

SOUTH AMBOY REDEVELOPMENT AGENCY

September 7, 2023

6:30 p.m.

140 North Broadway

South Amboy, N.J.

1. Call to Order by Legal Counsel

2. Chairperson's Statement of Compliance with Open Public Meetings Act (R.S.10:4-6, et seq.)

The Notice requirements provided in the Open Public Meetings Act have been satisfied. Notice of this meeting was published in The Home News & Tribune on **December 9, 2022**, provided to the Star Ledger, filed with the City Clerk and posted in the City Municipal Building on **December 9, 2022**.

3. Salute to the Flag and Prayer

4. ROLL CALL:

Commissioner	Present	Absent
Kevin Meszaros (Chair)		
Camille Tooker (Vice Chair)		
Zusette Dato		
Rachael Draudt		
Tony Gonsalves		
Frank Milatta		
Christine Noble		

Also in Attendance:

Eric Chubenko, Executive Director _____

C.J. Coughlin, Esq., General Counsel _____

5. Correspondence:

6. Grant Activity:

7. Consent Agenda:

A. Professional Appointments/Agency Resolutions:
(Resolution to be distributed at meeting.)

1. Resolution of The South Amboy Redevelopment Agency Authorizing Lease Extension for 141 N Broadway Unit 2 for a Two (2) Year Term

- B. Payment of Invoices:
(Bill lists to be distributed at meeting.)
 1. Bill List payable 09/07/2023 – SARA Accounts
 2. Bill List payable 09/07/2023 – ESCROW Accounts

8. Executive Director's Report:

9. Planning Report:

10. Legal Report:

11. Old Business:

12. New Business:
(Minutes to be distributed at meeting.)

- A. Approval of July 6, 2023 Agency Meeting Minutes

13. Project updates:

14. Discussion:

15. Executive Session:

16. General Comments by Commissioners:

17. General Comments by Public:

18. Adjournment

**RESOLUTION OF THE
SOUTH AMBOY REDEVELOPMENT AGENCY
AUTHORIZING THE EXTENSION OF A LEASE AGREEMENT FOR 141
NORTH BROADWAY UNIT 2 FOR A TWO (2) YEAR TERM**

WHEREAS, the South Amboy Redevelopment Agency (hereafter the “Agency”) serves as the instrumentality and agency of the City of South Amboy (the “City”) pursuant to the provisions of the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-3, *et seq.* (the “LRHL”) for the purpose of implementing redevelopment plans and carrying out redevelopment projects within the City; and

WHEREAS, the Agency currently occupies a portion of 141 North Broadway, Unit 2, South Amboy, New Jersey (the “Property”) for use as its main office, pursuant to a lease with Historic Downtown Property Management, LLC (the “Lessor”); and

WHEREAS, the Lessor has agreed to extend the lease of the Property for a period of two (2) years at a monthly rate of \$2,601.00 per month from 09/01/2023 to 08/31/2024 and a monthly rate of \$2,666.00 per month from 09/01/2024 to 08/31/2025; and

WHEREAS, the Agency has determined that it is in the best interest of the community to continue its lease of the Property from the Lessor by extending its existing lease for a period of two years, and wishes to authorize the negotiation of lease terms and execute a lease extension consistent with the Lessor’s proposal attached hereto as **Attachment A**, subject to the review of the Chairman upon advice of the Agency’s General Counsel, in substantially the form annexed hereto.

NOW, THEREFORE, BE IT RESOLVED by the South Amboy Redevelopment Agency (the “Agency”), as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Executive Director is hereby authorized and directed to negotiate lease terms consistent with the Lessor’s proposal attached hereto as **Attachment A**.
3. The Chairman and the Agency secretary be and are hereby authorized to execute said lease extension on behalf of the Agency, provided the lease extension is substantially consistent with **Attachment A** and such other terms and conditions are approved by the Agency’s General Counsel.

