



4. CITY OF CAPE MAY CITY

This jurisdictional annex to the Cape May County Hazard Mitigation Plan (HMP) provides information to assist public and private sectors in the City of Cape May City with reducing losses from future hazard events. This annex is not guidance of what to do when a disaster occurs; its focus is on actions that can be implemented prior to a disaster to reduce or eliminate damage to property and people. The annex presents a general overview of Cape May City, describes who participated in the planning process, assesses Cape May City’s risk, vulnerability, and capabilities, and outlines a strategy for achieving a more resilient community.

4.1 HAZARD MITIGATION PLANNING TEAM

The City of Cape May City identified primary and alternate HMP points of contact and developed this plan over the course of several months, with input from many City departments. The Cape May City Office of Emergency Management represented the community on the Cape May County HMP Planning Partnership and Steering Committee, and supported the local planning process 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.

Table 4-1 summarizes City officials who participated in the development of the annex and in what capacity. Additional documentation of the City’s planning activities through Planning Partnership meetings is included in Volume I.

Table 4-1. Hazard Mitigation Planning Team

Primary Point of Contact	Alternate Point of Contact
Name/Title: Michael Eck, OEM Coordinator Address: 643 Washington Street, Cape May, NJ 08204 Phone Number: (609) 435-0257 Email: meck@capemaycity.org	Name/Title: Justin Riggs, Deputy OEM Coordinator Address: 643 Washington Street, Cape May, NJ 08204 Phone Number: (609) 425-0474 Email: jriggs@capemaycity.com
National Flood Insurance Program Floodplain Administrator	
Name/Title: Paul Dietrich, City Manager Address: 643 Washington St, Cape May, NJ 08204 Phone Number: (609) 435-2642 Email: pdietrich@capemaycity.org	
Additional Contributors	
Name/Title: Eric Prusinski, Public Works Supervisor Method of Participation: Assisted in worksheet completion and reviewing materials	
Name/Title: Zack Mullock, Mayor Method of Participation: Assisted in worksheet completion and reviewing materials	
Name/Title: Lou Vito, Construction Official Method of Participation: Assisted in worksheet completion and reviewing materials	
Name/Title: Erin Burke, Municipal Clerk Method of Participation: Assisted in worksheet completion and reviewing materials	





Name/Title: Dekon Fashaw, Police Chief
Method of Participation: Assisted in worksheet completion and reviewing materials

4.2 COMMUNITY PROFILE

Cape May is a city at the southern tip of Cape May Peninsula in Cape May County, New Jersey, where the Delaware Bay meets the Atlantic Ocean. It is bounded on the north by the Township of Lower, on the east and the south by the Atlantic Ocean and Delaware Bay, and on the west by the Township of Lower, and Borough of West Cape May. It is part of the Ocean City Metropolitan Statistical Area.

4.2.1 GOVERNING BODY FORMAT

The City of Cape May is governed by the Mayor and City Council. The City Council holds legislative power and is responsible for creating and passing local ordinances and resolutions. The council is also responsible for modification and adoption of City budget and appointing boards and commissions. The City Mayor is responsible for overseeing all council meetings and participates in the voting process but does not have an active executive power. The council may select a Deputy Mayor from the City Council members to serve in the mayor's absence.

4.2.2 POPULATION AND SOCIAL VULNERABILITY

According to the U.S. Census, the 2020 population for Cape May City was 2,768, a 2.9 percent of the County population.

Research has shown that some populations are at greater risk from hazard events because of decreased resources or physical abilities. These populations can be more susceptible to hazard events based on a number of factors including their physical and financial ability to react or respond during a hazard, and the location and construction quality of their housing. Data from the 2020 U.S. Census indicates that 5.0 percent of the population is 5 years of age or younger, 28.0 percent is 65 years of age or older, 1.6 percent is non-English speaking, 5.0 percent is below the poverty threshold, and 6.0 percent is considered disabled.

4.2.2.1 ALICE IN CAPE MAY COUNTY

ALICE is an acronym for Asset Limited, Income Constrained, Employed – households that earn more than the Federal Poverty Level, but less than the basic cost of living for the County. While conditions have improved for some households, many continue to struggle, especially as wages fail to keep pace with the rising cost of household essentials (housing, child care, food, transportation, health care, and a basic smartphone plan). Households below the ALICE Threshold – ALICE households plus those in poverty – can't afford the essentials.

According to 2021 Point-in-Time-Data from ALICE, 26% of the 48,860 households in Cape May County are ALICE households (on par with the state average of 26%). The median household income in Cape May City is \$78,657, and the County sees a labor force participation rate of 57%. Cape May County faces low household income compared to the state average of \$89,296, along with a low labor participation rate of 57% compared to the state average of 66%. 8% of Cape May households live in poverty, which falls below the state average of 10%.





4.3 JURISDICTIONAL CAPABILITY ASSESSMENT AND INTEGRATION

Cape May City performed an inventory and analysis of existing capabilities, plans, programs, and policies that enhance its ability to implement mitigation strategies. Volume I describes the components included in the capability assessment and their significance for hazard mitigation planning. The jurisdictional assessment for this annex includes analyses of the following:

- Planning and regulatory capabilities
- Development and permitting capabilities
- Administrative and technical capabilities
- Fiscal capabilities
- Education and outreach capabilities
- Classification under various community mitigation programs
- Adaptive capacity to withstand hazard events

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

4.3.1 PLANNING AND REGULATORY CAPABILITY AND INTEGRATION

Table 4-2 summarizes the planning and regulatory tools that are available to Cape May City.

Table 4-2. Planning and Regulatory Capability and Integration

	Jurisdiction has this? (Yes/No)	Citation and Date (code chapter or name of plan, date of enactment or plan adoption)	Authority (local, county, state, federal)	Responsible Person, Department or Agency
CODES, ORDINANCES, & REGULATIONS				
Building Code	Yes	City Construction Codes, Uniform, Chapter 199, adopted in 1997, amended in 2016	State and Local	City Council
How has or will this be integrated with the HMP and how does this reduce risk? State mandated on local level under NJAC 5:23-3.14. International Building Code – New Jersey Edition, 2018, NJAC 5:24-3.14 Adopted September 3, 2019.				





	Jurisdiction has this? (Yes/No)	Citation and Date (code chapter or name of plan, date of enactment or plan adoption)	Authority (local, county, state, federal)	Responsible Person, Department or Agency
Zoning/Land Use Code	Yes	City Zoning Code, Chapter 525, Adopted by City Council in 1997 & amended in entirety December 2, 2004.	Local	City Council
<p>How has or will this be integrated with the HMP and how does this reduce risk?</p> <p>State permissive on local level. Per State of NJ Municipal Land Use Law (MLUL) L. 1975, s. 2, eff Aug 1, 1976, 40-55D-62: 49. Power to zone, requires all jurisdictions to have current zoning and other land development ordinances after the planning board has adopted the land use element and master plan.</p>				
Subdivision Code	Yes	Subdivision of Land, Chapter 445, Adopted by City Council in 1997	Local	City Council
<p>How has or will this be integrated with the HMP and how does this reduce risk?</p> <p>The purpose of this Chapter shall be to provide rules, regulations and standards to guide land subdivision in Cape May City in order to promote the public health, safety, convenience and general welfare of the City and to carry out the objectives of the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.). It shall be administered to insure the orderly growth and development, the conservation, protection and proper use of land and adequate provisions for circulation, utilities and services, and the conservation and environmental protection of all land, water and air resources within the jurisdiction of Cape May City. The Subdivision Ordinance requires a subdivider of any lands having natural features such as watercourses, floodplains, wetlands or sand dune areas shall, as a condition of completeness of his application pursuant to § 445-9, secure and submit to the Secretary of the Planning Board at the time of filing a written determination from all applicable state and federal jurisdictions, as to the exact extent and location of such natural resources.</p>				
Site Plan Code	Yes	Site Plan Review, Chapter 417, May 12, 2004	Local and County	City Council
<p>How has or will this be integrated with the HMP and how does this reduce risk?</p> <p>The board of freeholders of any county having a county planning board shall provide for the review of all subdivisions of land within the county by said county planning board and for the approval of those subdivisions affecting county road or drainage facilities as set forth and limited hereinafter in this section. 40:27-6.10 In order that county planning boards shall have a complete file of the planning and zoning ordinances of all municipalities in the county, each municipal clerk shall file with the county planning board a copy of the planning and zoning ordinances of the municipality in effect on the effective date of this act and shall notify the county planning board of the introduction of any revision or amendment of such an ordinance which affects lands adjoining county roads or other county lands, or lands lying within 200 feet of a municipal boundary, or proposed facilities or public lands shown on the county master plan or official county map. Such notice shall be given to the county planning board at least 10 days prior to the public hearing thereon by personal delivery or by certified mail of a copy of the official notice of the public hearing together with a copy of the proposed ordinance.</p>				
Stormwater Management Code	Yes	Stormwater Management Ordinance, Chapter 437, May 10, 2005	Local	City Council
<p>How has or will this be integrated with the HMP and how does this reduce risk?</p> <p>It is the purpose of this article to establish minimum stormwater management requirements and controls for "major development," as defined in § 437-2 of this chapter. In an effort to protect local water quality and human health, for purposes of this Article I of Chapter 437, major development as defined for new, redevelopment projects and infill projects in the City of Cape May is more stringent than as defined in the New Jersey Stormwater Rule (N.J.A.C. 7:8). As an aspect of mitigation, this Chapter requires stormwater management measures for major development shall be developed to meet the erosion control, groundwater recharge, stormwater runoff quantity, and stormwater runoff quality standards in § 437-4 of this chapter. To the maximum extent practicable, these standards shall be met by incorporating nonstructural stormwater management strategies into the design. The standards in this Chapter apply only to new major development and are intended to minimize the impact of stormwater runoff on water quality and water quantity in receiving water bodies and maintain groundwater recharge.</p>				
Post-Disaster Recovery/ Reconstruction Code	Yes	Natural Disasters, Access Limited During, Chapter 331, May 21, 2004	State and Local	City Council
<p>How has or will this be integrated with the HMP and how does this reduce risk?</p> <p>The Ordinance limits access to the City following a natural disaster. In the event that the City is evacuated due to natural disaster and the Department of Emergency Management, after consulting with the Chief of Police, determines that such disaster has resulted in damage which requires substantial cleanup, including, without limitation, damage to the City's roads, traffic signals and/or public utilities, the Department of Emergency Management may issue an order which allows only City employees and individuals who own property within the City to enter the City, but only after such time as the City has been substantially cleaned up, including, without limitation, the clearing of roads, repair of traffic signals and repair of public utilities.</p>				





