

FOR PUBLIC

Meeting held via Zoom

ZOOM SIGN ON INFORMATION

Computer: Link:

<https://zoom.us/j/842319706>

Meeting ID: **842-319-706**

Phone: 1-669-900-6833 or

Then dial meeting ID (842-319-

706) followed by #, then #, #9 to
raise hand.

**Public comment will only be heard by
those attending in person.**

(Meeting held In-Person & on Zoom)

**AGENDA OF THE REGULAR MEETING
OF THE MAYOR AND COUNCIL
BOROUGH OF UPPER SADDLE RIVER
March 5, 2026 8:00 p.m.**

Pledge of Allegiance

Pursuant to the Open Sunshine Act P. L. 1975, c 231, proper notice of this meeting has been provided by submitting appropriate notice to the Ridgewood News and The Record on December 12, 2025 by email which the time, place and purpose of the meeting was set forth.

**❖ Proclamation: Celebrate “Read Across America” and “Read Across America-NJ”
March 2-6, 2026.**

Rule 1. Roll Call:

Mayor Fardanesh
Mr. Abaid
Ms. Drennan
Ms. Florio
Ms. Friedlander
Mr. Lyons
Mr. Masi

Rule 2. Approval of Minutes

February 5, 2026: Executive, Closed and Regular Meeting

Roll Call

Rule 3. Borough Reports

Borough Clerk’s Report:

Police
Fire
Library
Recreation Commission
Environmental Committee
Youth Guidance Council

Department of Public Works
Ambulance Corps
Planning Board
Historic Preservation Commission
Shade Tree Commission

Borough Official’s Report:

Borough Attorney
Borough Engineer
Construction Code Official
Municipal Court

(REPORTS SUBMITTED ARE ON FILE FOR REVIEW IN THE MUNICIPAL CLERK’S OFFICE)

Rule 4. Communications, Petitions and Bills:

Motion Offered by Council Member
Seconded by Council Member

Roll Call:

Rule 5. Unfinished Business

1. **Second reading, Open Public Hearing of Ordinance #03-26**

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 145, VEHICLES AND TRAFFIC OF THE
CODE OF THE BOROUGH OF UPPER SADDLE RIVER**

Motion Offered by Council Member Florio
Seconded by Council Member

Roll Call:

Rule 6. New Business

Consent Agenda: All items listed with an asterisk (*) are considered to be routine and non-controversial by the Council and shall be so approved. There will be no separate discussion of these items unless a Council member or citizen so requests, in which case the item will be considered in its normal sequence.

Motion to Open to the Public for Consent Agenda Items Only:

- *1. Resolution #62-26 Bergen County Multi-Jurisdictional Hazard Mitigation Plan
- *2. Resolution #63-26 Return of Escrow Funds
- *3. Resolution #64-26 Prof. Services Colliers Eng. - 2026 Annual Grant Consulting Services
- *4. Resolution #65-26 Prof. Services Colliers Eng. - 2026 BC Open Space Trust Fund Grant Parks
- *5. Resolution #66-26 Prof. Services Colliers Eng. - Comm. Project Funding Grant Brookside Rd.
- *6. Resolution #67-26 2026 Temporary Budget
- *7. Resolution #68-26 Transfer of Funds

Motion to Approve Consent Agenda Items
Seconded by Council Member

Roll Call:

***Introduction of Ordinance #04-26**

**AN ORDINANCE OF THE BOROUGH OF UPPER SADDLE RIVER, COUNTY OF
BERGEN, STATE OF NEW JERSEY, AMENDING CHAPTER 150, ENTITLED
"ZONING," OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF
UPPER SADDLE RIVER TO AMEND THE MAXIMUM PERMITTED DENSITY IN THE
OL-1 OVERLAY 1 ZONE**

Motion Offered by Council Member
Seconded by Council Member

Roll Call:

***Introduction of Ordinance #05-26**

AN ORDINANCE OF THE BOROUGH OF UPPER SADDLE RIVER, COUNTY OF BERGEN, STATE OF NEW JERSEY, AMENDING CHAPTER 150, ENTITLED "ZONING," OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF UPPER SADDLE RIVER TO AMEND THE MAXIMUM PERMITTED DENSITIES IN THE OL-4 OVERLAY 4 ZONE

Motion Offered by Council Member
Seconded by Council Member

Roll Call:

***Introduction of Ordinance #06-26**

AN ORDINANCE OF THE BOROUGH OF UPPER SADDLE RIVER, COUNTY OF BERGEN, STATE OF NEW JERSEY, AMENDING CHAPTER 150, ENTITLED "ZONING," OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF UPPER SADDLE RIVER TO ESTABLISH A NEW OL-5 OVERLAY 5 ZONE

Motion Offered by Council Member
Seconded by Council Member

Roll Call:

***Introduction of Ordinance #07-26**

AN ORDINANCE AMENDING CHAPTER 63, "HOUSING, AFFORDABLE", OF THE CODE OF THE BOROUGH OF UPPER SADDLE RIVER

Motion Offered by Council Member
Seconded by Council Member

Roll Call:

***Resolution #69-26: Resolution to Extend Fair Share Housing Act Deadline and Maintain Immunity**

Motion Offered by Council Member
Seconded by Council Member

Roll Call:

***Resolution #70-26: Resolution Adopting Fourth Round Spending Plan**

Motion Offered by Council Member
Seconded by Council Member

Roll Call:

***Resolution #71-26: Resolution Adopting Fourth Round Affirmative Marketing Plan**

Motion Offered by Council Member
Seconded by Council Member

Roll Call:

***Motion to Approve Saddle River Lions Club Easter Egg Hunt
March 28, 2026 Lions Park, USR**

Offered by Council Member
Seconded by Council Member

Roll Call:

Rule 7. Public Comments

Rule 8. Council Comments

Rule 9. Adjournment

**Agenda subject to change*

BOROUGH OF UPPER SADDLE RIVER
ORDINANCE NO. 03-26

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 145, VEHICLES AND TRAFFIC OF THE CODE OF THE BOROUGH OF UPPER SADDLE RIVER

Ordinance Summary: This ordinance amends and supplements Chapter 145 of the Code of the Borough of Upper Saddle River to make the provisions subtitle 1 of Title 39 of the Revised Statutes of New Jersey applicable to all Board of Education property in the Borough and permit the Police Department to enforce such regulations on all Board of Education property.