Kevin F. Meszaros, Chairman

Attested to:

Kelly Wolff, Secretary

Meeting Date: September 7, 2023

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusetta Dato						
Rachael Draudt						
Tony Gonsalves						
Frank Milatta						
Christine Noble						

Historic Downtown Property Management, LLC

345 10TH STREET

JERSEY CITY, NJ 07302

PHONE (201) 763-5544 FAX (201) 653-2296

E-MAIL: TENANT@HISTORICDOWNTONWPM.COM

NOTICE OF RENT INCREASE

[Notice to Quit]

07/12/2023

South Amboy Redevelopment Agency
141 Broadway
South Amboy, NJ 08879

1. PRESENT LEASE. You now rent the above unit 2 at 141 Broadway, South Amboy

2. PURPOSE OF NOTICE. Your Landlord wishes to make reasonable changes to your lease, including an increase in your rent if it applies. In order to do this your Landlord must terminate (end) your lease and offer you a new lease at an increased rent and with other reasonable changes. All other terms and provisions of the original lease shall remain in effect.

3. TERMINATION. Your present lease will terminate on August 31, 2023 you must quit and vacate the property as of that date (date of termination). This means you must move out and deliver possession to your Landlord, if you do not plan to renew your lease.

****If you are not planning to renew your lease, you must notify the Landlord, in writing, 60 days in advance.**

4. RENT. You may rent this property after the date of termination as follow:

09/01/2023-08/31/2024- \$2,601.00

09/01/2024-08/31/2025- \$2,666.00

If the Tenant breaks the lease at anytime Tenant is responsible for the full lease amount. The Rent is due in advance on the first day of every month whether a bill is received or not.

5. OTHER CHANGES IN YOUR LEASE.

a. **Term of Lease:** 09/01/2023-08/31/2025

b. **Security Deposit.** You shall be required to tender \$0.00 as a security deposit on this premise. The security deposit shall be due along with the first month's rent.

NOTE: If landlord currently holds a security deposit and if you accept the above terms you need only remit that amount necessary to increase your existing security deposit to the proper amount shown above.

Please note that there is an additional security required in the amount of \$0.00

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JERSEY CITY, NJ 07302

E-MAIL PROPERTYMANAGEMENT@LIBERTYHARBOR.COM

NOTICE OF RENT INCREASE

[Notice to Quit]

- c. **Late Charge.** You shall be required to pay a late charge of \$150.00 additional rent for each payment of rent that is more than 15 days late. This late charge will be deemed additional rent and will be due with the monthly rent payment.
- d. **Costs.** You shall be required to pay all costs, including reasonable attorney fees of up to \$1,000.00 and costs of suit related to the collection of any amounts due to the landlord by you, or related to any eviction proceeding instituted by the landlord. All such amounts shall be deemed additional rent.

6. ACCEPTANCE. If you remain in possession of this rental property after the termination date, it will mean that you accept and agree to this rent increase and all other changes to your lease.

To fulfill your lease obligation all new and renewing residents are required to provide evidence of liability insurance with this Management Company listed as an "additional interest" or "interested party".

11. Liability Insurance. The Tenant, at Tenant's own cost and expense, will obtain or provide and keep in full force for the benefit of the Landlord, during the term hereof, general public liability insurance, insuring the Landlord against any and all liability or claims of liability arising out of, occasioned by or resulting from any accident or otherwise in or about the Premises for injuries to any persons, for limits of not less than **\$1,000,000.00** or property damage, **\$1,000,000.00** for injuries to one person and **\$2,000,000.00** for injuries to more than one person, in any one accident or occurrence. The insurance policies will be with companies authorized to do business in this State and will be delivered to the Landlord, together with proof of payment, not less than fifteen (15) days prior to the commencement of the term hereof or of the date when the Tenant enters in possession, whichever occurs sooner. At least fifteen days prior to the expiration or termination date of any policy, the Tenant will deliver a renewal or replacement policy with proof of the payment of the premium therefore.

Please make sure you sign this notice in acceptance to the new terms and mail it back to our office.