	Jurisdiction has this? (Yes/No)	Citation and Date (code chapter or name of plan, date of enactment or plan adoption)	Authority (local, county, state, federal)	Responsible Person, Department or Agency
<p>Real Estate Disclosure Requirements</p> <p>How has or will this be integrated with the HMP and how does this reduce risk?</p> <p>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.</p> <p>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 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>	Yes	Senate Bill 3110; P. L. 2023, c. 93, July 3, 2023	State	Sellers and Landlords of commercial or residential property
<p>Growth Management</p> <p>How has or will this be integrated with the HMP and how does this reduce risk?</p>	No	-	-	-





	Jurisdiction has this? (Yes/No)	Citation and Date (code chapter or name of plan, date of enactment or plan adoption)	Authority (local, county, state, federal)	Responsible Person, Department or Agency
Environmental Protection Ordinance(s) How has or will this be integrated with the HMP and how does this reduce risk? The beach and dune management plan allows for periodic beach replenishment projects in conjunction with the Army Corp or Engineers. Also provides for the planting of native plants to reduce beach erosion. The shade tree commission recommends codes/ordinances to the City regarding environmental concerns such as no	Yes	Beach and Dune Management Plan, CM City Ord. 158-12 Tree/Plant Removal Code 10-111	Local Local	City Council Shade tree Commission
Flood Damage Prevention Ordinance How has or will this be integrated with the HMP and how does this reduce risk? 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: <ul style="list-style-type: none"> • Protect human life and health; • Minimize expenditure of public money for costly flood control projects; • Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public and risk to those individuals who are providing rescue efforts; • Minimize prolonged business interruptions; • 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; • 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; • Ensure that potential buyers are notified that property is in an area of special flood hazard; and • Ensure that those who occupy the areas of special flood hazard assume responsibility for their actions. Integrated mitigation actions in this Section include methods and provisions for: a. Restricting or prohibiting uses which are potentially dangerous to health, safety, and property due to water or erosion hazards, or which result in damaging increases in erosion or in flood heights or velocities; b. Requiring that uses vulnerable to floods including facilities which serve such uses, be protected against flood damage at the time of initial construction; c. Controlling the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel floodwaters; d. Controlling filling, grading, dredging, and other development which may increase flood damage; and, e. Preventing or regulating the construction of flood barriers which will unnaturally divert floodwaters or which may increase flood hazards in other areas.	Yes	Floodplain Damage Prevention, Chapter 258, 1997 & Amended in its entirety October 17, 2023	Federal, State, County and Local	City Council
Wellhead Protection How has or will this be integrated with the HMP and how does this reduce risk?	No	-	-	-
Emergency Management Ordinance How has or will this be integrated with the HMP and how does this reduce risk?	No	-	-	-
Climate Change Ordinance How has or will this be integrated with the HMP and how does this reduce risk?	No	-	-	-





	Jurisdiction has this? (Yes/No)	Citation and Date (code chapter or name of plan, date of enactment or plan adoption)	Authority (local, county, state, federal)	Responsible Person, Department or Agency
Other	Yes	Open Space and Recreation Land Acquisition, Development and Maintenance, Chapter 356, adopted by City Council in 2002	Local	City Council
<p>How has or will this be integrated with the HMP and how does this reduce risk? The purpose of this chapter is to establish a minimum annual appropriation for open space and recreation land acquisition and associated costs, which shall include, without limitation, legal, appraisal, survey, engineering and preservation acquisition debt servicing in order to provide a guaranteed source of funds to match Green Acres funding and for the development and maintenance of open space and recreation land.</p>				
PLANNING DOCUMENTS				
General/Comprehensive Plan	Yes	Master Plan, 2019	Local	City Planning Board
<p>How has or will this be integrated with the HMP and how does this reduce risk? The master plan of a county, with the accompanying maps, plats, charts, and descriptive and explanatory matter, shall show the county planning board's recommendations for the development of the territory covered by the plan, and may include, among other things, the general location, character, and extent of streets or roads, viaducts, bridges, waterway and waterfront developments, parkways, playgrounds, forests, reservations, parks, airports, and other public ways, grounds, places and spaces; the general location and extent of forests, agricultural areas, and open-development areas for purposes of conservation, food and water supply, sanitary and drainage facilities, or the protection of urban development, and such other features as may be important to the development of the county. The county planning board shall encourage the co-operation of the local municipalities within the county in any matters whatsoever which may concern the integrity of the county master plan and to advise the board of chosen freeholders with respect to the formulation of development programs and budgets for capital expenditures. Per State of NJ Municipal Land Use Law (MLUL) L. 1975, s. 2, eff Aug 1, 1976 40:55D-28 provides the required components of a municipal Master Plan and requires that each municipality prepare a master plan and update it every 6 years. Further, all zoning ordinances must be consistent with the Master Plan or will not be benefitted from a presumption of validity. <i>Consider the following:</i></p> <ul style="list-style-type: none"> Do infrastructure policies limit extension of existing facilities and services that would encourage development in areas vulnerable to natural hazards? Does the future land use map clearly identify natural hazard areas? Do the land use policies discourage development or redevelopment with natural hazard areas? <p>Does the plan provide adequate space for expected future growth in areas located outside natural hazard areas?</p>				
Capital Improvement Plan	No	-	-	-
<p>How has or will this be integrated with the HMP and how does this reduce risk?</p>				
Disaster Debris Management Plan	Yes	Plan (in draft phase)	Local, County	Office of Emergency Management
<p>How has or will this be integrated with the HMP and how does this reduce risk? By creating a designated area for debris drop off, collection and pick up the municipality can more rapidly and efficiently begin recovery operations.</p>				
Floodplain Management or Watershed Plan	Yes	Floodplain Management Plan Annual Progress Report, October 25, 2024	Local	City Planning
<p>How has or will this be integrated with the HMP and how does this reduce risk? The Plan contains a number of Action Items that have been or can be integrated in the Hazard Mitigation Plan.</p>				
Stormwater Management Plan	No	-	-	-
<p>How has or will this be integrated with the HMP and how does this reduce risk?</p>				
Open Space Plan	Yes	Municipal Master Plan	Local	City Council
<p>How has or will this be integrated with the HMP and how does this reduce risk? The municipal master plan contains elements to manage the city's current and future open spaces including open space locations, approved uses and management of locations.</p>				