WHEREAS, the Board of Education of the Borough has requested that subtitle 1 of Title 39 of the Revised Statutes of New Jersey be applicable to all Board of Education property within the Borough; and

WHEREAS, the Mayor and Council of the Borough deems that enforcement of traffic regulations on all Board of Education property will benefit the citizens of the Borough of Upper Saddle River.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF UPPER SADDLE RIVER:

SECTION 1. That Chapter 145 of the Borough Code entitled "Vehicles and Traffic" shall be amended to add the following provisions:

1. In accordance with the provisions of N.J.S.A. 40:48-2.46, the movement of traffic on all Board of Education property in the Borough shall be controlled by the provisions of subtitle 1 of Title 39 of the Revised Statutes of New Jersey and no person shall operate or park a vehicle in on Board of Education property in violation of such regulations.
2. That the Police Department of the Borough of Upper Saddle River and other law enforcement agencies are hereby empowered to enforce the provisions of subtitle 1 of Title 39 of the Revised Statutes of New Jersey on all Board of Education property in the Borough.

SECTION 2. SEVERABILITY. If any paragraph, section, subsection, sentence, sentence clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court or administrative agency of competent jurisdiction, that portion will be deemed a separate, distinct, and independent provision, and the holding will not affect the validity of the remaining paragraphs or sections hereof.

SECTION 3. INCONSISTENCY. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of the inconsistency.

SECTION 4. EFFECTIVE DATE. This ordinance will take effect upon final passage and publication according to law.

JOY C. CONVERTINI, Municipal Clerk

ARMAN FARDANESH, Mayor

**BOROUGH OF UPPER SADDLE RIVER
RESOLUTION #62-26
March 5, 2026**

Resolution of the Borough of Upper Saddle River Adopting the Bergen County Multi-Jurisdictional Hazard Mitigation Plan

WHEREAS the Mayor and Council of the Borough of Upper Saddle River recognize the threat that natural hazards pose to people and property within Upper Saddle River; and

WHEREAS the County of Bergen has prepared a multi-hazard mitigation plan, hereby known as Bergen County Multi-Jurisdictional Hazard Mitigation Plan 2026, in accordance with federal and state laws, including the [Robert T. Stafford Disaster Relief and Emergency Assistance Act](#), as amended; the [National Flood Insurance Act of 1968](#), as amended; and the [National Dam Safety Program Act](#), as amended; and New Jersey P.L. 2023, CHAPTER 313 approved January 16, 2024.

WHEREAS the Bergen County Multi-Jurisdictional Hazard Mitigation Plan 2026, identifies current and future natural hazard risks, and assesses the vulnerability of facilities, infrastructure, and populations, and defines mitigation goals and actions to reduce or eliminate long term risk to people and property in (local government) from the impacts of future natural hazards and disasters; and

WHEREAS adoption by the Mayor and Council of the Borough of Upper Saddle River demonstrates its commitment to hazard mitigation and achieving the goals outlined in the Bergen County Multi-Jurisdictional Hazard Mitigation Plan 2026;

NOW THEREFORE, BE IT RESOLVED BY THE BOROUGH OF UPPER SADDLE RIVER, NJ THAT:

Section 1. In accordance with (local rule for adopting resolutions), the Mayor and Council of the Borough of Upper Saddle River adopt the Bergen County Multi-Jurisdictional Hazard Mitigation Plan 2026. While content related to Upper Saddle River may require revisions to meet the plan approval requirements, changes occurring after adoption will not require Upper Saddle River to re-adopt any further iterations of the plan. Subsequent plan updates following the approval period for this plan will require separate adoption resolutions.

Councilperson	Moved	Second	Ayes	Nays	Absent	Abstain
Abaid						
Drennan						
Florio						
Friedlander						
Lyons						
Masi						

I hereby certify that the above resolution was adopted by the Mayor and Council on March 5, 2026.

Joy C. Convertini, R.M.C. Municipal Clerk

**BOROUGH OF UPPER SADDLE RIVER
 RESOLUTION #63-26
 March 5, 2026**

Chief Financial Officer’s Approval to Release Escrow Funds

WHEREAS, a request has been received for the return of any professional review escrow funds and/or bonds for the projects listed below; and

WHEREAS, the Chief Financial Officer has determined the appropriate balances as shown below; and

WHEREAS, the Borough is in receipt of a certification as to the completeness of the project from the Building / Land Use Department.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Upper Saddle River that the Chief Financial Officer is hereby directed to return the balance of professional review escrow funds and/or bonds as indicated below:

Elizabeth Mikos	19 Meadowbrook Road	Blk. 401 Lot 1	\$9,290.00

Council Member	Moved	Second	Ayes	Nays	Absent	Abstain
Abaid						
Drennan						
Florio						
Friedlander						
Lyons						
Masi						

I hereby certify that the above resolution was adopted by the Mayor and Council on March 5, 2026.

 Joy C. Convertini, R.M.C., Borough Clerk

**BOROUGH OF UPPER SADDLE RIVER
RESOLUTION #64-26
March 5, 2026**

**Professional Service Agreement Colliers Engineering
2026 Annual Grant Consulting Services**

WHEREAS, the Borough of Upper Saddle River requires services of a professional Engineer for annual grant consulting services and authorizes Colliers Engineering to provide same to include grant research services, preparation of summary documents and monthly meetings with Borough officials to review findings, in an amount not to exceed \$1,000.00 per month; and

WHEREAS, the Chief Financial Officer has certified that funds exist in budget account **6-01-20-715-225**.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Upper Saddle River as follows:

- 1) The Mayor and Council do hereby engage the services of:

**Colliers Engineering & Design
400 Valley Road Ste. 304
Mt. Arlington, NJ 07856**

- 2) The engagement of such services is made without competitive bidding under the provisions of N.J.S.A. 40A:11-51 which excepts from competitive bidding “Professional Services” rendered by persons authorized by law to practice a recognized profession.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk be and are hereby authorized to execute a contract for such services.

Councilperson	Moved	Second	Ayes	Nays	Absent	Abstain
Abaid						
Drennan						
Florio						
Friedlander						
Lyons						
Masi						

I hereby certify that the above resolution was adopted by the Mayor and Council on March 5, 2026.