Historic Downtown Property Management, LLC

Tenants Acceptance Signature:

The South Amboy Redevelopment Agency (SARA)

South Amboy Redevelopment Agency
BILL LIST
July 7 through September 7, 2023

11:25 AM
 09/05/23
 Accrual Basis

Date	Num	Name	Memo	Account	Amount
Jul 7 - Sep 7, 23					
09/07/2023	2792	Historic Downtown Property M...	Increase in Sept. Rent-ARTS & OFFICE Space	540 · Rent	63.00
09/07/2023	2793	New Jersey Realty	Appraisal Services 131 S Broadway & 123-7 David Street	404 · Other P...	6,500.00
09/07/2023	2794	Historic Downtown Property M...	Sewer Charges 3/1/2023 to 5/31/2023 ARTS / OFFICE	560 · Utilities	20.78
09/07/2023	2794	Historic Downtown Property M...	Sewer Charges 3/1/2023 to 5/31/2023 HISTORY	560 · Utilities	20.79
09/07/2023	2795	PKF O'Connor Davies, LLP	Inv #744227 Preperation 23/24 Agency Budget	404 · Other P...	440.00
09/07/2023	2796	PSEG CO	Natural Gas @ 141 N Broadway 6/4-7/5 History & Office	560 · Utilities	20.23
09/07/2023	2797	PSEG CO	Natural Gas @ 141 N Broadway for 6/6-7/5 ARTS	560 · Utilities	20.23
09/07/2023	2798	JCP&L	Electric for 141 N Broadway 6/17-7/19	560 · Utilities	441.22
09/07/2023	2799	PSEG CO	Natural Gas @ 141 N Broadway for 7/6-8/2 History & Office	560 · Utilities	20.56
09/07/2023	2800	PSEG CO	Natural Gas @ 141 N Broadway 7/6-8/2 ARTS	560 · Utilities	20.70
09/07/2023	2801	JCP&L	Electric @ 141 N Broadway 7/20-8/17	560 · Utilities	431.32
09/07/2023	2802	City of South Amboy	Reimburse City Internet/Phone July and August	432 · Telepho...	160.01
09/07/2023	2802	City of South Amboy	Reimburse City Internet/Phone July and August	432 · Telepho...	160.01
09/07/2023	2803	Historic Downtown Property M...	Rent 141 N Broadway - OCTOBER - ARTS & OFFICE	540 · Rent	2,601.00
09/07/2023	2804	Historic Downtown Property M...	OCTOBER Rent for 141 N Broadway - Additional Unit-HISTORY	540 · Rent	1,215.00
Jul 7 - Sep 7, 23					<u>12,134.85</u>

South Amboy Redevelopment Agency

ESCROW BILL LIST

September 7, 2023

<u>Invoice Date</u>	<u>Check #</u>	<u>Name</u>	<u>Memo</u>	<u>Escrow Account</u>	<u>Amount</u>
07/06/23	1631	Rainone Coughlin Minchello, LLC	Prof Svcs - 6/1/23-6/30/23 inv #16362	5023-Amboy Development, LLC	\$150.00
08/10/23	1632	Rainone Coughlin Minchello, LLC	Prof Svcs -7/5/23-7/31/23 inv #16362	5023-Amboy Development, LLC	\$1,560.00
07/27/23	1633	McManiomon,Scotland & Baumann	Prof Svcs - June 2023 inv #210437	5045-March Dev/Claremont Redevelop	\$483.00
08/07/23	1634	McManiomon,Scotland & Baumann	Prof Svcs - July 2023 inv #211833	5045-March Dev/Claremont Redevelop	\$931.50
07/27/23	1635	McManiomon,Scotland & Baumann	Prof Svcs - June 2023 inv #210438	5047-Ashling Redevelopment	\$3,594.44
08/07/23	1636	McManiomon,Scotland & Baumann	Prof Svcs - July 2023 inv #211835	5047-Ashling Redevelopment	5,899.50
TOTAL					\$ 12,618.44

SOUTH AMBOY REDEVELOPMENT AGENCY

MINUTES OF THE July 06, 2023 MEETING

Public Session

Kevin Meszaros called the meeting to order and led the Agency Commissioners, professionals and attending public in the Salute to the Flag. He then certified that this meeting had been advertised as prescribed by law.

