



City of Burlington

COUNCIL MEETING AGENDA

November 7, 2024
7:00 pm

NOTICE OF THIS MEETING WAS ADVERTISED IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT.

FIRE EXITS: TURN LEFT UPON EXITING COUNCIL CHAMBERS AND THE ENTRANCE TO THE BUILDING.

Cindy A. Crivaro, RMC
Municipal Clerk

Please silence all electronics during this meeting. Thank you.

GOVERNING BODY ROLL CALL:

- | | |
|--|------------------------------------|
| _____ Councilman Dave Ballard | _____ Councilman Richard Spaulding |
| _____ Vice President Dawn Bergner-Thompson | _____ Councilwoman Suzanne Woodard |
| _____ Councilman Timothy Hutton | _____ President George Chachis |
| _____ Councilwoman Geneva Rijs | |

ALSO PRESENT:

- _____ Mayor Barry Conaway
- _____ Administrator Johanna Conyer
- _____ Municipal Attorney Stuart Platt, Esq. / Justin Strausser, Esq.
- _____ Financial Consultant Dean Ciminera / _____
- _____ Director of Housing Bill Harris
- _____ Director of Public Works Bill Curry / _____
- _____ Acting Police Chief Ryan Elbertson / _____

Others: _____

SALUTE TO FLAG

EXPLANATION OF RESOLUTIONS

Johanna Conyer, Administrator 231-2024, 232-2024

PUBLIC COMMENTS

Each Citizen will be allotted up to five (5) minutes to speak, to allow everyone an opportunity to express their concerns.

MOTION TO OPEN PUBLIC COMMENTS: 1. _____ 2. _____

MOTION TO CLOSE PUBLIC COMMENTS: 1. _____ 2. _____

CONSENT AGENDA

All items listed with an asterisk (*) are routine and will be enacted by one motion. Should a Council Member wish to discuss a consent agenda item separately, that item can be removed from the consent agenda and considered in its normal sequence on the regular agenda.

_____ Moved that all Consent Agenda items (*) be approved Seconded by _____.

PETITIONS AND COMMUNICATIONS*

APPROVAL OF INVOICES*

APPROVAL OF MINUTES*

RESOLUTIONS / CONSENT AGENDA RESOLUTIONS*

Resolution No. 223-2024 Adopting the 2024 Burlington County Hazard Mitigation Plan.

Resolution No. 224-2024 Supporting the submission of an application and authorizing the execution of a grant agreement for a FY2025 NJ Legislative Grant for the Assiscunk Creek Levee Improvement Project in the amount of \$300,000.00.

Resolution No. 225-2024 Granting the floodplain variance application of the Applicant for the property located at 516 Columbus Road.

Resolution No. 226-2024 Fixing the rate of interest to be charged on delinquent taxes or other municipal charges.

Resolution No. 227-2024 Authorizing increases and amendments to change funds.

Resolution No. 228-2024 Authorizing the Tax Collector to cancel any municipal charge, delinquency, or refund for less than \$5.00.

Resolution No. 229-2024 Approving and authorizing the Mortgage Assumption for the property located at 506 Locust Avenue.

Resolution No. 230-2024* Providing for a meeting not opened to the public in accordance with the provisions of the New Jersey Open Public Meetings Act, pursuant to N.J.S.A. 10:4-12(7):

- Leon N. Weiner & Associates, Inc. Developer Presentation: – Burlington Manor Apartment Renovation Project located at 225 E. Pearl Blvd.

Resolution No. 231-2024 Accepting the award of the FFY24 Emergency Management Performance Grant Program (EMPG), Emergency Management Agency Assistance Subgrant (EMAA) in the amount of up to \$10,000.00 Federal Funds from the New Jersey State Police, Office of Emergency Management.

Resolution No. 232-2024 Supporting the 72 Unit age restricted %100 affordable project located at Block 141, Lots 8, 9, 10, 11, 12, 13, 14, 15, 16, 17 pursuant to the New Jersey Housing and Mortgage Finance Agency funding requirements.

COUNCIL COMMENTS

PRESENTATIONS/REPORTS

- Endeavor Emergency Squad State of the Squad - Dave Ekelburg, Chief/Chief Operating Officer
- 2024 Best Practices Inventory Review– Bowman & Company

CONFERENCE

- 2 Business District Enterprise Zone Potential

MOTION TO GO INTO EXECUTIVE SESSION: 1. _____ 2. _____

EXECUTIVE CONFERENCES

- Leon N. Weiner & Associates, Inc. Developer Presentation: – Burlington Manor Apartment Renovation Project located at 225 E. Pearl Blvd.

MOTION TO CLOSE EXECUTIVE SESSION: 1. _____ 2. _____

ADJOURNMENT 1. _____ 2. _____

City of Burlington, New Jersey

RESOLUTION NO. 223-2024

A RESOLUTION OF THE CITY OF BURLINGTON ADOPTING THE 2024 BURLINGTON COUNTY HAZARD MITIGATION PLAN

WHEREAS the City of Burlington recognizes the threat that natural hazards pose to people and property within the City of Burlington; and

WHEREAS the City of Burlington has prepared a multi-hazard mitigation plan, hereby known as the 2024 Burlington County Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS the 2024 Burlington County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the City of Burlington from the impacts of future hazards and disasters; and

WHEREAS adoption by the City of Burlington demonstrates their commitment to hazard Mitigation and achieving the goals outlined in the 2024 Burlington County Hazard Mitigation Plan.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF BURLINGTON, New Jersey, THAT:
Section 1. The City of Burlington adopts the 2024 Burlington County Hazard Mitigation Plan. This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

George Chachis, President
Common Council

Attest:

Cindy A. Crivaro, RMC
City Clerk

November 7, 2024

RESOLUTION NO. 223-2024

RECORD OF VOTE OF PASSAGE BY THE COMMON COUNCIL						
	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
BALLARD						
BERGNER-THOMPSON						
HUTTON						
RIJS						
SPAULDING						
WOODARD						
CHACHIS						



SECTION 9. JURISDICTIONAL ANNEXES

9.6 CITY OF BURLINGTON

This section presents the jurisdictional annex for the City of Burlington that provides resources and information to assist public and private sectors to reduce losses from future hazard events. This annex is not guidance of what to do when a disaster occurs. Rather, this annex concentrates on actions to reduce or eliminate damage to property and people that can be implemented prior to a disaster. Information presented includes a general overview of the municipality, who in the City of Burlington participated in the planning process, an assessment of the City of Burlington’s risk and vulnerability, the different capabilities used in the City of Burlington, and an action plan that will be implemented to achieve a more resilient community.

9.6.1 Hazard Mitigation Planning Team

The City of Burlington identified the hazard mitigation plan primary and alternate points of contact and developed this plan over the course of several months with input from many City of Burlington departments, including Emergency Management and Engineering. The Emergency Management Coordinator represented the community on the Burlington County Hazard Mitigation Planning Partnership and supported the local planning process requirements by securing input from persons with specific knowledge to enhance the plan. All departments were asked to contribute to the annex development through reviewing and contributing to the capability assessment, reporting on the status of previously identified actions, and participating in action identification and prioritization.

The following table summarizes municipal officials that participated in the development of the annex and in what capacity. Additional documentation on the municipality’s planning process through Planning Partnership meetings is included in Volume 1, Section 2 (Planning Process) and Appendix C (Meeting Documentation).

Table 9.6-1. Hazard Mitigation Planning Team

Primary Point of Contact		Alternate Point of Contact	
Name/Title:	Frank Caruso, EMC	Name/Title:	Kenneth Shine, Engineer
Address:	525 High Street, Burlington, NJ 08016	Address:	525 High Street, Burlington, NJ 08016
Phone Number:	(609) 284-3105	Phone Number:	(856) 656-2890
Email:	fcaruso@burlingtonnj.us	Email:	kshine@pennoni.com
NFIP Floodplain Administrator			
Name/Title:	Allison S Iannaccone, FPA		
Address:	443 Atlantic City Blvd., Beachwood, NJ 08722		
Phone Number:	732-244-1090		
Email:	aiannaccone@owenlittle.com		
Additional Contributors:			
Name/Title:	William Harris, Director of Housing and Economic Development, CRS Coordinator		
Method of Participation:			



	Provided information on capabilities, prevents events, previous actions. Contributed to mitigation strategy.
Name/Title: Method of Participation:	Jody Mazeall, Construction Official Provided information on building permits
Name/Title: Method of Participation:	Frank Caruso, EMC Attended the Planning Partnership Risk Assessment Meeting and Mitigation Strategy Workshop. Contributed to mitigation strategy.
Name/Title: Method of Participation:	Kenneth Shine, Engineer Attended the Planning Partnership Risk Assessment Meeting and Mitigation Strategy Workshop. Contributed to mitigation strategy.
Name/Title: Method of Participation:	Allison S Iannaccone, Floodplain Administrator Provided information on capabilities
Name/Title: Method of Participation:	Barry W. Conaway, Mayor Reviewed draft annex
Name/Title: Method of Participation:	William Curry, Director of Public Works Provided information on capabilities. Reviewed draft annex.

9.6.2 Municipal Profile

The City of Burlington is located in northern Burlington County, New Jersey. The City is bordered by the Delaware River to the north and surrounded by the Township of Burlington to the west, east, and south. The City’s location on the Delaware River and close proximity to Pennsylvania makes it a suburb of Philadelphia, Pennsylvania. The City of Burlington is comprised of approximately 4 square miles, with nearly ¾ of a square mile of water.

The Mayor is elected by the City voters and performs under the Mayor-Council form of government authorized in the Optional Municipal Charter Law NJSA 40:69A. This form provides for the direct election of the mayor, who serves a four-year term. This form is designed for a mayor to be independent of council, in charge of the administration of the municipality.

The mayor is the chief executive of the municipality and has the enforcement responsibility for all ordinances, charter provisions and prepares the budget of the municipality. The mayor, with the advice and consent of the council, appoints and removes department heads, including a business administrator. The mayor has the right to speak at council meeting but has no vote and does not need to attend. The Council is the legislative body of the municipality. The Council consists of seven (7) members who are elected to 4-year terms. Three (3) Council members are “At-large”, and four (4) Council members are ward representatives. The Council is generally limited to legislative functions but has investigative power and may remove municipal officers for cause. The Council can reduce items in the Mayor’s budget by a majority vote, but it needs a two-thirds majority to increase any item in the budget.

According to the U.S. Census, the 2020 population for the City of Burlington was 9,743, a 1.7 percent decrease from the 2010 Census. Data from the 2021 American Community Survey 5-Year Population Estimates indicate that 13.4 percent is 65 years of age or older, 6.8 percent of the population is 5 years of age or younger, 2.1 percent is non-English speaking, 12.8 percent have a disability, and 14.6 percent is below the poverty level.



The Steering Committee also identified households that are above the Federal Poverty Level, but earn less than the basic cost of living as socially vulnerable. For the City of Burlington, 41 percent of households earn less than the basic cost of living and are considered socially vulnerable.

Communities must deploy a support system that enables all populations to safely reach shelters or to quickly evacuate a hazard area.

9.6.3 Jurisdictional Capability Assessment and Integration

The City of Burlington performed an inventory and analysis of existing capabilities, plans, programs, and policies that enhance its ability to implement mitigation strategies. Volume 1, Section 5 (Capability Assessment) describes the components included in the capability assessment and their significance for hazard mitigation planning. The jurisdictional assessment includes the following analyses:

- An assessment of legal and regulatory capabilities.
- Development and permitting capabilities.
- An assessment of administrative and technical capabilities.
- An assessment of fiscal capabilities.
- An assessment of education and outreach capabilities.
- Classification under various community mitigation programs.
- The community's adaptive capacity to withstand hazard events.

For a community to succeed in reducing long-term risk, hazard mitigation must be integrated into the day-to-day local government operations. As part of the hazard mitigation analysis, planning/policy documents were reviewed, and each jurisdiction was surveyed to obtain a better understanding of their progress toward plan integration. The updated mitigation strategy provided an opportunity for the City of Burlington to identify opportunities for integration of mitigation concepts that can be incorporated into municipal procedures.

Planning, Legal, and Regulatory Capability and Integration

The table below summarizes the regulatory tools that are available to the City of Burlington. The comment field provides information as to how the capability integrates hazard mitigation and risk reduction.

Table 9.6-2. Planning, Legal, and Regulatory Capability and Integration

	Jurisdiction has this? (Yes/No)	Code Citation and Date (code chapter, name of plan, date of plan)	Authority (local, county, state, federal)	Individual / Department / Agency Responsible
Codes, Ordinances, & Regulations				
Building Code	Yes	Chapter 125 Construction Codes, Uniform	State and Local	Construction Division
<i>How does this reduce risk?</i>				
All permit applications are screened for location in AE Zone and compliance with Storm Damage Prevention Ordinance.				



	Jurisdiction has this? (Yes/No)	Code Citation and Date (code chapter, name of plan, date of plan)	Authority (local, county, state, federal)	Individual / Department / Agency Responsible
Zoning/Land Use Code	Yes	Chapter 207 Land Development, Article VII Zoning	Local	Zoning Officer, Land Use Board
<i>How does this reduce risk?</i> The code enables where appropriate, flexibility of design and development of land in such a manner as to preserve its natural and scenic qualities, protect areas of meaningful ecological value, reduce flood hazards, facilitate the adequate and economical provision of streets and utilities, minimize negative environmental impacts, improve the aesthetic quality of new residential developments, encourage the conservation of energy, increase recreational opportunities, and otherwise promote the planned and environmentally desirable use of land.				
Subdivision Ordinance	Yes	Chapter 207 Land Development, Article V Subdivision and Site Plan Review Procedures and Plat Details	Local	Zoning Officer, Land Use Board
<i>How does this reduce risk?</i> Land Use Board engineer reviews applications for stormwater management compliance.				
Site Plan Ordinance	Yes	Chapter 207 Land Development, Article V Subdivision and Site Plan Review Procedures and Plat Details	Local	Zoning Officer, Land Use Board
<i>How does this reduce risk?</i> Land Use Board engineer reviews applications for stormwater management compliance.				
Stormwater Management Ordinance	Yes	Chapter 207 Land Development, Article VI Stormwater Management	Local	Public Works
<i>How does this reduce risk?</i> The purpose of the ordinance is to establish stormwater management requirements and controls for "major developments" as defined by Section 207-54 of the ordinance. The Stormwater Management Ordinance is expected to be adopted in 2024 that will provide for more effective runoff control.				
Post-Disaster Recovery/ Reconstruction Ordinance	No	-	-	-
<i>How does this reduce risk?</i>				
Real Estate Disclosure	Yes	Senate Bill 3110; P. L. 2023, c. 93, July 3, 2023	State	Sellers and Landlords of commercial or residential property
<i>How does this reduce risk?</i> For leases, the law amends the New Jersey Truth-in-Renting Act, N.J.S.A. 46:8-43 et seq., to require every landlord to notify in writing each of the landlord's tenants, prior to lease signing or renewal, whether the property is located in the Federal Emergency Management Agency (FEMA) Special Flood Hazard Area ("100-year floodplain") or Moderate Risk Flood Hazard Area ("500-year floodplain") and if the landlord has actual knowledge that the rental premises or any portion of the parking areas of the real property containing the rental premises has been subjected to flooding. The law does not apply to (1) landlords who lease commercial space or residential dwellings for less than one month, (2) residential dwellings in a premises containing not more than two units, (3) owner-occupied premises containing not more than three units, or (4) hotels, motels, or other guest houses serving transient or seasonal guests for a period of less than 120 days. The model notice is to contain the heading "Flood Risk" and questions for the landlord to answer regarding the landlord's actual knowledge of past flooding of the property. The questions regarding the property being in a FEMA Special or Moderate Risk Flood Hazard Area shall not contain the option for "unknown." To determine how the questions are to be answered, FEMA's current flood insurance rate maps for the leased premises area must be consulted. The landlord will be required to answer whether the rental premises or any portions of the				



	Jurisdiction has this? (Yes/No)	Code Citation and Date (code chapter, name of plan, date of plan)	Authority (local, county, state, federal)	Individual / Department / Agency Responsible
<p>parking areas of the real property containing the rental premises ever experienced any flood damage, water seepage, or pooled water due to a natural flood event and, if so, the number of times that has occurred.</p> <p>The notice to residential tenants must also indicate that flood insurance may be available to renters through FEMA's National Flood Insurance Program to cover their personal property and contents in the event of a flood and that standard renter's insurance does not typically cover flood damage.</p> <p>For sales, the law also amends the New Jersey Consumer Fraud Act, N.J.S.A. 56:8-1 et seq., to require sellers of real property to disclose, on the property condition disclosure statement, whether the property is located in the FEMA Special or Moderate Risk Flood Hazard Area and any actual knowledge of the seller concerning flood risks of the property to the purchaser before the purchaser becomes obligated under any contract for the purchase of the property.</p> <p>The disclosure statement must contain the heading "Flood Risk" and ask the seller the following questions:</p> <ul style="list-style-type: none"> • Is any or all of the property in the Special Flood Hazard Area ("100-year floodplain") or a Moderate Risk Flood Hazard Area ("500-year floodplain") according to FEMA's current flood insurance rate maps? • Is the property subject to any requirement under federal law to obtain and maintain flood insurance on the property? Properties in the Special Flood Hazard Area with mortgages from federally regulated or insured lenders are required to obtain and maintain flood insurance. • Have you ever received assistance from, or are you aware of any previous owners receiving assistance from FEMA, the U.S. Small Business Administration, or any other federal disaster flood assistance for flood damage on the property? For properties that have received flood disaster assistance, the requirement to obtain flood insurance passes down to all future owners. • Is there flood insurance on the property? A standard homeowner's insurance policy typically does not cover flood damage. • Is there a FEMA elevation certificate available for the property? If so, it must be shared with the buyer. An elevation certificate is a FEMA form, completed by a licensed surveyor or engineer, that provides critical information about the flood risk of the property and is used by flood insurance providers to determine the appropriate insurance rating for the property. • Have you ever filed a claim for flood damage to the property with any insurance provider? If the claim was approved, what was the amount received? • Has the property experienced any flood damage, water seepage, or pooled water due to a natural flood event, such as heavy rainfall, coastal storm surge, tidal inundation, or river overflow? If so, how many times? 				
<p>Not all provisions of this law have become effective at the time of the writing of this plan.</p>				
<p>Growth Management</p> <p><i>How does this reduce risk?</i></p>	No	-	-	-
<p>Environmental Protection Ordinance</p> <p><i>How does this reduce risk?</i></p>	No	-	-	-
<p>Flood Damage Prevention Ordinance</p> <p><i>How does this reduce risk?</i></p> <p>Flood mitigation measures are required for all Sis and New Construction projects in an AE Zone. It is the purpose of this chapter to promote the public health, safety, and general welfare, and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:</p> <ol style="list-style-type: none"> (1) Protect human life and health; (2) Minimize expenditure of public money for costly flood control projects; (3) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public; (4) Minimize prolonged business interruptions; (5) Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets, bridges located in areas of special flood hazard; (6) Help maintain a stable tax base by providing for the sound use and development of areas of special flood hazard so as to minimize future flood blight areas; 	Yes	Chapter 170 Flood Damage Prevention	Local	Building Inspector



	Jurisdiction has this? (Yes/No)	Code Citation and Date (code chapter, name of plan, date of plan)	Authority (local, county, state, federal)	Individual / Department / Agency Responsible
(7) Ensure that potential buyers are notified that property is in an area of special flood hazard; and (8) Ensure that those who occupy the areas of special flood hazard assume responsibility for their actions.				
The ordinance requires update to the new model Code Coordinated Ordinance.				
Wellhead Protection	No	-	-	-
<i>How does this reduce risk?</i>				
Emergency Management Ordinance	No	-	-	-
<i>How does this reduce risk?</i>				
Climate Change Ordinance	No	-	-	-
<i>How does this reduce risk?</i>				
Other	No	-	-	-
<i>How does this reduce risk?</i>				
Planning Documents				
Comprehensive/Master Plan	Yes	City of Burlington Master Plan, June 2010	Local	Housing & Community Development
<i>How does this reduce risk?</i>				
The Master Plan identified the extensive impact of the 1987 FIRM on future development and especially the impact on the first floor of buildings in an AE Zone where the BFE was 11.1'.				
Capital Improvement Plan	Yes	Approved Municipal Budget	Local	Various
<i>How does this reduce risk?</i>				
The CIP is a tool which can fund storm drainage improvements and flood mitigation measures such as the repair and raising of the Assiscunk Creek Levees and the Delaware River bulkhead.				
Disaster Debris Management Plan	No	-	-	-
<i>How does this reduce risk?</i>				
Floodplain Management or Watershed Plan	No	-	-	-
<i>How does this reduce risk?</i>				
A Watershed Plan will be developed for the Kennedy Lake system using DEP grant funds and a City-wide Watershed Plan will be developed and completed by 2028 as required by the City's Tier A Stormwater Discharge Permit.				
Stormwater Management Plan	Yes	Burlington City Municipal Stormwater Management Plan, August 2006	Local	Public Works
<i>How does this reduce risk?</i>				
The Stormwater Management Plan reduces risk by establishing guidelines for responsible development and redevelopment. A new Stormwater Control Ordinance is expected to be adopted in 2024 that will provide for more effective runoff control.				
Stormwater Pollution Prevention Plan	Yes	Burlington City Stormwater Pollution Prevention Plan, September 2018	Local	Public Works
<i>How does this reduce risk?</i>				
The Stormwater Pollution Prevention Plan reduces risk by providing Public Works employees with guidance to ensure proper maintenance of City-owned stormwater facilities.				
Open Space Plan	No	-	-	-
<i>How does this reduce risk?</i>				
Urban Water Management Plan	No	-	-	-



	Jurisdiction has this? (Yes/No)	Code Citation and Date (code chapter, name of plan, date of plan)	Authority (local, county, state, federal)	Individual / Department / Agency Responsible
<i>How does this reduce risk?</i>				
Habitat Conservation Plan	No	-	-	-
<i>How does this reduce risk?</i>				
Economic Development Plan	Yes	City of Burlington Master Plan, Land Use Element, June 2010	Local	Housing & Community Development
<i>How does this reduce risk?</i> Redevelopment projects in AE Zones must also comply with the City's Storm Damage Prevention Ordinance on new construction or for the substantial improvement of existing structures.				
Shoreline Management Plan	No	-	-	-
<i>How does this reduce risk?</i>				
Community Wildfire Protection Plan	No	-	-	-
<i>How does this reduce risk?</i>				
Community Forest Management Plan	No	-	-	-
<i>How does this reduce risk?</i>				
Transportation Plan	Yes	City of Burlington Master Plan, Circulation Element, June 2010	Local	Housing & Community Development
<i>How does this reduce risk?</i> The Circulation Element of the Master Plan provides a description and analysis of the transportation system that serves the City, including the street network, streetscape, sidewalks, and pathways.				
Agriculture Plan	No	-	-	-
<i>How does this reduce risk?</i>				
Climate Action/ Resiliency/Sustainability Plan	No	-	-	-
<i>How does this reduce risk?</i> Currently, the City does not have such a Plan. However, the DEP recently announced that Burlington will be the beneficiary of a State-funded "NJ Resilient Municipal Assistance Program" grant to comply with a recent amendment to the Municipal Land Use Law.				
Tourism Plan	No	-	-	-
<i>How does this reduce risk?</i>				
Business/ Downtown Development Plan	No	-	-	-
<i>How does this reduce risk?</i>				
Other	No	-	-	-
<i>How does this reduce risk?</i>				
Response/Recovery Planning				
Emergency Operations Plan	Yes	Burlington City Emergency Operations Plan, 2023	Local	OEM
<i>How does this reduce risk?</i> The current EOP outlines Plans and Procedures for each Department or Agency and is broken down into a Basic Plan and 16 Annexes. It also consists of a Snow/Ice Emergency Plan and a Flood Early Warning System Plan.				
Continuity of Operations Plan	Yes	Continuity of Operations Plan /Continuity of Government Plans	Local	All Departments



	Jurisdiction has this? (Yes/No)	Code Citation and Date (code chapter, name of plan, date of plan)	Authority (local, county, state, federal)	Individual / Department / Agency Responsible
<i>How does this reduce risk?</i>				
Each department was tasked during COVID to refine and update their COOP/COG plans in the event of a mass absence due to sickness.				
Strategic Recovery Planning Report	No	-	-	-
<i>How does this reduce risk?</i>				
Threat & Hazard Identification & Risk Assessment (THIRA)	No	-	-	-
<i>How does this reduce risk?</i>				
Post-Disaster Recovery Plan	No	-	-	-
<i>How does this reduce risk?</i>				
Public Health Plan	No	-	-	-
<i>How does this reduce risk?</i>				
Other	No	-	-	-
<i>How does this reduce risk?</i>				

Development and Permitting Capability

The table below summarizes the capabilities of the City of Burlington to oversee and track development.

Table 9.6-3. Development and Permitting Capability

Indicate if your jurisdiction implements the following	Yes/No	Comment:
Do you issue development permits? • If yes, what department is responsible?	Yes	Construction Division
If you do not issue development permits, what is your process for tracking new development?	N/A	-
Are permits tracked by hazard area? (For example, floodplain development permits.)	Yes	All permit applications are screened for location in an AE Zone and for compliance with the Flood Damage Prevention Ordinance.
Do you have a buildable land inventory? • If yes, please describe	No	-
Describe the level of build-out in your jurisdiction.	N/A	According to the City's Master Plan, approximately 6.7% of the land in the City has been identified as vacant. Vacant lands within the City present opportunities for development or opportunities for consolidation of lots to adjacent land owners.

Administrative and Technical Capability

The table below summarizes potential staff and personnel resources available to the City of Burlington and their current responsibilities that contribute to hazard mitigation.