Joy C. Convertini, R.M.C., Borough Clerk

**BOROUGH OF UPPER SADDLE RIVER
 RESOLUTION #65-26
 March 5, 2026**

**Professional Service Agreement Colliers Engineering
 2026 Bergen County Open Space Trust Fund Municipal Park Improvement Grant Program**

WHEREAS, the Borough of Upper Saddle River requires services of a professional Engineer for submission of 2026 Bergen County Open Space Trust Fund Municipal Park Improvement Grant Program and authorizes Colliers Engineering to provide same, in an amount not to exceed \$10,500.00; and

WHEREAS, the Chief Financial Officer has certified that funds exist in budget account **6-01-20-715-225**.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Upper Saddle River as follows:

- 1) The Mayor and Council do hereby engage the services of:

**Colliers Engineering & Design
 400 Valley Road Ste. 304
 Mt. Arlington, NJ 07856**

- 2) The engagement of such services is made without competitive bidding under the provisions of N.J.S.A. 40A:11-51 which excepts from competitive bidding “Professional Services” rendered by persons authorized by law to practice a recognized profession.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk be and are hereby authorized to execute a contract for such services.

Councilperson	Moved	Second	Ayes	Nays	Absent	Abstain
Abaid						
Drennan						
Florio						
Friedlander						
Lyons						
Masi						

I hereby certify that the above resolution was adopted by the Mayor and Council on March 5, 2026.

 Joy C. Convertini, R.M.C., Borough Clerk

**BOROUGH OF UPPER SADDLE RIVER
 RESOLUTION #66-26
 March 5, 2026**

**Professional Service Agreement - Colliers Engineering
 FY 2027 Community Project Funding Grant for Brook Road Bridge Reconstruction**

WHEREAS, the Borough of Upper Saddle River requires services of a professional Engineer for submission of FY2027 Community Project Funding Grant for reconstruction of the Brook Road Bridge and authorizes Colliers Engineering to provide same, in an amount not to exceed \$4,750.00

WHEREAS, the Chief Financial Officer has certified that funds exist in budget account **6-01-20-715-225**.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Upper Saddle River as follows:

- 1) The Mayor and Council do hereby engage the services of:

**Colliers Engineering & Design
 400 Valley Road Ste. 304
 Mt. Arlington, NJ 07856**

- 2) The engagement of such services is made without competitive bidding under the provisions of N.J.S.A. 40A:11-51 which excepts from competitive bidding “Professional Services” rendered by persons authorized by law to practice a recognized profession.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk be and are hereby authorized to execute a contract for such services.

Councilperson	Moved	Second	Ayes	Nays	Absent	Abstain
Abaid						
Drennan						
Florio						
Friedlander						
Lyons						
Masi						

I hereby certify that the above resolution was adopted by the Mayor and Council on March 5, 2026.

 Joy C. Convertini, R.M.C., Borough Clerk

**BOROUGH OF UPPER SADDLE RIVER
RESOLUTION #67-26
March 5, 2026**

2026 Temporary Budget Amendment

WHEREAS, N.J.S.A. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2026 Budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Upper Saddle River, that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

2026 TEMPORARY BUDGET APPROPRIATIONS

<u>General Government</u>		Salaries & Wages	Other Expenses
X-01-20-701	Administration	\$ 107,350	\$ 38,275
X-01-31-720	Natural Gas		\$ 16,650
 <u>Public Safety</u>			
X-01-25-745	Police	\$	\$ 148,650
 <u>Department of Public Works</u>			
X-01-26-765	Streets & Roads	\$ 332,300	
 <u>Sanitation</u>			
X-01-32-827	Garbage & Trash Collection		\$ 448,000
X-01-26-770	Recycling		\$ 225,000
 <u>Recreation & Education</u>			
X-01-28-795	Recreation		\$ 15,500
 <u>Unclassified</u>			
X-01-40-306	LOSAP		\$ 63,000

Councilperson	Moved	Second	Ayes	Nays	Absent	Abstain
Abaid						
Drennan						
Florio						
Friedlander						
Lyons						
Masi						

I hereby certify that the above resolution was adopted by the Mayor and Council on March 5, 2026.

Joy C. Convertini, R.M.C., Borough Clerk

**BOROUGH OF UPPER SADDLE RIVER
 RESOLUTION #68-26
 March 5, 2026**

Transfer of Funds

WHEREAS, N.J.S.A. 49:4-58 permits the transfer of appropriations during the last two months of the fiscal year or first three months of the reserve year from accounts showing unexpended balances to accounts in which commitments may exceed the original budget appropriations;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Upper Saddle River in the County of Bergen, State of New Jersey that the Chief Financial Officer is hereby authorized to affect the following transfers:

To:

Finance	OE	5-01-20-705-030	\$1,000
Defined Contribution	OE	5-01-36-840-000	\$3,000
	Total		<u>\$4,000</u>

From:

Municipal Court	OE	5-01-33-830-030	\$2,000
Social Security	OE	5-01-36-837-000	\$2,000
	Total		<u>\$4,000</u>

Councilperson	Moved	Second	Ayes	Nays	Absent	Abstain
Abaid						
Drennan						
Florio						
Friedlander						
Lyons						
Masi						

I hereby certify that the above resolution was adopted by the Mayor and Council on March 5, 2026.

 Joy C. Convertini, R.M.C., Borough Clerk

BOROUGH OF UPPER SADDLE RIVER
RESOLUTION #69-26
March 5, 2026

RESOLUTION OF THE BOROUGH OF UPPER SADDLE RIVER EXERCISING THE BOROUGH'S
RIGHT TO EXTEND THE MARCH 15, 2026, DEADLINE AND TO MAINTAIN IMMUNITY
CREATED BY THE FAIR HOUSING ACT, AS AMENDED,
P.L. 2024, c.2

WHEREAS, on March 20, 2024, Governor Murphy signed an Amendment to the New Jersey Fair Housing Act (“FHA”) into law (hereinafter the “FHA II”) which governs the Fourth Round (2025-2035) of affordable housing obligations of all municipalities in New Jersey (the “Fourth Round”); and

WHEREAS, on January 24, 2025, in accordance with FHA II, the Borough of Upper Saddle River (“Borough”) timely filed a complaint for declaratory judgment seeking a certificate of compliance approving the Borough’s affordable housing plan; and

WHEREAS, on June 24, 2025, in accordance with N.J.S.A. 52:27D-304.1(f)(2)(a), the Borough filed a Housing Element and Fair Share Plan (“HEFSP”); and

WHEREAS, following the Borough’s filing of its HEFSP, Fair Share Housing Center (“FSHC”) (hereinafter “objector” or “FSHC”) filed objections to the Borough’s efforts to secure a certificate of compliance; and

WHEREAS, the Borough disputed the validity of the challenges and mediation ended on December 31, 2025, with a settlement being placed on the record before the Program Judge assigned to this matter, Menelaos Toscos, P.J. CH (Ret.); and