ROLL CALL: Kevin Meszaros, Camille Tooker, Rachael Draudt, Tony Gonsalves, Zusette Dato

ABSENT: Christine Noble, Frank Milatta,

Also, in attendance: Eric Chubenko, Executive Director
Craig Coughlin, Esq., General Counsel
Dan Balka, CFO

Kevin Meszaros introduced the evening's bill list and said the general bill list contained fees for monthly legal services, rent and utilities. (*Agenda Items no. 7.B.1.*) Eric Chubenko stated they are all standard bills for the monthly expenses.

A motion to approve this evening's bill list was made by Zusette Dato. Tony Gonsalves seconded the motion.

ROLL CALL: Meszaros – Yes; Tooker – Yes, Dato – Yes; Draudt – Yes; Gonsalves – Yes

Kevin Meszaros called for a motion to approve the June 01, 2023, Agency Meeting Minutes (*Agenda item no. 12. A.*)

A motion to approve the June 01, 2023, Agency Meeting Minutes as presented was made by Rachael Draudt. Camille Tooker seconded the motion.

ROLL CALL: Meszaros – Yes; Tooker – Yes, Dato – Abstain; Draudt – Yes; Gonsalves – Abstain

Kevin Meszaros called for a motion to approve Resolution of The South Amboy Redevelopment Agency 2024 Adopted Budget. A motion to approve was made by Zusette Dato, Camille Tooker seconded the motion.

ROLL CALL: Meszaros – Yes; Tooker – Yes, Dato – Yes; Draudt – Yes; Gonsalves – Yes

The YMCA was present on the solar panel project. Camille Tooker asked if they created an LLC just for this project, the YMCA responded that it was standard for every project. Rachael Draudt stated there were multiple clerical errors in the agreement. The YMCA stated they have not received a copy of the agreement. Legal Counsel stated the agreement in the packet is not the full red line copy that was forwarded. Camille stated we should have received the correct copy. Kevin Meszaros called for a motion to approve the YMCA agreement. Rachael Draudt made a motion to approve the agreement based on the new additions to the addendum. Zusette Dato seconded.

ROLL CALL: Meszaros – Yes; Tooker – Yes, Dato – Yes; Draudt – Yes; Gonsalves – Yes

Kevin Meszaros called for a motion to approve the Resolution South Amboy Redevelopment Agency Authorizing the Execution of a Redevelopment Agreement with 200 South Broadway, LLC for the Development of a Residential Project at Lots 19.01 and 20.01, Block 42, Which is to Consist of 31 Units and 42 Onsite Parking Spaces. A motion was made by Camille Tooker. Tony Gonsalves seconded the motion.

ROLL CALL: Meszaros – Yes; Tooker – Yes, Dato – Yes; Draudt – Yes; Gonsalves – Yes

Kevin Meszaros opened the meeting to the public.

Tom YMCA – they would like to put up a lending library and a bird hotel, he was instructed to put the request in writing. The parking lot was relined a couple years ago and the Y is asking for the lot to be relined again. They were also instructed to put the request in writing.

Chris Smiga 144 Second Street – the balance sheet states 1.9 million dollars for construction and that balanced hasn't changed in years. It is listed as an asset. Eric stated it may be an asset for the YMCA.

Mayor Fred Henry – thanked everyone on the board for what they do for the city and thanked Speaker Coughlin for helping with the past budget and for all the work and help for the City of South Amboy.

Kevin Meszaros closed the public portion of the meeting.

Kevin Meszaros then requested a Motion to adjourn.

A Motion to adjourn was made by Zusette Dato. Seconded by Camille Tooker.

Voice vote taken: all in favor.

Meeting adjourned.

Submitted by:

Kelly Wolff