Table 9.6-4. Administrative and Technical Capabilities

Resources	Available? (Yes/No)	Comments (available staff, responsibilities, support of hazard mitigation)
Administrative Capability		
Land Use Board (Combined Planning Board and Zoning Board of Adjustment)	Yes	The Land Use Board, under the auspices of the Housing & Community Development Department performs all appropriate functions with respect to City planning and zoning, including: determine property use suitability with regard to City Plan; maintain Zoning Map and data by parcel and subdivision; provide zoning information on specific lots parcels or subdivisions; pre-screen requests for applications through Screening Committee; review Applications for conformance with, or variance from, City Ordinance; consider Applications for positive and negative criteria; determine impact on neighborhoods; pass on or reject Applications.
Zoning Board of Adjustment	No	-
Planning Department	No	-
Mitigation Planning Committee	No	-
Environmental Board/Commission	No	-
Open Space Board/Committee	No	-
Economic Development Commission/Committee	No	-
Public Works/Highway Department	Yes	The Department of Public Works, headed by the Public Works Director, is responsible for street, and drainage system maintenance, street sweeping, trash collection, maintenance of various public grounds, maintenance of City vehicles, equipment, and related functions. Public Works houses the Water Utility, Sewer, and Building Maintenance Divisions.
Construction/Building/Code Enforcement Department	Yes	The City has a Construction Division and a Code Enforcement/Zoning Division. The Construction Division performs all duties and responsibilities as required by the Uniform Construction Code, including issuing permits, and scheduling and performing inspections. The Code Enforcement/Zoning Division ensures the land development codes are being followed throughout the City and sorts through zoning applications. Those which need variances or other permittances are referred to the Land Use Board.
Emergency Management/Public Safety Department	Yes	The Department of Public Safety is operated by a Director – the Mayor, and according to City Ordinance and State regulations, performing all appropriate functions to provide for the operations of those Divisions engaged in protecting and preserving the safety of City life and property. The Public Safety



Resources	Available? (Yes/No)	Comments (available staff, responsibilities, support of hazard mitigation)
		divisions include Police, Fire, Fire Prevention, and Emergency Management.
Warning Systems / Services (mass notification system, outdoor warning signals, etc.)	Yes	Nixle, Civic Ready (reverse 911)
Maintenance programs to reduce risk (stormwater maintenance, tree trimming, etc.)	Yes	The Department of Public Works, headed by the Public Works Director, is responsible for street and drainage system maintenance, street sweeping, trash collection, maintenance of various public grounds, maintenance of City vehicles, equipment, and related functions.
Mutual aid agreements	Yes	Agreements with Fire and Emergency Services
Human Resources Manual <i>e.g., Do any job descriptions specifically include identifying or implementing mitigation projects or other efforts to reduce natural hazard risk?</i>	Yes	Qualified consultants for drainage and sewer
Other: Historical Preservation Commission	Yes	The Historic Preservation Commission is primarily charged with safeguarding the important architecture and historic heritage of the City. The Planning & Zoning Board relies on Commission advice on these matters.
Technical/Staffing Capability		
Planners or engineers with knowledge of land development and land management practices	Yes	Environmental Resolutions, Inc., William Harris, P.P. and Allison Iannacone, P.E., CFM
Engineers or professionals trained in building or infrastructure construction practices	Yes	Environmental Resolutions, Inc., (City and LUB engineers); Pennoni Associates (Sewer and Drainage Engineer)
Planners or engineers with an understanding of natural hazards	Yes	Environmental Resolutions, Inc., and Pennoni Associates
Staff with expertise or training in benefit/cost analysis	Yes	ERI, Pennoni, Bowman & Company, Phoenix Advisors
Professionals trained in conducting damage assessments	Yes	OEM, DPW, CERT, PD, FD, drone operators
Personnel skilled or trained in GIS and/or Hazards United States (HAZUS) – Multi-Hazards (MH) applications	Yes	DPW, Pennoni
Environmental scientist familiar with natural hazards	Yes	Pennoni
Surveyor(s)	Yes	Environmental Resolutions, Inc.
Emergency Manager	Yes	The Emergency Management Coordinator operates this Division under the supervision of the Department of Safety and performs all appropriate functions regarding emergency preparedness (Mitigation, Preparedness, Response and Recovery). The City's Emergency Manager is Frank Caruso.
Grant writer(s)	Yes	Pennoni, Triad, Environmental Resolutions, Inc.



Resources	Available? (Yes/No)	Comments (available staff, responsibilities, support of hazard mitigation)
<i>Consider the following - Are data and maps from the HMP used to support documentation in grant applications?</i>		
Resilience Officer	Yes	PSD, OEM
Other (this could include stormwater engineer, environmental specialist, etc.)	Yes	Drone operators
How do your administrative/technical capabilities contribute to risk reduction in your community?		
Risk reduction and resiliency are the common thread between every department in the City. The administrative and technical capabilities stay current with potential risks that allow the OEM to alert others as needed when disaster nears, and they along with the other departments are constantly planning mitigation projects and seeking funding opportunities to implement projects on the 5-Year capital plans.		

Fiscal Capability

The table below summarizes financial resources available to the City of Burlington.

Table 9.6-5. Fiscal Capabilities

Financial Resources	Accessible or Eligible to Use? (Yes/No)
Community development Block Grants (CDBG, CDBG-DR)	Yes
Capital improvements project funding	Yes
Authority to levy taxes for specific purposes	No
User fees for water, sewer, gas, or electric service	Yes
Impact fees for homebuyers or developers of new development/homes	No
Stormwater utility fee	No
Incur debt through general obligation bonds	Yes
Incur debt through special tax bonds	No
Incur debt through private activity bonds	No
Withhold public expenditures in hazard-prone areas	No
Other federal or state Funding Programs	Yes
Open Space Acquisition funding programs	Yes
Other (for example, Clean Water Act 319 Grants [Nonpoint Source Pollution])	Yes

Education and Outreach Capability

The table below summarizes the education and outreach resources available to the City of Burlington.

Table 9.6-6. Education and Outreach Capabilities

Outreach Resources	Available? (Yes/No)	Comment:
Public information officer or communications office	Yes	Information on flood hazards is disseminated to residents and businesses by the Director of Public Affairs.
Personnel skilled or trained in website development	Yes	Contracted



Outreach Resources	Available? (Yes/No)	Comment:
Hazard mitigation information available on your website	Yes	Information on flood insurance and emergency notification lists is available on the Emergency Management webpage
Social media for hazard mitigation education and outreach	Yes	Facebook, City Website, Nixle, Civic Ready
Citizen boards or commissions that address issues related to hazard mitigation	No	-
Warning systems for hazard events	Yes	Nixle, Facebook, Civic Ready, Siren
Natural disaster/safety programs in place for schools	Yes	Board of Education has a published Emergency Action Plan.
Does the jurisdiction have any public outreach mechanisms / programs in place to inform citizens on natural hazards, risk, and ways to protect themselves during such events? • If yes, please describe.	Yes	Ongoing public presentations, National Night Out

Community Classifications

The table below summarizes classifications for community programs available to the City of Burlington.

Table 9.6-7. Community Classifications

Program	Participating? (Yes/No)	Classification (if applicable)	Date Classified (if applicable)
Community Rating System (CRS)	Yes	7	October 1, 2018
Building Code Effectiveness Grading Schedule (BCEGS)	Yes	4	2017
Public Protection (ISO Fire Protection Classes 1 to 10)	Yes	3	2017
StormReady Certification	Yes	Certified	January 2017
Firewise Communities classification	No	-	-
New Jersey Sustainable Jersey Community	Yes	None	October 19, 2010
Other	No	-	-

Note:

- N/A Not applicable
- NP Not participating
- Unavailable

Adaptive Capacity

Adaptive capacity is defined as “the ability of systems, institutions, humans and other organisms to adjust to potential damage, to take advantage of opportunities, or respond to consequences” (IPCC 2014). Each jurisdiction has a unique combination of capabilities to adjust to, protect from, and withstand a future hazard event, future conditions, and changing risk. The table below summarizes the adaptive capacity for each identified hazard of concern and the jurisdiction’s capability to address related actions using the following classifications:



- Strong: Capacity exists and is in use.
- Moderate: Capacity might exist; but is not used or could use some improvement.
- Weak: Capacity does not exist or could use substantial improvement.

Table 9.6-8. Adaptive Capacity

Hazard	Adaptive Capacity – Strong/Moderate/Weak
Dam Failure	Weak
Disease Outbreak	Strong
Drought	Moderate
Earthquake	Moderate
Extreme Temperatures	Strong
Flood	Weak
Severe Weather	Moderate
Severe Winter Weather	Strong
Wildfire	Moderate

During the review of the adaptive capacity ranking, the City of Burlington indicated the following:

- The rankings for Dam Failure (Sylvan Lake Dam and the Assiscunk Creek Levee) and Flood should be lowered from 'Moderate' to 'Weak'. Burlington City is particularly vulnerable, being 75 percent in the floodplain and positioned below the Burlington Township Sylvan Lake Dam. The City has many projects that need to be completed and more that need to be planned to make sure resiliency is maintained and enhanced with the coming sea level rise projections.

9.6.4 National Flood Insurance Program (NFIP) Compliance

This section provides specific information on the management and regulation of the regulatory floodplain, including current and future compliance with the NFIP.

NFIP Floodplain Administrator (FPA)

Allison S. Iannaccone, FPA

National Flood Insurance Program (NFIP) Summary

The following table summarizes the NFIP statistics for the City of Burlington.

Table 9.6-9. NFIP Summary

Active Policies	Total Premium + Policy Fee	Number of Losses	Total Net Payment	Repetitive Loss Properties
736	\$1,113,805	276	\$687,096.10	14

Source: NFIP 2023

Notes: Data current as of October 2023

RL Repetitive Loss

SRL Severe Repetitive Loss

RL FMA Definition Any insurable building that has incurred flood-related damage on two occasions, in which the cost of the repair, on the average, equaled or exceeded 25 percent of the market value of the structure at the time of each such flood event.



RL NFIP Definition Any insurable building for which two or more claims of more than \$1,000 were paid by the National Flood Insurance Program (NFIP) within any rolling ten-year period, since 1978.

Flood Vulnerability Summary

The following table provides a summary of the NFIP program in the City of Burlington.

Table 9.6-10. NFIP Summary

NFIP Topic	Comments
Flood Vulnerability Summary	
Describe areas prone to flooding in your jurisdiction. <ul style="list-style-type: none"> Do you maintain a list of properties that have been damaged by flooding? 	The City maintains a list of repetitive loss properties and annually informs such residents of flood mitigations measures to them.
Do you maintain a list of property owners interested in flood mitigation? <ul style="list-style-type: none"> How many homeowners and/or business owners are interested in mitigation (elevation or acquisition)? 	The City does not maintain a list. However, we have offered technical assistance to property owners who are interested in flood mitigation.
Are any RiskMAP projects currently underway in your jurisdiction? <ul style="list-style-type: none"> If so, state what projects are underway. 	N/A
How do you make Substantial Damage determinations? <ul style="list-style-type: none"> How many were declared for recent flood events in your jurisdiction? 	The CRS officer checks construction permits.
How many properties have been mitigated (elevation or acquisition) in your jurisdiction? <ul style="list-style-type: none"> If there are mitigated properties, how were the projects funded? 	No properties were elevated or acquired, but six Substantial Improvement properties were the subject of other measures such as flood vents and filling of basements.
Do your flood hazard maps adequately address the flood risk within your jurisdiction? <ul style="list-style-type: none"> If not, state why. 	Yes
NFIP Compliance	
What local department is responsible for floodplain management?	Housing & Community Development
Are any certified floodplain managers on staff in your jurisdiction?	The City contracts with a Certified Floodplain Manager.
Do you have access to resources to determine possible future flooding conditions from climate change?	Yes. FEMA website, DVRPC Vulnerability Assessment
Does your floodplain management staff need any assistance or training to support its floodplain management program? <ul style="list-style-type: none"> If so, what type of assistance/training is needed? 	How to obtain funding for low-income homeowners to contract for flood mitigation measures to lower their flood insurance cost.
Provide an explanation of NFIP administration services you provide (e.g. permit review, GIS, education/outreach, inspections, engineering capability)	Construction permit review, inspections and technical assistance to residents and businesses on flood mitigation measures.
How do you determine if proposed development on an existing structure would qualify as a substantial improvement?	Compare the cost of work on the construction permit to the tax assess improved value/the tax equalization ratio. The CRS Officer reviews all construction permit applications for location in AE Zone and compliance with Storm Damage Prevention Ordinance. If the project is a SI and is in an AE Zone, flood mitigation measures are prescribed by the City's CFM.



NFIP Topic	Comments
What are the barriers to running an effective NFIP program in the community, if any?	Limited financial resources, the type of homes (many are row-type, wood frame homes with basements), cost of flood insurance.
Does your jurisdiction have any outstanding NFIP compliance violations that need to be addressed? • If so, state the violations.	No
When was the most recent Community Assistance Visit (CAV) or Community Assistance Contact (CAC)?	October 7, 1993 was most recent CAV.
What is the local law number or municipal code of your flood damage prevention ordinance? • Have you adopted NJDEP's Model Code Coordinated Ordinance? • What is the date that your flood damage prevention ordinance was last amended?	Chapter 170 of the City ordinances No December 21, 2017
Does your floodplain management program meet or exceed minimum requirements? • If exceeds, in what ways?	Meets minimum requirement
Are there other local ordinances, plans or programs (e.g., site plan review) that support floodplain management and meeting the NFIP requirements? For instance, does the planning board or zoning board consider efforts to reduce flood risk when reviewing variances such as height restrictions?	Yes
Does your community plan to join the CRS program or is your community interested in improving your CRS classification?	The City is interested in finding low-cost ways to improve our CRS Class 7 rating.

9.6.5 Growth/Development Trends

Understanding how past, current, and projected development patterns have or are likely to increase or decrease risk in hazard areas is a key component to appreciating a jurisdiction's overall risk to its hazards of concern. The table below summarizes recent and expected future development trends, including major residential/commercial development and major infrastructure development.

Table 9.6-11. Number of Building Permits for New Construction

Type of Development	2021		2022		2023		2024		2025	
	Total	Within SFHA	Total	Within SFHA	Total	Within SFHA	Total	Within SFHA	Total	Within SFHA
Number of Building Permits for New Construction Issued Since the previous HMP* (total/within regulatory floodplain)										
Single Family	2	0	0	0	0	0	1	1	0	0
Multi-Family	0	0	1	1	1	1	0	0	0	0
Other (commercial, mixed-use, etc.)	0	0	0	0	0	0	0	0	0	0
Total Permits Issued	2	0	1	1	1	1	1	1	0	0

SFHA Special Flood Hazard Area (1% annual chance flood event)



* Only location-specific hazard zones or vulnerabilities identified.

Table 9.6-12. Recent and Expected Future Development

Property or Development Name	Type (e.g., Res., Comm.)	# of Units / Structures	Address and Parcel ID	Known Hazard Zone(s)	Description/Status of Development
Recent Major Development from 2019 to Present					
Pearl Pointe Apartments	Apartments	2	1 & 2 East Pearl St.	AE Zone	Project Completed
Known or Anticipated Major Development in the Next Five (5) Years					
New Yorkshire Senior Housing	Apartments	1	Clarkson & Linden Streets	AE Zone	Third RFP to developers to be issued by 10-31-23
U.S Pipe Site	Mixed Use	TBD	East Pearl Street	AE Zone	-

9.6.6 Jurisdictional Risk Assessment

The hazard profiles in Volume 1, Section 4 (Risk Assessment) provide detailed information regarding each plan participant’s vulnerability to the identified hazards. Section 4.2 (Methodology) and Section 4.4 (Hazard Ranking) provide detailed summaries for the City of Burlington’s risk assessment results and data used to determine the hazard ranking discussed later in this section.

Hazard area extent and location maps provided below illustrate the probable areas impacted within the jurisdiction based on the best available data at the time of the preparation of this plan and are adequate for planning purposes. Maps were generated only for those hazards that can be identified clearly using mapping techniques and technologies and for which the City of Burlington has significant exposure. The maps also show the location of potential new development, where available.

Figure 9.6-1. City of Burlington Flood and Sea Level Rise Hazard Area Extent and Location Map

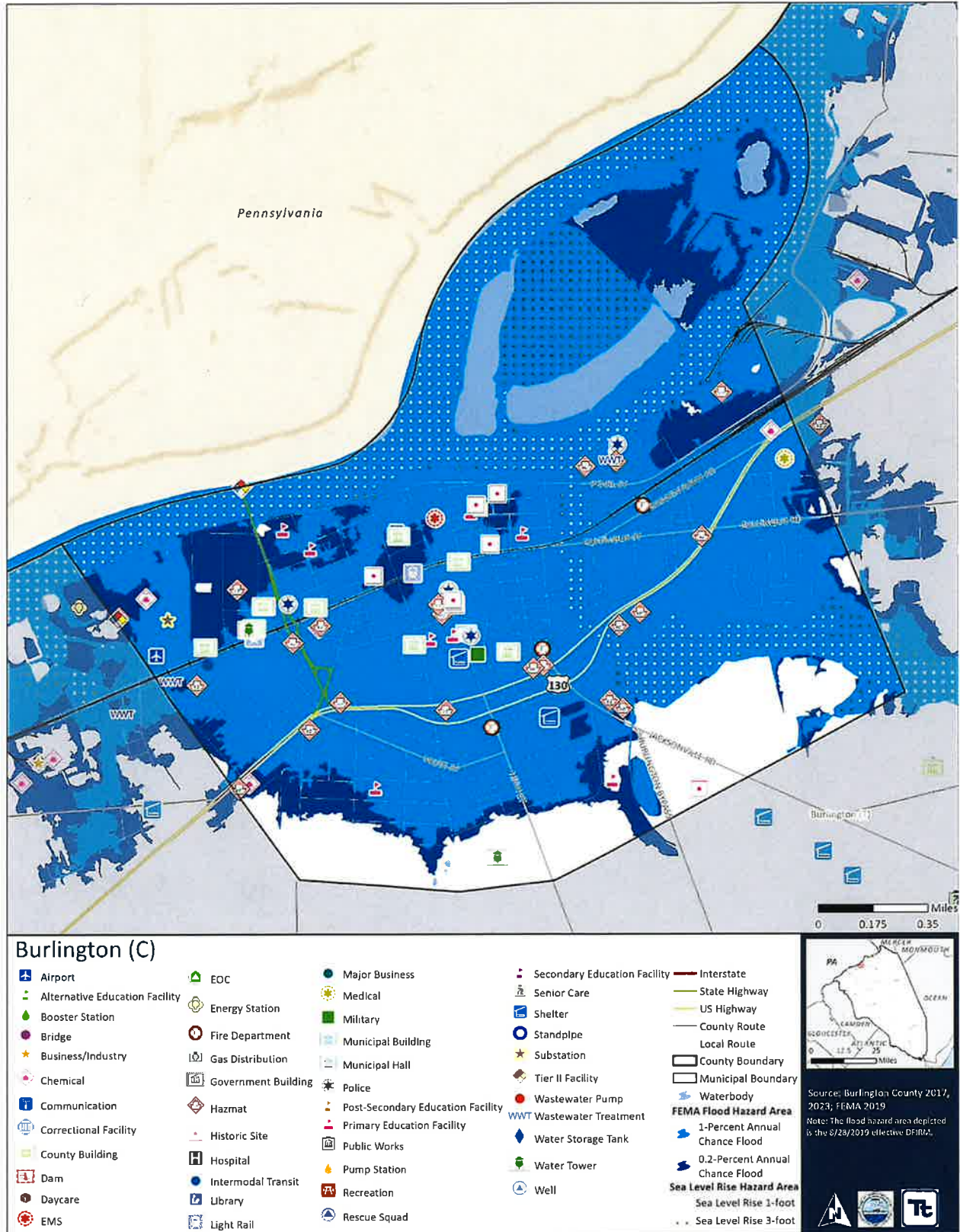
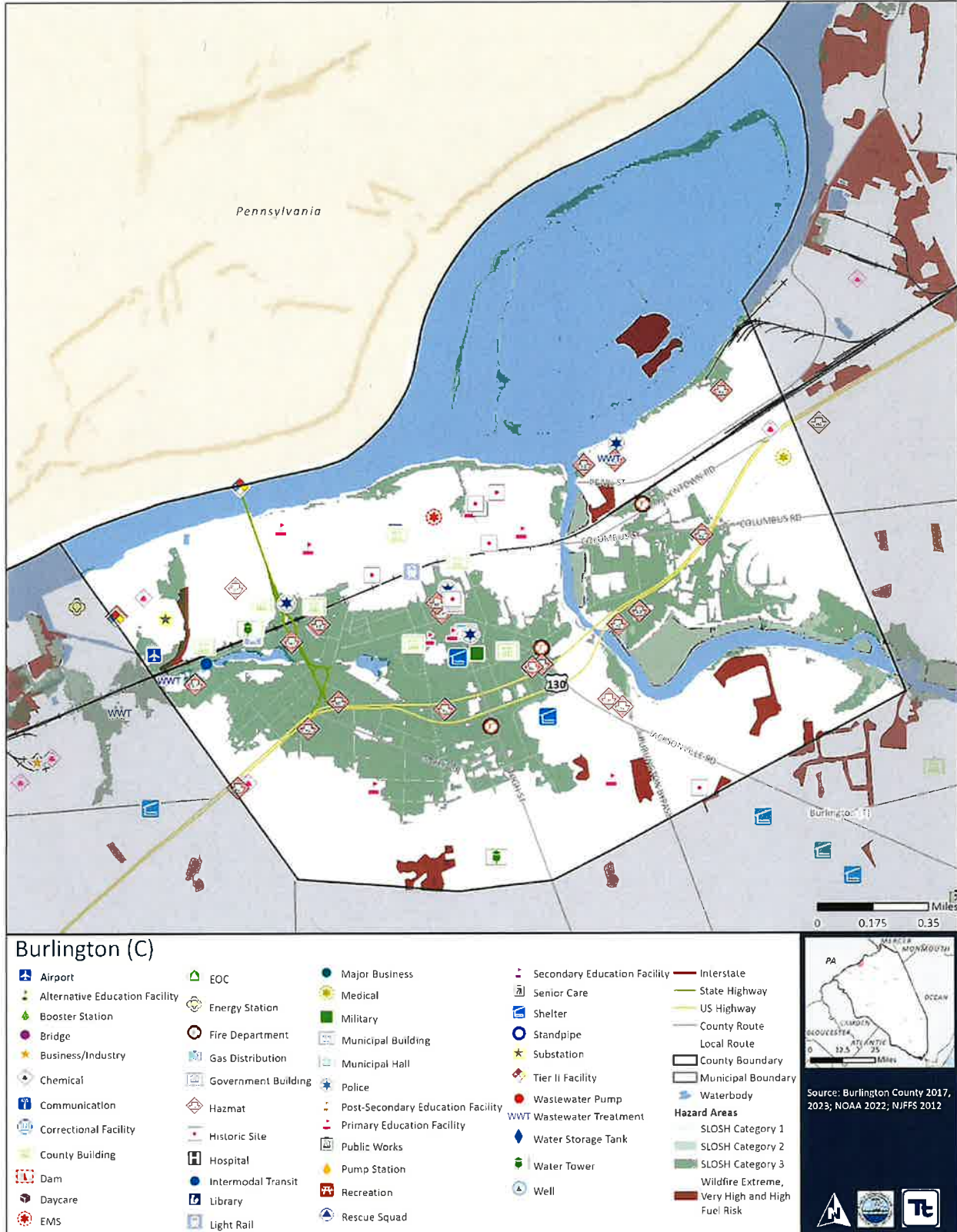




Figure 9.6-2. City of Burlington SLOSH and Wildfire Hazard Area Extent and Location Map





Hazard Event History

Burlington County has a history of natural and non-natural hazard events, as detailed in Volume I, Section 4 (Risk Assessment). A summary of historical events is provided in each of the hazard profiles and includes a chronology of events that have affected the County and its municipalities.

The City of Burlington’s history of federally declared (as presented by FEMA) and significant hazard events [as presented in NOAA-National Centers for Environmental Information (NCEI)] is consistent with that of the County. The table below provides details regarding municipal-specific loss and damages the City of Burlington experienced during hazard events since the last hazard mitigation plan update. Information provided in the table below is based on reference material or local sources.

Table 9.6-13. Hazard Event History Since 2019

Dates of Event	Event Type (Disaster Declaration if applicable)	County Designated?	Summary of Event	Municipal Summary of Closures, Damages, and Losses
March 6-7, 2018	Severe Winter Storm (DR-4368)	Yes	<p>Banding and thundersnow produced pockets of heavier snow in the western sections of the area, closer to the Delaware River.</p> <p>The snow contained large amounts of liquid, making it heavy and wet. This resulted in downed trees, limbs, and wires, leading to numerous power outages across portions of New Jersey.</p>	<p>During the incident period, snow created an immediate threat to the health and safety of the general public requiring emergency response and protective measures. All city departments (PD, FD, DPW, OEM and Administration) provided proactive measures for the winter storm that caused major roads to be blocked due to downed power lines and excessive debris in Burlington City. FEMA reimbursed the City for all eligible expenses. The Emergency Operations Center (EOC) was activated and manned for both days 24 hours a day.</p>
June 19-20, 2019	Flash Flood	No	<p>Showers and thunderstorms produced heavy rainfall and flash flooding. Rainfall amounts of 3 to near 6 inches were reported, causing significant flash flooding. Widespread roadway flooding occurred in Burlington City, Burlington Township, Pemberton</p>	<p>On 19 JUN approximately five and half inches of rain fell in 45 minutes flooding many parts of the City’s roadways and buildings. The EOC was activated for 12 hours, and all departments were mobilized to assist stranded motorists</p>



Dates of Event	Event Type (Disaster Declaration if applicable)	County Designated?	Summary of Event	Municipal Summary of Closures, Damages, and Losses
			Township, Southampton, Medford, Evesham, Maple Shade, and Moorestown, resulting in several road closures.	and homeowners that experienced flooding. The Fire Department conducted many pump-outs the day after the pop-up storm passed. NO emergency declaration was made.
January 20, 2020 – May 11, 2023	Covid-19 Pandemic (EM-3451-NJ, DR-4488-NJ)	Yes	Burlington County accounted for 115,985 positive cases of COVID-19 in the State of New Jersey, and 1,265 of the reported deaths. A total of 991,269 vaccinations were delivered in the County to both residents and non-residents.	As of April 28, 2022, the City experienced 1845 positive cases with another 349 probable cases and 21 deaths from the Covid-19 outbreak. Reports from the County Health Department were discontinued after that date. Meetings were initially held daily with the Administration, Council, and all departments conducted by OEM and overseen by the Mayor, followed by weekly briefings for updates. OEM Coordinator issued an Emergency Declaration on 18 MAR 2020 which remained in place and was rescinded on 11 MAY 2023 after the Public Health Emergency was declared over. An Incident Action Plan (IAP) was developed by OEM and mandated safety procedures and the closing of City Hall to the public. A plan was developed to open City Hall once again as the pandemic subsided. The EOC was temporarily sealed to maintain a sterile environment in the event of a full-blown incident. A claim was filed with FEMA and a reimbursement of 100% of



Dates of Event	Event Type (Disaster Declaration if applicable)	County Designated?	Summary of Event	Municipal Summary of Closures, Damages, and Losses
				eligible expenses was recovered. City OEM worked very closely with the County OEM and the County Health Department to procure a supply of Personal Protective Equipment (PPE) for employees and hand sanitizer and test kits for the public. Vaccine clinics were conducted in the City on at least two occasions for initial shots and boosters. Also test sites were set up and administered by the County Health Department.
June 3-4, 2020	Thunderstorm Wind	No	A derecho developed then moved rapidly. Wind gust reports between 60 and 70 MPH were common. Numerous trees were downed in Willingboro, Beverly, Delran, Riverside, Westampton, Burlington City, and Moorestown.	The City experienced minimal damage and debris was cleared by DPW. No major damage was reported.
July 30, 2020	Thunderstorm Wind	No	Scattered thunderstorms, some of which became strong to severe, produced several reports of damaging winds. Wires were downed in Riverside, Burlington City, Mansfield, and Bordentown.	The City experienced minimal damage and debris was cleared by DPW. No major damage was reported.
August 4, 2020	Tropical Storm Isaias (DR-4574-NJ)	Yes	Tropical Storm Isaias brought high winds and heavy rain to Burlington County; some areas of the County reported more than 6 inches over several hours. Burlington County Central Communications fielded over 400 emergency calls and 1,400 non-emergency calls, many for flooded basements and residences.	High winds and heavy rain caused major debris issues and some flooding within the City. DPW conducted debris removal for several days following the storm and the Fire Department conducted pump-outs. A claim was filed with FEMA and a 75% reimbursement of all eligible expenses was procured.
July 12, 2021	Flash Flood	No	Thunderstorms brought locally heavy rain; rainfall totals up to 5 to 8 inches occurred prompting	Heavy rains caused extensive flooding of local streets and low-lying areas. Water



Dates of Event	Event Type (Disaster Declaration if applicable)	County Designated?	Summary of Event	Municipal Summary of Closures, Damages, and Losses
			the issuance of a Flash Flood Emergency. Widespread roadway flooding occurred in Florence Township, Burlington City, Burlington Township, Edgewater Park, Beverly, Palmyra, Delanco, and Riverside causing numerous road closures. There were several water rescues.	rescues of stranded motorists occurred along Route 130 and downtown Burlington. Some streets were closed temporarily and the EOC was activated until the water subsided.
September 1-3, 2021	Remnants of Hurricane Ida (EM-3573-NJ, DR-4614-NJ)	Yes	The remnants of Hurricane Ida produced heavy rainfall, flash floods, and a tornado (EF-1) that moved through Edgewater Park, Beverly, Burlington Township and Burlington City. Rainfall totals exceed 3 inches in parts of County; 4 water rescues occurred due to flash flooding.	Remnants of Hurricane IDA caused excessive rainfall and an EF-1 Tornado within the City. The entire 200 block of York Street was inundated with water. Pump-outs occurred at several locations. Roadways and streets were flooded and had to be closed to traffic with barricades. Both the river and the creek overflowed its banks significantly. The river was full of heavy debris such as trees and other large items swept from the riverbanks. No visible damage occurred as the tornado clipped the corner of the City limits in the vicinity of the Burlington Bristol Bridge. The EOC was activated during this period.