	Jurisdiction has this? (Yes/No)	Citation and Date (code chapter or name of plan, date of enactment or plan adoption)	Authority (local, county, state, federal)	Responsible Person, Department or Agency
Urban Water Management Plan	No	-	-	-
How has or will this be integrated with the HMP and how does this reduce risk?				
Habitat Conservation Plan	Yes	Municipal Public Access Plan, March 12, 2019	Local	City Planning
How has or will this be integrated with the HMP and how does this reduce risk? Wildlife Interaction Plan. In 2008, the City of Cape May created the City of Cape May Beach Management Plan for the Protection of Federally & State-Listed Species. This plan was developed in concert with the NJDEP Division of Fish and Wildlife and the US Fish and Wildlife Service, New Jersey Field Office. The City submitted its 2016 Municipal Public Access Plan (MPAP)—the 5-year follow-up to the 2011 plan.				
Economic Development Plan	No	-	-	-
How has or will this be integrated with the HMP and how does this reduce risk?				
Shoreline Management Plan	-	Article 34, Environmental Conservation Law, Coastal Erosion Hazard Areas 6 NYCRR Part 505, Coastal Erosion Management Regulations	State, Local	-
How does this reduce risk? By taking proactive steps to minimize coastal erosion, the municipality is better prepared for coastal storms and tidal flooding that potentially occur during coastal storms.				
Community Wildfire Protection Plan	No	-	-	-
How has or will this be integrated with the HMP and how does this reduce risk?				
Community Forest Management Plan	Yes	Community Forestry Management Plan, January 31, 2017	Local	City Council
How has or will this be integrated with the HMP and how does this reduce risk? The management of the community forest and the administration of the community forest' program is a cooperative effort between the mayor, council, city manager, public works, planning, emergency management, city solicitor, Shade Tree Commission, Historic Preservation Committee and the residents of the City of Cape May. A new development in the administration of the municipal government has been the new role of the City Manager in the day-to-day administration of city.				
Transportation Plan	Yes	Municipal Master Plan March 12, 2019	Local	City Council
How has or will this be integrated with the HMP and how does this reduce risk? <i>The municipal master plan has elements to guide road construction and pathways, for the most efficient use of current roadways. The plan encourages the location and design of transportation routes which will promote the free flow of traffic while discouraging location of such facilities and routes which result in congestion or blight. The plan looks at problem areas and ways to best optimize traffic flow at these locations. The plan is updated at a minimum of every ten years.</i> Consider the following: <ul style="list-style-type: none"> • Does the transportation plan limit access to hazard areas? Yes • Is transportation policy used to guide growth to safe locations? Yes • Are transportation systems designed to function under disaster conditions (e.g., evacuation)? No 				





	Jurisdiction has this? (Yes/No)	Citation and Date (code chapter or name of plan, date of enactment or plan adoption)	Authority (local, county, state, federal)	Responsible Person, Department or Agency
Agriculture Plan How has or will this be integrated with the HMP and how does this reduce risk?	No	-	-	-
Climate Action/ Resilience/Sustainability Plan How has or will this be integrated with the HMP and how does this reduce risk? The municipal master plan has elements to reduce the community’s impact on climate change. The plan included elements to maintain vegetation & open spaces to reduce the impact of flooding. The plan includes <ul style="list-style-type: none"> • Buffer zones help build resiliency in low lying areas. • Green energy initiatives for current and future municipal buildings. • Encourages homeowners to utilize green energy. • Encourages the construction of more resilient buildings. By implementing these steps into the community’s master plan the community can build resiliency.	Yes	Municipal Master Plan March 12, 2019	Local	City Council
Tourism Plan How has or will this be integrated with the HMP and how does this reduce risk?	No	-	-	-
Business/ Downtown Development Plan How has or will this be integrated with the HMP and how does this reduce risk?	No	-	-	-
Other How has or will this be integrated with the HMP and how does this reduce risk?	No	-	-	-
RESPONSE/RECOVERY PLANNING				
Emergency Operations Plan How has or will this be integrated with the HMP and how does this reduce risk? Cape May City has an Emergency Communications Section in their Emergency Operations Plan per state requirements. A new Emergency Management Coordinator was appointed in 2024, and has been ensuring that all emergency plans are up to date. The current plan is in draft with expected acceptance in spring of 2025. The City’s main form of communication is through NIXILE. The system is open to any resident, homeowner, or even vacationer can sign up to receive emergency alerts through this system via the City’s website—on the home page. <i>Consider the following:</i> <ul style="list-style-type: none"> • Does your EOP cover short-term response and long-term recovery to address communications, evacuation, and housing necessary for identified hazards? Yes 	Yes	Emergency Operations Plan, 2025	Local	Office of Emergency Management
Continuity of Operations Plan How has or will this be integrated with the HMP and how does this reduce risk? <i>By having a plan and checklist in place prior to and at the beginning stages of an incident, staff are more readily able and better prepared to react to any crisis or IT emergency. The COP also allows for quicker recovery by having a full list of software vendors and accounts.</i>	Yes	IT Continuity of Operations Plan (Currently in draft)	Local	Office of Emergency Management





	Jurisdiction has this? (Yes/No)	Citation and Date (code chapter or name of plan, date of enactment or plan adoption)	Authority (local, county, state, federal)	Responsible Person, Department or Agency
Strategic Recovery Planning Report	No	-	-	-
<i>How does this reduce risk?</i>				
Substantial Damage Response Plan	No	-	-	-
How has or will this be integrated with the HMP and how does this reduce risk?				
Threat and Hazard Identification and Risk Assessment	No	-	-	-
How has or will this be integrated with the HMP and how does this reduce risk?				
Post-Disaster Recovery Plan	Yes	Emergency Operations Plan, 2025	County	County Office of Emergency Management
How has or will this be integrated with the HMP and how does this reduce risk? By having an existing plan in place with delineation of responsibilities the municipality is better prepared to react to disaster and allows for a quicker return to normal for the community. By sharing roles, critical assets are allowed to focus on specific areas during a time of crisis.				
Public Health Plan	Yes	Emergency Operations Plan, 2025	County	County Department of Health
How has or will this be integrated with the HMP and how does this reduce risk? By having a plan in place with other municipalities the city is better prepared to be responsive to emerging public health emergencies. Working with the county allows for a comprehensive view of the locality which allows for more rapid identification of potential threats as well as precautionary actions that may need to be taken.				
Other	No	-	-	-
How has or will this be integrated with the HMP and how does this reduce risk?				

4.3.2 DEVELOPMENT AND PERMITTING CAPABILITY

Table 4-3 summarizes the capabilities of Cape May City to oversee and track development.

Table 4-3. Development and Permitting Capability

	Yes/No	Comment
Do you issue development permits? <ul style="list-style-type: none"> If you issue development permits, what department is responsible? If you do not issue development permits, what is your process for tracking new development? 	Yes	The construction and zoning departments monitor and issue local permits. The permits are also reviewed by flood plain manager, fire chief and sub-code for recommendations.
Are permits tracked by hazard area? (For example, floodplain development permits.)	Yes	Permits are tracked for flood plain development
Do you have a buildable land inventory?		





	Yes/No	Comment
<ul style="list-style-type: none"> If you have a buildable land inventory, please describe 	Yes	The current land inventory covers Cape May City
Describe the level of buildout in your jurisdiction.	Yes	The community is participating in a building analysis survey in 2025

4.3.3 ADMINISTRATIVE AND TECHNICAL CAPABILITY

Table 4-4 summarizes potential staff and personnel resources available to Cape May City and their current responsibilities that contribute to hazard mitigation.

Table 4-4. Administrative and Technical Capabilities

Resources	Available? (Yes/No)	Comment (available staff, responsibilities, support of hazard mitigation)
ADMINISTRATIVE CAPABILITY		
Planning Board	Yes	Cape May City Planning Board
Zoning Board of Adjustment	Yes	Zoning board of adjustment
Planning Department	No	N/A
Mitigation Planning Committee	No	N/A
Environmental Board/Commission	Yes	Cape May Environmental Commission
Open Space Board/Committee	No	N/A
Economic Development Commission/Committee	Yes	Municipal Taxation and Revenue Committee
Public Works/Highway Department	Yes	Municipal Department of Public Works
Construction/Building/Code Enforcement Department	Yes	Construction & building, code enforcement
Emergency Management/Public Safety Department	Yes	Fire Department, Police Department, OEM
Maintenance programs to reduce risk (stormwater maintenance, tree trimming, etc.)	Yes	<p>City of Cape May City - DPW, Water / Sewer Dept.</p> <p>The City of Cape May City, NJDEP, and USFW is maintaining storm water drains and outfalls along Beach Drive (CR603) in Cape May City.</p> <p>The City of Cape May City, the DEP, and ALS are maintaining current beach replenishment and dune erosion protection measures, as they are essential to safeguard oceanfront and harbor front land uses (from Master Plan).</p>
Mutual aid agreements	Yes	Participates in County Wide Mutual Aid plans for Fire/Police/EMS
Human Resources Manual - Do any job descriptions specifically include identifying or implementing mitigation projects or other efforts to reduce natural hazard risk?	Yes	Human Resources
Other	No	-





Resources	Available? (Yes/No)	Comment (available staff, responsibilities, support of hazard mitigation)
TECHNICAL/STAFFING CAPABILITY		
Planners or engineers with knowledge of land development and land management practices	Yes	Planning and Zoning Engineer/Planner &
Engineers or professionals trained in building or infrastructure construction practices	Yes	City Engineer
Planners or engineers with an understanding of natural hazards	Yes	Planning and Zoning Engineer/Planner &
Staff with expertise or training in benefit/cost analysis	Yes	Consultant
Professionals trained in conducting damage assessments	Yes	City Engineer, Building/Construction Official
Personnel skilled or trained in GIS and/or Hazus applications	Yes	City Engineer
Staff that work with socially vulnerable populations or underserved communities	Yes	Consultant
Environmental scientists familiar with natural hazards	Yes	City Engineer
Surveyors	Yes	Consultant
Emergency manager	Yes	City OEM Coordinator
Grant writers	Yes	Consultants & City of Cape May City
Resilience Officer	Yes	City Engineer
Other (this could include stormwater engineer, environmental specialist, etc.)	No	-

4.3.4 FISCAL CAPABILITY

Table 4-5 summarizes financial resources available to Cape May City.

