, there is a \$50 late fee imposed.**

MUNICIPAL PARKING AT THE PHILLIP L. PITTORE JUSTICE CENTER: Space Number 36, 38 and 42 are available to lease for \$55 per month. If interested, please call Shelley Corrado at 609-397-0110.

WINTERFEST: The Annual WinterFest parade will be held at noon on Saturday, January 30, 2016.

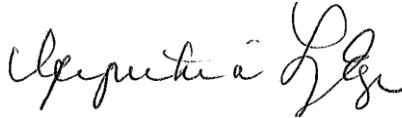
PUBLIC PARTICIPATION/PETITIONS OF CITIZENS AND PUBLIC DISCUSSION.

None.

ADJOURNMENT.

The meeting adjourned at 7:26 p.m. with a motion made by Councilman Sanders and seconded by Council President Stegman. An affirmative voice vote was taken in favor of the motion by all members present. MOTION CARRIED.

Respectfully submitted,



Cynthia L. Ege, CMR, RMC, City Clerk

The January 28, 2016 special session minutes were approved at the regularly scheduled session of Mayor and Council held on Tuesday, February 16, 2016.