Source: FEMA 2023, NOAA NCEI 2023

Notes:

DR Major Disaster Declaration (FEMA)

EM Emergency Declaration (FEMA)

FEMA Federal Emergency Management Agency

N/A Not applicable

Hazard Ranking and Vulnerabilities

The hazard profiles in Volume 1, Section 4 (Risk Assessment) have detailed information regarding each plan participant’s vulnerability to the identified hazards. The following summarizes the City of Burlington’s risk assessment results and data used to determine the hazard ranking.



Hazard Ranking

This section provides the community specific identification of the primary hazard concerns based on identified problems, impacts and the results of the risk assessment as presented in Volume 1, Section 4 (Risk Assessment). The ranking process involves an assessment of the likelihood of occurrence for each hazard; the potential impacts of the hazard on people, property, and the economy; and community capabilities to address the hazard and changing future climate conditions. Mitigation action development uses the inputs from the evaluation to target those hazards with highest level of concern.

As discussed in Volume 1, Section 4.4 (Hazard Ranking), each participating jurisdiction has differing degrees of risk exposure and vulnerability compared with the County as a whole. Therefore, each municipality ranked the degree of risk to each hazard as it pertains to their community. The table below summarizes the hazard risk/vulnerability rankings of potential natural hazards for the City of Burlington. The City of Burlington reviewed the County hazard risk/vulnerability risk ranking table and individual results to reflect the relative risk of the hazards of concern to the community.

During the review of the hazard/vulnerability risk ranking, the City of Burlington indicated the following:

- Dam Failure should be increased from "Low" to 'Medium'. The older Sylvan Lake Dam gets, and the longer Assiscunk Creek Levee goes without proper improvements, the more likely catastrophic failures become.
- The City agreed with the remainder of the calculated hazard rankings.

Table 9.6-14. Hazard Ranking Input

Hazard	Hazard Ranking – High/Medium/Low
Dam Failure	Medium
Disease Outbreak	Medium
Drought	Low
Earthquake	Low
Extreme Temperatures	Medium
Flood	High
Severe Weather	High
Severe Winter Weather	Medium
Wildfire	Low

Critical Facilities

The table below identifies critical facilities and lifelines in the community located in the 1-percent and 0.2-percent.

Table 9.6-15. Potential Flood Exposure of Critical Facilities and Community Lifelines

Name	Type	Exposure	
		1% Event	0.2% Event
166 - Dr Philson's Office-Burlington FPC	County Building	Yes	Yes
170 - Heureka Center-Burlington WIC	County Building	Yes	Yes



Name	Type	Exposure	
		1% Event	0.2% Event
241 - Sr. Citizens Nutrition Program - Burlington	County Building	Yes	Yes
255 - Sr. Citizens Nutrition Program - Burlington	County Building	Yes	Yes
477 - Communications Equipment - Burlington City	County Building	Yes	Yes
Agaway	Hazmat	Yes	Yes
All Saints Parochial School	Primary Education Facility	Yes	Yes
Burlington City Fire Department	Fire Department	Yes	Yes
Burlington Board of Education	Primary Education Facility	Yes	Yes
Burlington Bristol Bridge	Tier II Facility	Yes	Yes
Burlington Bristol Bridge Police Department	Police	Yes	Yes
Burlington City High School	Secondary Education Facility / Shelter	Yes	Yes
Burlington City Municipal Building	Municipal Hall	Yes	Yes
Burlington City Police	Police	Yes	Yes
Burlington City Sewerage Authority	Wastewater Treatment	Yes	Yes
Burlington Generating Station Heliport (PSE&G)	Airport	Yes	Yes
Burlington South	Intermodal Transit	Yes	Yes
Burlington South Light Rail Station	Light Rail	Yes	Yes
Burlington Towne Centre	Intermodal Transit	Yes	Yes
Burlington Towne Ctr. Light Rail Station	Light Rail	Yes	Yes
Captain James Lawrence School	Primary Education Facility	Yes	Yes
Cementex Production	Hazmat	Yes	Yes
Cenco Heating Oil	Hazmat	Yes	Yes
Central Safety Equipment	Hazmat	Yes	Yes
Central Safety Equipment Co.	Chemical	Yes	Yes
City Sewer Plant	Hazmat	Yes	Yes
Common Council Burlington City	Wastewater Treatment	Yes	Yes
Cooper House	Historic Site	Yes	Yes
Curtin Marina	Hazmat	Yes	Yes
DaVita Burlington North	Medical	Yes	Yes
Endeavor Emergency Squad	EMS	Yes	Yes
Gasko Oil Company	Hazmat	Yes	Yes
Holy Light Christian Academy	Primary Education Facility	Yes	Yes
Home For Aged Women	Senior Care	Yes	Yes
Isaac Collins House	Historic Site	Yes	Yes
Lawrence House	Historic Site	Yes	Yes
Library Company of Burlington	Library	Yes	Yes
Lukoil	Hazmat	Yes	Yes
MALWA Enterprises Inc	Hazmat	Yes	Yes
Martin L Steinmann	Hazmat	Yes	Yes
Mitchell Fire Co #3	Fire Department	Yes	Yes



Name	Type	Exposure	
		1% Event	0.2% Event
Municipal	EOC	Yes	Yes
National Guard Armory	Military	Yes	Yes
Neptune Hose Co #5	Fire Department	Yes	Yes
Niagara Hose Co 6	Fire Department	Yes	Yes
NJSP Marine Police	Police	Yes	Yes
Pearson-How House	Historic Site	Yes	Yes
PSE&G Substation	Substation	Yes	Yes
Quaker School	Historic Site	Yes	Yes
Samuel Smith Elementary School	Primary Education Facility	Yes	Yes
SLF INC	Hazmat	Yes	Yes
Sunco	Hazmat	Yes	Yes
Tedan Inc	Hazmat	Yes	Yes
TEDAN INC.	Chemical	Yes	Yes
US Pipe & Foundry Co.	Hazmat	Yes	Yes
Verizon	Hazmat	Yes	Yes
Verizon NJ Inc	Hazmat	Yes	Yes
Water Plant	Hazmat	Yes	Yes
Wilbur Watts Intermediate School	Primary Education Facility	Yes	Yes
Wilbur Watts Middle School	Shelter	Yes	Yes

Source: Burlington County 2023; Burlington County Planning Partnership 2023; FEMA 2019

Identified Issues

After review of the City of Burlington’s hazard event history, hazard rankings, jurisdiction specific vulnerabilities, hazard area extent and location, and current capabilities, the City of Burlington identified the following vulnerabilities within their community:

- A recent audit of New Jersey’s model ordinances by FEMA for conformance with NFIP, resulted in a review of existing local flood damage prevention ordinances. Based upon FEMA’s review, specific language related to NFIP regulations was not consistent. Additionally, it was determined that better coordination was needed between the three sets of regulations that regulate development and construction in the floodplain. These regulations are: the NFIP implemented by local floodplain administrators, the New Jersey Flood Hazard Area Control Act (FHACA) implemented at the State level by the NJDEP, and the Uniform Construction Code (UCC) implemented by the local Construction Official. NJDEP used this feedback to develop a model Code Coordinated Ordinance and continues to work with municipalities to update flood damage prevention ordinances to the Code Coordinated Ordinance.
- Major disaster events can result in large amounts of debris that overwhelm normal trash collection operations. Depending on the amount generated, temporary staging areas for debris collection may be needed. The municipality does not have a disaster debris management plan in place. During a disaster that results in debris, the municipality A plan with outlined responsibilities is needed to adequately address post-disaster cleanup operations.



- The municipality does not have a Substantial Damage Management Plan in place, nor do they have a formal process in place when conducting substantial damage determinations. The municipality is in need of a formal process and plan to provide a framework for conducting such inspections and determinations.
- The Assiscunk Creek levee side slopes and interior drainage pipes on levee are degraded.
- Storm surges cause failure of pump station.
- Kennedy Lake is filled with silt, lowering possible stormwater storage capability.
- Critical facilities in the City do not have backup power.
- Pipes throughout the City require replacement and should be upgraded.
- The current elevation for the Assiscunk Creek Levee is below the 500-year flood level.
- Critical facilities and community lifelines located in the floodplain are not only susceptible to flood damage but also create unnecessary complications for the municipality during an emergency event and post-disaster recovery.
- Frequent flooding events have resulted in damages to residential properties. These properties have been repetitively flooded as documented by paid NFIP claims. The City has 14 repetitive loss properties, but other properties may be impacted by flooding as well.
- The municipalities along the U.S. Route 130 corridor in Burlington County are impacted primarily by riverine flooding that may be worsened by climate change. These communities along the Delaware River and its tributaries, including the Rancocas, Assiscunk, and Pompeston creeks, are frequently impacted by severe flooding events. A joint regional climate change resilience planning effort is needed to assess future risks and identify local and regional solutions.
- The City's Stormwater Management Ordinance has not yet been adopted.
- The City does not have a watershed plan.

9.6.7 Mitigation Strategy and Prioritization

This section discusses past mitigations actions and status, describes proposed hazard mitigation initiatives, and prioritizes actions to address over the next five years.

Past Mitigation Initiative Status

The following table indicates progress on the community's mitigation strategy identified in the 2019 HMP. Actions that are in progress are carried forward and combined with new actions as part of this plan update and are included in the tables with prioritization. Previous actions that are now on-going programs and capabilities are indicated as such and previously presented in the 'Capability Assessment' earlier in this annex.



Table 9.6-16. Status of Previous Mitigation Actions

Project #	Project	Responsible Party	What is the status? (e.g., In Progress, No Progress, Ongoing Capability, or Completed) If in progress or completed, please describe the funding source, cost and who is implementing.	Yes/No	If Yes, please describe the original problem (i.e., hazard, location, historic losses)	If you did not complete the action, should the action be included in the 2024 HMP (i.e., there is still a need, this is still a priority)?	If Yes, identify the responsible department/person to implement the project.
C. Burlington - 1 (former BTC-1)	WWTP Stormwater Pump Upgrades - Replace aging 60hp and 100 hp pumps with two new 150 hp pumps.	Public Works with support from Sewer and Drainage Department / NJOEM	Complete	No	-	-	-
C. Burlington - 2 (former BTC-2)	Tide gate Mitigation - Install tide gate units on outfall pipes that do not have existing tide gates installed.	Public Works with support from Sewer and Drainage Department / NJOEM	Ongoing Capability	No	-	-	-
C. Burlington - 3 (former BTC-3)	PHASE 1 Assiscunk Creek Levee Improvements Phase 1 - including Columbus Park Storm Pipe tide gate replacement - Tide gate replacement and creek-side clearing	Public Works with support from Engineering	Complete	No	-	-	-
C. Burlington - 4 (former BTC-4)	PHASE 2 Assiscunk Creek Levee Mitigation - Armor the river side slopes and upgrade interior drainage pipes.	Public Works with support from Sewer and Drainage Department / NJOEM	In Progress	Yes	River side slopes and interior drainage pipes on levee are degraded	-	Public Works with support from Sewer and Drainage Department / NJOEM
C. Burlington - 5 (former BTC-5)	Riverbank near Watkins Alley - Replace inlet and pipes, install a tidal shock valve and restore curbs and sidewalks.	Public Works with support from Sewer and Drainage Department / NJOEM	No Progress	No	-	-	-



Project #	Project	Responsible Party	What is the status? (e.g., In Progress, No Progress, Ongoing Progress, or Completed) If in progress or completed, please describe the funding source, cost and who is implementing.	Yes/No	If Yes, please describe the original problem (i.e., hazard, location, historic losses)	If Yes, identify the responsible department/person to implement the project.
C. Burlington -6 (former BTC-6)	Riverbank and Wood Street - Replace inlet and pipes, and restore curbs, pavement and sidewalks	Public Works with support from Sewer and Drainage Department / NJOEM	No Progress	No	-	-
C. Burlington -7 (former BTC-7)	Mitchell Court Outfalls (west side of Assiscunk Creek). Replace pipe, install tideflex check valves and restore disturbed areas.	Public Works with support from Sewer and Drainage Department / NJOEM	No Progress	No	-	-
C. Burlington -8 (former BTC-8)	Mitchell Avenue Outfalls (east side of Assiscunk Creek) - Replace pipe, install tideflex check valves and restore disturbed areas.	Public Works with support from Sewer and Drainage Department / NJOEM	No Progress	No	-	-
C. Burlington -9 (former BTC-9)	Mitchell Avenue Pump Station Storm Event Bypass System - Provide bypass pumping to handle storm surges	Public Works with support from Sewer and Drainage Department / NJOEM	In Progress Waiting for funding	Yes	Storm surges cause failure of pump station	Public Works with support from Sewer and Drainage Department / NJOEM
C. Burlington -10 (former BTC-10)	Kennedy Lake Dredging - Dredge the lake at the low-end of the drainage area to maximize stormwater storage.	Public Works with support from Sewer and Drainage Department / NJOEM	In Progress Waiting for funding	Yes	Lake is filled with silt, lowering possible stormwater storage capability	Public Works with support from Sewer and Drainage Department / NJOEM



Project #	Project	Responsible Party	What is the status? (e.g., In Progress, No Progress, Ongoing)	Yes/No	If Yes, please describe the original problem (i.e., hazard, location, historic losses)	If Yes, identify the responsible department/person to implement the project.
C. Burlington - 11 (former BTC-11)	Upgrade to various outfalls along the Delaware River and Assisunk Creek - Replace aging flapper tide gates with tideflex check valves.	Public Works with Sewer and Drainage Department / NJOEM	Ongoing Capability	No	-	-
C. Burlington - 12 (former BTC-12)	Mobile Emergency Bypass Pump System - Purchase a 12" pump with trailer with associated hoses and piping.	Public Works with Sewer and Drainage Department / NJOEM	Complete	No	-	-
C. Burlington - 13 (former BTC-13)	Scott, Pine, McNeill Streets and Route 130 Drainage Improvements - Replace inlets and pipe including undersized pipe under Route 130 and restore curbs, sidewalks and pavement.	Public Works with Sewer and Drainage Department / NJOEM	No Progress	No	-	-
C. Burlington - 14 (former BTC-14)	Conduct and facilitate community and public education and outreach for residents and businesses to promote natural hazard risk reduction to include: <ul style="list-style-type: none"> Disaster preparedness Hazard mitigation High water marks	Municipality with support from Planning Partners, County Planning, NJOEM, FEMA	Ongoing Capability	No	-	-
C. Burlington - 15 (former BTC-16)	Obtain and install backup power sources at all critical facilities to include shelters.	Municipality engineering with support from OEM, County, NJOEM and FEMA	No Progress	Yes	Critical facilities do not have backup power.	Municipality engineering with support from OEM, County, NJOEM and FEMA



Project #	Project	Responsible Party	What is the status? (e.g., In Progress, No Progress, Ongoing Capability, or Completed) If in progress or completed, please describe the funding source, cost and who is implementing.	Yes/No	If Yes, please describe the original problem (i.e., hazard, location, historic losses)	If you did not complete the action, should the action be included in the 2024 HMP (i.e., there is still a need, this is still a priority)?	If Yes, identify the responsible department/person to implement the project.
C. Burlington - 17 (former BTC-20)	Enhance resilience to severe storms by joining the NOAA "StormReady" program.	OEM with support from County, NJOEM and FEMA	Complete	No	-	-	-
C. Burlington - 18 (former BTC-21)	Provide public education and outreach on proper installation and/or use of backup power	Municipal Clerk with support from OEM and government	No Progress	No	-	-	-
C. Burlington - 19 (former BTC-23)	Develop study for identifying specific vulnerabilities associated with vulnerable critical facilities noted in Section 9.6.6.2 of this annex	Lead: Twp. OEM Support: Twp. Engineer	No Progress	No	-	-	-
C. Burlington - 20 (former BTC-24)	Appoint a committee of relevant stakeholders (e.g., police, fire, etc.) to explore feasible mitigation activities for the City's identified vulnerable critical facilities	Lead: Twp. OEM Support: Twp. PD, Fire, Schools	No Progress	No	-	-	-
C. Burlington - 21 (former BTC-25)	Kennedy Lake Outfall Pipe Upgrades	Public Works with support from Sewer and Drainage Department / NJOEM	No Progress	No	-	-	-
C. Burlington - 22 (former BTC-26)	Columbus Street Drainage Pipe and Outfall Upgrades	Public Works with support from Sewer and Drainage	No Progress	No	-	-	-



Project #	Project	Responsible Party	What is the status? (e.g., In Progress, No Progress, Ongoing Capability, or Completed) If in progress or completed, please describe the funding source, cost and who is implementing.	Yes/No	If you did not complete the action, should the action be included in the 2024 HMP (i.e., there is still a need, this is still a priority)?	If Yes, please describe the original problem (i.e., hazard, location, historic losses)	If Yes, identify the responsible department/person to implement the project.
C. Burlington - 23 (former BTC-27)	Corrugated Metal Pipe (CMP) Drainage Pipe Upgrades (City-wide)	Department / NJOEM Public Works with support from Sewer and Drainage Department / NJOEM	In Progress Waiting for funding	Yes	Yes	Pipes throughout the City should be upgraded	Public Works with support from Sewer and Drainage Department / NJOEM
C. Burlington (former BTC-28)	Assiscunk Creek Levee Upgrades to 500-Year Flood Level Elevation	Public Works with Sewer and Drainage Department / NJOEM	No Progress	Yes	Yes	The current elevation for the Assiscunk Creek Levee is below the 500-year flood level	Public Works with support from Sewer and Drainage Department / NJOEM
C. Burlington - 25	Coordinate with the facilities managers at County Buildings in the City of Burlington to support the mitigation of vulnerable structures via retrofit (e.g. elevation, flood-proofing) or relocation to protect structures from future damage. Phase 1: Identify most cost-effective mitigation option Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.	Municipality with support from County	No Progress	Yes	Yes	Critical facilities located in the floodplain are not only susceptible to flood damage but also create unnecessary complications for the municipality during an emergency event and post-disaster recovery.	Municipality with support from County
C. Burlington - 26	Coordinate with the facilities managers at Municipal buildings (EOC, Municipal Hall) to support the mitigation of vulnerable structures via retrofit (e.g. elevation, flood-proofing) or relocation	Municipality	No Progress	Yes	Yes	Critical facilities located in the floodplain are not only susceptible to flood damage but also create unnecessary	Municipality



Project #	Project	Responsible Party	What is the status? (e.g., In Progress, No Progress, Ongoing Capability, or Completed) If in progress or completed, please describe the funding source, cost and who is implementing.	Yes/No	If you did not complete the action, should the action be included in the 2024 HMP (i.e., there is still a need, this is still a priority)? If Yes, please describe the original problem (i.e., hazard, location, historic losses) If Yes, identify the responsible department/person to implement the project.
C. Burlington - 27	<p>to protect structures from future damage. Phase 1: Identify most cost-effective mitigation option Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.</p> <p>Coordinate with the facilities manager at the City of Burlington schools to support the mitigation of vulnerable structures via retrofit (e.g. elevation, flood-proofing) or relocation to protect structures from future damage. Phase 1: Identify most cost-effective mitigation option Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.</p>	Municipality with support from schools	No Progress	Yes	<p>complications for the municipality during an emergency event and post-disaster recovery.</p> <p>Critical facilities located in the floodplain are not only susceptible to flood damage but also create unnecessary complications for the municipality during an emergency event and post-disaster recovery.</p> <p>Municipality with support from schools</p>
C. Burlington - 28	<p>Coordinate with the facilities managers at the City of Burlington Haz Mat facilities to support the mitigation of vulnerable structures via retrofit (e.g. elevation, flood-proofing) or relocation to protect structures from future damage. Phase 1: Identify most cost-effective mitigation option Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.</p>	Municipality with support from Haz Mat site operators	No Progress	Yes	<p>Critical facilities located in the floodplain are not only susceptible to flood damage but also create unnecessary complications for the municipality during an emergency event and post-disaster recovery.</p> <p>Municipality with support from Haz Mat site operators</p>



Project #	Project	Responsible Party	What is the status? (e.g., In Progress, No Progress, Ongoing Progress, or Completed) If in progress or completed, please describe the funding source, cost and who is implementing.	Yes/No	If Yes, please describe the original problem (i.e., hazard, location, historic losses)	If Yes, identify the responsible department/person to implement the project.
C. Burlington - 29	<p>available funding and local match ability.</p> <p>Coordinate with the facilities managers at the City of Burlington Emergency Response Facilities (Police Station, Fire Station, EMS Station) to support the mitigation of vulnerable structures via retrofit (e.g. elevation, flood-proofing) or relocation to protect structures from future damage.</p> <p>Phase 1: Identify most cost-effective mitigation option</p> <p>Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.</p>	Municipality with support from Emergency Response Facilities	No Progress	Yes	Critical facilities located in the floodplain are not only susceptible to flood damage but also create unnecessary complications for the municipality during an emergency event and post-disaster recovery.	Municipality with support from Emergency Response Facilities
C. Burlington - 30	<p>Coordinate with the facilities managers at the Medical and Senior Care Facilities in the City of Burlington to support the mitigation of vulnerable structures via retrofit (e.g. elevation, flood-proofing) or relocation to protect structures from future damage.</p> <p>Phase 1: Identify most cost-effective mitigation option</p> <p>Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.</p>	Municipality with support from Medical and Senior Care Facilities	No Progress	Yes	Critical facilities located in the floodplain are not only susceptible to flood damage but also create unnecessary complications for the municipality during an emergency event and post-disaster recovery.	Municipality with support from Medical and Senior Care Facilities



Project #	Project	Responsible Party	What is the status? (e.g., In Progress, No Progress, Ongoing)	If you did not complete the action, should the action be included in the 2024 HMP (i.e., there is still a need, this is still a priority)?	If Yes, please describe the original problem (i.e., hazard, location, historic losses)	If Yes, identify the responsible department/person to implement the project.
C. Burlington - 31	Coordinate with the facilities managers at the City of Burlington Water and Wastewater facilities to support the mitigation of vulnerable structures via retrofit (e.g. elevation, flood-proofing) or relocation to protect structures from future damage. Phase 1: Identify most cost-effective mitigation option Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.	Municipality with support from Water and Wastewater facilities	No Progress	Yes	Critical facilities located in the floodplain are not only susceptible to flood damage but also create unnecessary complications for the municipality during an emergency event and post-disaster recovery.	Municipality with support from Water and Wastewater facilities
C. Burlington - 32	Coordinate with the facilities managers at the City of Burlington transportation (light rail, intermodal transit, airport) facilities to support the mitigation of vulnerable structures via retrofit (e.g. elevation, flood-proofing) or relocation to protect structures from future damage. Phase 1: Identify most cost-effective mitigation option Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.	Municipality with support from Transportation facilities	No Progress	Yes	Critical facilities located in the floodplain are not only susceptible to flood damage but also create unnecessary complications for the municipality during an emergency event and post-disaster recovery.	Municipality with support from Transportation facilities
C. Burlington - 33	Coordinate with the facilities managers at the City of Burlington Historic sites to support the mitigation of vulnerable structures via retrofit (e.g. elevation,	Municipality with support from Historic site managers.	No Progress	Yes	Critical facilities located in the floodplain are not only susceptible to flood damage but also	Municipality with support from Historic site managers.