Table 4-5. Fiscal Capabilities

Financial Resources	Accessible or Eligible to Use? (Yes/No)
Community Development Block Grants (CDBG, CDBG-DR)	Yes
Capital improvement project funding	Yes
Authority to levy taxes for specific purposes	Yes
User fees for water, sewer, gas, or electric service	Yes
Impact fees for homebuyers or developers of new development/homes	Yes
Stormwater utility fee	No
Incur debt through general obligation bonds	Yes





Financial Resources	Accessible or Eligible to Use? (Yes/No)
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	No
Other (for example, Clean Water Act 319 Grants [Nonpoint Source Pollution])	No

4.3.5 EDUCATION AND OUTREACH CAPABILITY

Table 4-6 summarizes the education and outreach resources available to Cape May City.

Table 4-6. Education and Outreach Capabilities

Outreach Resources	Available? (Yes/No)	Comment
Public information officer or communications office	Yes	Appointed Public Information Officer
Personnel skilled or trained in website development	Yes	Public Information Officer
Hazard mitigation information available on your website	Yes	The Floodplain Management Page covers the hazard mitigation options and strategies
Social media for hazard mitigation education and outreach	Yes	Information is available through the City's social media accounts (cross platform)
Citizen boards or commissions that address issues related to hazard mitigation	Yes	The City has several Citizen's Committees that meet on monthly and bi-monthly intervals. The Beach Safety Committee studies and review beach safety issues;
Warning systems for hazard events	Yes	Siren system throughout town; and PA system along beachfront – used for public notifications, thunderstorms, severe surf conditions, lost children; NIXILE alerts New Jersey Coastal Coalition App
Natural disaster/safety programs in place for schools	No	-
Organizations that conduct outreach to socially vulnerable populations and underserved populations	No	-
Public outreach mechanisms / programs to inform citizens on natural hazards, risk, and ways to protect themselves during such events	Yes	OEM staff participate in local events to speak with public and distribute materials for preparedness, reporting and responding to natural/man made threats/hazards

4.3.6 COMMUNITY CLASSIFICATIONS

Table 4-7 summarizes classifications for community programs available to Cape May City.





Table 4-7. Community Classifications

Program	Participating? (Yes/No)	Classification	Date Classified
Community Rating System (CRS)	Yes	5	October 1, 2020
Building Code Effectiveness Grading Schedule (BCEGS)	Yes	3	May 2013
Public Protection (ISO Fire Protection Classes 1 to 10)	Yes	3	December 1, 2021
National Weather Service StormReady Certification	No	N/A	N/A
Firewise Communities classification	No	N/A	N/A
New Jersey Sustainable Jersey Community	Yes	Silver	November 20, 2024
Other: Organizations with mitigation focus (advocacy group, non-government)	No	N/A	N/A

N/A = Not applicable

— = Unavailable

4.3.7 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 2022). Each jurisdiction has a unique combination of capabilities to adjust to, protect from, and withstand a future hazard event, future conditions, and changing risk. Table 4-8 summarizes the adaptive capacity for each identified hazard of concern and the City’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 4-8. Adaptive Capacity

Hazard	Adaptive Capacity - Strong/Moderate/Weak
Dam Failure	Moderate
Drought	Moderate
Earthquake	Moderate
Extreme Temperature	Moderate
Flood	Moderate
Severe Weather	Moderate
Severe Winter Weather	Moderate
Wildfire	Strong





4.4 NATIONAL FLOOD INSURANCE PROGRAM COMPLIANCE

This section provides specific information on the management and regulation of the regulatory floodplain, including current and future compliance with the National Flood Insurance Program (NFIP). The floodplain administrator listed in Table 4-1 is responsible for maintaining this information.

4.4.1 NFIP STATISTICS

Table 4-9 summarizes the NFIP policy and claim statistics for Cape May.

Table 4-9. Cape May NFIP Summary of Policy and Claim Statistics

# Policies	1,996
# Claims (Losses)	1,250
Total Loss Payments	\$9,266,133.88
# Repetitive Loss Properties (NFIP definition)	61
# Repetitive Loss Properties (FMA definition)	0
# Severe Repetitive Loss Properties (NFIP definition)	6
# Severe Repetitive Loss Properties (FMA definition)	10

NFIP Definition of Repetitive Loss: The NFIP defines a repetitive loss property as any insurable building for which two or more claims of more than \$1,000 were paid by the NFIP within any rolling 10-year period since 1978.

FMA Definition of Repetitive Loss: FEMA's Flood Mitigation Assistance (FMA) program defines a repetitive loss property as any insurable building that has incurred flood-related damage on two occasions, in which the cost of the repair, on average, equaled or exceeded 25 percent of the market value of the structure at the time of each such flood event.

Definition of Severe Repetitive Loss: A residential property covered under an NFIP flood insurance policy and: (a) That has at least four NFIP claim payments over \$5,000 each, and the cumulative amount of such claims payments exceeds \$20,000; or (b) For which at least two separate claims payments have been made with the cumulative amount of the building portion of such claims exceeding the market value of the building. At least two of the claims must have occurred within any 10-year period, more than 10 days apart.

Source: FEMA, 2024

4.4.2 FLOOD VULNERABILITY SUMMARY

Table 4-10 provides a summary of the NFIP program in Cape May City.

Table 4-10. NFIP Summary

NFIP Topic	Comments
Flood Vulnerability Summary	
Describe areas prone to flooding in your jurisdiction.	Approximately 70% of the City is subject to flooding from tidal events and coastal storms.
Do you maintain a list of properties that have been damaged by flooding?	Yes, the City maintains a list of properties damaged by flooding after a declared flood event only.
Do you maintain a list of property owners interested in flood mitigation?	No, not at this time.





NFIP Topic	Comments
How many homeowners and/or business owners are interested in mitigation (elevation or acquisition)?	There are none interested at this time.
Are any RiskMAP projects currently underway in your jurisdiction? If so, state what projects are underway.	Yes, there are currently RiskMAP projects underway for the City.
How do you make Substantial Damage determinations?	N/A
How many Substantial Damage determinations were declared for recent flood events in your jurisdiction?	There have been no substantial damage determinations declared at this time.
How many properties have been mitigated (elevation or acquisition) in your jurisdiction? If there are mitigation properties, how were the projects funded?	There were six (6) properties mitigated in 2024 and none in 2023. These projects were privately funded.
Do your flood hazard maps adequately address the flood risk within your jurisdiction? If not, state why.	Yes, the flood hazard maps adequately address flood risk at this time.
NFIP Compliance	
What local department is responsible for floodplain management?	Cape May City Construction Office – Floodplain Manager
Are any certified floodplain managers on staff in your jurisdiction?	Yes, the City has two (2) certified floodplain managers on staff.
Do you have access to resources to determine possible future flooding conditions from climate change?	Yes, the City has access to these resources.
Does your floodplain management staff need any assistance or training to support its floodplain management program? If so, what type of assistance/training is needed?	No not at this time.
Provide an explanation of NFIP administration services you provide (e.g., permit review, GIS, education/outreach, inspections, engineering capability)	The City provides permit review, inspections, and outreach to residents.
How do you determine if proposed development on an existing structure would qualify as a substantial improvement?	The City reviews construction permits and tracking for cumulative SI in Forerunner software.
What are the barriers to running an effective NFIP program in the community, if any?	Yes, mostly financial reasons and funding availability.
Does your jurisdiction have any outstanding NFIP compliance violations that need to be addressed? If so, state the violations.	None, at this time.
When was the most recent Community Assistance Visit (CAV) or Community Assistance Contact (CAC)?	Over 10 years ago. FEMA is not scheduling CAVs
What is the local law number or municipal code of your flood damage prevention ordinance?	Chapter 90 – Flood Damage Protection
What is the date that your flood damage prevention ordinance was last amended?	October 17, 2023
Does your floodplain management program meet or exceed minimum requirements? If exceeds, in what ways?	Exceeds NFIP minimum. Freeboard of +2, Cumulative Substantial Improvement 10yr, Deed restriction for habitable space below BFE





NFIP Topic	Comments
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?	Land Use Board considers comments from Floodplain Manager during their review.
Does your community plan to join the CRS program or is your community interested in improving your CRS classification?	Community is a Class 5 in CRS program

4.5 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. Recent and expected future development trends, including major residential/commercial development and major infrastructure development, are summarized in Table 4-11 through Table 4-13.

Table 4-11. Number of Building Permits for New Construction Issued Since the Previous HMP

	New Construction Permits Issued			
	Single Family	Multi-Family	Other (commercial, mixed-use, etc.)	Total
2020				
Total Permits	48	0	0	48
Permits within SFHA	40	0	0	40
2021				
Total Permits	26	0	0	26
Permits within SFHA	20	0	0	20
2022				
Total Permits	8	0	0	8
Permits within SFHA	8	0	0	8
2023				
Total Permits	15	0	0	15
Permits within SFHA	15	0	0	15
2024				
Total Permits	9	0	0	9
Permits within SFHA	9	0	0	9

SFHA = Special Flood Hazard Area (1% flood event)





Table 4-12. Recent Major Development and Infrastructure from 2017 to Present

Property or Development Name	Type of Development	# of Units / Structures	Location (address and/or block and lot)	Known Hazard Zones*	Description / Status of Development
No recent major development.					