WHEREAS, on January 29, 2026, Judge Toskos issued his “Program Settlement Recommendation-Housing Element and Fair Share Plan” (“Recommendation”) to which was appended a Statement of Reasons and the Report of John McDonough, LA., AICP, PP, the Special Adjudicator (“Adjudicator”) in this matter dated January 16, 2026, despite the fact that the **written** settlement between the Borough and FSHC had not yet been executed by both parties; and

WHEREAS, while the Recommendation *inter alia* approved the amended HEFSP and recommended its implementation, the articulation of the terms of the Settlement were inadvertently inaccurate in both the Adjudicator’s Report and in the Recommendation; and

WHEREAS, the Borough and FSHC executed a written Mediation Agreement on or about February 20, 2026 (“Mediation Agreement”) which was uploaded on eCourts on February 26, 2026 after the issuance of the Recommendation; and

WHEREAS, by letter from Edward J. Buzak, Esq., Special Counsel to the Borough dated and uploaded on eCourts on February 27, 2026 to Program Judge Toskos, copied to Judge Lina P. Corrison, J.S.C., Mount Laurel Judge for the vicinage, and to the Adjudicator, the inadvertent errors in the Recommendation and in the Adjudicator’s Report were identified and a request made that (i) the Program Judge and the Adjudicator correct their submissions to reflect the terms of the executed Mediation Agreement; and (ii) Judge Corrison refrain from issuing any orders based upon the erroneous Recommendations until the same could be corrected; and

WHEREAS, a corrected Recommendation and Adjudicator’s Report have not yet been issued, nor has the Mount Laurel Judge issued as yet an Order and Decision and Order Approving the Borough’s HEFSP for the Fourth Round Hosing Cycle; and

WHEREAS, in light of the foregoing, although the Borough has adopted some of the requisite resolutions on March 5, 2026 and on that date introduced some of the requisite ordinances to implement any such anticipated favorable Order, the Borough has not adopted its Amended HEFSP nor adopted all the requisite ordinances and some of the resolutions as required before the March 15, 2026 deadline; and

WHEREAS, FHA II directed that a grant or denial of compliance certification by the Program be completed on or before December 31, 2025; and

WHEREAS, despite that provision, the Program and/or Administrative Office of the Courts (“AOC”) through Directive #14-24 (“Directive”) have instead elected to issue recommendations to the vicinage Mount Laurel Judge thereby extending the time period within which the recommendation is made while simultaneously contracting the period of time within which the municipality must take all actions to implement the decision,; and

WHEREAS, the FHA II provides a remedy for the inability of a municipality to timely comply with the deadline of March 15, 2026:

“As an alternative to adopting all necessary implementing ordinances and resolutions by the March 15 deadline, a municipality involved in **a continuing dispute over the issuance of compliance certification** may adopt a binding resolution by this date to commit to adopting the implementing ordinances and resolutions following resolution of the dispute, with necessary adjustments to reflect the resolution of the dispute” N.J.S.A. 52:27D-304.1(f)(2)(d) (“Resolution Alternative”) (Emphasis added);

and

WHEREAS, as abovementioned, the Program Judge Toskos issued his Recommendation on January 29, 2026, which inadvertently did not reflect the terms of the Mediation Agreement, thus creating “. . . a continuing dispute over the issuance of compliance certification. . . .” N. J.S.A. 52:27D-304.1(f)(2)(d); and

WHEREAS, the Resolution Alternative provision is independent of extensions that can be granted by the Mount Laurel Judge under N.J.S.A. 52:27D-304.1(f)(3)(a), which provides in pertinent part:

“(3) (a) If a municipality fails to materially adhere to any of the deadlines established in paragraphs (1) or (2) of this subsection due to circumstances beyond the control of the municipality, including but not limited to an inability to meet a deadline due to an extreme weather event, then the program, or the county level housing judge, in accordance with court rules, may permit a municipality to have a grace period to come into compliance with the timeline, the length of which, and effect of which on later deadlines, shall be determined on a case by-case basis”.

WHEREAS, the factual context abovementioned creates a situation that is “. . . beyond the control of the municipality. . .” as noted above; and

WHEREAS, the Borough intends to have the Planning Board adopt the Amended HEFSP and the Borough intends to adopt all the implementing ordinances and resolutions contemplated by its plan, most of which ordinances have been introduced by the Borough on March 5, 2026; and

WHEREAS, the Borough adopts this binding resolution to reflect and verify the above commitment and to authorize the Borough’s Special Council to seek a sixty (60) day extension from the March 15, 2026, deadline from the Mount Laurel Judge for the vicinage.

NOW, THEREFORE, BE IT RESOLVED by the _Borough Council of the Borough of Upper Saddle River, County of Bergen, State of New Jersey as follows:

1. All of the above **WHEREAS** Clauses are incorporated into the operative clauses of this Resolution as if set forth herein.
2. The Borough intends to have the Planning Board adopt and file the requisite Amendments to the HEFSP by or before by May 14,, 2026 to implement the changes to its plan it committed to do in mediation set forth in the Mediation Agreement with FSHC (with any changes as determined by the Program Judge and/or the Mount Laurel Judge) as well as all of the implementing ordinances and Resolutions contemplated by its Amended Plan.
3. Notwithstanding the foregoing, the Borough authorizes its Special Counsel to take all steps necessary to seek and obtain an extension of time to comply with all requirements as directed in the Mediation Agreement, the Recommendation and the requirements of the Mount Laurel Judge and to cure any issues that may arise with respect to its submission.

4. The Borough seeks a 60-day extension of time, i.e., to May 14, 2026, to accomplish these objectives.

5. The Borough authorizes and directs its special affordable housing counsel to submit and/or file this Resolution with the Court in the Borough’s Declaratory Judgment Action.

6. This Resolution shall take effect immediately, according to law.

Councilperson	Moved	Second	Ayes	Nays	Absent	Abstain
Abaid						
Drennan						
Florio						
Friedlander						
Lyons						
Masi						

I hereby certify that the above resolution was adopted by the Mayor and Council on March 5, 2026.

