

ORDINANCE NO. 2019- 25

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE CITY OF VINELAND, IN THE COUNTY OF CUMBERLAND, NEW JERSEY, APPROPRIATING \$3,700,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$3,515,000 BONDS OR NOTES OF THE CITY TO FINANCE PART OF THE COST THEREOF.

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

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the City of Vineland, in the County of Cumberland, New Jersey (the "City") as general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$3,700,000, and further including the aggregate sum of \$185,000 as the several down payments for the improvements or purposes required by the Local Bond Law. The down payments have 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 several improvements or purposes not covered by application of the several down payments, negotiable bonds are hereby authorized to be issued in the principal amount of \$3,515,000 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. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
a) <u>Information Systems:</u> Acquisition of technology equipment and software, including all related costs and expenditures incidental thereto.	\$760,000	\$722,000	5 years
b) <u>Public Works:</u> 1) <u>Street and Roads:</u> Acquisition of heavy duty and departmental equipment and repairs, including all related costs and expenditures incidental thereto. 2) <u>Recreation:</u> Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.	\$110,000	\$104,500	5 years
	\$55,000	\$52,250	5 years

<p>3) <u>Parks and Grounds:</u> Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.</p>	\$40,000	\$38,000	5 years
<p>4) <u>Buildings:</u> Improvements to various buildings, including all work and materials necessary therefor and incidental thereto.</p>	\$1,090,000	\$1,035,500	15 years
<p>c) <u>Vehicle Maintenance:</u> Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.</p>	\$90,000	\$85,500	5 years
<p>d) <u>Code Enforcement:</u> Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.</p>	\$35,000	\$33,250	5 years
<p>e) <u>Uniform Construction Code:</u> Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.</p>	\$35,000	\$33,250	5 years
<p>f) <u>License and Inspections:</u> Acquisition of vehicles, including sport utility vehicles and further</p>			

including all related costs and expenditures incidental thereto.	\$35,000	\$33,250	5 years
g) Fire Department: 1) Replacement of the parking lot at Station 4, including all work and materials necessary thereof and incidental thereto. 2) Acquisition of generators for Stations 3 and 5, including all related costs and expenditures incidental thereto.	\$10,000	\$9,500	10 years
	\$40,000	\$38,000	15 years
h) Uniform Fire Code: Replacement of sports utility vehicles, including all related costs and expenditures incidental thereto.	\$35,000	\$33,250	5 years
i) Police: Acquisition of Head Quarters technology and communication equipment, including all related costs and expenditures incidental thereto.	\$1,330,000	\$1,263,500	5 years
i) Various Departments: Various Improvements and the acquisition of departmental equipment, including all work and materials necessary therefor and incidental thereto and further including all related costs and expenditures incidental thereto.	<u>\$35,000</u>	<u>\$33,250</u>	5 years
Total:	<u>\$3,700,000</u>	<u>\$3,515,000</u>	

The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payment for each purpose.

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 bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation 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 bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time 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 bond anticipation 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 bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The City hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the

City is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

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

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that 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 benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 8.11 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 \$3,515,000, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$185,000 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 purposes or improvements.

Section 7. The City hereby declares the intent of the City to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes or improvements described in Section 3 of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purposes or improvements described in Section 3 hereof 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 but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the City is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the City and to execute such disclosure document on behalf of the City. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the City pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the City and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the City fails to comply with its undertaking, the City shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the City are 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 of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

DEBT STATEMENT CERTIFICATE

I, Keith Petrosky, Clerk of the City of Vineland, in the County of Cumberland, New Jersey (herein called the "City"), HEREBY CERTIFY that annexed hereto is a true and complete copy of the Supplemental Debt Statement of the City that was prepared as of _____, 2019 by Susan Baldosaro, who was then chief financial officer of the City and filed in my office on _____, 2019, and that a complete, executed copy of such statement was filed in the office of the Director of the Division of Local Government Services of the State of New Jersey on _____, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the City this _____ day of _____, 2019.