* Only location-specific hazard zones or vulnerabilities identified.

Table 4-13. Known or Anticipated Major Development and Infrastructure in the Next Five Years

Property or Development Name	Type of Development	# of Units / Structures	Location (address and/or block and lot)	Known Hazard Zones*	Description / Status of Development
No known or anticipated major development.					

4.6 JURISDICTIONAL RISK ASSESSMENT

The hazard profiles in Volume I provide detailed information regarding each planning partner’s vulnerability to the identified hazards, including summaries of Cape May City’s risk assessment results and data used to determine the hazard ranking. Key local risk assessment information is presented below.

4.6.1 HAZARD AREA

Hazard area maps provided below illustrate the probable hazard areas impacted within the City are shown in Figure 4-1 through Figure 4-3. These maps are based on the best available data at the time of the preparation of this plan and are adequate for planning purposes. Maps are provided only for hazards that can be identified clearly using mapping techniques and technologies and for which Cape May City has significant exposure. The maps show the location of potential new development, where available.





Figure 4-1. Cape May City Sea Level Rise and FEMA Flood Hazard Area Extent and Location Map

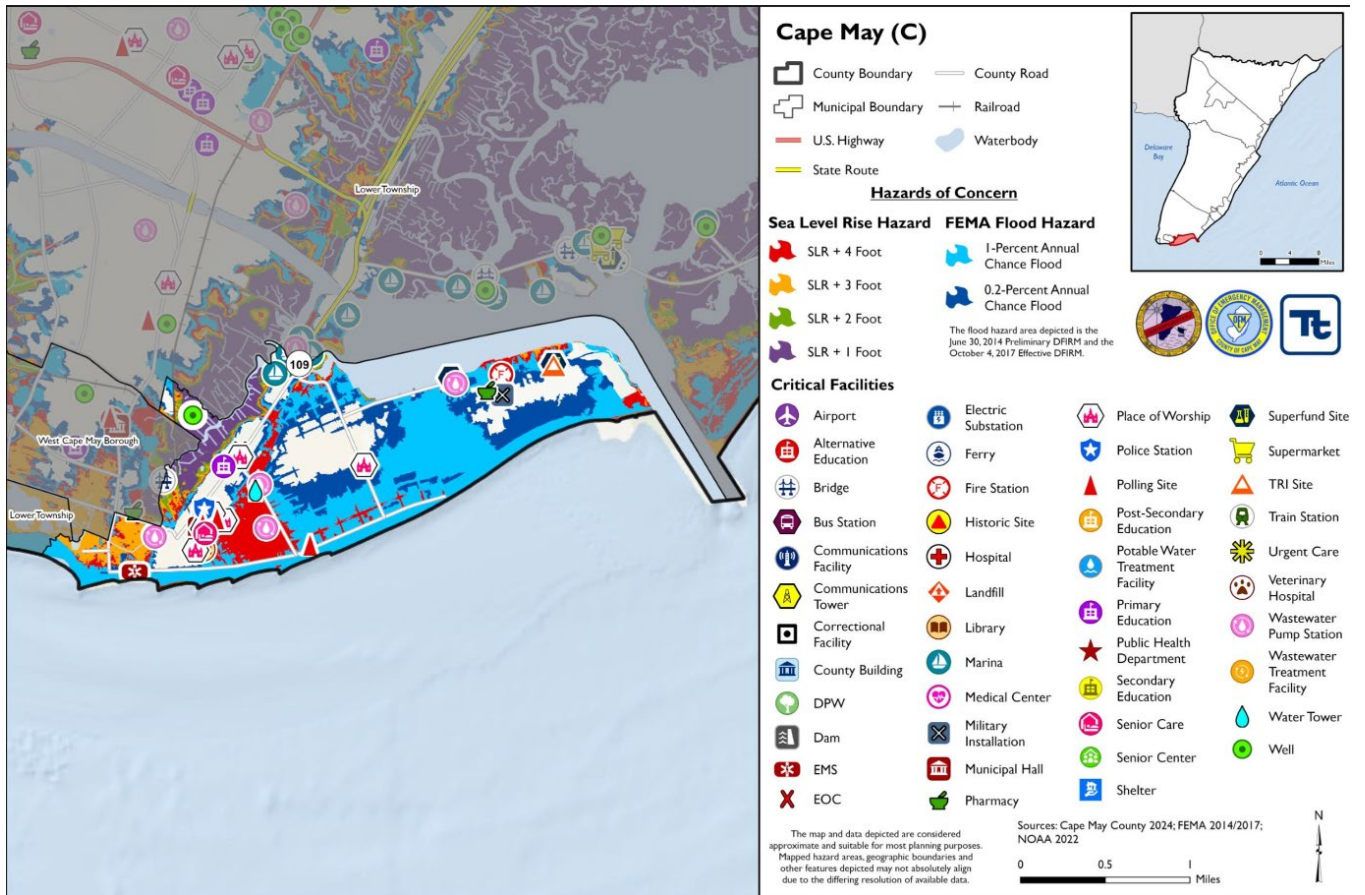




Figure 4-2. Cape May City SLOSH Hazard Area Extent and Location Map

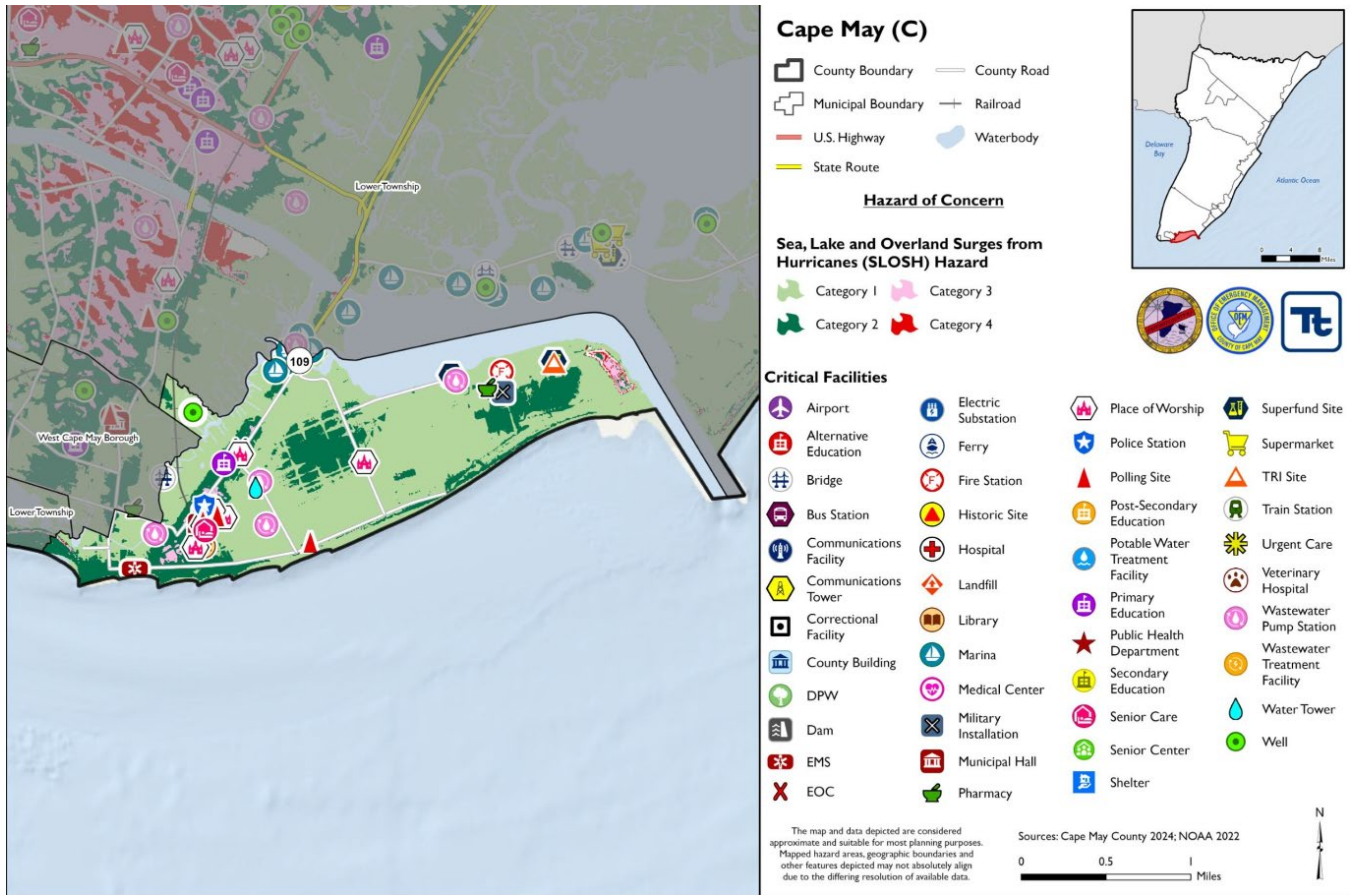
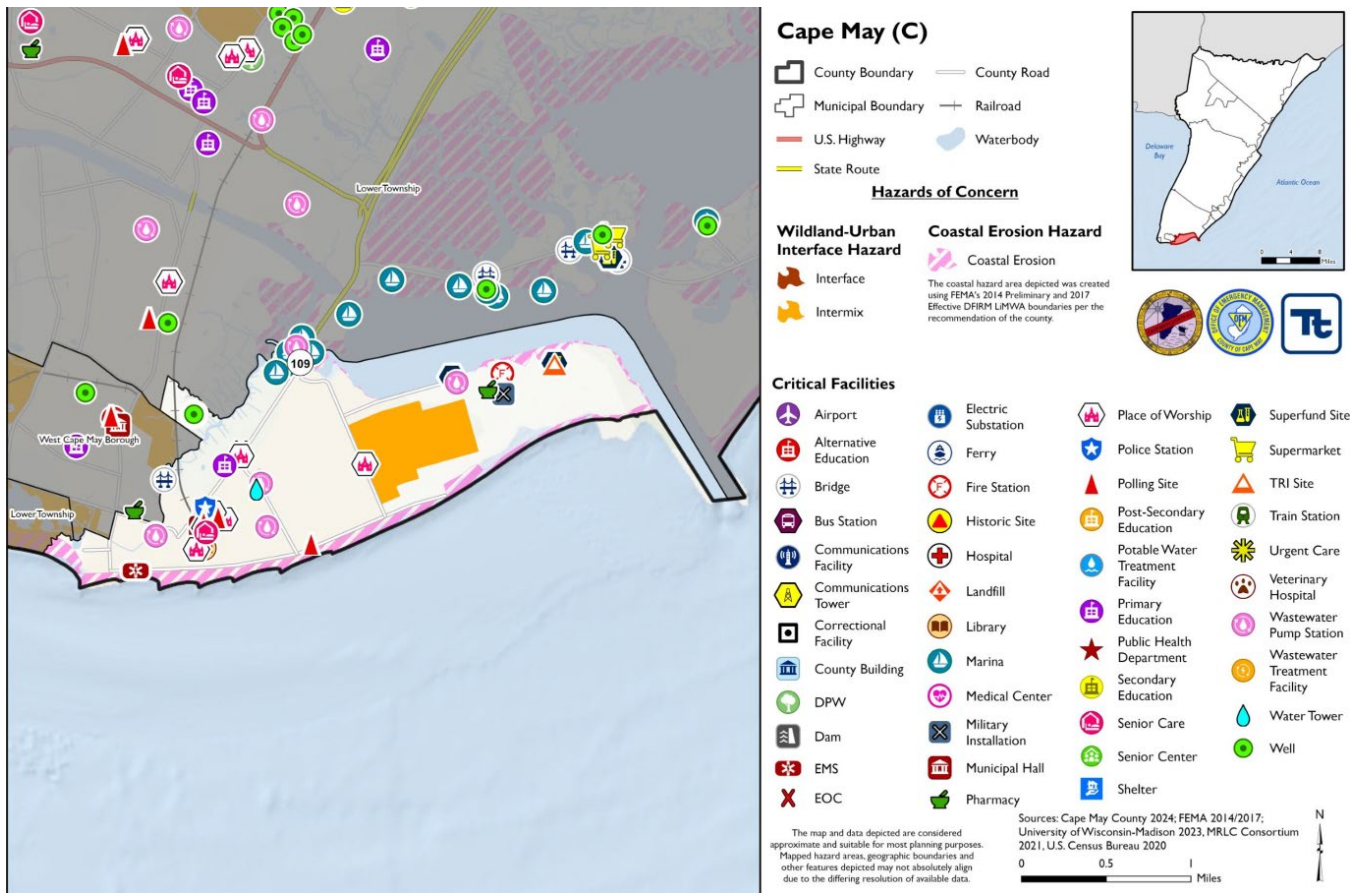


Figure 4-3. Cape May City WUI and Coastal Erosion Hazard Area Extent and Location Map



4.6.2 HAZARD EVENT HISTORY

The history of natural and non-natural hazard events in Cape May City is detailed in Volume I, where each hazard profile includes a chronology of historical events that have affected the County and its municipalities. Table -14 provides details on loss and damage in Cape May City during hazard events since the last hazard mitigation plan update.

Table 4-14. Hazard Event History in Cape May City

Dates of Event	Event Type (Disaster Declaration)	County Designated?	Summary of Event	Summary of Damage and Losses in Cape May City
February 11, 2021	Severe Winter Weather (4597-DR-NJ)	Yes	Widespread snow fell and accumulate between 3 to 5 inches across the County, with some amounts locally a little higher. The County was eligible for Public Assistance through Federal Declaration.	No impacts were recorded by the City.



Dates of Event	Event Type (Disaster Declaration)	County Designated?	Summary of Event	Summary of Damage and Losses in Cape May City
September 1-3, 2021	Remnants of Hurricane Ida (EM-3573-NJ, DR-4614-NJ)	Yes	The remnants of Hurricane Ida produced heavy rainfall through the County. The County was eligible for Public Assistance through Federal Declaration.	Numerous downed utility lines.
January 31, 2021	Severe Winter Weather, Flood	No	A quick moving winter storm impacted Cape May County where a widespread 6 to 12 inches of snow fell. Moderate coastal flooding in the tidal areas of Cape May County occurred around the time of the morning high tide causing numerous road closures.	No impacts were recorded by the City.