Joy C. Convertini, R.M.C., Borough Clerk

**BOROUGH OF UPPER SADDLE RIVER
RESOLUTION #70-26
March 5, 2026**

RESOLUTION ADOPTING FOURTH ROUND SPENDING PLAN

WHEREAS, the Borough of Upper Saddle River (the “Borough” or “Upper Saddle River”) filed a resolution of participation in the Affordable Housing Dispute Resolution Program (the “Program”) and a declaratory judgment action on January 24, 2025; and

WHEREAS, the Court entered an order on June 16, 2025, setting the Borough’s Fourth Round fair share obligations as a Present Need of zero (0) units and a Prospective Need of 233 units, which no party appealed, and ordering the Borough to file a Housing Element and Fair Share Plan (“HEFSP”) by June 30, 2025; and

WHEREAS, on June 16, 2025, the Upper Saddle River Planning Board adopted a Housing Element and Fair Share Plan, (“2025 HEFSP”), to address the Borough’s Fourth Round affordable housing obligations; and

WHEREAS, the Borough filed its 2025 HEFSP on June 24, 2025, on eCourts; and

WHEREAS, Fair Share Housing Center (“FSHC”) filed a challenge pursuant to N.J.S.A. 52:27D-304.1(f)(2)(b) regarding the Borough’s 2025 HEFSP on August 29, 2025; and

WHEREAS, representatives of the Borough and FSHC entered into a Mediation Agreement on or about February 20, 2026 that resolved the issues raised in the challenge subject to, among other requirements, the adoption of a Spending Plan; and

WHEREAS, the Borough has prepared a Fourth Round Spending Plan that is consistent with the applicable statutes and regulations.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Upper Saddle River, County of Morris, State of New Jersey as follows:

1. The Borough of Upper Saddle River (“Borough”) does hereby adopt the Fourth Round Spending Plan attached hereto.

2. This Resolution shall take effect immediately.

Councilperson	Moved	Second	Ayes	Nays	Absent	Abstain
Abaid						
Drennan						
Florio						
Friedlander						
Lyons						
Masi						

I hereby certify that the above resolution was adopted by the Mayor and Council on March 5, 2026.

Joy C. Convertini, R.M.C., Borough Clerk

May 28, 2025 – Revised March 5, 2026
Borough of Upper Saddle River
Affordable Housing Trust Fund Spending Plan

INTRODUCTION

The Borough of Upper Saddle River (hereinafter the “Borough”), Bergen County, has prepared a Housing Element and Fair Share Plan that addresses its regional fair share of the affordable housing need in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Amended Fair Housing Act (FHA-2) (N.J.S.A. 52:27D-301) and the new Fair Housing Act Rules promulgated by the New Jersey Department of Community Affairs (DCA) (N.J.A.C. 5:99). The Borough of Upper Saddle River Affordable Housing Trust Fund was established in 2007.

As of May 23, 2025, the Borough of Upper Saddle River had a balance of \$1,285,036¹ in its Affordable Housing Trust fund. All development fees, payments in lieu of constructing affordable units on site, funds from the sale of units with extinguished controls, and interest generated by the fees are deposited in a separate interest-bearing affordable housing trust fund account for the purposes of affordable housing. These funds shall be spent in accordance with N.J.A.C. 5:99 as described in the sections that follow.

1. REVENUES FOR CERTIFICATION PERIOD

It is anticipated that during the period of July 1, 2025 through June 30, 2035, which encompasses the period that the Borough will have a Fourth Round Judgment of Compliance and Repose (hereinafter “Fourth Round JOR”), the Borough will add an additional \$2,653,800 to its Affordable Housing Trust Fund. This is detailed below.

- (a) Development fees: Based on development fee collection trends in the Borough of Upper Saddle River since 2017, the Borough anticipates that approximately \$2,580,000 in development fees will be generated between July 1, 2025 through June 30, 2035. This figure assumes that, on average, the Borough will collect approximately \$258,000 in development fees per year throughout the Fourth Round.
- (b) Payment in lieu (PIL): While the Borough of Upper Saddle River does not currently anticipate the contribution of any payments in lieu toward the municipal Affordable Housing Trust Fund during the Fourth Round, if any such payments should be made to the Borough during the Fourth Round, such payments will be deposited into the Borough’s Affordable Housing Trust Fund.

¹ All figures rounded to the nearest dollar.

- (c) Other Funds: The Borough of Upper Saddle River does not currently anticipate the contribution of any other funds toward the municipal Affordable Housing Trust Fund during the Fourth Round. That said, if any such funds are collected during the Fourth Round, said funds will be deposited in the Borough's Affordable Housing Trust Fund.

- (d) Projected interest: It is estimated that the Borough of Upper Saddle River will collect approximately \$73,800 in interest between July 1, 2025 through June 30, 2035. This figure assumes that, on average, the Borough will collect approximately \$7,380 in interest per year throughout the Fourth Round.

SOURCE OF FUNDS	PROJECTED REVENUES – AFFORDABLE HOUSING TRUST FUND JULY 1, 2025 THROUGH JUNE 30, 2035										
	7/1/25 to 12/31/26	2027	2028	2029	2030	2031	2032	2033	2034	1/1/35 to 6/30/35	Total
(a) Development Fees	\$387,000	\$258,000	\$258,000	\$258,000	\$258,000	\$258,000	\$258,000	\$258,000	\$258,000	\$129,000	\$2,580,000
(b) Payments in Lieu of Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(c) Other Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(d) Interest	\$11,070	\$7,380	\$7,380	\$7,380	\$7,380	\$7,380	\$7,380	\$7,380	\$7,380	\$3,690	\$73,800
Total	\$398,070	\$265,380	\$265,380	\$265,380	\$265,380	\$265,380	\$265,380	\$265,380	\$265,380	\$132,690	\$2,653,800

In sum, the Borough of Upper Saddle River projects a total of \$2,653,800 in revenue to be collected between July 1, 2025 and June 30, 2035. This projected amount, when added to Upper Saddle River's current trust fund balance of \$1,285,036, results in a total anticipated trust fund balance of \$3,938,836 available to fund and administer the Borough's affordable housing plan. All interest earned on the account shall be used only for the purposes of affordable housing.

2. ADMINISTRATIVE MECHANISM TO COLLECT AND DISTRIBUTE FUNDS

The following procedural sequence for the collection and distribution of development fee revenues shall be followed by the Borough:

- (a) Collection of development fee revenues: Collection of development fee revenues shall be consistent with Upper Saddle River's Development Fee Ordinance (DFO) for both residential and non-residential developments in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Amended Fair Housing Act (FHA-2) (N.J.S.A. 52:27D-301) and the new Fair Housing Act Rules promulgated by the New Jersey Department of Community Affairs (DCA) (N.J.A.C. 5:99).
- (b) Distribution of development fee revenues: The Planning Board adopts and forwards a resolution to the Governing Body recommending the expenditure of development fee revenues as set forth in this Spending Plan. The Governing Body reviews the request for consistency with the Spending Plan and adopts the recommendation by resolution. The release of funds requires adoption of the Governing Body's resolution in accordance with the Spending Plan. Once a request is approved by resolution, the Chief Financial Officer (CFO) releases the requested revenue from the Borough's Affordable Housing Trust Fund for the specific use approved in the Governing Body's resolution.