Keith Petrosky, Clerk

(SEAL)

CERTIFICATE OF DOWN PAYMENT

I, Susan Baldosaro, Chief Financial Officer of the City of Vineland, in the County of Cumberland, New Jersey (the "City") HEREBY CERTIFY that prior to the final adoption on _____, 2019 of a bond ordinance entitled:

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE CITY OF VINELAND, IN THE COUNTY OF CUMBERLAND, NEW JERSEY, APPROPRIATING \$3,700,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$3,515,000 BONDS OR NOTES OF THE CITY TO FINANCE PART OF THE COST THEREOF,

there was available as a down payment for the purposes authorized by the bond ordinance the sum of \$185,000, which amount was appropriated as a down payment by the bond ordinance and was made available from the following sources (strike out inapplicable language):

- a. by provision in a previously adopted budget or budgets of the City for down payment or for capital improvement purposes;
- b. from moneys then actually held by the City and previously contributed for such purpose other than by the City; or
- c. by emergency appropriation.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 2019.

Susan Baldosaro, Chief Financial Officer

EXTRACT from the minutes of a _____ meeting of the City Council
of the City of Vineland, in the County of Cumberland, New Jersey held at the
_____ in the City on _____, 2019 at _____ o'clock _____.m.

PRESENT:

ABSENT:

[Attach appropriate minutes hereto]

CERTIFICATE

I, Keith Petrosky, Clerk of the City of Vineland, in the County of Cumberland, State of New Jersey, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the governing body of the City duly called and held on _____, 2019 has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this _____ day of _____, 2019.

Keith Petrosky, Clerk

(SEAL)

EXTRACT from the minutes of a _____ meeting of the City Council of the City of Vineland, in the County of Cumberland, New Jersey held at the _____ in the City on _____, 2019 at _____ o'clock _____.m.

PRESENT:

ABSENT:

[Attach appropriate minutes hereto]

CERTIFICATE

I, Keith Petrosky, Clerk of the City of Vineland, in the County of Cumberland, State of New Jersey, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the governing body of the City duly called and held on _____, 2019 has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this _____ day of _____, 2019.

Keith Petrosky, Clerk

(SEAL)

CLERK'S CERTIFICATE

I, Keith Petrosky, Clerk of the City of Vineland, in the County of Cumberland, State of New Jersey, HEREBY CERTIFY as follows:

1. I am the duly appointed Clerk of the City of Vineland, in the County of Cumberland, State of New Jersey (herein called the "City"). In this capacity, I have the responsibility to maintain the minutes of the meetings of the governing body of the City and the records relative to all ordinances and resolutions of the City. The representations made herein are based upon the records of the City.

2. Attached hereto is a true and complete copy of a bond ordinance passed by the governing body of the City on first reading on _____, 2019 and finally adopted by the governing body on _____, 2019 and, where necessary, approved by the Mayor on _____, 2019.

3. On _____, 2019, a copy of the bond ordinance and a notice that copies of the bond ordinance would be made available to the members of the general public of the City who requested copies, up to and including the time of further consideration of the bond ordinance by the governing body, was posted in the principal municipal building of the City at the place where public notices are customarily posted. Copies of the bond ordinance were made available to all who requested them.

4. Upon passage on first reading, the bond ordinance, or a summary thereof, was duly published on _____, 2019.

5. A certified copy of the bond ordinance and a copy of the amended capital budget form has been filed with the Director of the Division of Local Government Services.

6. After final passage, the bond ordinance, a copy of which is attached hereto, was duly published on _____, 2019. No protest signed by any person against making the improvement or incurring the indebtedness authorized therein, nor any petition requesting that a referendum vote be taken on the action proposed in the bond ordinance has been presented to the governing body or to me or filed in my office within 20 days after the publication or at any other time after the final passage thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this _____ day of _____, 2019.