Project #	Project	Responsible Party	What is the status? (e.g., In Progress, No Progress, Ongoing Progress, or Completed) If in progress or completed, please describe the funding source, cost and who is implementing.	If you did not complete the action, should the action be included in the 2024 HMP (i.e., there is still a need, this is still a priority)?	If Yes, please describe the original problem (i.e., hazard, location, historic losses)	If Yes, identify the responsible department/person to implement the project.
C. Burlington - 34	<p>flood-proofing) or relocation to protect structures from future damage. Phase 1: Identify most cost-effective mitigation option Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.</p> <p>Coordinate with the facilities managers at the City of Burlington chemical and Tier II facilities to support the mitigation of vulnerable structures via retrofit (e.g. elevation, flood-proofing) or relocation to protect structures from future damage. Phase 1: Identify most cost-effective mitigation option Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.</p>	Municipality with support from Chemical and tier facilities	No Progress	Yes	<p>create unnecessary complications for the municipality during an emergency event and post-disaster recovery.</p> <p>Critical facilities located in the floodplain are not only susceptible to flood damage but also create unnecessary complications for the municipality during an emergency event and post-disaster recovery.</p>	Municipality with support from Chemical and tier facilities
C. Burlington - 35	<p>Coordinate with the facilities managers at the City of Burlington substations to support the mitigation of vulnerable structures via retrofit (e.g. elevation, flood-proofing) or relocation to protect structures from future damage. Phase 1: Identify most cost-effective mitigation option Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.</p>	Municipality with support from substations operators	No Progress	Yes	<p>Critical facilities located in the floodplain are not only susceptible to flood damage but also create unnecessary complications for the municipality during an emergency event and post-disaster recovery.</p>	Municipality with support from substations operators





Project #	Project	Responsible Party	What is the status? (e.g., In Progress, No Progress, Ongoing Capability, or Completed) If in progress or completed, please describe the funding source, cost and who is implementing.	Yes/No	If Yes, please describe the original problem (i.e., hazard, location, historic losses)	If Yes, identify the responsible department/person to implement the project.
C. Burlington -36	<p>available funding and local match ability.</p> <p>Coordinate with the facilities manager at the City of Burlington shelter to support the mitigation of vulnerable structures via retrofit (e.g. elevation, flood-proofing) or relocation to protect structures from future damage. Phase 1: Identify most cost-effective mitigation option Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.</p>	Municipality with support from shelter operators	No Progress	Yes	Critical facilities located in the floodplain are not only susceptible to flood damage but also create unnecessary complications for the municipality during an emergency event and post-disaster recovery.	Municipality with support from shelter operators
C. Burlington -37	<p>Require new developments to provide mitigation to ensure that the cumulative rate of peak runoff is maintained at pre-development levels</p> <p>The City will continue to promote and support non-structural flood hazard mitigation alternatives for at risk properties within the floodplain, including those that have been identified as Repetitive Loss (RL) and Severe Repetitive Loss (SRL), such as acquisition/relocation or elevation depending on feasibility. The parameters for this initiative would be: funding, benefits versus cost, and willing participation of property owners</p>	Municipality	Ongoing Capability	No		
C. Burlington -38		Municipality	No Progress	No		



Project	Responsible Party	What is the status? (e.g., In Progress, No Progress, Ongoing Capability, or Completed) If in progress or completed, please describe the funding source, cost and who is implementing.	If you did not complete the action, should the action be included in the 2024 HMP (i.e., there is still a need, this is still a priority)?	If Yes, identify the responsible department/person to implement the project.
Project # C. Burlington - 39	City of Burlington Department of Housing and Community Development	Repair compromised bulkhead and sidewalk on Burlington City Promenade.	No	-



Additional Mitigation Efforts

In addition to the mitigation initiatives completed in the table above, the City of Burlington identified the following mitigation efforts completed since the last HMP:

- Completed Ellis Street drainage pipe replacement.
- Completed Mitchell Court and Mitchell Avenue flood mitigation study.
- Completed clearing one section of Assiscunk Creek Levee.

Since the adoption of the County’s first HMP, the City of Burlington has made significant mitigation progress in the following areas:

- Awareness and outreach
- Planning

Proposed Hazard Mitigation Initiatives for the HMP Update

The City of Burlington participated in a mitigation action workshop in October 2023 and was provided the following FEMA publications to use as a resource as part of their comprehensive review of all possible activities and mitigation measures to address their hazards: FEMA 551 ‘Selecting Appropriate Mitigation Measures for Flood prone Structures’ (March 2007) and FEMA ‘Mitigation Ideas – A Resource for Reducing Risk to Natural Hazards’ (January 2013).

The table below indicates the range of proposed mitigation action categories. Both the four FEMA mitigation action categories and the six CRS mitigation action categories are listed in the table to further demonstrate the wide range of activities and mitigation measures selected.

Table 9.6-17. Analysis of Mitigation Actions by Hazard and Category

Hazard	FEMA						CRS			
	LPR	SIP	NSP	EAP	PR	PP	PI	NR	SP	ES
Dam Failure	X	X			X					X
Disease Outbreak		X			X					X
Drought	X	X			X					X
Earthquake	X	X			X					X
Extreme Temperatures	X	X			X					X
Flood	X	X			X	X			X	X
Severe Weather	X	X			X	X			X	X
Severe Winter Weather	X	X			X					X
Wildfire	X	X			X					X

Note: Mitigation categories are described below the Mitigation Initiatives.



The following pages list the specific mitigation initiatives City of Burlington would like to pursue in the future to reduce the effects of hazards. The initiatives are dependent upon available funding (grants and local match availability) and may be modified or omitted at any time based on the occurrence of new hazard events and changes in Burlington priorities.

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Action 2024-BurlingtonC-01. Code Coordinated Ordinance

Lead Agency:	Floodplain Administrator
Supporting Agencies:	Construction Official, Administration, NFIP State Coordinator, FEMA Regional Office
Hazard(s) of Concern:	Flood
Description of the Problem:	A recent audit of New Jersey's model ordinances by FEMA for conformance with NFIP, resulted in a review of existing local flood damage prevention ordinances. Based upon FEMA's review, specific language related to NFIP regulations was not consistent. Additionally, it was determined that better coordination was needed between the three sets of regulations that regulate development and construction in the floodplain. These regulations are: the NFIP implemented by local floodplain administrators, the New Jersey Flood Hazard Area Control Act (FHACA) implemented at the State level by the NJDEP, and the Uniform Construction Code (UCC) implemented by the local Construction Official. NJDEP used this feedback to develop a model Code Coordinated Ordinance and continues to work with municipalities to update flood damage prevention ordinances to the Code Coordinated Ordinance.
Description of the Solution:	After obtaining the appropriate review and concurrence by the NFIP State Coordinator and the FEMA Regional Office, the municipality will update and adopt the Code Coordinated Ordinance.
Estimated Cost:	Staff time
Potential Funding Sources:	Municipal budget
Implementation Timeline:	Within 5 years
Goals Met:	1, 2, 5, 7
Benefits:	The updated ordinance will improve floodplain management, meet NFIP requirements, and increase resilience of new and substantially improved structures in the floodplain.
Impact on Socially Vulnerable Populations:	The action will result in better regulation of construction standards within the Special Flood Hazard Area where significant risk to socially vulnerable populations exists.
Impact on Future Development:	The action will result in stronger regulation of construction standards for future development in the Special Flood Hazard Area.
Impact on Critical Facilities/Lifelines:	Critical facilities and lifelines located in the Special Flood Hazard Area will be required to meet the same requirements as general building construction that are set forth in the ordinance.
Impact on Capabilities:	This action will improve floodplain management capabilities through better outlining of responsibilities and administrative procedures.
Climate Change Considerations:	The updated ordinance includes the State's higher standards that are in place to address heightened flood risk due to climate change such as



	those for floodway rise and mandatory freeboard have been incorporated in these new model ordinances.	
Mitigation Category:	Local Plans and Regulations	
CRS Category:	Preventative	
Priority:	High	
Alternatives:	Action	Evaluation
	No Action	Current problem exists
	Modify existing flood damage prevention ordinance	Time intensive
	Leave NFIP	Residents lose flood insurance coverage

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Action 2024-BurlingtonC-02. Disaster Debris Management Plan

Lead Agency:	Public Works				
Supporting Agencies:	OEM				
Hazard(s) of Concern:	Dam Failure, Drought, Earthquake, Extreme Temperature, Flood, Severe Weather, Severe Winter Weather, Wildfire				
Description of the Problem:	Major disaster events can result in large amounts of debris that overwhelm normal trash collection operations. Depending on the amount generated, temporary staging areas for debris collection may be needed. The municipality does not have a disaster debris management plan in place. During a disaster that results in debris, the municipality needs a plan with outlined responsibilities is needed to adequately address post-disaster cleanup operations. For example, the estimated debris generated from the 1-percent annual chance flood hazard for the City of Burlington is 18,102 tons.				
Description of the Solution:	The municipality will develop a disaster debris management plan. This plan will establish procedures and guidelines for managing disaster debris in a coordinated, environmentally responsible, and cost-effective manner. The plan will identify responsibilities for execution of the plan. The plan will align with permitted temporary collection areas.				
Estimated Cost:	Staff time				
Potential Funding Sources:	Municipal budget				
Implementation Timeline:	Within 5 years				
Goals:	5, 6				
Benefits:	The action will result in increased quicker and more efficient cleanup after disaster events.				
Impact on Socially Vulnerable Populations:	N/A				
Impact on Future Development:	N/A				
Impact on Critical Facilities/Lifelines:	N/A				
Impact on Capabilities:	The action will result in increased post disaster capabilities.				
Climate Change Considerations:	Climate change may result in an increase in the frequency and severity of weather-related disaster events. This action will increase the capabilities to respond to these events.				
Mitigation Category:	Local Plans and Regulations				
CRS Category:	Emergency Services				
Priority:	Medium				
Alternatives:	<table border="1"> <thead> <tr> <th>Action</th> <th>Evaluation</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Action	Evaluation		
Action	Evaluation				



	No Action	-
	Rely on federal cleanup	These services may or may not be available
	Rely on state cleanup	These services may or may not be available

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Action 2024-BurlingtonC-03. Substantial Damage Management Plan

Lead Agency:	Floodplain Administrator
Supporting Agencies:	Public Works, OEM, Construction Department
Hazard(s) of Concern:	Dam Failure, Drought, Earthquake, Extreme Temperature, Flood, Severe Weather, Severe Winter Weather, Wildfire
Description of the Problem:	<p>Officials in NFIP-participating communities are responsible for regulating all development in SFHAs by issuing permits and enforcing local floodplain requirements, including Substantial Damage, for the repairs of damaged buildings. After any disaster event, they must:</p> <ul style="list-style-type: none"> • Determine where the damage occurred within the community and if the damaged structures are in an SFHA. • Determine what to use for “market value” and cost to repair; uniformly applying regulations will protect against liability and promote equitable administration. • Determine if repairing plus improving the damaged structure equals or exceeds 50% of the structure’s pre-damage value. • Require permits for floodplain development. <p>The municipality does not have a Substantial Damage Management Plan in place, nor do they have a formal process in place when conducting substantial damage determinations. The municipality is in need of a formal process and plan to provide a framework for conducting such inspections and determinations.</p>
Description of the Solution:	<p>The municipality will develop a Substantial Damage Management Plan, following the six step planning process in 2021 <i>Developing a Substantial Damage Management Plan</i> (https://crsresources.org/files/500/developing_subst_damage_mgmt_plan.pdf). This plan will outline responsibilities for Substantial Damage determinations, determining market value, and permit approval processes following a disaster event.</p>
Estimated Cost:	Low
Potential Funding Sources:	Municipal budget
Implementation Timeline:	Within 5 years to develop the plan; ongoing to maintain and update the plan
Goals Met:	1, 2 5, 7
Benefits:	This plan will provide a process in making Substantial Damage Determinations and allow the municipality to make these determinations and meet NFIP requirements more quickly.
Impact on Socially Vulnerable Populations:	Substantially damaged structures are required to be rebuilt to be compliance with current codes. Socially vulnerable populations may not have the financial means to make these improvements. This action may allow for the identification of potential resources to address substantial damages to structures owned by socially vulnerable populations.



Impact on Future Development:	A Substantial Damage Management Plan would include all existing, current, and future development in the municipality.	
Impact on Critical Facilities/Lifelines:	A Substantial Damage Management Plan would include all critical facilities and lifelines in the municipality.	
Impact on Capabilities:	This action improves disaster recovery capabilities.	
Climate Change Considerations:	Climate change is likely to increase the intensity and frequency of many climate related disaster events. This action provides additional planning for disaster recovery.	
Mitigation Category:	Local Plans and Regulations	
CRS Category:	Emergency Services, Preventative	
Priority:	High	
Alternatives:	Action	Evaluation
	No Action	-
	Rely on state or federal resources following disaster events	Resources may not be available during major widespread events
	Establish MOUs with outside agencies to conduct Substantial Damage Determinations	A plan outlining responsibilities is still necessary to prevent missing important requirements

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Action 2024-BurlingtonC-04. Assiscunk Creek Levee Mitigation

Lead Agency:	Public Works	
Supporting Agencies:	Sewer and Drainage Department, NJOEM	
Hazard(s) of Concern:	Flood, Severe Weather	
Description of the Problem:	The Assiscunk Creek levee side slopes and interior drainage pipes on levee are degraded.	
Description of the Solution:	Rehabilitate and armor the side slopes of the Assiscunk Creek levee using rip rap and other hardening techniques. Interior drainage pipes will be replaced with modern pipes.	
Estimated Cost:	High (\$2,171,735)	
Potential Funding Sources:	FEMA BRIC, HMGP, NJEIT	
Implementation Timeline:	5 years	
Goals Met:	2	
Benefits:	This action will reduce the Assiscunk Creek's vulnerability to erosion caused by flooding and severe storms, ultimately strengthening both the Creek and levee.	
Impact on Socially Vulnerable Populations:	N/A	
Impact on Future Development:	N/A	
Impact on Critical Facilities/Lifelines:	This action will harden the Assiscunk levee, a critical facility, and provide a reduction in erosion.	
Impact on Capabilities:	N/A	
Climate Change Considerations:	A warmer atmosphere means storms have the potential to be more intense and occur more often, including increased periods of intense rain events. As sea level rises due to climate change, the area of the flood hazard may expand.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Structural Flood Control Projects	
Priority	High	
Alternatives:	Action	Evaluation
	No action	Current problem continues
	Rebuild levee	Cost prohibitive
	Remove levee and institute green infrastructure	May not be entirely effective in reducing flood risk



Action 2024-BurlingtonC-05. Mitchell Avenue Pump Station Storm Event Bypass System

Lead Agency:	Public Works	
Supporting Agencies:	Sewer and Drainage Department, NJOEM	
Hazard(s) of Concern:	Flood	
Description of the Problem:	Storm surges cause failure of pump station.	
Description of the Solution:	A Storm Event bypass system at the Mitchell Avenue Pump Station will be installed. This bypass system will be designed to allow continued function of the pump station during flood events.	
Estimated Cost:	High (\$260,000)	
Potential Funding Sources:	FEMA BRIC, HMGP	
Implementation Timeline:	2 years	
Goals Met:	2	
Benefits:	This action permit the continued use of the Mitchell Avenue Pump Station during flood events.	
Impact on Socially Vulnerable Populations:	N/A	
Impact on Future Development:	N/A	
Impact on Critical Facilities/Lifelines:	This bypass system will be designed to allow continued function of the pump station during flood events.	
Impact on Capabilities:	N/A	
Climate Change Considerations:	A warmer atmosphere means storms have the potential to be more intense and occur more often, including increased periods of intense rain events. As sea level rises due to climate change, the area of the flood hazard may expand.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Structural Flood Control Projects	
Priority	High	
Alternatives:	Action	Evaluation
	No action	Current problem continues
	Purchase mobile pump station	Cost prohibitive
	Construct floodwall around pump station to prevent facility flooding	Cost prohibitive



Action 2024-BurlingtonC-06. Kennedy Lake Dredging

Lead Agency:	Public Works	
Supporting Agencies:	Sewer and Drainage Department, NJOEM	
Hazard(s) of Concern:	Flood	
Description of the Problem:	Kennedy Lake is filled with silt, lowering possible stormwater storage capability.	
Description of the Solution:	Kennedy Lake will be dredged, targeting the low end of the drainage area in order to maximize stormwater storage. Debris will also be removed where possible.	
Estimated Cost:	High (\$4,000,000)	
Potential Funding Sources:	FEMA BRIC, HMGP	
Implementation Timeline:	5 years	
Goals Met:	2	
Benefits:	This action will result in Kennedy Lake increasing its stormwater storage, reducing the flood risk in the areas surrounding the lake.	
Impact on Socially Vulnerable Populations:	N/A	
Impact on Future Development:	N/A	
Impact on Critical Facilities/Lifelines:	N/A	
Impact on Capabilities:	N/A	
Climate Change Considerations:	A warmer atmosphere means storms have the potential to be more intense and occur more often, including increased periods of intense rain events.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Structural Flood Control Projects	
Priority	Medium	
Alternatives:	Action	Evaluation
	No action	Current problem continues
	Raise banks of lake to increase storage capacity	Cost prohibitive
	Expand lake	Cost prohibitive



Action 2024-BurlingtonC-07. Generators at Critical Facilities

Lead Agency:	Engineering	
Supporting Agencies:	OEM, County, NJOEM and FEMA	
Hazard(s) of Concern:	Dam Failure, Disease Outbreak, Drought, Earthquake, Extreme Temperature, Flood, Severe Weather, Severe Winter Weather, Wildfire	
Description of the Problem:	Critical facilities in the City do not have backup power.	
Description of the Solution:	Obtain and install backup power sources at all critical facilities, including the City's Point of Distribution and warming/cooling locations.	
Estimated Cost:	High	
Potential Funding Sources:	FEMA BRIC, HMGP, Municipal Budget	
Implementation Timeline:	5 years	
Goals Met:	1, 6, 7	
Benefits:	The City will be able to provide a continued safe, local location for residents to cool or warm themselves during extreme temperature or severe winter weather events.	
Impact on Socially Vulnerable Populations:	Socially vulnerable populations in need of warming or cooling will utilize the centers; furthermore, those with needs tied into power consumption (oxygen tanks, dialysis, etc.) will require a power source. Socially vulnerable populations also may be reliant on points of distribution for resources before, during, or after a hazard event.	
Impact on Future Development:	N/A	
Impact on Critical Facilities/Lifelines:	Locations identified in this action are critical facilities. These facilities may need an emergency generator to provide continued assistance to vulnerable populations.	
Impact on Capabilities:	The action would create a new capability for the City.	
Climate Change Considerations:	Climate change is likely to increase the intensity and frequency of many climate related disaster events. This action provides a safe location with air conditioning and heat for residents and visitors to locate to during hazard events.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Emergency Services	
Priority	Medium	
Alternatives:	Action	Evaluation
	No Action	Current problem continues
	Solar Panels	Weather dependent and costly
	Mobile Generator	May lack sufficient power supply or run time



Action 2024-BurlingtonC-08. Corrugated Metal Pipe (CMP) Drainage Pipe Upgrades

Lead Agency:	Public Works	
Supporting Agencies:	Sewer and Drainage Department, NJOEM	
Hazard(s) of Concern:	Flood, Severe Weather	
Description of the Problem:	Pipes throughout the City require replacement and should be upgraded.	
Description of the Solution:	Throughout the City, based on available funding, drainage pipes will be replaced with Corrugated Metal Pipes (CMP).	
Estimated Cost:	High	
Potential Funding Sources:	FEMA BRIC, HMGP, Municipal Budget	
Implementation Timeline:	4 years	
Goals Met:	2	
Benefits:	Replacing old pipes with CMP will offer structural strength and increase the allowable flow of water through the piping, reducing flood risk.	
Impact on Socially Vulnerable Populations:	N/A	
Impact on Future Development:	N/A	
Impact on Critical Facilities/Lifelines:	N/A	
Impact on Capabilities:	N/A	
Climate Change Considerations:	A warmer atmosphere means storms have the potential to be more intense and occur more often, including increased periods of intense rain events. As sea level rises due to climate change, the area of the flood hazard may expand.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Structural Flood Control Projects	
Priority	Medium	
Alternatives:	Action	Evaluation
	No action	Drainage pipes continue to degrade
	Replace drainage pipes with non-corrugated piping	Piping not as strong
	Install green infrastructure/flood storage	Sufficient space may not be available to meet storage



Action 2024-BurlingtonC-09. Assiscunk Creek Levee Upgrades to 500-Year Flood Level Elevation

Lead Agency:	Public Works	
Supporting Agencies:	Sewer and Drainage Department, NJOEM	
Hazard(s) of Concern:	Flood, Severe Weather	
Description of the Problem:	The current elevation for the Assiscunk Creek Levee is below the 500-year flood level.	
Description of the Solution:	The Assiscunk Creek Levee will be lifted to the 500-year flood level elevation with necessary upgrades to components to support the increased protection level.	
Estimated Cost:	High	
Potential Funding Sources:	FEMA BRIC, HMGP, Municipal Budget	
Implementation Timeline:	4 years	
Goals Met:	2	
Benefits:	This action will improve the protection of the Assiscunk Creek Levee and the populations which leave area the levee.	
Impact on Socially Vulnerable Populations:	The action will improve the safety and security of those within inundation areas where significant risk to socially vulnerable populations exists.	
Impact on Future Development:	The strengthening and increase in protection levels may influence how the City chooses to develop the areas surrounding the levee.	
Impact on Critical Facilities/Lifelines:	Levees are considered a critical facility. This action will strengthen and further protect the levee.	
Impact on Capabilities:	N/A	
Climate Change Considerations:	A warmer atmosphere means storms have the potential to be more intense and occur more often, including increased periods of intense rain events. As sea level rises due to climate change, the area of the 500-year flood hazard may expand.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Structural Flood Control Projects	
Priority	Medium	
Alternatives:	Action	Evaluation
	No Action	Problem continues
	Rebuild Levee	Cost prohibitive
	Remove levee and institute green infrastructure	May not be entirely effective in reducing flood risk



Action 2024-BurlingtonC-10. Critical Facilities and Community Lifelines in the Floodplain

Lead Agency:	City Administration
Supporting Agencies:	OEM, facility managers
Hazard(s) of Concern:	Flood
Description of the Problem:	Critical facilities and community lifelines located in the floodplain are not only susceptible to flood damage but also create unnecessary complications for the municipality during an emergency event and post-disaster recovery.
Description of the Solution:	<p>Coordinate with the facilities managers at the City of Burlington shelter, County Buildings, Municipal buildings, City of Burlington schools, City of Burlington Haz Mat facilities, City of Burlington Emergency Response Facilities, Medical and Senior Care Facilities, City of Burlington Water and Wastewater facilities, City of Burlington transportation (light rail, intermodal transit, airport) facilities, City of Burlington Historic sites, City of Burlington chemical and Tier II facilities, and City of Burlington substations to support the mitigation of vulnerable structures via retrofit (e.g. elevation, flood-proofing) or relocation to protect structures from future damage.</p> <p>Phase 1: Identify most cost-effective mitigation option</p> <p>Phase 2: Work with facility manager to implement selected action based on available funding and local match ability.</p>
Estimated Cost:	High
Potential Funding Sources:	FEMA BRIC, HMGP, Municipal Budget
Implementation Timeline:	5 years
Goals Met:	2
Benefits:	This action will remove or reduce critical facility and community lifeline vulnerability to the flood hazard and remove or reduce safety risks for first responders.
Impact on Socially Vulnerable Populations:	Retrofitting or relocating the identified structures will benefit socially vulnerable populations, as individuals within these populations rely on resources from various government facilities, transportation facilities, and medical and senior care facilities.
Impact on Future Development:	Noting the number of facilities located within the flood hazard area may encourage the consideration of relocating critical facilities and lifelines from the flood hazard area and deter the development of any additional facilities in the flood hazard area.
Impact on Critical Facilities/Lifelines:	Noting the number of facilities located within the flood hazard area may encourage the consideration of relocating critical facilities and lifelines from the flood hazard area and deter the development of any additional facilities in the flood hazard area.



Impact on Capabilities:	N/A	
Climate Change Considerations:	A warmer atmosphere means storms have the potential to be more intense and occur more often, including increased periods of intense rain events. As sea level rises due to climate change, the area of the flood hazard may expand.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Structural Flood Control Projects	
Priority	Medium	
Alternatives:	Action	Evaluation
	No action	Current problem continues
	Floodproof existing structures	May not necessarily reduce risk
	Construct floodwalls to stop flood issues	Will most likely interrupt natural floodplain function

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Action 2024-BurlingtonC-11. Repetitive Loss Mitigation

Lead Agency:	Floodplain Administrator
Supporting Agencies:	-
Hazard(s) of Concern:	Severe Weather, Flood
Description of the Problem:	Frequent flooding events have resulted in damages to residential properties. These properties have been repetitively flooded as documented by paid NFIP claims. The City has 14 repetitive loss properties, but other properties may be impacted by flooding as well.
Description of the Solution:	Conduct outreach to 25 flood-prone property owners, including RL/SRL property owners and provide information on mitigation alternatives. After preferred mitigation measures are identified, collect required property-owner information and develop a FEMA grant application and BCA to obtain funding to implement acquisition/purchase/moving/elevating residential homes in the flood prone areas that experience frequent flooding (high risk areas).
Estimated Cost:	Low for outreach, cost for implementation dependent on approaches taken and number of properties
Potential Funding Sources:	BRIC, FMA, HMGP, match from property owners
Implementation Timeline:	Within 5 years
Goals Met:	1, 2
Benefits:	Eliminates flood damage to homes and residences, which creating an open space for the municipality and increasing flood storage.
Impact on Socially Vulnerable Populations:	<ul style="list-style-type: none"> Collecting data regarding homeowners that reside within flood prone areas provides an opportunity to introduce location-specific opportunities for assistance. Removing homes from the floodplain immediately removes the risk to life and property.
Impact on Future Development:	<ul style="list-style-type: none"> Increased outreach to homeowners within a flood prone area will limit construction in areas that are prone to hazard events. Homes may be acquired, which will remove those structures from the floodplain and prevent future development on those sites.
Impact on Critical Facilities/Lifelines:	Removing structures from the floodplain decreases the demand on utilities and emergency services including health and medical, law enforcement, and search and rescue.
Impact on Capabilities:	Removing the risk from the immediate floodplain via acquisition of properties will free up resources for search and rescue and other emergency operations as needed.
Climate Change Considerations:	Climate change is likely to increase the frequency and severity of severe rainfall, flash flooding, riverine flooding, and coastal flooding from sea level rise and storm surge events. Removing structures from the floodplain will reduce the response and recovery costs as a result of these events and



	decrease the loss of human life as a result of these events. Elevating structures will reduce the recovery costs as a result of these events.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Property Protection	
Priority	High	
Alternatives:	Action	Evaluation
	No Action	-
	Levee around floodplain	Costly, not enough room
	Deployable flood barriers	Requires deployment. Residents may not have adequate time to deploy, especially those who are elderly or disabled.