3. DESCRIPTION OF ANTICIPATED USE OF AFFORDABLE HOUSING FUNDS

- (a) Rehabilitation. As set forth in the Borough's Fourth Round Housing Element & Fair Share Plan, Upper Saddle River has a Present Need (rehabilitation) obligation for Round Four of 0 units. As such, the Borough is not obligated to establish a rehabilitation program or allocate funds from its affordable housing trust fund for such purposes.
- (b) Affordability Assistance. Pursuant to N.J.A.C. 5:99-2.5, the Borough is required to set aside a portion of all development fees collected and interest earned for the purpose of providing affordability assistance to very low-, low- and moderate-income households in affordable units included in the Borough's Fourth Round Housing Element and Fair Share Plan. Affordability assistance means the use of funds to render housing units more affordable to very low-, low- and moderate-income households and includes, but is not limited to, down payment assistance, security deposit assistance, low interest loans, rental assistance, assistance with homeowner's association or condominium fees and special assessments, common maintenance expenses, and assistance with emergency repairs and rehabilitation to bring deed-restricted units up to code, pursuant to N.J.A.C. 5:99-2.5. This may also include offering a subsidy to developers of inclusionary or one hundred percent (100%) affordable

housing developments or buying down the cost of low- or moderate-income units in the Borough's fair share plan to make them affordable to very low-income households, including special needs and supportive housing opportunities. The Borough will set aside \$1,250,000 from the Affordable Housing Trust Fund for this purpose through June 30, 2035.

- (c) Administrative Expenses. Per N.J.A.C. 5:99-2.4(a), no more than twenty percent (20%) of all affordable housing trust funds, exclusive of those collected prior to July 17, 2008 to fund an RCA, shall be expended on administration. The Borough of Upper Saddle River projects that a maximum of \$976,639 will be available from the affordable housing trust fund to be used for administrative purposes through June 30, 2035. Projected administrative expenditures, subject to the twenty percent (20%) cap, include payment for the salaries and benefits for municipal employees and consultant fees related to costs as set forth at N.J.A.C. 5:99-2.4(b), (c) and (d).

Actual development fees + interest through 5/23/25		\$2,229,395
Payments in lieu of construction & other deposits through 5/23/25	+	\$0
Projected development fees + interest 7/1/25 through 6/30/35	+	\$2,653,800
Less RCA expenditures through 7/17/08	-	\$0
Total	=	\$4,883,195
20 percent requirement	x 0.20 =	\$976,639
Less administrative expenditures through 5/23/25		\$0
PROJECTED MAXIMUM Available for Administrative Expenses 7/1/25 through 6/30/35	=	\$976,639

- (e) Other Emergent Housing Opportunities. The Borough will reserve the remaining trust fund balance, projected at \$1,712,197, for other emergent opportunities to create affordable housing that may arise during the Fourth Round. The Borough shall seek approval for any emergent affordable housing opportunities not included in the Borough's fair share plan in accordance with N.J.A.C. 5:99-4.1.

4. EXPENDITURE SCHEDULE

The Borough of Upper Saddle River intends to use affordable housing trust fund revenues for affordability assistance, administration, and any emergent affordable housing opportunities that may arise during the Fourth Round. Where applicable, the funding schedule below parallels the implementation schedule set forth in the Housing Element and Fair Share Plan and is summarized as follows.

PROJECTS/ PROGRAMS	PROJECTED EXPENDITURES – AFFORDABLE HOUSING TRUST FUND JULY 1, 2025 THROUGH JUNE 30, 2035										
	7/1/25 to 12/31/26	2027	2028	2029	2030	2031	2032	2033	2034	1/1/35 to 6/30/35	Total
Affordability Assistance	\$187,500	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$62,500	\$1,250,000
Administration	\$300,000	\$50,000	\$50,000	\$50,000	\$76,639	\$50,000	\$50,000	\$50,000	\$200,000	\$100,000	\$976,639
Other Emergent Opportunities	\$256,827	\$171,220	\$171,220	\$171,220	\$171,220	\$171,220	\$171,220	\$171,220	\$171,220	\$85,610	\$1,712,197
Total	\$744,327	\$346,220	\$346,220	\$346,220	\$372,859	\$346,220	\$346,220	\$346,220	\$496,220	\$248,110	\$3,938,836

5. EXCESS OR SHORTFALL OF FUNDS

In the event of any expected or unexpected shortfall of funds necessary to implement the Fair Share Plan, the Borough of Upper Saddle River will handle the shortfall of funds through an alternative funding source to be identified by the Borough and/or by reducing the spending to match the revenue. In the event of excess funds, any remaining funds above the amount necessary to satisfy the municipal affordable housing obligation will be dedicated toward additional affordability assistance, additional administration (up to the 20% cap), and/or any other emergent affordable housing opportunities that may arise during the Fourth Round.

6. BARRIER FREE ESCROW

Collection and distribution of barrier free funds shall be consistent with the Borough's Affordable Housing Ordinance and in accordance with applicable regulations. A process describing the collection and distribution procedures for barrier free escrow is detailed within the Borough's Affordable Housing Ordinance.

SUMMARY

The Borough of Upper Saddle River intends to spend Affordable Housing Trust Fund revenues pursuant to N.J.A.C. 5:99 and consistent with the housing programs outlined in the Borough's Housing Element and Fair Share Plan.

The Borough of Upper Saddle River had a balance of \$1,285,036 as of May 23, 2025 and anticipates an additional \$2,653,800 in revenues through June 30, 2035 for a total of \$3,938,836. During the period of the Borough's Fourth Round JOR through June 30, 2035, the Borough agrees to fund \$1,250,000 towards affordability assistance, \$976,639 towards administrative expenses, and \$1,712,197 towards other emergent affordable housing opportunities that may arise during the Fourth Round, totaling \$3,938,836 in anticipated expenditures.

Any shortfall of funds will be offset by an alternative funding source to be identified by the Borough and/or, the Borough of Upper Saddle River will bond to provide the necessary funding. The Borough will dedicate any excess funds or balance toward additional affordability assistance, additional administration (up to the 20% cap) and/or any other emergent affordable housing opportunities that may arise during the Fourth Round.