April 1, 2023	Severe Weather	No	Thunderstorms produced damaging winds and small to medium-sized hail. Multiple trees downed on Corson Tavern Road and Route 9 in Dennis Township. A structure fire was caused by lightning in Rio Grande.	No impacts were recorded by the City.
September 23, 2023	Severe Weather	No	Tropical Storm Ophelia resulted in a steady onshore flow along the coast, causing widespread tidal flooding. There were numerous road closures. Many homes and other buildings were surrounded by flood waters with some minor property damage occurring.	Minor damage, utility lines downed, small trees downed.
January 19, 2024	Severe Winter Weather	No	A winter storm brought widespread light to moderate snowfall accumulations across the region. Snowfall totals ranged largely from around 3 to 4 across much of the zone. The highest snowfall report was from Dennis Township with 4.9.	No impacts were recorded by the City.
January 3, 2022	Winter Weather Event	No	A winter storm brought 6-8 inches of snow to Cape May City. Winds of 35-40mph	No impacts were recorded by the City.
January 28, 2022	Winter Weather Event	No	A winter storm brought 15 inches of snow to Cape May. Winds of 40-45mph	No impacts were recorded by the City.
January 9, 2024	Winter Weather Event	No	A winter storm brought rain with winds 35-45 mph and gust to 60mph	No impacts were recorded by the City.

EM = Emergency Declaration (FEMA)
 FEMA = Federal Emergency Management Agency
 DR = Major Disaster Declaration (FEMA)
 N/A = Not applicable





4.6.3 HAZARD RANKING AND VULNERABILITIES

The hazard profiles in Volume I have detailed information regarding each planning partner’s vulnerability to the identified hazards. The following presents key risk assessment results for Cape May City.

4.6.3.1 HAZARD RANKING

The participating jurisdictions have differing degrees of vulnerability to the hazards of concern, so each jurisdiction ranked its own degree of risk to each hazard. The community-specific hazard ranking is based on problems and impacts identified by the risk assessment presented in Volume I. 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; community capabilities to address the hazard; and changing future climate conditions. Cape May City reviewed the County hazard ranking and individual results to assess the relative risk of the hazards of concern to the community. During the review of the hazard ranking, the City indicated the following:

- Nor’Easter- Extended duration and multiple tide cycles lead to repetitive & potentially stacked tidal flooding.
- Hurricane/Trop. Storm- Tidal surge is capable of inundating parts of town that are a lower elevation or near bodies of water, this is a large portion of Cape May City.

Table 4-15 shows Cape May City’s final hazard rankings for identified hazards of concern. Mitigation action development uses the ranking to target hazards with the highest risk.

Table 4-15. Hazard Ranking

Hazard	Rank
Dam Failure	Low
Drought	Medium
Earthquake	Low
Extreme Temperature	Medium
Flood	High
Severe Weather	High
Severe Winter Weather	Medium
Wildfire	Low

Note: The scale is based on the hazard rankings established in Volume I, modified as appropriate based on review by the jurisdiction

4.6.3.2 CRITICAL FACILITIES

Table -16 identifies critical facilities in the community located in the 1 percent and 0.2 percent annual chance floodplains.