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Action 2024-BurlingtonC-12. Stormwater Pump Intake Upgrades

Lead Agency:	City Department of Public Works
Supporting Agencies:	Engineering
Hazard(s) of Concern:	Severe Weather, Flood
Description of the Problem:	The Stormwater Pumps located at the City's Wastewater Treatment Plant (901 West Broad Street, Burlington City, NJ 08016) cannot be used to their full capacity because of inadequate, aging infrastructure between the Kennedy Lake system and the pumps. The Kennedy Lake system collects over 1,200 acres of drainage area including Sylvan Lakes in neighboring Burlington Township. The limited pump capacity has led to flooding on N.J. State Highway Route 130 (flooding which could be mitigated by this project).
Description of the Solution:	The City proposes to replace the existing 72" RCP and bladder dam between the Kennedy Lake system and the pumps with a concrete drainage channel with mechanical bar screen and steel grate decking. The channel size will be designed to maximize the capacity of the two (2) 150 HP stormwater pumps and control the lake level during flood events.
Estimated Cost:	High
Potential Funding Sources:	BRIC, HMGP, Municipal Budget
Implementation Timeline:	Within 5 years
Goals Met:	2
Benefits:	Eliminates flood damage to homes and residences, which creating an open space for the municipality and increasing flood storage.
Impact on Socially Vulnerable Populations:	Socially vulnerable populations who live in the vicinity of the pump station will have property further protected from the flood hazard by the pump station's increased capacity.
Impact on Future Development:	This action will enhance the protection of future development from flood hazard by increasing the pump's capacity.
Impact on Critical Facilities/Lifelines:	The increase in capacity will allow continued function of the pump station during flood events.
Impact on Capabilities:	This action will permit an already existing capability to function and an increased capacity.
Climate Change Considerations:	Climate change is likely to increase the frequency and severity of severe rainfall, flash flooding, riverine flooding, and coastal flooding from sea level rise and storm surge events. Increased the pump's capacity will alleviate flooding impacts.
Mitigation Category	Structure and Infrastructure Project
CRS Category	Structural Flood Control Projects
Priority	High



Alternatives:	Action	Evaluation
	No Action	-
	Purchase mobile pump station	Cost prohibitive
	Construct floodwall around pump station to prevent facility flooding	Cost prohibitive

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Action 2024-BurlingtonC-13. Burlington County – U.S. Route 130 Corridor Climate Change-Related Hazard Vulnerability Assessment

Lead Agency:	City of Burlington Administration
Supporting Agencies:	Burlington County Department of Public Works, NJDEP Office of Climate Resilience Resilient NJ: Municipal Assistance Program, Beverly City, Burlington Township, Cinnaminson Township, Delran Township, Edgewater Park Township, Florence Township, Palmyra Borough, Riverton Borough, Riverside Township, and Willingboro Township.
Hazard(s) of Concern:	Drought, Extreme Temperature, Flood, Severe Weather, Severe Winter Weather, Wildfire
Description of the Problem:	The municipalities along the U.S. Route 130 corridor in Burlington County are impacted primarily by riverine flooding that may be worsened by climate change. These communities along the Delaware River and its tributaries, including the Rancocas, Assiscunk, and Pompeston creeks, are frequently impacted by severe flooding events. A joint regional climate change resilience planning effort is needed to assess future risks and identify local and regional solutions.
Description of the Solution:	<p>The NJ DEP will engage consultants on behalf of the communities to complete this work. The resilience planning process to develop the Climate Change-Related Hazard Vulnerability Assessment (CCRHVA) involves the following:</p> <ul style="list-style-type: none"> • Community engagement and outreach to plan for each municipality; • Examination of current local conditions through research and review of data, reports, plans, and other information that have shaped the community's and the region's character; • Assessments to understand the current and future local impacts of climate change; and • Identification and prioritization of appropriate strategies, design standards and other resilience actions that address and/or minimize the impacts of climate change and other natural hazards assessed in the CCRHVA. <p>In response to the vulnerabilities identified in the vulnerability assessment, potential strategies, regulations, and design standards that could be implemented to reduce, mitigate, or avoid risks, as well as increase resilience will be identified. Considerations include land use strategies, design standards/ building codes, zoning ordinances, and programming. Resilience actions appropriate for the county or other state/regional entities, and those where cooperation/ coordination by multiple municipalities, if necessary, will be identified in addition to municipal-specific actions. For each action, responsible parties, estimated rough costs for implementation (if applicable), possible sources of funding, and the estimated timelines will be identified.</p>
Estimated Cost:	\$760,000 for full region
Potential Funding Sources:	NOAA through the New Jersey Coastal Management Program
Implementation Timeline:	Within 3 years
Goals Met:	1, 2, 3, 4, 5, 6, 7
Benefits:	<p>This effort will result in the following benefits:</p> <ul style="list-style-type: none"> • Current and future threats to, and vulnerabilities of, each municipality associated with climate-related hazards, including, but not limited to, increased temperatures, drought, all types of



	<p>flooding, hurricanes, increased risk of fire, and sea-level rise will be analyzed.</p> <ul style="list-style-type: none"> • Assess the threats to, and vulnerabilities of, socially vulnerable populations will be assessed and actions to address the impacts will be identified. • A buildout analysis of future residential, commercial, industrial, and other development in each municipality, and an assessment of the threats and vulnerabilities to that development will be developed • Critical facilities, utilities, roadways, and infrastructure necessary for evacuation purposes and sustaining quality of life during a natural disaster and immediately thereafter will be identified. • Potential impacts of natural hazards on the relevant elements of each individual master plan will be analyzed. Considerations include community facilities plans, open space, housing, economic development, circulation/ transportation, sustainability, health, capital improvements, redevelopment, etc. • Potential strategies and design standards that could be implemented to reduce or avoid risks associated with natural hazards will be identified.
Impact on Socially Vulnerable Populations:	This effort will assess the potential risks and impacts of hazards on socially vulnerable and underserved populations and describe how they may exacerbate disadvantages. Actions will be developed to reduce risks for these populations.
Impact on Future Development:	The assessments will include a geographically based build-out analysis of current and future residential, commercial, industrial, and other development in each municipality on developed, underdeveloped, and undeveloped land, to inform an assessment of the exposure and vulnerabilities of those land uses in relation to the hazards identified.
Impact on Critical Facilities/Lifelines:	The assessments will identify and assess the exposure and vulnerability of critical facilities, systems, utilities, roadways, and other infrastructure necessary for evacuation purposes and sustaining quality of life during and immediately after a natural disaster. The assessments will also identify and assess the exposure and vulnerability of community assets important to community character, regional significance, and sustaining daily quality of life (e.g. neighborhood centers, gas stations, and grocery stores). This includes but is not limited to natural resources and systems, economic assets, social, cultural, government, or professional services, and other community priorities be assessed. Access to important and critical assets and services located outside of the municipalities should also be evaluated as well as community liabilities that have the potential to cause harm, such as contaminated sites.
Impact on Capabilities:	This effort will allow for incorporation of climate resilience into municipal master plans to enhance planning and regulatory capabilities.
Climate Change Considerations:	Climate change is likely to increase the frequency and severity of climate related events. This project will include a comprehensive assessment of the vulnerability to current and future climate change-related hazards of the entire multi-municipal region as well as for each of the individual municipalities. The vulnerability assessment will consider all climate change impacts through 2100.
Mitigation Category	Local Plans and Regulations
CRS Category	Preventative Measures
Priority	High



Alternatives:	Action	Evaluation
	No Action	-
	Elect not to participate in program but develop municipal specific CCRHVA	Costly and lacking regional coordination
Elect not to participate in program but develop municipal specific assessment without climate change impacts	Costly, lacking regional coordination, and not meeting state requirements	

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Action 2024-BurlingtonC-14. Stormwater Management Ordinance

Lead Agency:	Public Works	
Supporting Agencies:	Engineering, Administration, Land Use Board, Housing & Community Development	
Hazard(s) of Concern:	Flood, Severe Weather	
Description of the Problem:	The City's Stormwater Management Ordinance has not yet been adopted.	
Description of the Solution:	The City will adopt its Stormwater Management Ordinance in 2024 to provide for more effective runoff control.	
Estimated Cost:	Staff Time	
Potential Funding Sources:	City Budget	
Implementation Timeline:	Within 1 year	
Goals Met:	1, 2, 5, 7	
Benefits:	The adoption of a stormwater management ordinance will strengthen the City's maintenance requirements. Furthermore, the ordinance will allow the City to manage stormwater more effectively to improve water quality, promote more widespread use of green infrastructure, reduce local flood risks and better water management.	
Impact on Socially Vulnerable Populations:	Populations located within areas which experience flooding from runoff will be better protected from negative impacts.	
Impact on Future Development:	The adoption of this ordinance will protect areas of future development from impacts of floods by implementing effective runoff control.	
Impact on Critical Facilities/Lifelines:	This action will assist in the protection of critical facilities and lifelines from the impacts of floods and severe weather.	
Impact on Capabilities:	This effort will strengthen the City's already existing stormwater management programs by introducing a new ordinance.	
Climate Change Considerations:	Climate change is likely to increase the frequency and severity of climate related events. Flooding events may impact a larger area of the City.	
Mitigation Category	Local Plans and Regulations	
CRS Category	Preventative Measures	
Priority	High	
Alternatives:	Action	Evaluation
	No Action	-
	Construct retention basins	May not collect all runoff
	Implement green infrastructure	May not fully reduce runoff



Action 2024-BurlingtonC-15. City Watershed Plans

Lead Agency:	Public Works	
Supporting Agencies:	Engineering, Administration, Land Use Board, Housing & Community Development	
Hazard(s) of Concern:	Drought, Extreme Temperature, Flood, Severe Weather	
Description of the Problem:	The City does not have a Watershed Plan.	
Description of the Solution:	A Watershed Plan will be developed for the Kennedy Lake system using DEP grant funds and a City-wide Watershed Plan will be developed and completed by 2028 as required by the City's Tier A Stormwater Discharge Permit.	
Estimated Cost:	Medium	
Potential Funding Sources:	City Budget, NJDEP Grants	
Implementation Timeline:	Within 5 years	
Goals Met:	1, 2, 5, 7	
Benefits:	The watershed plans will assist the City in meeting clean water goals and represents a comprehensive and integrated way to protect all water resources, including uplands, drainage basins, wetlands, surface water, and groundwater.	
Impact on Socially Vulnerable Populations:	This action will work to ensure potable water is protected for use of all populations, including socially vulnerable populations, in the City. Furthermore, it will ensure there is clean water available throughout the City for other personal use.	
Impact on Future Development:	Future development will have access to water sources through the development of the two watershed plans and will ensure future development does not encroach on lands to impact those water sources.	
Impact on Critical Facilities/Lifelines:	This action will identify how locations of critical facilities and lifelines may be impacting current water quality problems and how to improve the relationship between the structures and water systems.	
Impact on Capabilities:	Capabilities in the City will be strengthened by the development of these watershed plans, as the plans will work to protect the water sources in the City.	
Climate Change Considerations:	Climate change is likely to increase the frequency and severity of climate related events. Flooding events may impact a larger area of the City.	
Mitigation Category	Local Plans and Regulations	
CRS Category	Preventative Measures	
Priority	High	
Alternatives:	Action	Evaluation
	No Action	-
	Develop watershed plan for Kennedy Lake System only	Portions of the County may not be accounted for
Develop city-wide watershed plan only	Specialized area of the County may not be accounted for	



The prioritization criteria provided in Volume 1, Section 6 (Mitigation Strategy) identify 14 evaluation/prioritization criteria to complete the prioritization of mitigation initiatives. For each new mitigation action, a numeric rank is assigned (-1, 0, or 1) for each of the 14 evaluation criteria to assist with prioritizing actions as 'High', 'Medium', or 'Low.' The table below provides a summary of the prioritization of all proposed mitigation initiatives for the HMP update.

Table 9.6-18. Summary of Prioritization of Actions

Project Number	Project Name	Life Safety	Property Protection	Cost-Effectiveness	Political	Legal	Fiscal	Environmental	Social Vulnerability	Administrative	Hazards of Concern	Climate Change	Timeline	Community Lifelines	Other Community Objectives	Total	High / Medium / Low
2024-BurlingtonC-01	Code Coordinated Ordinance	1	1	1	1	1	1	1	1	1	0	1	1	0	0	11	High
2024-BurlingtonC-02	Disaster Debris Management Plan	0	0	1	1	1	1	0	0	1	1	1	1	0	1	9	Medium
2024-BurlingtonC-03	Substantial Damage Management Plan	0	1	1	1	1	1	0	1	1	1	1	1	1	0	11	High
2024-BurlingtonC-04	Assiscunk Creek Levee Mitigation	0	1	1	1	1	0	0	1	1	1	1	1	1	0	10	High
2024-BurlingtonC-05	Mitchell Avenue Pump Station Storm Event Bypass System	0	1	1	1	1	0	0	1	1	1	1	1	1	0	10	High
2024-BurlingtonC-06	Kennedy Lake Dredging	0	1	1	0	1	0	0	1	1	0	1	1	0	0	7	Medium
2024-BurlingtonC-07	Generators at Critical Facilities	1	0	1	1	1	0	0	1	1	1	0	1	1	0	9	Medium
2024-BurlingtonC-08	Corrugated Metal Pipe (CMP) Drainage Pipe Upgrades	0	1	1	1	1	0	0	1	1	1	1	1	0	0	9	Medium
2024-BurlingtonC-09	Assiscunk Creek Levee Upgrades to 500-Year Flood Level Elevation	0	1	1	1	1	0	0	1	1	1	1	1	1	0	10	Medium
2024-BurlingtonC-10	Critical Facilities and Community Lifelines in the Floodplain	0	1	1	1	1	0	0	1	1	0	1	1	1	0	9	Medium



Project Number	Project Name	Life Safety	Property Protection	Cost-Effectiveness	Political	Legal	Fiscal	Environmental	Social Vulnerability	Administrative	Hazards of Concern	Climate Change	Timeline	Community Lifelines	Other Community Objectives	Total	High / Medium / Low
2024-BurlingtonC-11	Repetitive Loss Mitigation	1	1	1	0	1	0	1	1	0	1	1	0	0	1	9	Medium
2024-BurlingtonC-12	Stormwater Pump Intake Upgrades	1	1	1	1	1	0	1	1	1	1	1	1	1	0	12	High
Action 2024-BurlingtonC-13	Burlington County – U.S. Route 130 Corridor Climate Change-Related Hazard Vulnerability Assessment	1	1	1	1	1	1	1	1	1	1	1	1	1	0	13	High
Action 2024-BurlingtonC-14	Stormwater Management Ordinance	1	1	1	1	1	1	1	1	1	1	1	1	1	0	13	High
Action 2024-BurlingtonC-15	City Watershed Plans	1	1	1	1	1	0	1	1	1	1	1	1	1	0	12	High

Note: Volume 1, Section 6 (Mitigation Strategy) conveys guidance on prioritizing mitigation actions. Low (0-6), Medium (7-10), High (11-14).



RESOLUTION NO. 224-2024 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON IN SUPPORT OF THE APPLICATION AND AUTHORIZING THE EXECUTION OF THE GRANT AGREEMENT FOR A FY2025 NJ LEGISLATIVE GRANT FOR THE ASSISCUNK CREEK LEVEE IMPROVEMENT PROJECT IN THE AMOUNT OF \$300,000.00

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, the City of Burlington is deemed a Special Flood Hazard Area by the Federal Emergency Management Agency (“FEMA”); and

WHEREAS, the City is keenly focused on methods of flooding mitigation; and

WHEREAS, the Assiscunk Creek Levee is the only protection against high tidal and flood waters for the Columbus Park subdivision, Burlington Pointe apartment complex and businesses and if it is not replaced it will eventually result in the levee falling; and

WHEREAS, the City therefore wishes to support the application and authorize the execution of a grant agreement for a FY2025 NJ Legislative Grant.

NOW THEREFORE BE IT RESOLVED that the Common Council of the City of Burlington formally does hereby support the application for a FY2025 NJ Legislative Grant for the Assiscunk Creek Levee Improvement Project in the amount of \$300,000.00.

BE IT FURTHER RESOLVED that the Mayor, Municipal Clerk, CFO, and Chief of Police are hereby authorized to sign the grant agreement and documents, where applicable, and that their signature(s) constitute acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement

George Chachis, President
Common Council

Attest:

Cindy A. Crivaro, RMC
City Clerk

November 7, 2024

RESOLUTION NO. 224-2024

RECORD OF VOTE OF PASSAGE BY THE COMMON COUNCIL						
	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
BALLARD						
BERGNER-THOMPSON						
HUTTON						
RIJS						
SPAULDING						
WOODARD						
CHACHIS						

RESOLUTION NO. 225-2024 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON APPROVING FLOODPLAIN VARIANCES FOR PROPERTY LOCATED AT 516 COLUMBUS ROAD

WHEREAS, Israel Investment Properties, LLC ("Applicant") is the owner of an attached duplex located at 516 Columbus Street in the City of Burlington ("Property"); and

WHEREAS, the Property is within a 100-year floodplain zone; and

WHEREAS, the Applicant has applied for floodplain variances pursuant to City Code Section 170-04, dated September 9, 2024 ("Application"); and

WHEREAS, the Applicant requests floodplain variances due to the stated hardships contained therein; and

WHEREAS, pursuant to City Code Section 170-04, a public hearing was held on October 1, 2024, with the presentation of William Harris, Director of the Department of Community Affairs and by the sworn testimony of Allison Iannacone, City Certified Floodplain Manager and Brandon Israel on behalf of the Applicant; and

WHEREAS, Mr. Harris indicated the Application met the definition of substantial improvements in that the cost of construction exceeds 50% of the assessed improved value of the Property and the Applicant provided construction plans and an elevation certificate to demonstrate how the proposed work will minimize flood damage to the Property and he believes the Applicant has satisfied the hardship criteria to obtain the requested variances inasmuch as the improvements will make the Property safer; and

WHEREAS, Brandon Israel, the principal of Israel Investment Properties, LLC testified on behalf of the Applicant. He indicated it was seeking hardship variances because the Property is a duplex which is attached to another structure which is not in common ownership. Mr. Israel is relocating the mechanicals from the basement to the second floor level which will be above the minimum federal and state elevation requirements; and

WHEREAS, Allison Iannacone the City Certified Floodplain Manager testified that she believed the Applicant needs a variance to maintain the existing basement and a variance for the first floor elevation which is at 10.79 feet where 13.8 feet is required; and

WHEREAS, Ms. Iannacone prepared a report dated September 19, 2024, regarding this matter and reviewed all of the Applicant's plans; and

WHEREAS, Ms. Iannacone is of the opinion the Applicant has provided for all available mitigation requirements and it would not be appropriate to modify the basement in any way because it may not be structurally sound for any major renovations and the mechanicals, and the air conditioning are being relocated to elevation levels above the minimum federal and state requirements; and

RESOLUTION NO. 225-2024

WHEREAS, Ms. Iannacone made the recommendation to City Council that the Applicant has met the hardship requirements for the grant of the variances because he has attempted reasonable mitigation measures based upon the Property which is not in common ownership and did not want to risk the structural integrity of the building; and

WHEREAS, Ms. Iannacone and Mr. Israel also confirmed that if the variances are granted, his company may be subject to increased flood insurance premiums; and

WHEREAS, City Council opened the hearing to the public and two members of the public appeared in connection with the Application and asked questions concerning the viability of the Project; and

WHEREAS, upon motion duly made and seconded, City Council determined that there was substantial credible evidence in the record to grant the floodplain variance application based upon the hardships set forth in the Application as well as the testimony provided at the hearing.

NOW THEREFORE BE IT RESOLVED that the Common Council of the City of Burlington hereby grants the floodplain variance application of the Applicant for the property located at 516 Columbus Road, Burlington City, New Jersey pursuant to City Code Section 170-04 subject to all the representations set forth in the Application and further subject to the Applicant's acknowledgment that all of the mechanicals will be relocated from the basement to the second floor of the duplex.

George Chachis, President
Common Council

Attest:

Cindy A. Crivaro, RMC
City Clerk

November 7, 2024

RECORD OF VOTE OF PASSAGE BY THE COMMON COUNCIL						
	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
BALLARD						
BERGNER-THOMPSON						
HUTTON						
RIJS						
SPAULDING						
WOODARD						
CHACHIS						

RESOLUTION NO. 226-2024 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES OR OTHER MUNICIPAL CHARGES

Whereas, the Council of the City of Burlington is empowered, pursuant to N.J.S.A. 54:4-67, to fix the rate of interest to be charged for nonpayment of taxes or other municipal charges; and

Whereas, the Council of the City of Burlington finds the assessment of interest against delinquent municipal taxes or other charges will encourage prompt payment of the same by property owners, resulting in more efficient collection of revenues by the City of Burlington; and

Whereas, the Council of the City of Burlington finds it is in the best interests of the citizens of the City of Burlington to assess such interest;

Now, Therefore, Be It Resolved by the Council of the City of Burlington, in the County of Burlington and State of New Jersey, that the Department of Finance is hereby authorized to charge the maximum legal rate of interest allowed pursuant to N.J.S.A. 54:4-67 for delinquencies as defined therein, as may be amended and supplemented from time to time, which rates presently Eight Percent (8%) interest on delinquencies up to One Thousand Five Hundred Dollars (\$1,500.00) Eighteen Percent (18%) interest on delinquencies equal to or greater than One Thousand Five Hundred Dollars and One Cent (\$1,500.01) provided that no interest shall be charged if payment of any installment is made within ten (10) calendar days following the date upon when the installment became payable.

Be it Further Resolved that where any delinquency, as de fined in N.J.S.A. 54:4-67, is in excess of Ten Thousand Dollars (\$10,000.00), the City of Burlington Department of Finance is hereby authorized to impose a penalty thereon at the maximum legal rate of interest allowed pursuant to N.J.S.A. 54:4-67, as may be amended and supplemented from time to time, which penalty rate is presently six percent (6%).

George Chachis, President
Common Council

Attest:

Cindy A. Crivaro, RMC
City Clerk

November 7, 2024

RESOLUTION NO. 226-2024

RECORD OF VOTE OF PASSAGE BY THE COMMON COUNCIL						
	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
BALLARD						
BERGNER-THOMPSON						
HUTTON						
RIJS						
SPAULDING						
WOODARD						
CHACHIS						

RESOLUTION NO. 227-2024 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON APPROVING INCREASES AND AMENDMENTS TO CHANGE FUNDS

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, in the course of daily business it is necessary to make change for the residents and general public; and

WHEREAS, the City of Burlington has established various change funds throughout the City offices in order to facilitate change involved in the payment of municipal charges and fees; and

WHEREAS, the City Chief Financial Officer has recommended an increase and/or amendment of change fund for the following office:

Tax & Utilities	Current Amount	Amended Amount
1. Change Fund	\$50.00	\$100.00
2. Clerk Box	\$100.00	\$150.00
3. Clerk Box	\$100.00	\$150.00
4. Clerk Box	\$0.00	\$100.00

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Burlington that the above listed increases and/or amendments of change funds is hereby approved.

BE IT FURTHER RESOLVED that said change fund be used to make change only and shall not be used to purchase goods and/or services of any kind.

George Chachis, President
Common Council

Attest:

Cindy A. Crivaro, RMC
City Clerk

November 7, 2024

RECORD OF VOTE OF PASSAGE BY THE COMMON COUNCIL						
	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
BALLARD						
BERGNER-THOMPSON						
HUTTON						
RIJS						
SPAULDING						
WOODARD						
CHACHIS						

RESOLUTION NO. 228-2024 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON AUTHORIZING CANCELLATION OF PROPERTY TAXES PURSUANT TO N.J.S.A. 40A:5-17.1

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, pursuant to N.J.S.A. 40A:5-17.1(b), municipalities may adopt a resolution authorizing a municipal employee chosen by the governing body to process, without further action on the part of the governing body, the cancellation of any property tax refund, delinquency, or the charges and fees imposed by the municipality of less than a certain amount; and

WHEREAS, the City wishes to authorize the City Tax Collector to cancel any municipal charge, delinquency, or refund for less than \$5.00.

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Burlington that the City Tax Collector is hereby authorized to cancel any property tax refund, delinquency, or charges of less than \$5.00.

George Chachis, President
Common Council

Attest:

Cindy A. Crivaro, RMC
City Clerk

November 7, 2024

RECORD OF VOTE OF PASSAGE BY THE COMMON COUNCIL						
	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
BALLARD						
BERGNER-THOMPSON						
HUTTON						
RIJS						
SPAULDING						
WOODARD						
CHACHIS						

RESOLUTION NO. 229-2024 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON APPROVING AND AUTHORIZING THE MORTGAGE ASSUMPTION FOR THE PROPERTY LOCATED AT 506 LOCUST AVENUE

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, the City entered into a Borrower’s Agreement and Mortgage secured by the property located at 506 Locust Avenue with Michael E. Zalot to secure the sum of \$21,090.00 dated April 23, 2010 and recorded with the Burlington County Clerk’s Office on January 9, 2012 in Book 12510, at Page 549; and

WHEREAS, Jamie Zalot wishes to assume the Borrower’s Agreement and Mortgage; and

WHEREAS, the City’s Affordable Housing Administrative Agent has determined that Jamie Zalot is income qualified to assume the aforementioned documents through the Small Cities Housing Rehabilitation Program; and

WHEREAS, the City therefore wishes to approve the assumption of the aforementioned documents.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Burlington that a Mortgage Assumption with Jamie Zalot for the Mortgage securing the property located at 506 Locust Avenue is hereby approved and the Mayor and Municipal Clerk are hereby authorized to execute the Mortgage Assumption, and any additional documents as may be needed to effectuate the terms of the herein Resolution.

George Chachis, President
Common Council

Attest:

Cindy A. Crivaro, RMC
City Clerk

November 7, 2024

RESOLUTION NO. 229-2024

RECORD OF VOTE OF PASSAGE BY THE COMMON COUNCIL						
	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
BALLARD						
BERGNER-THOMPSON						
HUTTON						
RIJS						
SPAULDING						
WOODARD						
CHACHIS						

RESOLUTION NO. 230-2024 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT

WHEREAS, the City of Burlington (the "City") is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Governing Body to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12(b)7 and designated below:

- A. Leon N. Weiner & Associates, Inc. Developer Presentation: – Burlington Manor Apartment Renovation Project located at 225 E. Pearl Blvd. Burlington, NJ 08016.

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Burlington that an Executive Session closed to the public shall be held on November 7, 2024, for discussions concerning the above-referenced items.