Keith Petrosky, Clerk

[SEAL]

NOTICE OF PENDING BOND ORDINANCE AND SUMMARY

The bond ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the City of Vineland, in the County of Cumberland, State of New Jersey, on _____, 2019. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held at the _____, in the City on _____, 2019 at _____ o'clock __.m. During the week prior to and up to and including the date of such meeting, copies of the full bond ordinance will be available at no cost and during regular business hours at the Clerk's office for the members of the general public who shall request the same. The summary of the terms of such bond ordinance follows:

Title: BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE CITY OF VINELAND, IN THE COUNTY OF CUMBERLAND, NEW JERSEY, APPROPRIATING \$3,700,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$3,515,000 BONDS OR NOTES OF THE CITY TO FINANCE PART OF THE COST THEREOF

Purposes:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
a) <u>Information Systems:</u> Acquisition of technology equipment and software, including all related costs and expenditures incidental thereto.	\$760,000	\$722,000	5 years
b) <u>Public Works:</u> 1) <u>Street and Roads:</u> Acquisition of heavy duty and departmental equipment and repairs, including all related costs and expenditures incidental thereto.	\$110,000	\$104,500	5 years
2) <u>Recreation:</u> Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.	\$55,000	\$52,250	5 years
3) <u>Parks and Grounds:</u>			

Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.	\$40,000	\$38,000	5 years
4) Buildings: Improvements to various city hall buildings, including all work and materials necessary therefor and incidental thereto.	\$1,090,000	\$1,035,500	15 years
c) Vehicle Maintenance: Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.	\$90,000	\$85,500	5 years
d) Code Enforcement: Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.	\$35,000	\$33,250	5 years
e) Uniform Construction Code: Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.	\$35,000	\$33,250	5 years
f) License and Inspections: Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.	\$35,000	\$33,250	5 years
g) Fire Department:			

1) Replacement of the parking lot at Station 4, including all work and materials necessary thereof and incidental thereto.	\$45,000	\$42,750	10 years
2) Acquisition of generators for Stations 3 and 5, including all related costs and expenditures incidental thereto.	\$40,000	\$38,000	15 years
h) <u>Uniform Fire Code:</u> Replacement of sports utility vehicles, including all related costs and expenditures incidental thereto.	\$35,000	\$33,250	5 years
i) <u>Police:</u> Acquisition of Head Quarters technology and communication equipment, including all related costs and expenditures incidental thereto.	<u>\$1,330,000</u>	<u>\$1,263,500</u>	5 years
Total:	<u>\$3,700,000</u>	<u>\$3,515,000</u>	

Appropriation: \$3,700,000

Bonds/Notes Authorized: \$3,515,000

Grant Appropriated: N/A

Section 20 Costs: \$185,000

Useful Life: 8.11 years

Keith Petrosky, Clerk

This Notice is published pursuant to N.J.S.A. 40A:2-17.

BOND ORDINANCE STATEMENT AND SUMMARY

The bond ordinance, the summary terms of which are included herein, has been finally adopted by the City of Vineland, in the County of Cumberland, State of New Jersey on _____, 2019 and the 20 day period of limitation within which a suit, action or proceeding questioning the validity of such bond ordinance can be commenced, as provided in the Local Bond Law, has begun to run from the date of the first publication of this statement. Copies of the full bond ordinance are available at no cost and during regular business hours, at the Clerk's office for members of the general public who request the same. The summary of the terms of such bond ordinance follows:

Title: BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE CITY OF VINELAND, IN THE COUNTY OF CUMBERLAND, NEW JERSEY, APPROPRIATING \$3,700,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$3,515,000 BONDS OR NOTES OF THE CITY TO FINANCE PART OF THE COST THEREOF

Purposes:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
a) <u>Information Systems:</u> Acquisition of technology equipment and software, including all related costs and expenditures incidental thereto.	\$760,000	\$722,000	5 years
b) <u>Public Works:</u> 1) <u>Street and Roads:</u> Acquisition of heavy duty and departmental equipment and repairs, including all related costs and expenditures incidental thereto.	\$110,000	\$104,500	5 years
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3) <u>Parks and Grounds:</u>			

Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.	\$40,000	\$38,000	5 years
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c) Vehicle Maintenance: Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.	\$90,000	\$85,500	5 years
d) Code Enforcement: Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.	\$35,000	\$33,250	5 years
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f) License and Inspections: Acquisition of vehicles, including sport utility vehicles and further including all related costs and expenditures incidental thereto.	\$35,000	\$33,250	5 years
g) Fire Department:			