Table -16. Critical Facilities Flood Vulnerability

Name	Type	Vulnerability	
		1% Annual Chance Event	0.2% Annual Chance Event
CAPE MAY CITY FIRE DEPARTMENT	Fire Station	N	N
US COAST GUARD TRAINING CENTER	Fire Station	N	Y
Roseman's Boat Yard	Marina	Y	Y
Cape May Marine	Marina	Y	Y
Victorian Towers	Senior Care	N	N
Cape May City Police Department	Police Station	N	N
Cape May City	EOC	N	N
North St Pump Station	Wastewater Pump Station	Y	Y
Madison Ave Pump Station	Wastewater Pump Station	Y	Y
U.S. COAST GUARD TRAINING CENTER CAPE MAY	Superfund Site	N	Y
U.S. COAST GUARD TRAINING CENTER CAPE MAY	TRI Site	N	Y
USDOT COAST GUARD TRAINING CTR	Superfund Site	Y	Y
CAPE MAY FIRE & RESCUE	EMS	N	N
Cape May City Hall	Municipal Hall	N	N
Department of Public Works	DPW	Y	Y
Elevated Water Storage Tank	Water Tower	Y	Y
Fuel Island	DPW	Y	Y
Lifeguard Headquarters	EMS	Y	Y
MUA Pump Station	Wastewater Pump Station	Y	Y
No Name	Communications Tower	N	N
No Name	Communications Tower	N	N
Reverse Osmosis Plant	Potable Water Treatment Facility	Y	Y
Sewer Lift Station	Wastewater Pump Station	Y	Y
Storm Water Pumping Station	Wastewater Pump Station	Y	Y
Well 5	Well	Y	Y
Well 6	Well	Y	Y
Well 7	Well	Y	Y
Cape May Lutheran Church	Place of Worship	N	N
Episcopal Church of the Advent	Place of Worship	Y	Y
First Presbyterian Church	Place of Worship	N	Y
First United Methodist Church	Place of Worship	N	N
Franklin Street United Methodist Church	Place of Worship	N	N
Allen African Methodist Episcopal Church	Place of Worship	N	N
First United Methodist Church	Place of Worship	N	N





Name	Type	Vulnerability	
		1% Annual Chance Event	0.2% Annual Chance Event
USCG - Training Center Cape May	Military Installation	N	Y
Cape May City Library	Library	N	Y
Cape May City Elementary School	Primary Education	N	N
KIWANIS CLUB	Polling Site	Y	Y
CORINTHIAN YACHT CLUB	Polling Site	Y	Y
EPISCOPAL OF THE ADVENT	Polling Site	N	N
1ST UNITED METHODIST CHURCH	Polling Site	N	N
RITE AID – 679	Pharmacy	N	Y

Source: Cape May County 2022, 2024; HIFLD 2024; USACE 2024

In addition to critical facilities that are exposed to flooding, there are no dams or high hazard dams located within the City.

4.6.4 IDENTIFIED ISSUES

After review of Cape May City’s hazard event history, hazard rankings, hazard location, and current capabilities, Cape May City identified the following vulnerabilities within the community:

- Procure a portable generator sufficiently sized to support the warming and cooling centers, as well as other essential facilities in the event of a power outage. Confirm that an adequate fuel supply is available to sustain operations for extended periods. Ensure that all buildings potentially connected to the portable generator are equipped with appropriate fittings and connections for quick installation. Additionally, provide training and clear instructions to staff on the proper use and operation of the equipment.
- Repetitive Loss Plan – 1) Follow the recommended mitigation strategies outlined in the Back Bay study. 2) Maintain efforts to promote the elevation of homes and buildings to mitigate flood risks. 3) Continue to pursue funding opportunities to support property owners in elevating their structures to reduce flood impacts.
- Flooding of coastal evacuation routes and primary transportation corridors: Stormwater removal upgrades, Seawall Expansion, Installation and Ongoing Maintenance of Bulkheads for Properties Adjacent to the ICW and Back Bays, and Construction of a Flood Barrier at the Intersection of Venice Avenue and Elmira Street.

* This issue was identified as a specific area of concern based on resident response to the Cape May County Hazard Mitigation Citizen survey.





4.7 MITIGATION STRATEGY AND PRIORITIZATION

This section discusses the status of mitigation actions from the previous HMP, describes proposed hazard mitigation actions, and prioritizes actions to address over the next five years.

4.7.1 PAST MITIGATION ACTION STATUS

Table 4-17 indicates progress on the City’s mitigation strategy identified in the 2017 HMP. Actions that are still recommended but not completed or that are in progress are carried forward and combined with new actions as part of the mitigation strategy for this plan update. Previous actions that are now ongoing programs and capabilities are indicated as such and are presented in the capability assessment earlier in this annex.

4.7.2 ADDITIONAL MITIGATION EFFORTS

In addition to the mitigation actions completed in Table 4-17, Cape May City identified the following mitigation efforts completed since the last HMP:

- 2020-Cape May City-001: New Fire and OEM Department Building
- 2020-Cape May City-010: Venice Avenue Upgrades
- 2020-Cape May City-011: Cape May Back Bay Flood Study
- 2020-Cape May City-014: Sewell Point Acquisition
- 2020-Cape May City-017: Beachfront Public Address System

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

- 2020-Cape May City-013: Road Flood Mitigation Planning, the tide gates have been installed on Elmira Street.
- 2020-Cape May City-015: Property Mitigation Support – Retrofit, FEMA funding was secured to assist two properties in raising homes above projected flood levels.





Table 4-17. Status of Previous Mitigation Actions

Project Number	Project Name	Hazard(s) Addressed	Responsible Party	Brief Summary of the Original Problem and the Solution (Project)	Action Review 1. Status (In Progress, Ongoing Capability, No Progress, Complete) 2. Provide a narrative to describe progress or obstacles that have prevented implementation	Next Steps 1. Project to be included in the 2024 HMP or Discontinue 2. If including action in the 2024 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
2020-Cape May City-001	New Fire and OEM Department Building		Cape May City Administration/Fire Department	<p>Problem: Cape May’s Fire and OEM are housed in a functionally obsolete building. The Fire and OEM building is susceptible to wind and rain damage and lacks an emergency command center.</p> <p>Solution: Construct a new state of the art fire and OEM building that houses an emergency control center and enhances the ability of the City to respond to hazards.</p>	<p>1. Complete 2. N/A</p>	<p>1. Discontinue 2. N/A 3. Completed action.</p>





Project Number	Project Name	Hazard(s) Addressed	Responsible Party	Brief Summary of the Original Problem and the Solution (Project)	Action Review 1. Status (In Progress, Ongoing Capability, No Progress, Complete) 2. Provide a narrative to describe progress or obstacles that have prevented implementation	Next Steps 1. Project to be included in the 2024 HMP or Discontinue 2. If including action in the 2024 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
2020-Cape May City-002	City Hall and Police Station Modernization		Cape May City Administration/Police Department	<p>Problem: City Hall is functionally obsolete. It is a Contributing Building in the City's Historic District. It contains the City Administrative and police functions. The building requires updates to continue functioning in its current capacity to respond to natural hazards and be more resilient to hazard events.</p> <p>Solution: Facilitate the modernization of the building to ensure critical functions during hazard events.</p>	<ol style="list-style-type: none"> Ongoing Working with state partners to approve land use 	<ol style="list-style-type: none"> Include The City will facilitate the modernization of the City Hall building to ensure critical functions during hazard events. N/A





Project Number	Project Name	Hazard(s) Addressed	Responsible Party	Brief Summary of the Original Problem and the Solution (Project)	Action Review 1. Status (In Progress, Ongoing Capability, No Progress, Complete) 2. Provide a narrative to describe progress or obstacles that have prevented implementation	Next Steps 1. Project to be included in the 2024 HMP or Discontinue 2. If including action in the 2024 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
2020-Cape May City-003	Backup Power for Critical Facilities		City Administration and Department of Public Works	<p>Problem: Various Public Buildings lack back up power. This results in disrupted operations when the City is impacted by power outages and hazard events.</p> <p>Solution: Installation of a back-up generator for the Cape May Convention Hall. This facility could provide temporary sheltering during non-flood related emergencies.</p>	<ol style="list-style-type: none"> 1. Ongoing 2. Identifying buildings and needs 	<ol style="list-style-type: none"> 1. Include 2. The City will assess the Public Buildings uses and electrical needs and will evaluate between the installation of standard-alone generators or portable generators. After evaluating the City will install the most feasible and efficient option. 3. N/A





Project Number	Project Name	Hazard(s) Addressed	Responsible Party	Brief Summary of the Original Problem and the Solution (Project)	Action Review 1. Status (In Progress, Ongoing Capability, No Progress, Complete) 2. Provide a narrative to describe progress or obstacles that have prevented implementation	Next Steps 1. Project to be included in the 2024 HMP or Discontinue 2. If including action in the 2024 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
2020-Cape May City-004	Desalinization Plant Upgrades		Cape May City Water and Sewer	<p>Problem: Cape May has longstanding water supply issues owing to overdrawing wells and intrusion of saltwater into freshwater aquifers. The City has one of the first reverse-osmosis desalinization plant and requires additional upgrades to remain functional. The facility requires a rebuild.</p> <p>Solution: Upgrade Desalinization plant--- rebuild and new facility and advance planning/engineering.</p>	<ol style="list-style-type: none"> 1. On going 2. The city is in the process of securing funding while also working on the design phase to ensure adequate supply and meet future needs. 	<ol style="list-style-type: none"> 1. Include 2. The City will continue to work on upgrading the desalinization plant to rebuild the new facility and advance planning/engineering needs. Currently completion date is TBD. The City is in the process of securing funding while also working on the design phase to ensure adequate supply and meet future needs. 3. N/A