SPENDING PLAN SUMMARY	
Balance as of May 23, 2025	\$1,285,036
PROJECTED REVENUE THROUGH 6/30/35	
Development fees	+ \$2,580,000
Payments in lieu of construction	+ \$0
Other funds	+ \$0
Interest	+ \$73,800
SUBTOTAL REVENUE	= \$2,653,800
TOTAL REVENUE = \$3,938,836	
EXPENDITURES	
Affordability Assistance	- \$1,250,000
Administration	- \$976,639
Other Emergent Opportunities	- \$1,712,197
TOTAL PROJECTED EXPENDITURES	= \$3,938,836
REMAINING BALANCE	= \$0

BOROUGH OF UPPER SADDLE RIVER
RESOLUTION #71-26
March 5, 2026

RESOLUTION ADOPTING FOURTH ROUND AFFIRMATIVE MARKETING PLAN

WHEREAS, the Borough of Upper Saddle River (the “Borough” or “Upper Saddle River”) filed a resolution of participation in the Affordable Housing Dispute Resolution Program (the “Program”) and a declaratory judgment action on January 24, 2025; and

WHEREAS, the Court entered an order on June 16, 2025, setting the Borough’s Fourth Round fair share obligations as a Present Need of zero (0) units and a Prospective Need of 233 units, which no party appealed, and ordering the Borough to file a Housing Element and Fair Share Plan (“HEFSP”) by June 30, 2025; and

WHEREAS, on June 16, 2025, the Upper Saddle River Planning Board adopted a Housing Element and Fair Share Plan, (“2025 HEFSP”), to address the Borough’s Fourth Round affordable housing obligations; and

WHEREAS, the Borough filed its 2025 HEFSP on June 24, 2025, on eCourts; and

WHEREAS, Fair Share Housing Center (“FSHC”) filed a challenge pursuant to N.J.S.A. 52:27D-304.1(f)(2)(b) regarding the Borough’s 2025 HEFSP on August 29, 2025; and

WHEREAS, representatives of the Borough and FSHC entered into a Mediation Agreement on or about February 20, 2026 that resolved the issues raised in the challenge subject to, among other requirements, the adoption of an Affirmative Marketing Plan; and

WHEREAS, the Borough has prepared a Fourth Round Affirmative Marketing Plan that is consistent with the applicable statutes and regulations.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Upper Saddle River, County of Morris, State of New Jersey as follows:

1. The Borough of Upper Saddle River (“Borough”) does hereby adopt the Fourth Round Affirmative Marketing Plan attached hereto.
2. This Resolution shall take effect immediately.

Councilperson	Moved	Second	Ayes	Nays	Absent	Abstain
Abaid						
Drennan						
Florio						
Friedlander						
Lyons						
Masi						

I hereby certify that the above resolution was adopted by the Mayor and Council on March 5, 2026.

Joy C. Convertini, R.M.C., Borough Clerk

AFFIRMATIVE FAIR HOUSING MARKETING PLAN
For Affordable Housing in **(REGION 1)**

I. APPLICANT AND PROJECT INFORMATION

(Complete Section I individually for all developments or programs within the municipality.)

Administrative Agent Name, Address, Phone Number CGP&H LLC 1249 South River Road, Suite 301 Cranbury, NJ 08512		Development or Program Name, Address	
Number of:		Affordable Rental Units	Affordable For-Sale Units
Affordable Units Total			
Affordable Age Restricted Units			
Affordable Non-Age Restricted Units			
Affordable Supportive Housing Units			
Price or Rental Range	Approximate Starting Dates		
From:	Advertising:		Occupancy:
To:			
Counties: Bergen, Hudson, Passaic, Sussex		Preferences, if any: (veteran, regional, NJ)	
Accessibility Features, if any:			
Managing/Sales Agent's Name, Address, Phone Number			
Application Fees (if any):			

Attach a copy of the pricing calculator and a spreadsheet with information about all units, including number of bedrooms, income level, accessibility features, and square footage to this plan.

(Sections II through V should be consistent for all affordable housing developments and programs within the municipality and with the municipal Affordable Housing Ordinance. Sections that differ must be described in the approved contract between the municipality and the administrative agent and in the approved Operating Manual.)

II. RANDOM SELECTION

<p>Describe the random selection process that will be used once applications are received.</p> <p>The Administrative Agent will assign random numbers to each applicant through a computerized random number generator thereby creating a waiting list. After the list of applications submitted during the initial lottery period is exhausted, the priority of preliminary applications is established by the date that the households submits their preliminary application ("Interest Date").</p> <p>In addition to the random number assigned to the household and/or the interest date, there are other factors impacting waiting list priority which are described below: Regional Preference: Applicants that indicated that they live or work in the Affordable Housing Region will be</p>

contacted first. Once those applicants are exhausted, applicants outside the region will be contacted.
State Preference: Subsequent to the Regional Preference, applicants that indicated that they live or work in the State will be contacted first. Once those applicants are exhausted, applicants outside of the State will be contacted.
Household Size: Whenever possible, there will be at least one person for each bedroom. If the waiting list is exhausted and there are no in or out of region or state households with a person for each bedroom size, units will be offered to smaller sized households that do not have a person for each bedroom. The Administrative Agent cannot require an applicant household to take an affordable unit with a greater number of bedrooms, as long as overcrowding is not a factor. A household can be eligible for more than one unit category.

III. MARKETING

Direction of Marketing Activity: (indicate which group(s) in the housing region are least likely to apply for the housing without special outreach efforts because of its location and other factors)

White (non-Hispanic)
 Black (non-Hispanic)
 Hispanic
 American Indian or Alaskan Native
 Asian or Pacific Islander
 Other group:

REQUIRED

5:80-26.16(g)1 requires you to advertise your project on the New Jersey Housing Resource Center for at least sixty days before conducting the random selection.

HOUSING RESOURCE CENTER (www.njhousing.gov) A free, online listing of affordable housing

Regional Newspapers

5:80-26.16(g)3 requires you to advertise your project in at least one regional newspaper (either online or in print). You may also select several papers with partial regional coverage, as long as all counties in the region are covered.