1) Replacement of the parking lot at Station 4, including all work and materials necessary thereof and incidental thereto.	\$45,000	\$42,750	10 years
2) Acquisition of generators for Stations 3 and 5, including all related costs and expenditures incidental thereto.	\$40,000	\$38,000	15 years
h) <u>Uniform Fire Code:</u> Replacement of sports utility vehicles, including all related costs and expenditures incidental thereto.	\$35,000	\$33,250	5 years
i) <u>Police:</u> Acquisition of Head Quarters technology and communication equipment, including all related costs and expenditures incidental thereto.	<u>\$1,330,000</u>	<u>\$1,263,500</u>	5 years
Total:	<u>\$3,700,000</u>	<u>\$3,515,000</u>	

Appropriation: \$3,700,000

Bonds/Notes Authorized: \$3,515,000

Grant Appropriated: N/A

Section 20 Costs: \$185,000

Useful Life: 8.11 years

Keith Petrosky, Clerk

February 22, 2019

Susan Baldosaro
Chief Financial Officer
City of Vineland
640 East Wood Street
Vineland, New Jersey 08362

Re: \$3,700,000/\$3,515,000 Bond Ordinance

Dear Susan:

In accordance with your request, I have prepared and enclose herewith a form of bond ordinance providing for various capital improvements. The bond ordinance should be adopted in accordance with the usual procedure set forth below for your convenience.

The electronic Supplemental Debt Statement should be prepared on the date of introduction of the bond ordinance and sent to the Clerk on that same date. The Supplemental Debt Statement should also be filed electronically with the Division of Local Government Services prior to final adoption of the bond ordinance. Please retain a copy of the electronic receipt sent to you by the Division of Local Government Services, as we will need a copy for our records. In order to comply with the capital budget regulations, the bond ordinance contains a provision amending the capital budget to the extent of any inconsistency with the bond ordinance and it should be sent to Trenton and filed along with the resolution of the governing body in the form required by the Local Finance Board showing the details of the amended capital budget. It will not be necessary to publish the resolution.

The bond ordinance may be introduced and read by title only and adopted by a majority of the members of the governing body present, assuming a quorum. After introduction, the Notice of Pending Bond Ordinance and Summary must be published in the local newspaper, a form of which I have enclosed for your use. Also, the bond ordinance should be posted on the bulletin board customarily used for notices, together with the Notice of Pending Bond Ordinance and Summary, and copies of the bond ordinance should be made available to anyone who requests them of the Clerk after introduction.

The bond ordinance can be considered for final adoption not less than ten days after introduction and not less than seven days after the publication of the Notice of Pending Bond Ordinance and Summary. If the bond ordinance has been posted and copies made available as indicated above, the bond ordinance can be read at the second hearing by title only. If the bond ordinance posting procedure has not been followed, the bond ordinance must be read in full at the second hearing. After the bond ordinance is read for the second time, the governing body should hold a public hearing and should give all

members of the public a chance to be heard on the bond ordinance. After the public hearing, the bond ordinance can be finally adopted by the affirmative vote of not less than two-thirds of the full membership of the governing body. After final adoption, the Bond Ordinance Statement and Summary must be published, a copy of which I have enclosed for your use. Note that if the approval of an officer is required to make the bond ordinance effective, the bond ordinance must be approved by that officer, or passed over veto, before it is published after final adoption.

After the bond ordinance is finally adopted, it will be necessary for us to establish a record of proceedings documenting the proper adoption of the bond ordinance. In order to do this, we will need one completely executed set of the documents enumerated on the attached checklist. By copy of this letter, I am sending the Clerk a copy of the checklist along with a copy of the bond ordinance. With the exception of the Affidavits of Publication, I am also sending the Clerk the necessary certificates to be completed, executed and returned to us along with the necessary attachments to provide us with this documentation. It should be noted that the Clerk's Certificate must be executed no sooner than 21 days following the final publication in order to attest that there has been no protest within the statutory twenty-day protest period.

If you or the Clerk have any questions about the form of the bond ordinance, the adoption procedure or the form of the certificates, please call me.

Thank you for this opportunity to have been of assistance.

Very truly yours,

Edward J. McManimon, III

Enclosures

cc: Keith Petrosky, Clerk, w/encl.
Richard P. Tonetta, Esq., w/encl.
Leon Costello, C.P.A., w/encl.