George Chachis, President
Common Council

Attest:

Cindy A. Crivaro, RMC
City Clerk

November 7, 2024

RECORD OF VOTE OF PASSAGE BY THE COMMON COUNCIL						
	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
BALLARD						
BERGNER-THOMPSON						
HUTTON						
RIJS						
SPAULDING						
WOODARD						
CHACHIS						

CITY OF BURLINGTON COUNTY OF BURLINGTON

RESOLUTION NO. 231-2024

RESOLUTION NO. 231-2024 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON AUTHORIZING THE CITY OF BURLINGTON TO ACCEPT A SUBGRANT AWARD OF THE FEDERAL FISCAL YEAR 2024 OF EMERGENCY MANAGEMENT PERFORMANCE GRANT AND EMERGENCY MANAGEMENT AGENCY ASSISTANCE

WHEREAS, the City of Burlington Office of Emergency Management has been awarded State Homeland Security Grant Program Sub-grant AFN #97.042, Subgrant Award #FY24-EMPG-EMAA-0305 from the New Jersey Department of Law and Public Safety, Office of the Attorney General. The subgrant, consisting of \$10,000.00 Federal Award is for the purpose of enhancing the City's ability to prevent, protect against, respond to and recover from acts of terrorism, natural disasters and other catastrophic events and emergencies; and

WHEREAS, the City of Burlington will use these funds to enhance your Emergency Management Program and that the funds will be used for Emergency Management purposes; and

WHEREAS, the award period is from July 1, 2024 to June 30, 2025; and

WHEREAS, the subgrant award incorporates all conditions and representations contained or made in application and notice of award; and

WHEREAS, the City of Burlington Office Emergency Management, designated by the New Jersey State Police, Office of Emergency Management, has submitted an Application for Subgrant Award that has been required by the said New Jersey State Office of Emergency Management.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Burlington, in the County of Burlington State of New Jersey:

1. That the Council accepts the award of the FFY24 Emergency Management Performance Grant Program (EMPG), Emergency Management Agency Assistance Subgrant (EMAA) in the amount of up to \$10,000.00 Federal Funds from the New Jersey State Police, Office of Emergency Management.
2. That the Chief Financial Officer and Director of Emergency Management are authorized to sign the appropriate subgrant award documents.
3. That copies of this resolutions shall be forwarded to the New Jersey State Police, Office of Emergency Management, the City Business Administrator, the Chief Financial Officer and the County Division of Emergency Management and Office of Treasury.

RESOLUTION NO. 231-2024

Certification

I hereby certify this is a true and exact copy of the resolution adopted by the City of Burlington on November 7, 2024

Cindy A. Crivaro, RMC
Municipal Clerk

George Chachis, President
Common Council

Attest:

Cindy A. Crivaro, RMC
City Clerk

November 7, 2024

RECORD OF VOTE OF PASSAGE BY THE COMMON COUNCIL						
	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
BALLARD						
BERGNER-THOMPSON						
HUTTON						
RIJS						
SPAULDING						
WOODARD						
CHACHIS						

**NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ADMINISTRATION
SUBAWARD**

FY AND GRANT NAME FY24 EMPG	SUBAWARD AMOUNT
PROJECT TITLE Emergency Management Agency Assistance (EMAA)	Federal Match Total \$ 0.00 Subrecipient Indirect Cost Rate (ICR) N/A %
SUBRECIPIENT	CFDA NO. 97.042 CFDA AMOUNT \$ 319,550,000.00
FEDERAL AWARD IDENTIFICATION NO. EMN-2024-EP-05002 FEDERAL AWARDDING AGENCY FEMA	FEDERAL AWARD DATE 9/9/2024 FEDERAL AWARD AMOUNT \$ 7,658,501.00 L&PS ICR N/A %
STATE ACCOUNT NO. 24-100-066-1200-726	DATE OF AWARD 10/17/2024

In accordance with the provisions of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. §§ 5121 et seq.) as amended, the Department of Law and Public Safety hereby awards to the above named Subrecipient a subaward in the amount specified for the purposes set forth in the approved application. An in-kind match will be provided to compensate OEM Staff to complete the tasks listed on the FY24 work plan.

This subaward is subject to the requirements set forth in the appropriate Federal Regulations, the General Conditions for subawards promulgated by the Department of Law and Public Safety, all applicable Statutes of the State of New Jersey and the requirements of the State of New Jersey for State and local financial accounting including the filing of single audits as required under 2 C.F.R. Part 200, Subpart F, Audit Requirements (2 C.F.R. §200.500, et seq.) and/or State Circular Letters 15-08-OMB and 07-05-OMB (if applicable). It is subject also to any general conditions and assurances, approved budget, application authorization, certifications, and special conditions attached to this program.

This subaward incorporates all conditions and representations contained or made in the application and notice of award (if applicable).

FOR THE SUBRECIPIENT:

FOR THE STATE OF NEW JERSEY
DEPARTMENT OF LAW AND PUBLIC SAFETY

Signature of Authorizing Official

Attorney General or Designee

Typed Name of Official and Title

Date

Date

Division Contact

Subaward Number: FY24-EMPG-EMAA-

Name: SGT. Mario Pepler # 7331

Subaward Period: 7/1/24 - 6/30/25

Title: NJSP - Emergency Response Bureau

Email: Mario.Pepler@NJSP.GOV

Subrecipient Fiscal Year Start Date: 1/1

Phone Number: (609) 610-8351

**STATE OF NEW JERSEY
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ADMINISTRATION**

**FY24
EMERGENCY MANAGEMENT PERFORMANCE GRANT
EMAA AWARD CONDITIONS**

STATE CONDITIONS

Compliance with State Laws

1. The Subrecipient agrees to comply with all requirements imposed by the New Jersey Department of Law and Public Safety (Department), and the New Jersey Division of State Police (DSP), Office of Emergency Management (OEM) concerning all federal, state, and municipal laws, rules, regulations, policies, guidelines, directives, and requirements (including licenses, permits and background checks) that are generally applicable to the activities in which the Subrecipient is engaged in the performance of this grant. The Subrecipient agrees that it is responsible for reviewing any changes to current applicable requirements, including relocation of citations, and any new requirements that are applicable, and the Subrecipient agrees to comply with all such requirements. Failure to comply with these laws, rules, regulations, and State Department of Treasury, Circular Letters (State Circulars) will be grounds for termination of this subaward and recoupment of monies provided pursuant the subaward.
2. The Subrecipient assures that it will comply, and all of its contractors will comply with the requirements of the state's anti-discrimination and affirmative action laws and regulations, including N.J.A.C. 17:27, applicable provisions of N.J.S.A. 10:5-1, et al., as amended, and all implementing regulations and state circulars as amended or superseded. Failure to comply with these laws, rules, regulations, and state circulars will be grounds for termination of this subaward.
3. The Subrecipient understands and agrees that, in compliance with the Corruption of Public Resources Act, N.J.S.A. 2C:27-12, it cannot knowingly misuse state grant funds for an unauthorized purpose, and violations under this act could result in a prison term of up to 20 years, and, under N.J.S.A. 2C:30-8, subject to a fine of up to \$500,000.

Legal Authority for Application; Resolution

4. The Subrecipient assures that it possesses legal authority to apply for the grant; that, if applicable, a resolution or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required. The Subrecipient assures that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.

Availability of Grant Funds

5. The Subrecipient shall recognize and agree that both the initial provision of funding and the continuation of funding under this agreement are expressly dependent upon the availability of the funds appropriated by the State Legislature from State or Federal revenue or such or other funding sources as may be applicable and, in addition, if the Subrecipient's program is deemed a priority by the New Jersey Attorney General. A failure of the Department to make any payment under this agreement or to observe and perform any condition on its part to be performed under the agreement as a result of the failure of the Legislature to appropriate shall not in any manner constitute a breach of the agreement by the Department or an event of default under the agreement and the Department shall not be held liable for any breach of the agreement because of the absence of available funding appropriations. In addition, future funding shall not be anticipated from the Department beyond the duration of the award period set forth in the grant agreement and in no event shall the agreement be construed as a commitment by the Department to expend funds beyond the termination date set in the grant agreement.

Performance Period

6. The Subrecipient agrees that all subaward activities will only be performed within the authorized subaward period, unless an extension is granted.

Non-State Employee Status

7. The Subrecipient understands and agrees that non-State employees or other persons performing services in connection with a subaward shall not be considered employees of the State of New Jersey for any purpose, including but not limited to, defense and indemnification for liability claims, workers compensation or unemployment.

Indemnification by Non-profit Agencies or Local Units of Government

8. The Subrecipient agrees that it shall be solely responsible for and shall defend, indemnify, keep, save, and hold the State of New Jersey harmless from all claims, loss, liability, expense, or damage resulting from all mental or physical injuries or disabilities, including death, to its employees or recipients of the Subrecipient's services or to any other persons, or from any damage to any property sustained in connection with the delivery of the Subrecipient's services that results from any acts or omissions, including negligence or malpractice of any of its officers, directors, employees, agents, servants or independent contractors, or from the Subrecipient's failure to provide for the safe and protection of its employees, whether or not due to negligence, fault, or default of the Subrecipient. The Subrecipient's responsibility shall also include all legal fees and costs that may arise from these actions. The Subrecipient's liability under this agreement shall continue after the termination of this agreement with respect to any liability, loss, expense, or damage resulting from acts occurring prior to termination.

Indemnification by State Agencies

9. The Subrecipient shall be responsible for, at its own expense defend itself against, and hereby releases the Department of Law and Public Safety for any and all suits, claims losses, demands, expenses, or damages of whatsoever kind or nature, arising out of or in connection with any act or omission of the Subrecipient and its employees, representatives, agents, independent contractors or invitees, related to this grant agreement.

High Risk Subrecipients

10. In addition to the federal requirements regarding High Risk status, located at 2 C.F.R. §§ 200.205 and 200.207, the Subrecipient agrees that under certain instances it may be considered "High Risk":
 - A. If the Department determines that a Subrecipient:
 1. Has a history of unsatisfactory performance;

2. Is not financially stable;
 3. Has a financial management system which does not appear adequate according to the General Conditions, or meet the standards expressed according to the current State Circular Standard Grant Agreement Form, VIII Financial Management System, 07-05-OMB;
 4. Has not conformed to terms and conditions of previous awards; or
 5. Is otherwise not responsible; and the Department determines that an award will be made; special conditions and/or restrictions shall correspond to the high risk condition and shall be included in the award.
- B. If a Subrecipient is considered “High Risk,” then the Department may impose additional Special Conditions or restrictions on the Subrecipient at any time including:
1. Payment on a reimbursement basis;
 2. Withholding authority to proceed to the next phase until receipt or evidence of acceptable performance within a given funding period;
 3. Requiring additional, more detailed financial reports;
 4. Additional project monitoring;
 5. Requiring the Subrecipient to obtain technical or management assistance; or
 6. Establishing additional prior approvals.
- C. If the Department decides to impose such special conditions, it will notify the Subrecipient as soon as possible, in writing, of:
1. The nature of the special conditions/restrictions;
 2. The reason(s) for imposing the special conditions;
 3. The corrective actions that must be taken before the special conditions will be removed by the Department and the time allowed for completing the corrective actions; and
 4. The method of requesting reconsideration of the conditions/restrictions imposed.

Amendments and Extensions

11. No amendments or contract extensions to the approved budget, objectives, or program scope as outlined in the funding Application may be made without written approval by the Department. The amendment request must be made in writing by the program director or authorized representative and must be accompanied by the revision of applicable application documents and written justification.
12. The Subrecipient shall request approval when there is reason to believe a revision or modification will be necessary for the following reasons:
 - A. Changes in the scope, objective, financial assistance, key personnel, timing of the project or program, or deviations from the approved budget.
 - B. To provide financial assistance to a third party by sub-granting, if authorized, or by another means to obtain the services of a third party to perform activities which are central to the purpose of the award.
 - C. The need for additional funding or to extend the period of availability of funds.
 - D. Adjustments between cost categories and/or shifts of funding to direct cost categories that are not part of the approved budget.
13. The Department may request changes in the scope of services of the Subrecipient to be performed hereunder. Such changes, which are mutually agreed upon by and between the Department and the Subrecipient must be incorporated in written amendments to this grant.

14. If the Subrecipient is making program expenditures or providing grant services at a rate which, in the judgment of the Department, will result in substantial failure to expend the grant amount or provide grant services, the Department may so notify the Subrecipient. If, after consultation, the Subrecipient is unable to develop to the satisfaction of the Department a plan to rectify its low level of program expenditures or grant services, the Department may upon thirty (30) days' notice to the Subrecipient, reduce the grant amount by a sum so that the revised grant amount fairly projects program expenditures over the grant period. This reduction shall take into account the Subrecipient's fixed costs and shall establish the committed level of services for each program element of grant services at the reduced grant amount. If such a determination is made by the Department subsequent to the awarding of the grant and the funds have already been received by the Subrecipient, the reduced amount will be remitted to the Department.

Timekeeping & Overtime

15. Subrecipient must maintain a timekeeping system which provides, at a minimum, records for all personnel charged to the grant as follows: positions, employee name, title, rank, date hired, annual salary, total daily hours worked, hourly overtime rate, daily overtime charged to the grant, and signature of the employee, supervisor and project director regarding time charged to the grant. If an employee works solely on subaward activities, the Subrecipient's employee and supervisor will sign a certification every six months verifying salary and wage charges to the project.
16. The Subrecipient agrees that overtime expenses must be directly related to approved subaward activities. Monthly overtime charges to the subaward must be reported on the Detailed Cost Statement (DCS) report. The DCS should include employee's name, daily overtime charged, and activity for which overtime expenses were incurred.

Subcontracts and Assignments

17. The Subrecipient shall not subcontract any of the work or services covered by this grant, nor shall any interest be assigned or transferred except as may be provided for in this grant or with the express written approval of the Department. No rights or obligations of the Subrecipient under this subaward, in whole or part, may be assigned or subcontracted to another entity for any reason without the prior written approval of the Department. The Subrecipient may not transfer any rights or obligations under this subaward pursuant to an acquisition, affiliation, consolidation, merger or other synergy with another entity.
18. It is the responsibility of the Subrecipient to ensure that all subaward conditions are included in any contract made under this subaward.
19. The Subrecipient shall include in its official grant file copies of any contract with subcontractors or vendors regarding this grant program and copies of its monthly timekeeping system records. The Department reserves the right to give final written approval of subcontract or vendor budgets reimbursed with subaward funds.

Financial Management

20. The Subrecipient agrees to give the Department, OEM, DHS, or FEMA through any authorized representative, access to and the right to examine all paper and electronic records, books, papers, and documents related to the grant including pertinent accounting records, books, documents, and papers as may be necessary to monitor and audit the Subrecipient's operations. The Department reserves the right to have access to all work papers produced in connection with audits made by the Subrecipient or independent certified public accountants, registered municipal accountants, or licensed public accountants hired by the Subrecipient to perform such audits.

21. The Department reserves the right to conduct audits regarding funds granted to the Subrecipient. As a requirement for further involvement in the programs, the Subrecipient shall cooperate with any such audit and make available permanent records.
22. The Subrecipient agrees to monitor all subawards, if applicable, for performance and fiscal integrity, including any required cash match. In addition, the Subrecipient will monitor all Subrecipients to ensure that required audits are performed.
23. The Subrecipient agrees to enter, maintain and record all grant funds received by the State for this program in accounting records separate from all other fund accounts, including funds derived from other grant awards. Disbursed grant funds shall be available for expenditure by the Subrecipient in accordance with the provisions of the subaward throughout the project period subject to such conditions as the Department may prescribe.
24. The Subrecipient agrees to maintain an adequate financial management system in accordance with generally accepted principles of accounting. The Subrecipient shall maintain accurate and current financial reports, accounting records, internal controls, budget controls, and cash management procedures for receiving, holding, and expending grant funds. The Subrecipient shall maintain accurate and complete disclosure of financial results of each subaward in the DCS, have procedures to determine allowable costs, and provide source documentation for financial records.
25. Payments will be made to the Subrecipient in the manner determined by the Department and after receipt by the Department of a properly executed copy of this grant.
26. Program Income
 - A. Program income is defined as gross income earned by the Subrecipient from grant-supported activities.
 - B. The Subrecipient must comply with State Circular Letter 07-05-OMB and Federal program income requirements found at 2 C.F.R. §§ 200.80 and 200.307.
 - C. Unless the grant provides otherwise, the Subrecipient shall have no obligation to the Department with respect to royalties received as a result of copyrights or patents produced under the grant.
 - D. All other program income earned during the grant period shall be retained by the Subrecipient and used in accordance with the allowable costs of the subaward.

Purchases

27. The Subrecipient agrees that it will comply with all the requirements of the State of New Jersey for State and Local financial accounting.
28. The Subrecipient agrees to comply with the current State Circular on Entertainment, Meals, and Refreshments, 11-09-OMB, when using subaward funds to purchase food, beverages and refreshments for project activities.
29. The Subrecipient agrees that all equipment, consumable supplies, and services purchased or leased with grant funds will be acquired by following standard county and local bidding/ procurement procedures, including P.L. 2004, c. 19 (N.J.S.A. 19:44A-20.4 and N.J.S.A. 19:44A- 20.5) or state bidding/procurement procedures, including P.L. 2005, c. 51 (N.J.S.A. 19:44A-20.13), when applicable. The Subrecipient agrees to maintain an inventory list on all equipment and consumable supplies purchased with grant funds in the official grant file.
30. For purchase of services by State Agencies, Independent State Agencies or Legislature, the

Subrecipient agrees to comply with N.J.S.A. 52:34-13.2, and that all services performed under a contract or through any subcontract shall be performed in the United States, unless the appropriate officer provides a certification, which is approved by the appropriate authority, which states that a required service cannot be provided by a contractor or subcontractor within the United States.

Training and Travel

31. The Subrecipient agrees to submit a written request to the Department and receive written approval before expending any grant funds allocated for training or travel (other than that which had been specifically listed, described and cost figures provided for in the approved grant application). A Subrecipient's use of any grant funds for allowable travel is controlled by the current State Travel regulations, State Circular 16-11-OMB. Exceptions to this policy may be considered on a case-by-case basis when justified by extenuating circumstances. A Subrecipient seeking an exception to these travel regulations must seek prior preapproval for the travel exception by submitting a written request to the awarding agency 60 days prior to commencement of travel.

Work Product Publication

32. The Subrecipient agrees that the Department reserves the right to require the Subrecipient not to publish any work, which right shall not be exercised unreasonably. The Subrecipient assures that any publication by the Subrecipient shall include, on the title page, a standard disclaimer of responsibility by the Department for any opinions or conclusions contained therein.

Public Works Contractor Registration

33. The Subrecipient's subcontractors, instructors, and consultants must maintain Public Works Contractor Registration with the Department of Labor and Workforce Development, as required by N.J.S.A. 34:11-56.48 et seq.

Bonding and Insurance

34. Bonding and insurance, as applicable, shall be provided by the Subrecipient and proof of bonding and insurance must be retained on file by the Subrecipient.

Problems Affecting Subrecipient Performance

35. The Subrecipient shall inform the Department of the following types of conditions which affect program objectives and performance as soon as they become known:
- A. Problems, delays, or adverse conditions which will materially impair the ability to attain program objectives, prevent meeting time schedules and goals, or preclude the attainment of project work units or established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any assistance by the Department required to resolve the situation.
 - B. Favorable developments or events which enable meeting time schedules and goals sooner than anticipated, at a lower than anticipated cost, or produces a greater benefit than originally planned.
36. The Department may, at its discretion, make site visits to:
- A. Review program accomplishments and management control systems.
 - B. Provide such technical assistance as may be required.
 - C. Perform fiscal reviews to ensure grant funds are being properly expended in a timely manner.
 - D. Ensure compliance with all pertinent civil rights laws and regulations.

Enforcement

37. The Subrecipient agrees that it will maintain data and information and submit timely reports,

including programmatic progress and financial reports, as the Department may require. If reports are not submitted as required, the Department may, at its discretion, suspend payments on this subaward. The State of New Jersey may, at its discretion, take such action to withhold payments to the Subrecipient on this or any grant with other state agencies until the required reports have been submitted.

38. The Subrecipient must assure compliance with applicable Federal requirements and that performance goals are being achieved. Subrecipient monitoring must cover each program, function, or activity to monitor performance under grant supported activities to assure time schedules and objectives are being met, projected work units by time periods are being accomplished, and other performance goals are being achieved as applicable.
39. If the Subrecipient materially fails to comply with the terms of an award, whether stated in a state or federal statute or regulation, an assurance, general condition, special condition, in a state plan or application, a notice of award, or elsewhere, the Subrecipient agrees that the Department may take one or more of the following actions, as appropriate in the circumstances:
 - A. Temporarily withhold cash payments pending correction of the deficiency by the Subrecipient or take more severe enforcement action.
 - B. Disallow all or part of the cost of the activity or action not in compliance.
 - C. Wholly or partly suspend or terminate the current award for the Subrecipient's program.
 - D. Withhold further awards for the program.
 - E. Request the balance of grant funds to be returned and/or seek reimbursement for funds expended that were not in compliance with the terms and conditions of the grant agreement.
 - F. Take other remedies that may be legally available.
40. In taking an enforcement action, the Department may provide the Subrecipient an opportunity for such hearing, appeal or other administrative proceeding to which the Subrecipient is entitled under any statute or regulation applicable to the action involved.
41. The enforcement remedies identified in this Section, including suspension and termination, do not preclude the Subrecipient from being subject to State and Federal debarment and suspension procedures.
42. When the Subrecipient has failed to comply with grant award requirements, stipulations, standards, or conditions, the Subrecipient agrees that the Department may suspend the grant and withhold further payments; prohibit the Subrecipient from incurring additional obligations of grant funds pending corrective action by the Subrecipient; or decide to terminate the grant in accordance with the below paragraph. The Department shall allow all necessary and proper costs, which the Subrecipient could not reasonably avoid during the period of suspension, provided they meet federal and state requirements.

The Subrecipient agrees that the Department may terminate the grant in whole or in part whenever it is determined that the Subrecipient has failed to comply with the conditions of the grant. The Department shall notify the Subrecipient in writing of the determination and the reasons for the termination together with the effective date. Payments made to the Subrecipient or recoveries by the Department under the grant terminated for cause shall be in accord with the legal right and liability of the parties.

43. The Department and the Subrecipient may terminate the grant in whole, or in part, when both parties agree that the continuation of the project would not produce beneficial results commensurate with the further expenditure of funds. The two parties shall agree upon the termination conditions,

including the effective date and in case of partial terminations, the portion to be terminated. The Subrecipient shall not incur new obligations for the terminated portion after the effective date and shall cancel as many outstanding obligations as possible.

44. The Department may terminate this grant for convenience, upon 60 days written advance notice to the Subrecipient, for any reason whatsoever, including lack of funding available to the Department. Upon receipt of a notice of termination for convenience, the Subrecipient shall cease incurring additional obligations of subaward funds. However, the Department shall allow the Subrecipient to incur all necessary and proper costs which the Subrecipient cannot reasonably avoid during the termination process, as long as these costs comply with all program requirements.
45. If the subaward is terminated for the Subrecipient's failure to comply with Federal statutes, regulations, or terms and conditions of the Subaward, the Department will provide notification to the Subrecipient, including information that the decision may be considered in evaluating future applications received from the Department.
46. The Subrecipient shall return any subaward funds that are not supported by an audit or other Federal or State review of documentation maintained by the Subrecipient.

Record Retention

47. Unless otherwise directed by the Department, state or federal statute, all grant records shall be retained for a period of seven years. This period is extended until otherwise directed if there is any litigation, claim, negotiation, action, or audit in progress or audit finding involving grant records started before the end of the seven-year period.

Closeout Procedures

48. The Subrecipient shall submit final expenditure and performance reports as prescribed by the Department and in the timeframes set forth in the subaward agreement upon completion of the grant period or termination of the grant.
49. The Department may permit extensions when requested in writing by the Subrecipient.
50. The Subrecipient will, together with the submission of the final report, refund to the Department any unexpended funds or unobligated (unencumbered) cash advanced, except such sums that have been otherwise authorized in writing by the Department to be retained.
51. The Department reserves the right to recover any funds considered unsupported, ineligible, or unallowable as a result of any audit, review, investigation, or monitoring.

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FEDERAL CONDITIONS

Compliance with Federal Laws

52. The Subrecipient will follow all applicable requirements and procedures as required by the Department of Homeland Security (DHS), the Federal Emergency Management Agency (FEMA), the Emergency Management Performance Grant (EMPG) Program, any Grant Program Solicitation Reference Guides, and any requirements outlined in the notification, award, and other letters sent to the Subrecipient. The Subrecipient agrees that it is responsible for reviewing any changes to current applicable requirements, including relocation of citations, and any new requirements that are applicable, and the Subrecipient agrees to comply with all such requirements. Failure to comply with these laws, rules, regulations, and State Department of Treasury, circulars letters (State Circular) will be grounds for termination of this subaward and recoupment of monies provided pursuant the subaward.
53. The Subrecipient agrees to comply and assure the compliance of its contractors with the applicable statutory provisions including Section 662 of the Post-Katrina Emergency Management Reform Act of 2006 (PKEMRA), as amended, (Pub. L. No. 109-295) (6 U.S.C. § 762); the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (Pub. L. No. 93-288) (42 U.S.C. §§ 5121 et seq.); the Earthquake Hazards Reduction Act of 1977, as amended (Pub. L. No. 95-124) (42 U.S.C. §§ 7701 et seq.); and the National Flood Insurance Act of 1968, as amended (Pub. L. No. 90-448) (42 U.S.C. §§ 4001 et seq.).
54. The Subrecipient agrees to comply with 2 C.F.R. Part 200 et seq., the “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” as adopted by DHS at 2 C.F.R. Part 3002, and State Circular Standard Grant Agreement Section, X. Allowable Costs, 07-05-OMB. The Part 200 Uniform Requirements consolidate and supersede the cost principles, administrative requirements, and audit requirements previously found in Office of Management and Budget (OMB) Circulars A-102, A-110, A-21, A-87, A-122, and A-133.
55. The Subrecipient agrees that all allocations and use of funds under this grant will be in accordance with the FY-2022 Emergency Management Performance Grant guidelines and application kit.

Single Audit Act

56. As required under the Federal Single Audit Act of 1984, Pub. L. 98-502, as amended, the Subrecipient agrees to comply with the organizational audit requirements of 2 C.F.R. Part 200, Subpart F, Audit Requirements (2 C.F.R. 200.500, et seq.), the Government Accountability Office's Government Auditing Standards (Yellow Book), and the State Circular, Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid, 15-08-OMB. The Subrecipient further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from 2 C.F.R. Part 200, Subpart F audits (and any other audits of grant funds) are not satisfactorily and promptly addressed.

Debarment and Suspension

57. All Subrecipients must comply with Executive Orders 12549 and 12689, and 2 C.F.R. Part 180. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance program or activities.
58. The Subrecipient must comply with State Executive Order No. 34 (Byrne, March 17, 1976), and

State Circular Letter regarding Debarments, Suspensions & Disqualifications, OMB 93-13-GSA.

59. The Subrecipient must inform the Department when the Subrecipient suspends or debar a contractor.

Employee and Consultant Compensation

60. The Subrecipient agrees that federal grant funds should not be used to pay employee annual cash compensation in an amount that exceeds 110% of the maximum salary payable to a member of the Federal government's Senior Executive Service at an agency with a Certified SES Performance Appraisal System for that year. (The salary table for SES employees is available at <http://www.opm.gov>).

Employment Eligibility Form

61. Organizations funded under this federal grant program must agree to complete and keep on file, as appropriate, the Immigration and Naturalization Service Employment Eligibility form (I-9). This form is to be used by the recipient of Federal Funds to verify that persons employed by the recipient are eligible to work in the United States.