TARGETS ENTIRE HOUSING REGION 1				D-Digital or ND-Non-Digital
<input type="checkbox"/>	The Record	https://www.northjersey.com/	Bergen, Hudson, Passaic	
<input type="checkbox"/>	Herald News	https://www.njherald.com/	Passaic	
<input type="checkbox"/>	New Jersey Herald	https://www.njherald.com/	Sussex	

TARGETS PARTIAL HOUSING REGION 1				
<input type="checkbox"/>	Bergen County Review	https://www.bergenreview.com/bergen-county-blog	Bergen	
<input type="checkbox"/>	Hudson County View	https://hudsoncountyview.com/	Northern Bergen	
<input type="checkbox"/>	Jersey City Times	https://jcitytimes.com/	Hudson	
<input type="checkbox"/>	The Observer	https://www.theobserver.com/	Hudson	
<input type="checkbox"/>	RLS Media	https://www.rlsmedia.com/	Passaic	
<input type="checkbox"/>	Township Journal	https://www.townshipjournal.com/	Hudson/Sussex	

Housing Search Websites – D – Digital

5:80-26.16(g)4 requires you to advertise your project on at least one housing search website in addition to the NJHRC. **“Housing search website”** means any publicly accessible internet-based platform used to advertise residential dwelling units to the general public, including but not limited to:

- Online real estate sections of newspapers or news organizations;
- Internet websites operated or maintained by a municipal AA or affordable housing service provider that advertise affordable units in one or more municipalities;
- Commercial real estate listing platforms; and
- Other comparable online platforms customarily used to market rental or ownership housing.

List below all housing search websites to be used:

Affordablehomesnewjersey.com
[Upper Saddle River Borough NJ - Home](#)

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ELECTIVES

If you selected a print newspaper(s) as your regional paper above, select TWO additional strategies below with AT LEAST ONE NON-DIGITAL MARKETING STRATEGY.

If you selected a digital newspaper(s) as your regional paper above, select AT LEAST TWO NON-DIGITAL MARKETING STRATEGIES below.

Specific Radio and Television Stations – ND – Non-Digital

5:80-26.16(e)1 lists specific radio stations, and television stations throughout the housing region as marketing opportunities. If choosing this option, make sure your proposed stations cover the entire region. You may add more if desired. List the selected publications below or attach a list from the Marketing Outreach Tool.

<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

AND Paid Targeted Digital Advertising (must be selected in addition to stations above) – D – Digital

5:80-26.16(e)1 offers paid targeted digital advertising as an option. Some common platforms are listed below.

<input type="checkbox"/>	Google Ads
<input type="checkbox"/>	Microsoft Ads
<input type="checkbox"/>	Bing Ads
<input type="checkbox"/>	Other (please list)

Specific Newspapers and Other Publications

5:80-26.16(e)2 lists “specific newspapers and other publications circulated within the housing region” as an option, including neighborhood-oriented weekly papers, religious publications, and organizational newsletters. If choosing this option, make sure your proposed publications cover the entire region. You may add more if desired. List the selected publications below or attach a list from the Marketing Outreach Tool.

		D-Digital or ND-Non-Digital
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		

Employers Throughout the Housing Region – ND – Non-Digital

5:80-26-16(e)3 offers outreach to regional employers as an option. A comprehensive and regularly updated list of employers is available in the Marketing Outreach Tool. Please reach out to each listed employer in the region; you may add more if desired. If an employer no longer exists or has moved, please inform DCA.

Community Organizations Throughout the Housing Region – ND – Non-Digital

5:80-26-16(e)4 offers community and regional organizations as an option, including nonprofit, religious, governmental, fraternal, civic, and other organizations. A comprehensive and regularly updated list of organizations is available in the Marketing Outreach Tool. Please reach out to each listed organization in the region. You may add more if desired. If an organization no longer exists or has moved, please inform DCA.

Municipal and County Websites – D – Digital

5:80-26-16(e)5 offers municipal and county website advertising as an option. Insert the URL for the municipality. To ensure regional outreach, advertise in all county websites listed below.	
Municipality:	
https://www.hcnj.us/	
https://bergencountynj.gov/	
https://www.passaiccountynj.org/	
https://sussex.nj.us/	
<input type="checkbox"/> Social Media – D – Digital	
5:80-26.16(e)6 offers social media as an option. Some common platforms are listed below. You may place ads on these platforms or market for free on your own page.	
<input type="checkbox"/>	Facebook
<input type="checkbox"/>	TikTok
<input type="checkbox"/>	Instagram
<input type="checkbox"/>	Reddit
<input type="checkbox"/>	YouTube
<input type="checkbox"/>	Snapchat
<input type="checkbox"/>	Other (please list)
<input type="checkbox"/> Public Transit Stops – ND – Non-Digital	
A comprehensive and regularly updated list of NJ Transit stops is available at https://www.nj.gov/dca/hmf/about/has/ , or in map form at njogis-newjersey.opendata.arcgis.com . Note that you must get permission from NJ Transit to post flyers.	
<input type="checkbox"/> Other Advertising Efforts to Groups Least Likely to be Reached	

IV. SUMMARY

Non-Digital Outreach	Digital Outreach

V. APPLICATIONS

Applications for affordable housing or notices thereof, if offered online, for the above units will be available in all County Administration Buildings and Libraries for all counties in the housing region	
BUILDING	LOCATION
<input type="checkbox"/> Sussex County Administration Building	1 Spring Street, Newton, NJ 07860 (973)579-0200
<input type="checkbox"/> Sussex County Main Library	125 Morris Turnpike, Newton, NJ 07860 (973)948-3660
<input type="checkbox"/> Hudson County Administration Building	595 Newark Avenue, Jersey City, NJ 07306 (201) 795-6000
<input type="checkbox"/> Passaic County Administration Building	401 Grand Street, Paterson, NJ 07505 (973) 225-3632
<input type="checkbox"/> Passaic County Library	195 Gregory Avenue, Passaic, NJ 07055 (973) 779-0474
<input type="checkbox"/> Bergen County Administration Building	One Bergen County Plaza, Hackensack, NJ 07601 (201)336-6000
<input type="checkbox"/> Bergen County	21-00 Route 208 South, Suite 130, Fair Lawn, NJ 07410 bccls@bccls.org
4b. Municipality in which the units are located (list municipal building and municipal library, address, contact person)	
Borough of Upper Saddle River Borough Clerk: (201)-934-3975 376 W. Saddle River Road Upper Saddle River, NJ 07458	
Upper Saddle River Public Library Library Director: (201)-327-2583 245 Lake Street Upper Saddle River, NJ 07458	
4c. Sales/Rental Office for units (if applicable)	

V. CERTIFICATIONS AND ENDORSEMENTS

I hereby certify that the above information is true and correct to the best of my knowledge. I understand that knowingly falsifying the information contained herein may affect the (select one: Municipality's substantive certification or DCA Balanced Housing Program funding or HMFA UHORP/MONI/CHOICE funding).	
Name (Type or Print) _____	
Title/Municipality _____	
Signature _____	Date _____