FFATA, DUNS, and SAM Requirements

62. The Subrecipient agrees to comply with applicable requirements of the Federal Funding Accountability and Transparency Act (FFATA) and its associated regulations, obtain a Data Universal Numbering System (DUNS) number, and must register with the System of Award Management (unless exempted under 2 C.F.R. 25.100) in order to receive funds provided through this Subaward.

Procurement and Sole Source Justification

63. The Subrecipient agrees that procurement of supplies, equipment, and other services with funds provided by this grant shall be conducted pursuant to 2 C.F.R. 200.317-.326, all other applicable federal and state requirements, and in manner providing full and open competition.

Adherence to the standards contained in the applicable federal and state laws and regulations does not relieve the Subrecipient of the contractual responsibilities arising under its procurements. The Subrecipient is the responsible authority, without recourse to the Department, regarding the settlement and satisfaction of all contractual and administrative issues arising out of contracts entered in support of a grant.

64. All noncompetitive (e.g., sole source) procurements by grant and cooperative agreement recipients in excess of \$150,000.00, which is currently the Simplified Acquisition Threshold stated in the Federal Acquisition Regulations, must receive prior approval from the Department. (The simplified acquisition threshold is set by Federal Acquisition Regulation at 48 C.F.R. Subpart 2.1 (Definitions) and in accordance with 41 U.S.C. 1908, and is periodically adjusted for inflation).

In accordance with 2 C.F.R. §200.320(f), a noncompetitive procurement process may be used when a Subrecipient can document:

- A. The item or service is available only from a single source;
- B. A true public exigency or emergency exists; or
- C. After a competitive solicitation, competition is considered inadequate.

Note: If an entity is ineligible to be a direct recipient of a specific Federal award, it may not be awarded a sole source contract under that program.

Procurement of Recovered Materials

65. All Subrecipients must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Drug-Free Workplace Regulations

66. All Subrecipients must comply with the Drug-Free Workplace Act of 1988 (412 U.S.C. § 701 et seq.), which requires that all organizations receiving grants from any Federal agency agree to maintain a drug-free workplace. These regulations are codified at 2 C.F.R. 3001, which adopts the Government-wide implementation (2 CFR part 182) of sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 8101).

Duplication of Benefits

67. Any cost allocable to a particular Federal award provided for in 2 C.F.R. Part 200, Subpart E, Cost Principles, may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of the Federal awards, or for other reasons. However, this prohibition would not preclude the non-Federal entity from shifting costs that are allowable under two or more Federal awards in accordance with existing Federal statutes, regulations, or the terms and conditions of the Federal awards.

Equipment and Supplies

68. The Subrecipient agrees that all equipment and supplies purchased under the subaward will be tagged and properly inventoried to reflect use of Federal funds. The Subrecipient agrees to use, maintain, and dispose of equipment and supplies purchased or leased with subaward funds pursuant to federal requirements found at 2 C.F.R. § 200.313 and 2 C.F.R. § 200.314, respectively.

False Claims Act and Program Fraud Civil Remedies

69. All Subrecipients must comply with the requirements of 31 U.S.C. § 3729 which set forth that no recipient of federal payments shall submit a false claim for payment. See also 38 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made. Subrecipient must also comply with the requirements of the New Jersey False Claims Act, N.J.S.A. 2A: 32C-3.

Conflict of Interest

70. The Subrecipient must disclose in writing any potential conflict of interest to the Department in accordance with applicable DHS policy pursuant to 2 C.F.R. § 200.112. The Subrecipient will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

Relocation Assistance

71. The Subrecipient agrees to comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. §4601 et seq., which provides for fair and equitable treatment of persons displaced as a result of federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchases.

Labor and Wage Requirements

72. The Subrecipient agrees to comply with the minimum wage and maximum hours provision of the Federal Fair Labor Standards Act, 29 U.S.C. § 201 et seq., and the New Jersey Prevailing Wage

Act, N.J.S.A. 34:11-56.25 et seq.

Environmental and Historic Preservation

73. The Subrecipient will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969, 42 U.S.C. §4321, and Executive Order No. (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972, 16 U.S.C. §1451 et seq. and the Coastal Barrier Resources Act, 16 U.S.C. §3501 et seq., which limits federal expenditures affecting the Coastal Barrier Resources System; (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended, 42 U.S.C. §7401 et seq.; (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, 42 U.S.C. §300f et seq., as amended; and, (h) protection of endangered species under the Endangered Species Act of 1973, 16 U.S.C. §1531, as amended.
74. The Subrecipient agrees to comply, if applicable, with the flood insurance purchase requirements of Section 102 (1) of the Flood Disaster Protection Act of 1973, Pub. L. 93-234, 87 Stat. 975, approved December 31, 1976, §102 (a), 42 U.S.C. §4001 et seq., which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
75. DHS/FEMA funded activities that may require an EHP review are subject to FEMA's Environmental Planning and Historic Preservation (EHP) review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state, and local laws. Failure to obtain all appropriate federal, state, and local environmental permits and clearances may jeopardize federal funding.
76. DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP Review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and, any other applicable laws and Executive Orders. To access the FEMA's EHP screening form and instructions, go to the DHS/FEMA website at: <https://www.fema.gov/media-library/assets/documents/90195>. In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. Failure to provide requisite information could result in delays in the release of grant funds.
77. If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archeological resources are discovered, applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

Reporting Matters Related to Recipient Integrity and Performance

78. If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal assistance exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, you must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated herein by reference.

Age Discrimination Act of 1975

79. All Subrecipients must comply with the requirements of the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving Federal financial assistance.

Americans with Disabilities Act of 1990

80. All Subrecipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12101–12213).

Title VI of the Civil Rights Act of 1964

81. All Subrecipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), codified at 6 C.F.R. Part 21 and 44 C.F.R. Part 7, which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

Civil Rights Act of 1968

82. All Subrecipients must comply with Title VIII of the Civil Rights Act of 1968, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, an sex (42 U.S.C. § 3601 et seq.), as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features (see 24 C.F.R. § 100.201).

Limited English Proficiency (Civil Rights Act of 1964, Title VI)

83. All Subrecipients must comply with the Title VI of the Civil Rights Act of 1964 (Title VI) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. In order to facilitate compliance with Title VI, recipients are encouraged to consider the need for language services for LEP persons served or encountered in developing program budgets. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 76 Fed. Reg. 21755-21768, (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services; selecting language services; and elements of an effective plan on language assistance for LEP persons. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-accesspeople-limited> and additional resources on <http://www.lep.gov>.

Title IX of the Education Amendments of 1975 (Equal Opportunity in Education Act)

- 84.** All Subrecipients must comply with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), which provides that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance. These regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

Rehabilitation Act of 1973

- 85.** All Subrecipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, as amended, which provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. These requirements pertain to the provision of benefits or services as well as to employment.

Whistleblower Protection Act

- 86.** All Subrecipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C. § 2409, 41 U.S.C. 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.

Lobbying Prohibitions

- 87.** All Subrecipients must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any Federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

Non-Supplanting Requirement

- 88.** Subrecipients who receive awards made under programs that prohibit supplanting by law must ensure that Federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-Federal sources. Where federal statutes for a particular program prohibits supplanting, applicants or recipients may be required to demonstrate and document that a reduction in non-Federal resources occurred for reasons other than the receipt of expected receipt of Federal funds.

Trafficking Victims Protection Act of 2000

- 89.** All Subrecipients of financial assistance will comply with the requirements of the government-wide award term which implements Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104), located at 2 C.F.R. Part 175. This is implemented in accordance with OMB Interim Final Guidance, Federal Register, Volume 72, No. 218, November 13, 2007.

In accordance with the statutory requirement, Section 106(g) of the TVPA, as amended, authorizes the Department to terminate this subaward, without penalty, if the Subrecipient:

- A. Engages in severe forms of trafficking persons during the period of time that the award is in effect;
- B. Procures a commercial sex act during the period of time that the award is in effect; or
- C. Uses forced labor in the performance of the award or subawards under the award.

The full text of the award term is provided at 2 C.F.R. § 175.15 and is incorporated here by

reference.

Internal Controls

90. The Subrecipient agrees to:

- A. Establish and maintain effective internal control over the Federal award that provides reasonable assurance that the award is managed in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework”, issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO);
- B. Comply with Federal statutes, regulations, and the terms and conditions of the awards;
- C. Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; and
- D. Take reasonable measures to safeguard protected personally identifiable information and other information DHS or the Department designates as sensitive or the Subrecipient considers sensitive consistent with applicable Federal, state and local laws regarding privacy and obligations of confidentiality.

Specific Conditions

91. The Subrecipient agrees that the Department is authorized to impose additional specific award conditions, as needed, in accordance with 2 C.F.R. §200.207.

Vehicle Operation Requirements

92. Pursuant to Executive Order 13513, Subrecipients and their contractors are encouraged to adopt and enforce policies that ban text messaging while driving company-owned or-rented vehicles or government-owned vehicles, or while driving personally-owned vehicles when on official Government business or when performing any work for or on behalf of the Government. These efforts may include conducting education, awareness, and other outreach for employees about the safety risks associated with texting while driving and should encourage voluntary compliance with the Subrecipient’s text messaging policy when off duty.

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FY24 EMPG Special Conditions

Acknowledgment of Federal Funding from DHS

93. All Subrecipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

Publications

94. To assist in information sharing, the Subrecipient shall provide the Department with a copy of any publication (including those prepared for conferences and other presentations) 120 days prior to public release. Publications include any written, visual or sound material substantively based on the project, formally prepared by the award Subrecipient for dissemination to the public. Any publications - excluding press releases and newsletters -whether published at the Subrecipient's or Department's expense, shall contain the following statement: "This project was supported by Award No. _____, awarded by the United States Department of Homeland Security, Federal Emergency Management Agency. The opinions, Endings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the authors) and do not necessarily reflect those of the Department of Homeland Security." This statement shall appear on the first page of written publications. For audio and video publications, it shall be included immediately after the title of the publication in the audio or video file.
95. The Subrecipient shall transmit to the Department copies of all official award-related press releases at least ten (10) working days prior to public release.

Resolution Required

96. Subrecipients (with the exception of State Agencies) are required to submit a resolution authorizing the acceptance of the Federal share as well as any match, if applicable.

Quarterly Reports

97. The Subrecipient assures that it shall maintain such data and information and submit such reports, in such form, at such times, and containing such information, as the Department or DHS may require. Specifically, the Sub recipient must submit to the DSP, Grants Administration Bureau, financial reports including DCS, and process reports every three months and at the end of the sub award period. Funds will be distributed on a reimbursement basis as costs are incurred. Payments will be generated when both narrative and fiscal reports have been received by the Department. Failure to submit reports as required may result in forfeiture of funds for the reporting period in question. Reporting period and due dates are as follows:

A.	Sept 1 – November 30	Due December 10
B.	December 1 – February 28	Due March 10
C.	March 1 – May 31	Due June 10
D.	June 1 – August 31	Due Sept 10

Activities Conducted Abroad

98. All Subrecipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Best Practices for Collection and Use of Personally Identifiable Information (PII)

99. DHS defines personally identifiable information (PII) as any information that permits the identity

of an individual to be directly or indirectly inferred, including any information that is linked or likable to that individual. All Subrecipients who collect PII are required to have a publicly-available privacy policy that describes standards on the usage and maintenance of PII they collect. Subrecipients may also find as a useful resource the DHS Privacy Impact Assessments: http://www.dhs.gov/xlibrary/assets/privacy/privacy_pia_guidance_june2010.pdf and http://www.dhs.gov/xlibrary/assets/privacy/privacy_pia_template.pdf.

Copyright

100. All Subrecipients must affix the applicable copyright notices of 17 U.S.C. § 401 or 402 and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards.

Patents and Intellectual Property Rights

101. Unless otherwise provided by law, Subrecipients are subject to the Bayh-Dole Act. Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. All Subrecipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards are in 37 C.F.R. Part 401 and the standard patent rights clause in 37 C.F.R. § 401.14.

Federal Debt Status

102. All Subrecipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 and form SF-424B, item number 17 for additional information and guidance.

Fly America Act of 1974

103. All Subrecipients must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B138942.

Hotel and Motel Fire Safety Act of 1990

104. In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. §2225(a), all Subrecipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with Federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, 15 U.S.C. §2225.

USA Patriot Act of 2001

105. Subrecipient must comply with the requirements of the United and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175-175c. Among other things, the USA PATRIOT Act prescribes criminal penalties for possession of any biological agent, toxin, or delivery system of a type or in a quantity that is not reasonably justified by a prophylactic, protective, bona fide research, or other peaceful purpose.

Use of DHS Seal, Logo, and Flags

106. All Subrecipients must obtain DHS's approval prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard

seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials. DHS Specific Acknowledgments and Assurances.

- 107.** All Subrecipients must acknowledge and agree—and require any sub-recipients, contractors, successors, transferees, and assignees acknowledge and agree—to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.
- A. Subrecipients must cooperate with any compliance review or compliance investigations conducted by DHS.
 - B. Subrecipients must give DHS access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
 - C. Subrecipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
 - D. Subrecipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
 - E. Recipients of federal financial assistance from DHS must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award or, for State Administering Agencies, thirty (30) days from receipt of the DHS Civil Rights Evaluation Tool from DHS or its awarding component agency. Recipients are required to provide this information once every two (2) years, not every time an award is made. After the initial submission for the first award under which this term applies, recipients are only required to submit updates every two years, not every time a grant is awarded. Recipients should submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhscivil-rights-evaluation-tool>.

The United States has the right to seek judicial enforcement of these obligations.

Incorporation by Reference of Funding Opportunity Announcement

- 108.** All of the instructions, guidance, limitations, and other conditions set forth in the Federal and State Notice of Funding Opportunities (NOFO) for this program are incorporated herein by reference. All Subrecipients must comply with any such requirement set forth in the program NOFOs.
- 109.** The Subrecipient agrees that this award supports the work described in the recipient's proposal, which is incorporated into this award by reference. Where the terms of award and proposal differ, the terms of the award shall prevail.

Acceptance of Post Award Changes

- 110.** In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@dhs.gov if you have any questions.

SAFECOM

- 111.** Subrecipients who receive awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency

Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Energy Policy and Conservation Act

112. All Subrecipients must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issues in compliance with this Act.

Terrorist Financing

113. All Subrecipients must comply with U.S. Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of recipients to ensure compliance with the E.O. and laws.

National Environmental Policy Act

114. All Subrecipients must comply with the requirements of the National Environmental Policy Act (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which requires Subrecipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Nondiscrimination in Matter Pertaining to Faith-Based Organizations

115. All Subrecipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Acceptance of Post Award Changes

116. In the event FEMA or the Department determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, Subrecipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate Subrecipient acceptance of the changes to the award.

Prior Approval for Modification of Approved Budget

117. Before making any change to the Department approved budget for this award, the Subrecipient must request prior written approval from the Department where required by 2 C.F.R. Section 200.308. For award with an approved budget greater than \$250,000, the Subrecipient may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from the Department where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget the Department last approved. The Subrecipient must report any deviations from its the Department approved budget in the first Federal Financial Report (SF-425) the Subrecipient submits following any budget deviation, regardless of whether the budget deviation require prior written approval.

Disposition of Equipment

118. When original or replacement equipment acquired under this award by the Subrecipient is no longer needed for the original project or program or for other activities currently or previously supported by the Department, the Subrecipient must request instructions from the Department to make proper disposition of the equipment pursuant to 2 C.F.R. Section 200.313.

John S. McCain National Defense Authorization Act of Fiscal Year 2019

- 119.** All subrecipients, and their contractors and subcontractors, are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. sections 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13, 2020, the statute - as it applies to DHS recipients, subrecipients, and their contractors and subcontractors - prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.

Required Use of American Iron, Steel, Manufactured Products, and Construction Materials

- 120.** All subrecipients must comply with the Build America, Buy America Act (BABAA), which was enacted as part of the Infrastructure Investment and Jobs Act Sections 70901-70927, Pub. L. No. 117-58 (2021); and Executive Order 14005, Ensuring the Future is Made in All of America by All of America's Workers. *See also* Office of Management and Budget (OMB), Memorandum M-22-11, Initial Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure. Recipients and subrecipients of federal financial assistance programs for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless: (1) all iron and steel used in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States; (2) all manufactured products used in the project are produced in the United States--this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and (3) all construction materials are manufactured in the United States--this means that all manufacturing processes for the construction material occurred in the United States. The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

DHS Standard Terms and Conditions Generally

- 121.** The Fiscal Year (FY) 2024 DHS Standard Terms and Conditions apply to all new federal financial assistance awards funded in FY 2024. These terms and conditions flow down to subrecipients unless an award term or condition specifically indicates otherwise. The United States has the right to seek judicial enforcement of these obligations. All legislation and digital resources are referenced with no digital links. The FY 2024 DHS Standard Terms and Conditions will be housed on dhs.gov at www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions.

Disposition of Equipment Acquired Under the Federal

- 122.** State subrecipients must follow the disposition requirements in accordance with state laws and procedures.

CERTIFICATION

I certify that the programs proposed in my application meet all the requirements of the State of New Jersey, Department of Law and Public Safety, Division of Administration, FY24 EMPG Program, that all the information presented is correct, that there has been appropriate coordination with affected agencies, and that I will comply with the provisions of the federal grant program, these conditions, and all other applicable federal and state laws, regulations, and guidelines.

Subrecipient

**FY24-EMPG-EMAA-
Subaward #**

Signature of Authorized Official

Title

Printed Name of Authorized Official

Date

RESOLUTION NO. 232-2024 SUPPORTING THE 72 UNIT AGE RESTRICTED 100% AFFORDABLE PROJECT LOCATED AT BLOCK 141, LOTS 8, 9, 10, 11, 12, 13, 14, 15, 16, 17 PURSUANT TO NEW JERSEY HOUSING AND MORTGAGE FINANCE AGENCY'S FUNDING REQUIREMENTS

WHEREAS, the City of Burlington (the "City") is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, Michaels Development Company 1, LP (together with its subsidiaries and affiliates, hereinafter referred to as the "Sponsor"), through a single purpose entity formed or to be formed by the Sponsor, proposes to construct through a single purpose entity formed or to be formed by the Sponsor, a 72 unit housing development for seniors (hereinafter referred to as the "Project") pursuant to the provisions of the New Jersey Housing and Mortgage Finance Agency Law of 1983, as amended (N.J.S.A. 55:14K-1 et seq.), the rules promulgated thereunder at N.J.A.C. 5:80-1.1 et seq., and all applicable guidelines promulgated thereunder (the foregoing hereinafter collectively referred to as the "HMFA Requirements") within the City of Burlington (hereinafter referred to as the "Municipality") on a site described as Block 141, Lots 8, 9, 10, 11, 12, 13, 14, 15, 16, and 17, as shown on the Official Assessment Map of the City of Burlington, Burlington County; and

WHEREAS, the Sponsor, through a single purpose entity formed or to be formed by the Sponsor, intends to apply for Low Income Housing Tax Credits under the senior set aside, with 5% of the units being made available for individuals with special needs; and

WHEREAS, the Project will be subject to HMFA Requirements and the mortgage and other loan documents executed between the Sponsor, or a single purpose entity formed or to be formed by the Sponsor, and the New Jersey Housing and Mortgage Finance Agency (hereinafter referred to as the "Agency"); and

WHEREAS, pursuant to the HMFA Requirements, the Common Council of the City of Burlington hereby determines that there is a need for Projects of this nature in the City.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, County of Burlington and State of New Jersey that:

- (1) The Council finds and determines that the 72 unit affordable housing development for seniors proposed by the Sponsor meets or will meet an existing housing need;
- (2) The Project remains subject to all State and City approval processes; and
- (3) The Council does hereby adopt the within Resolution and makes the determination and findings herein contained by virtue of, pursuant to, and in conformity with the provisions of the HMFA Law to enable the Agency to process the application of the Sponsor or its single purpose entity for Agency funding to finance the Project.

Resolution No. 232-2024

George Chachis, President
Common Council

Attest:

Cindy A. Crivaro, RMC
City Clerk

November 7, 2024

RECORD OF VOTE OF PASSAGE BY THE COMMON COUNCIL						
	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
BALLARD						
BERGNER-THOMPSON						
HUTTON						
RIJS						
SPAULDING						
WOODARD						
CHACHIS						

Best Practices Inventory Online Platform

Survey

Burlington City

Printable Current Answers

001a	Unscored Survey	Affordable Housing	[0.00] Yes
Has your municipality been authorized to collect residential development fees to be deposited into an Affordable Housing Trust Fund?			
001b	Unscored Survey	Affordable Housing	
If the answer to Question 1a is "Yes" on what date did the municipality first start collecting residential development fees. Fill-in date under Comments as MM/DD/YYYY. If 1a was answered "No" insert "Answered No" under Comments.			
001c	Unscored Survey	Affordable Housing	Comment: 01/01/2017
If the answer to Question 1a is "Yes" has your municipality adopted an ordinance setting forth conditions associated with affordable housing residential development fees? If so, fill-in the date the ordinance was adopted under Comments as MM/DD/YYYY. If not, insert "Answered No" or "Answered N/A" under Comments.			
002a	Unscored Survey	Affordable Housing	[0.00] Yes Comment: 08/12/2012
Has your municipality been assessing non-residential development fees pursuant to N.J.S.A. 40:55D-8.1 et seq.?			
002b	Unscored Survey	Affordable Housing	[0.00] Yes
If the answer to Question 2a is "Yes" are the fees retained by the municipality in its own Affordable Housing Trust Fund or submitted to the State Treasurer?			

003a	Unscored Survey	Affordable Housing	[0.00] Yes
Did your municipality receive Regional Contribution Agreement (RCA) funds prior to 2008?			
003b	Unscored Survey	Affordable Housing	[0.00] Yes
If the answer to Question 3a was "Yes" have all RCA funds been expended pursuant to the approved RCA?			
003c	Unscored Survey	Affordable Housing	[0.00] N/A
If the answer to Question 3b was "No" is the unspent balance of RCA funds currently in your municipality's Affordable Housing Trust Fund?			
004	Unscored Survey	Affordable Housing	[0.00] Yes Comment: 31
Does your municipality have a third-round fair share affordable housing present need obligation? If so, the number of units completed that fulfill your municipality's third-round present need obligation under Comments (please only include numbers without text or explanation to facilitate tabulation). If your municipality does not have a third-round present need obligation, type "Answered No" under Comments. If responding "Other" please explain the reason under Comments.			
005a	Unscored Survey	Affordable Housing	[0.00] Yes Comment: 129
Does your municipality have a third-round fair share affordable housing prospective need obligation? If so, please provide your municipality's third-round fair share affordable housing prospective need obligation under Comments (please only include numbers without text or explanation to facilitate tabulation). This information can typically be found in your municipality's affordable housing settlement agreement, if one exists. Answer "No" if your municipality is an Urban Aid municipality that meets the qualification formula for an exemption from prospective need. If your municipality does not have a third-round prospective need obligation, type "Answered No" under Comments. If responding "Other" please explain the reason under Comments.			

005b	Unscored Survey	Affordable Housing	Comment: 125
<p>If the answer to Question 5a is "Yes" please provide the number of units completed that fulfill your municipality's third-round prospective need obligation under Comments (please only include numbers without text or explanation to facilitate tabulation). If your municipality does not have a third-round prospective need obligation, type "Answered No" under Comments. If your answer to Question 5a is "Other" please state the reason under Comments.</p>			
006	Unscored Survey	Affordable Housing	
<p>Has your municipality been the subject of a builder's remedy lawsuit for its third-round prospective need obligation in which the court imposed a judgment in favor of the builder?</p>			
007a	Unscored Survey	Affordable Housing	[0.00] No
<p>Has your municipality reached an affordable housing settlement agreement for the third round with the Fair Share Housing Center, a builder, or any other interested party?</p>			
007b	Unscored Survey	Affordable Housing	[0.00] Yes
<p>If the answer to Question 7a is "Yes" was the agreement approved by the courts and your municipality granted a Judgment of Compliance and Repose and Temporary Immunity from exclusionary zoning lawsuits?</p>			
007c	Unscored Survey	Affordable Housing	[0.00] Yes
<p>If the answer to Question 7a is "Yes" does the settlement agreement impose a prospective need obligation, net of bonuses, credits, and realistic development potential adjustments, that was greater than zero?</p>			
008	Unscored Survey	Affordable Housing	[0.00] Yes
<p>Has your municipality formally appointed a municipal housing liaison?</p>			
009a	Unscored Survey	Broadband	[0.00] Yes
<p>Does your municipality have a municipally-owned fiber network providing broadband access?</p>			
			[0.00] No

009b	Unscored Survey	Broadband	<p>If the answer to Question 9a is "No" is your municipality actively considering or taking steps towards the build-out of a municipally-owned fiber network providing broadband access?</p>	[0.00] No
010	Core Competencies	Budget	<p>Unless the Local Finance Board sets forth a later date pursuant to N.J.S.A. 40A:4-5.1, N.J.S.A. 40A:4-5 requires that calendar year municipalities approve their introduced budgets no later than February 10 (or August 10 for state fiscal year municipalities) and N.J.S.A. 40A:4-10 requires that calendar year municipalities adopt their budgets no later than March 20 (or September 20 for state fiscal year municipalities). For CY2024 budgets the Local Finance Board extended these dates to March 29 and April 30, respectively, or the next regularly scheduled governing body meeting thereafter (See Local Finance Notice 2023-22). Timely budget adoption helps a municipality avoid having to issue estimated tax bills or tax anticipation notes (TANs). Did your municipality introduce and adopt its current year budget no later than the extended dates authorized by the Local Finance Board? This question may only be answered N/A if your municipality's budget is subject to adoption by the Local Finance Board under State Supervision or if the Division instructed the municipality to delay budget adoption.</p>	[0.00] No
011	Core Competencies	Budget	<p>N.J.S.A. 40A:5-12 requires the chief financial officer of each municipality to file the Annual Financial Statement (AFS) with the Division no later than February 10 (August 10 for SFY municipalities). Local Finance Notice 2023-22 announced the extension of this deadline to March 8. The statute specifies a \$5 per day penalty payable by the CMFO for failing to file the AFS within 10 days of after the time fixed for filing. Did your municipality file its AFS with the Division by no later than March 8 (or August 10 for SFY municipalities)?</p>	[0.00] No
012	Core Competencies	Budget	<p>Pursuant to N.J.S.A. 40A:2-40, the chief financial officer each municipality shall, before the end of the first month of the fiscal year, file its Annual Debt Statement with the Division of Local Government Services. Did your municipality file its Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 (July 31 for SFY municipalities)?</p>	[1.00] Yes

013	Core Competencies	Budget
	Recent amendments to N.J.A.C. 5:30-7.4 disqualify from local examination a municipality that has failed to submit to the Division the user-friendly budget section corresponding with the previous year's adopted budget. Has your municipality electronically submitted to the Division the User-Friendly Budget section of its adopted CY2023/SFY2024 and CY2024 budgets?	[1.00] Yes
014	Core Competencies	Budget
	Revenue from a local cannabis tax is required to be entered on the municipal budget under FCOA Code 08-240. If your municipality has adopted a local cannabis tax, does your municipal budget list revenue from its local cannabis tax under FCOA Code 08-240? Only answer N/A if your municipality has not adopted a local cannabis tax.	[1.00] N/A
015	Best Practices	Budget
	Has your municipality created an accumulated absence liability trust fund pursuant to N.J.A.C. 5:30-15.5, and annually deposit appropriations into the fund? Only answer N/A if your municipality 1) does not offer (for any employee hired after a certain date) payouts upon retirement for accumulated sick leave, and 2) no current employee has a grandfathered right to sick leave payouts upon retirement.	[0.50] Yes
016	Best Practices	Budget
	N.J.S.A. 40A:4-62.1 allows municipalities to establish a storm recovery reserve for purposes such as, but not limited to, snow, ice, and debris removal. Unexpended balances budgeted annually for storm recovery purposes may be lapsed into the reserve. Has your municipality established a storm recovery reserve to ensure the consistent availability of funds for this purpose?	[0.00] No

017	Core Competencies	Capital Projects	<p>Sections 7 and 8 of P.L. 2021, c. 184 amended N.J.S.A. 40A:4-43 and 4-44 to require any municipality having its own water system to reflect in its capital budget and capital program the water infrastructure improvements listed on the annual Water Quality Accountability Act (WQAA) capital improvement report submitted to the Department of Environmental Protection (DEP). The Local Finance Board recently adopted amendments to N.J.A.C. 5:30-4.3 incorporating this statutory change into the municipal budget process. If your municipality has its own water system, does the capital budget and program reflect the capital projects listed in the annual WQAA report submitted to DEP that fall within the time period of the municipality's capital budget and capital program?</p>	[1.00] Yes
018	Core Competencies	Capital Projects	<p>Has your municipality adopted a capital program as defined by N.J.A.C. 5:30-4.2, meaning a moving, multi-year plan and schedule for capital projects (including prospective financing sources) and, when pertinent, first year operating costs and savings? Only answer N/A if your municipality does not have a capital budget and is not required to adopt a capital budget pursuant to N.J.A.C. 5:30-4.3.</p>	[1.00] Yes
019	Core Competencies	Cybersecurity	<p>Is Multi Factor Authentication (MFA) required for remote access to your municipality's network? If yes, please state under Comments where your municipality deploys MFA (e.g. banking, privileged users in-network, off-network back ups).</p>	<p>[1.00] Yes Comment: Multi-Factor Authentication (MFA) is now implemented for all remote access to city systems, including (but not limited to) email, file sharing, and locally hosted applications.</p>
020	Core Competencies	Cybersecurity	<p>Does your municipality require a password policy for all network users requiring alphanumeric complexity, length requirements, and either 1) at least annual updating; or 2) a password meeting advanced standards such as those from the National Institute of Standards & Technology (NIST)?</p>	[1.00] Yes

021	Best Practices	Cybersecurity	[0.50] Yes
	Has your municipality enrolled for membership in the New Jersey Cybersecurity & Communications Integration Cell (NJCCIC)? An NJCCIC membership provides access to the latest cyber alerts, bulletins, training notifications and other important updates.		
022	Best Practices	Environment	[0.50] Yes
	Have one or more public electric vehicle charging stations been installed on municipal property?		
023	Best Practices	Environment	[0.00] No
	When purchasing new vehicles, does your municipality have a formal policy to purchase hybrid or alternative fuel vehicles whenever such vehicles are suited to the intended use? Only answer N/A if your municipality does not own any vehicles.		
024	Core Competencies	Ethics	[1.00] Yes
	The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Statements (FDSs) annually. Compliance by local elected officials is required by N.J.S.A. 40A:9-22.6. Did all governing body members timely file their annual Financial Disclosure Statements for 2024 such that they were not issued a Notice of Violation (NOV) by the Local Finance Board? A "No" answer is permissible if the governing body members' NOV were rescinded by the Board. Only answer N/A if your municipality has an ordinance on the books establishing a municipal ethics board.		
025	Core Competencies	Ethics	[1.00] N/A
	If your municipality has a municipal ethics board, did the municipal ethics board enforce the Financial Disclosure Statement (FDS) statute by issuing violations to local government officers (LGOs) who were on the 2024 roster but did not file the FDS by April 30, 2024? Only answer N/A if your municipality does not have an ordinance on the books establishing a municipal ethics board.		

026	Core Competencies	Ethics	[0.00] No
	<p>N.J.S.A. 2C:51-2.d permanently disqualifies from future public employment any person convicted of an offense "relating directly to the person's performance in, or circumstances flowing from, the specific public office, position or employment held by the person." Disqualification from public employment relating to a conviction for a disorderly persons or petty disorderly persons offense may be waived by the court upon application of the county prosecutor or the Attorney General and for good cause shown. As part of any job application process, does your municipality ask whether the applicant is currently disqualified from public employment due to a criminal conviction for which N.J.S.A. 2C:51-2.d applies?</p>		
027	Core Competencies	Financial Administration	[1.00] Yes
	<p>At its July 2023 meeting, the Local Finance Board adopted an amendment to N.J.A.C. 5:30-8.2 that converted the previously suggested surety bond schedule for a CMFO to a mandatory minimum schedule. This change came into effect on January 1, 2024. See Local Finance Notice 2023-21 for further details and to view the exposure index. Through a blanket bond or an individual bond, does your municipality provide a fidelity bond with faithful performance coverage for the CMFO that meets at least the minimum schedule set forth in N.J.A.C. 5:30-8.2?</p>		
028	Core Competencies	Financial Administration	[1.00] Yes
	<p>At its July 2023 meeting, the Local Finance Board adopted updates to N.J.A.C. 5:30-5.7 requiring municipalities to maintain a general ledger for not only the current fund, but also for all other funds, as well as post totals for all funds to the general ledger on at least a monthly basis and maintain required original books of entry in an electronic format. See Local Finance Notice 2024-09 for further details. Does your municipality maintain a general ledger for its current fund and all other funds in accordance with N.J.A.C. 5:30-5.7?</p>		
029	Core Competencies	Financial Administration	[1.00] Yes
	<p>Does your municipality post totals for all funds to the general ledger on at least a monthly basis?</p>		
030	Core Competencies	Financial Administration	[1.00] Yes
	<p>Does your municipality maintain required original books of entry in an electronic format?</p>		

031

Core Competencies

Financial Administration

[1.00] Yes

N.J.S.A. 40A:5-7 requires a synopsis of all audits, together with the auditor's recommendations, to be prepared and published by the municipal clerk at least once in the municipality's official newspaper or, if there is none, in a newspaper published in the local unit or, if there is no newspaper published in the local unit, in a newspaper having a general circulation in the municipality. If the municipal clerk fails to have publication of the synopsis and recommendations made within 30 days of receipt of the annual audit, the clerk shall be subject to a fine of \$10.00 payable to the local unit for each day after the expiration of the 30 days that such publication fails to appear. At its July 2023 meeting, the Local Finance Board adopted updates to N.J.A.C. 5:30-6.4 that codifies the minimum content of the synopsis of audit along with the process for publishing the synopsis and corrective action plan. See Local Finance Notice 2024-10 for further details. Does your municipality publish the synopsis of audit as required pursuant to N.J.S.A. 40A:5-7?

032

Core Competencies

Financial Administration

[1.00] N/A

Local Finance Notice 2024-11 updates municipalities and fire districts on current IRS guidance and Federal Fair Labor Standards Act (FLSA) guidance pertaining to incentives paid to volunteer firefighters and EMS (other than LOSAP). Nominal stipends funded through the federal Staffing for Adequate Fire and Emergency Response (SAFER) program's volunteer firefighter recruitment and retention (R&R) grant is also discussed. Has your municipality reviewed its volunteer fire and EMS incentives for compliance with federal requirements?

033

Best Practices

Financial Administration

[0.50] Yes

N.J.A.C. 5:30-8.3(a)(3) establishes a schedule of minimum dollar amounts for tax collector surety bonding. However, to provide a higher level of security for public funds, municipalities are encouraged to adopt the more stringent schedule for tax collector surety bonding specified in N.J.A.C. 5:30-8.3(a)(4). Has your municipality adopted the more stringent surety bonding schedule for tax collectors set forth in N.J.A.C. 5:30-8.3(a)(4) or higher?

034	Best Practices	Financial Administration	
N.J.A.C. 5:30-8.4	(a) establishes a schedule of minimum dollar amounts for municipal court surety bonding, specifically for municipal judges and municipal court administrators. However, subsection (b) of 5:30-8.4 encourages municipalities to adopt a more stringent schedule for municipal court surety bonding that is specified in the subsection. Has your municipality adopted the more stringent surety bonding schedule for municipal court judges and court administrators set forth in N.J.A.C. 5:30-8.4(b) or higher?		[0.50] N/A Comment: Court personnel are Burlington Township employees.
035	Core Competencies	Lead Remediation	[1.00] Prospective
Subsection h. of N.J.S.A. 52:27D-437.16	requires each municipality to assess an additional fee of \$20 per unit inspected for lead hazards and deposited into the Department of Community Affairs' Lead Hazard Control Assistance Fund established pursuant to N.J.S.A. 52:27D-437.4. Has your municipality assessed and collected the above-reference \$20 fee assessment for each lead inspection and sent the proceeds to the Department of Community Affairs' Division of Housing & Community Resources for deposit into the Fund?		
036a	Unscored Survey	Lead Remediation	[0.00] Housing Dept. or Division
Does your municipality	have a permanent local agency that is currently conducting inspections for lead-based paint hazards in rental dwellings and enforcing the provisions of P.L. 2021, c. 182? If your answer is "Other" fill-in the name of the municipal agency under Comments. If your answer is "Shared Service", please fill-in the name of the agency and the local unit providing the service under Comments. Further information concerning the requirements of this recently enacted law are available at https://www.nj.gov/dca/codes/resources/leadpaint.shtml .		
036b	Unscored Survey	Lead Remediation	[0.00] N/A
If your municipality	does not have a permanent local agency or a shared service currently conducting inspections for lead-based paint hazards in rental dwellings to enforce the provisions of P.L. 2021, c. 182, has your municipality retained a lead evaluation contractor to provide paid lead inspection services?		
037a	Unscored Survey	Lead Remediation	[0.00] Yes
Pursuant to P.L. 2021, c. 182,	has your municipality identified rental dwellings that have experienced tenant turnover since July 22, 2022?		

037b	Unscored Survey	Lead Remediation	If your municipality has identified rental dwellings that have experienced tenant turnover since July 22, 2022, have all of those units been inspected prior to re-occupancy?	[0.00] Yes
038a	Unscored Survey	Lead Remediation	The method of lead-based paint hazard inspection required for each municipality is at https://www.nj.gov/dca/codes/publications/pdf_lead/doh_lead_data_insp.pdf . If your municipality is required to perform a visual inspection, how many visual lead-based paint inspections did your municipality conduct (directly, through shared services, or through a certified lead evaluation contractor) since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.	Comment: 122
038b	Unscored Survey	Lead Remediation	If your municipality is required to perform a dust wipe swiping under https://www.nj.gov/dca/codes/publications/pdf_lead/doh_lead_data_insp.pdf , how many dust wipe-sampling lead-based paint inspections did your municipality conduct (directly, through shared services, or through a certified lead evaluation contractor) since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.	Comment: 0
038c	Unscored Survey	Lead Remediation	How many post-remediation lead-based paint inspections has your municipality conducted (directly, through shared services, or through a certified lead evaluation contractor) since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.	Comment: 128
038d	Unscored Survey	Lead Remediation	How many lead safe certifications have been issued by your municipality since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.	Comment: 122

039

Core Competencies

Personnel

For any municipal officers and employees NOT required by contract or municipal policy to make health benefit contributions following the Chapter 78 health benefit contribution grid (excluding Rx and dental), is your municipality requiring those employees to contribute at least 1.5% of base salary towards health benefits pursuant to P.L. 2010, c. 2? See Local Finance Notices 2010-12 and 2011-20R for further details. Answer N/A if all of your municipality's officers and employees are required by contract or municipal policy to contribute at least the amount required by P.L. 2011, c. 78 for health benefits.

[1.00] Yes

040

Core Competencies

Personnel

Payments for waivers filed before May 21, 2010 and maintained continuously since, cannot exceed fifty percent (50%) of the amount saved by the local unit as a result of the employee's waiver of coverage. For waivers filed on or after May 21, 2010, which is the effective date of P.L. 2010, c. 2, payments cannot exceed the lesser of twenty-five percent (25%) of the amount saved by the local unit as a result of the waiver, or \$5,000. When calculating an employee's waiver payment, the local unit must deduct the employee's healthcare contribution obligation from the total premium cost. Local units have sole discretion as to whether or not to offer employees payments for waiver of health benefits, and may offer waiver payments below the statutory maximum. Health benefit waiver payments are statutorily excluded from collective bargaining. See Local Finance Notices 2010-12 and 2016-10 for further discussion on health benefit waiver payments. Are your municipality's healthcare waiver payments at or below the statutory maximum? "N/A" is only applicable where the municipality does not make payments in lieu of health benefits.

[1.00] Yes

041

Core Competencies

Personnel

The Fair Labor Standards Act (FLSA) is a federal law requiring that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (please consult labor counsel for detailed guidance). Exempt status also precludes overtime pay for time worked during emergencies, attendance at night meetings and participation in training sessions. Compensated leave time in lieu of cash payments is considered a form of overtime pay unless such leave is utilized in the same pay period. Does your municipality refrain from paying overtime to employees classified as exempt under the FLSA?

[1.00] Yes

042	Core Competencies	Personnel	<p>Has your municipality reviewed and updated its employee personnel manual/handbook within the past three years or upon the conclusion of each of your municipality's collective negotiated agreements (CNAs)? If yes, please provide in the Comments section the date which the personnel manual was officially updated using the MM/DD/YYYY format. If not yes, please type "Did Not Answer Yes" into the comment box.</p>	<p>[1.00] Yes Comment: 11/09/2023</p>
043	Core Competencies	Personnel	<p>At its July 2023 meeting, the Local Finance Board updated N.J.A.C. 5:30-16.2 to require a municipality's purchasing agent, certified public works manager, and business administrator/municipal manager to register for GovConnect by November 1, 2023. If your municipality has one or more of the above-referenced titles, have the individuals in those titles registered for GovConnect?</p>	<p>[1.00] Yes</p>
044	Unscored Survey	Personnel	<p>Does your municipality currently have an unlicensed individual serving as an acting municipal clerk, temporary chief municipal finance officer, temporary purchasing agent, and/or a temporary chief public works manager? Select as many as are applicable or None of the Above.</p>	
045	Unscored Survey	Personnel	<p>Does your municipality currently retain a chief financial officer through a professional services contract?</p>	<p>[0.00] No</p>
046	Core Competencies	Procurement	<p>The purchase of insurance coverage and consultant services is a limited exception to public bidding by virtue of being deemed an Extraordinary Unspecifiable Service (EUS) pursuant to N.J.S.A. 40A:11-5(a)(ii) and 40A:11-5(1)(m). Page 3 of Local Finance Notice AU-2002-2 for further details. The standard EUS certification declaration (do not submit the form to DLGS) is available at https://www.nj.gov/dca/divisions/dlgs/programs/lpc_docs/eus_letter.pdf. If your municipality has procured insurance under the EUS exception to public bidding, has your municipality followed the procedural requirements of an EUS in doing so?</p>	<p>[1.00] N/A</p>

047	Core Competencies	Procurement	[1.00] Yes
<p>N.J.S.A. 34:1A-1.16 authorizes the New Jersey Department of Labor and Workforce Development (NJDOLE) to create a list on its website, dubbed the Workplace Accountability in Labor List (The WALL), of any person found in violation of any State wage, benefit, and tax laws and against whom a final order has been issued by the NJDOLE for such violation. A contract cannot be awarded to any contractor or vendor appearing on the WALL, which is available at https://www.nj.gov/labor/ea/osec/wall.shtml. Is your municipality cross checking prospective vendor or contractor names against the WALL before awarding any contract over the quote threshold?</p>			
048	Core Competencies	Procurement	[0.00] No
<p>P.L. 2023, c. 138 requires public works contractor registration and payroll certification for public works projects to be completed online at https://njwages.nj.gov/. Municipalities were required to be registered prior to August 15, 2024. Email njwagehubinfo@dol.nj.gov for assistance with registration. In addition to the NJ Wage Hub online requirements, certified payrolls shall continue to be submitted to the municipality in the manner and process that is consistent with each body's previous receipt of certified payrolls (e.g. email, fax). Is your municipality registered with NJDOLE's online certified payroll system?</p>			
049	Best Practices	Procurement	[0.50] N/A
<p>If your municipality contracts with an insurance broker for health insurance, and said contract exceeds the Local Public Contracts Law (LPCL) bid threshold, is your municipality's health insurance broker being procured through a competitive contracting or sealed bid process conducted pursuant to the Local Public Contracts Law? Only answer N/A if your municipality does not contract with an insurance broker for health insurance or, if it does, the contract does not exceed your municipality's LPCL bid threshold.</p>			
050	Best Practices	Procurement	[0.50] N/A
<p>Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees? Only answer N/A if your municipality does not contract with an insurance broker for health insurance.</p>			

051

Core Competencies

Shared Services

N.J.S.A. 40A:65-4(b) requires a copy of each shared services agreement to be filed with the Division of Local Government Services. Has your municipality filed with the Division the most current copy of each shared services agreement under which the municipality provides one or more services to another local unit as defined by N.J.S.A. 40A:65-3 of the Uniform Shared Services and Consolidation Act? Only answer N/A if your municipality does not provide a shared service to another local unit.

[1.00] Yes

052a

Unscored Survey

Shared Services

If your municipality currently provides a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendent to another municipality pursuant to a shared services agreement, please select one or more of the options provided and list under Comments each municipality (and the county in which that municipality is located) along with the position being provided to that municipality. If your municipality currently provides none of these positions pursuant to a shared services agreement, select None of the Above and insert N/A into Comments.

Comment: N/A

052b

Unscored Survey

Shared Services

If the answer to Question 52a is yes, did one or more of the identified shared service agreements result in the dismissal of a tenured official? If yes, please insert under Comments 1) the position or positions where an agreement resulted in the dismissal of a tenured official; and 2) an estimate of the cost savings anticipated to be achieved by the participating municipalities at the outset of the agreement. If the answer is No or N/A, please insert "No" or "N/A" under Comments. See LFN 2018-3R for more information on this provision of the Common Sense Shared Service Act.

[0.00] N/A

Comment: N/A

053a

Unscored Survey

Special Improvement Districts

Has your municipality designated one or more special improvement districts (SIDs) pursuant to N.J.S.A. 40:56-71?

[0.00] No

053b

Unscored Survey

Special Improvement Districts

If your municipality has designated one or more special improvement districts (SIDs) pursuant to N.J.S.A. 40:56-71, does one or more SID have a business improvement zone established pursuant to N.J.S.A. 40:56-71.1 et seq. Answer N/A if your municipality does not have a SID.

[0.00] N/A

054	Core Competencies	Transparency	Are your municipality's codified and uncodified ordinances, including all current salary ordinances, posted on the municipality's website? Please provide the link to the webpage on which the ordinances are posted under Comments. If the answer is "No" type "Answered No" under Comments.	[1.00] Yes Comment: www.burlingtonnj.us; http://ecode360.com/BU2898
055	Core Competencies	Transparency	Does your municipality maintain on its website minutes and agendas for the governing body, planning board, board of adjustment and all commissions? Please provide the link to the webpage on which the agendas and minutes are listed under Comments. If the answer is "No" type "Answered No" under Comments.	[1.00] Yes Comment: www.burlingtonnj.us; http://ecode360.com/BU2898
056	Core Competencies	Transparency	Does your municipality's website have a calendar that is regularly updated with the meeting dates for governing body meetings along with the meetings of all other boards, committees, and commissions? Please provide the link to the webpage on which the calendar is listed under Comments. If the answer is "No" type "Answered No" under Comments.	[1.00] Yes Comment: www.burlingtonnj.us; http://ecode360.com/BU2898
057	Core Competencies	Transparency	Does your municipality maintain on its website the previous three years of adopted budgets and the current year introduced or adopted budget, inclusive of the user-friendly budget section? Please provide the link to the webpage on which the budgets are posted under Comments. If the answer is "No" type "Answered No" under Comments.	[1.00] Yes Comment: www.burlingtonnj.us; http://ecode360.com/BU2898
058	Core Competencies	Transparency	Does your municipality maintain on its website the most recent annual financial statement (AFS) and annual audit, including any corrective action plan? Please provide the link to the webpage on which both are posted under Comments. If the answer is "No" type "Answered No" under Comments.	[1.00] Yes Comment: https://www.burlingtonnj.us/fini

059	Best Practices	Transparency	<p>Does your municipality post on its website all current labor agreements, including memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements? Please provide the link to the webpage on which current labor agreements are posted under Comments. If the answer is "No" type "Answered No" under Comments. If the answer is "N/A", please use the comment box to provide clarification.</p>	<p>[0.00] No Comment: Answered No</p>
060	Core Competencies	Transparency	<p>N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to contracts@perc.state.nj.us. Has your municipality filed all current contracts with PERC? Only answer N/A if your municipality does not have any employee labor unions.</p>	<p>[1.00] Yes</p>
061	Core Competencies	Transparency	<p>Pursuant to N.J.S.A. 34:13A-16.8(d)(2), PERC requires a summary of the cost impact associated with a municipality's completed contracts for all bargaining units. Police and fire contracts have one summary form, while non-police and fire contracts have another form. The summary forms and filing instructions are located at https://www.state.nj.us/perc/conciliation/contracts/. Has your municipality filed the required PERC summary forms for all current completed labor agreements? Only answer N/A if your municipality does not have any employee labor unions.</p>	<p>[1.00] Yes</p>
062	Core Competencies	Transparency	<p>In accordance with Governor Murphy's Executive Order 267 dated October 8, 2021 and outlined in LFN 2022-08 dated March 2, 2022, municipalities and counties were required to provide DLGS with a copy of all American Rescue Plan (ARP) LFRF reports filed with U.S. Treasury, including Project and Expenditure Reports, Interim Reports, and Recovery Plan and Performance Reports?. Did your municipality file with DLGS all reports filed with Treasury? Only answer N/A if your municipality refused ARP LFRF Funding</p>	<p>[1.00] Yes</p>

063	Core Competencies	Transparency	[1.00] N/A
	<p>P.L. 2023, c. 30, known as the "Elections Transparency Act," made various significant changes to New Jersey's pay-to-play laws. One of these changes is the prohibition on imposing pay-to-play provisions that are more restrictive than those in State law. The repeal of N.J.S.A. 40A:11-51, the statute that originally authorized local pay-to-play restrictions or grandfathered existing ones, is effective retroactive to January 1, 2023. See Local Finance Notice 2023-14 for further details. Has your municipality repealed any local pay-to-play ordinances or resolutions originally authorized or grandfathered by N.J.S.A. 40A:11-51? Answer N/A if your municipality did not have local pay-to-play restrictions on the books.</p>		
064	Best Practices	Transparency	[0.50] Yes
	<p>Does your municipality feature a link on its website to the Division of Taxation's Property Tax Relief Program webpage at https://www.state.nj.us/treasury/taxation/relief.shtml?</p>	Transparency	
065a	Unscored Survey	Transparency	
	<p>Does your municipality have one or more official social media accounts? Please select all that apply.</p>	Transparency	
065b	Unscored Survey	Transparency	[0.00] Yes
	<p>If your answer to Question 65a is "Yes", does your municipality allow comments on its social media posts?</p>	Transparency	
065c	Unscored Survey	Transparency	[0.00] No
	<p>If your answer to Question 65b is "Yes", does your municipality archive comments made on its social media posts?</p>		

066

Core Competencies

Redevelopment

Upon the adoption of a resolution by a municipal governing body determining that a delineated area, or any part thereof, is an area in need of redevelopment or an area in need of rehabilitation, N.J.S.A. 40A:12A-6.b(5)(c) and 40A:12A-14.a require the municipal clerk to transmit a copy of the resolution to the Commissioner of the Department of Community Affairs for review. If the area in need of redevelopment or rehabilitation is not located in an area in which development or redevelopment is to be encouraged pursuant to any State law, the determination shall not take effect without first receiving the review and approval of the Commissioner. If the area in need of redevelopment or rehabilitation is located within an area in which development or redevelopment is encouraged pursuant to State law, the resolution shall take effect after the municipal clerk has transmitted a copy of the resolution to the Commissioner. Areas in Need of Redevelopment and Areas in Need of Rehabilitation are featured on the NJ Community Asset Map hosted on the Office of Local Planning Services webpage under "Available Data and Applications." Has your municipality submitted all resolutions designating areas in need of redevelopment or rehabilitation within the municipality to the DCA Commissioner?

[1.00] Yes

067

Core Competencies

Redevelopment

N.J.S.A. 40A:20-9.d requires an urban renewal entity with which the municipality has a financial agreement for a long-term payment in lieu of taxes (PILOT) to submit annually, within 90 days after the close of its fiscal year, its auditor's reports to the mayor and the governing body. Does your municipality enforce the annual submission of urban renewal entity audit reports and review those reports?

[1.00] Yes

068

Core Competencies

Utilities

P.L. 2022, c.107 (N.J.S.A. 48:2-29.57 et seq. or the "Utility Reporting Law") requires the Board of Public Utilities (BPU) to collect data from both investor-owned utilities and local government-owned utilities regarding service to residential and commercial customers. The reporting template is available at <https://nj.gov/bpu/agenda/doc/PL107/ReportingRequirementTemplateFinal.xlsx>. If your municipality has a water, sewer, or electric system, has your municipality complied with the reporting requirement in the Utility Reporting Law?

[1.00] Yes

069

Core Competencies

Utilities

Section 4 of P.L. 2021, c. 317 establishes a Winter Termination Program allowing eligible residential customers to avoid service shutoff from November 15 through March 15 for non-payment of water, sewer, or electric service provided by a local unit. See Local Finance Notice 2023-09 for further details. Has your municipality notified its residential ratepayers about the Winter Termination Program in the manner required under law with respect to the utility services it provides?

[1.00] Yes

[Return to Question List \(./?id=64138ac1-8b76-ef11-a671-001dd801212b\)](#)

Best Practices Inventory Online Platform

Burlington City

Scoring

Current Score: 40.50

Score	Aid Withheld
35 +	No aid withholding
31 - 34	25% of final aid payment withheld
27 - 30	50% of final aid payment withheld
0 - 26	100% of final aid payment withheld