2020-Cape May City-005	Transient Population Emergency Awareness		Cape May City OEM	<p>Problem: The City has a large visitor and second-home population during the summer season and fall/spring shoulder seasons. Informing these visitors and part-time residents of natural hazards is a challenge due to a lack of awareness of emergency resources.</p> <p>Solution: Develop a geo-fencing alert system that will push alerts to all internet connected devices within the municipal boundaries. Additionally, develop a city-wide siren system to reach visitors in the City regardless of location and length of stay.</p>	<p>1. Ongoing - Cape May has developed a sheet for transient population to distribute to rentals & property managers. The City also has an agreement with Cape May County for the use of an IPAW's system to better target the public with geo-fencing technology.</p> <p>2. This project will require continual monitoring to address constant change in needs and technological capabilities.</p>	<p>1. Include</p> <p>2. The City will continue to monitor trends in technology to ensure the most rapid and accurate information dissemination to the public.</p> <p>3. N/A</p>
2020-Cape May City-006	CR-640/Coast Guard Shoreline Protection (See 2020-CapeMayCounty-014)		County Engineering and USACE	<p>Problem: Delaware Avenue/CR-640 connects the US Coast Guard Training Center to Cape May and evacuation routes to the north. Delaware Avenue is protected from Cape May Harbor by a rip-rap system that is subject to erosion and provides inconsistent protection.</p> <p>Solution: Install shoreline protection for CR-640 (entrance to Coast Guard Base) along the Cape May Harbor in the City of Cape May.</p>	<p>1. Ongoing</p> <p>2. The City is working with the Army Corps of Engineers on this project with an anticipated beginning in 2025</p>	<p>1. Include</p> <p>2. Work between Federal, State and local partners should continue to secure this project. The City is anticipating to begin work on the shoreline protection for CR-640 with the Army Corps of Engineers in 2025. The Shoreline will be constructed along the Cape May Harbor in the City of Cape May.</p> <p>3. N/A</p>
2020-Cape May City-007	Cape May Promenade Seawall Extension		County Engineering, with City of Cape May Engineering; US Army Corps, DEP	<p>Problem: The Cape May beach promenade protects the City from destructive storm surge and high tides. Currently the promenade seawall provides a consistent level</p>	<p>1. Ongoing</p> <p>2. The design phase for this project is nearing completion with a proposed</p>	<p>1. Include</p> <p>2. Design and permitting stages of seawall expansion is completed. The City will work on securing funding in order to implement the extension in proposed areas.</p>





Project Number	Project Name	Hazard(s) Addressed	Responsible Party	Brief Summary of the Original Problem and the Solution (Project)	Action Review 1. Status (In Progress, Ongoing Capability, No Progress, Complete) 2. Provide a narrative to describe progress or obstacles that have prevented implementation	Next Steps 1. Project to be included in the 2024 HMP or Discontinue 2. If including action in the 2024 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
				<p>of protection except for a gap between Madison Avenue and Wilmington Avenue. At this location there is a low rock wall and decrepit timber bulkhead. This gap presents a major vulnerability for a storm surge event in the eastern section of the City. A feasibility study for a new promenade wall was partially financed through a FMA grant.</p> <p>Solution: Install a cap on the existing seawall from Madison Avenue to Wilmington Avenue.</p>	beginning of construction in 2025	3. N/A





Project Number	Project Name	Hazard(s) Addressed	Responsible Party	Brief Summary of the Original Problem and the Solution (Project)	Action Review 1. Status (In Progress, Ongoing Capability, No Progress, Complete) 2. Provide a narrative to describe progress or obstacles that have prevented implementation	Next Steps 1. Project to be included in the 2024 HMP or Discontinue 2. If including action in the 2024 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
2020-Cape May City-008	Seawall Retrofit		County and City Engineering; USACE	<p>Problem: The Cape May promenade is a seawall that extends along the beachfront and protects the City from storm surge. The seawall is deteriorating in some sections and requires an overall elevation to account for rising sea levels.</p> <p>Solution: Undertake a retrofit of the existing seawall to increase its elevation and continue to protect Cape May</p>	<p>1. Ongoing 2. The design phase for this project is ongoing. No anticipated date of project, funding not secured.</p>	<p>1. Include 2. The City will continue to evaluate the condition of this area followed by designing appropriate protective measures and will seek to secure funding. 3. N/A</p>





<p>2020-Cape May City-009</p>	<p>Cape May City Stormwater Pump Station Resilience (See 2020-CapeMayCounty-021)</p>		<p>City DPW and Engineering, County of Cape May</p>	<p>Problem: Cape May is vulnerable to nuisance and stormwater flooding due to low-lying land elevations near Cape Island Creek and Frog Hollow. The City has installed stormwater pump stations to mitigate the flood risk. However, if the pumps fail due to severe storms, the stormwater pumps will not be able to function.</p> <p>Solution: Install backup power to two stormwater pump stations at Madison Avenue and Grant Avenue in Cape May City. Work with the City to properly site the generator, which could be co-managed with the City to provide backup power for their station on Queen Street and Benton Avenue.</p>	<p>1. No progress 2. Assessment of power needs is not complete, an agreement of funding between all parties is not complete.</p>	<p>1. Include 2. The City will work to determine the proper size generator needed, along with disconnects providing for rapid connections. The City will draft a MOU that clearly outline costs and funding as well as responsible party for maintenance. 3. N/A</p>
<p>2020-Cape May City-010</p>	<p>Venice Avenue Upgrades</p>		<p>Cape May City- Public Works</p>	<p>Problem: The Venice Avenue pump station is located in a low-lying section of the City near Cape Island Creek. The pump station provides service to nearby properties. The land near the pump station floods when tide levels are just one foot above typical high tides. The Cape May Police force is staffed in West Cape May (with the exception of Administration). Venice Avenue is an essential route back to the City of Cape May.</p> <p>Solution: Upgrade Venice Avenue pump station (increased capacity, backup power)</p>	<p>1. Complete 2. N/A</p>	<p>1. Discontinue 2. N/A 3. Completed action.</p>
<p>2020-Cape May City-011</p>	<p>Cape May Back Bay Flood Study</p>		<p>City along with USFWS and NJDEP, Cape May Point; Cape May County</p>	<p>Problem: Cape May has widely varying elevation ranging from areas of relative high ground near the City Center to low-lying former wetlands area in the periphery of</p>	<p>1. Complete 2. N/A</p>	<p>1. Discontinue 2. N/A 3. Completed action.</p>





Project Number	Project Name	Hazard(s) Addressed	Responsible Party	Brief Summary of the Original Problem and the Solution (Project)	Action Review 1. Status (In Progress, Ongoing Capability, No Progress, Complete) 2. Provide a narrative to describe progress or obstacles that have prevented implementation	Next Steps 1. Project to be included in the 2024 HMP or Discontinue 2. If including action in the 2024 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
				<p>the City. Due to the density of development and existing geography, large-scale flood protection infrastructure requires careful planning to maintain the historic integrity of the City and protect the existing ecosystems.</p> <p>Solution: Work with County GIS to leverage recent LIDAR elevation data to identify areas that need a berm to prevent back bay flooding</p>		





Project Number	Project Name	Hazard(s) Addressed	Responsible Party	Brief Summary of the Original Problem and the Solution (Project)	Action Review 1. Status (In Progress, Ongoing Capability, No Progress, Complete) 2. Provide a narrative to describe progress or obstacles that have prevented implementation	Next Steps 1. Project to be included in the 2024 HMP or Discontinue 2. If including action in the 2024 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
2020-Cape May City-012	Cape May Back Bay Flood Mitigation Implementation		City of Cape May Administration, USACE, NJDEP, Cape May County	<p>Problem: Cape May's Back Bay areas do not have the same structural protection as the oceanfront areas. Though certain portions of the waterfront received bulkheads (such as Harbor Lane in 2014), additional mitigation is needed to create a ring of protection for the City and surrounding communities.</p> <p>Solution: Based on findings of previous initiative, develop and implement a program to install dikes/barriers to protect from back bay flooding.</p>	<ol style="list-style-type: none"> 1. No progress 2. Waiting for results of back bay study which is now complete 	<ol style="list-style-type: none"> 1. Include 2. Utilizing the back bay study efforts should be taken to secure funding and implement mitigation efforts in areas affecting life safety and transportation, followed by areas with lesser affects. 3. N/A





Project Number	Project Name	Hazard(s) Addressed	Responsible Party	Brief Summary of the Original Problem and the Solution (Project)	Action Review 1. Status (In Progress, Ongoing, Capability, No Progress, Complete) 2. Provide a narrative to describe progress or obstacles that have prevented implementation	Next Steps 1. Project to be included in the 2024 HMP or Discontinue 2. If including action in the 2024 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
2020-Cape May City-013	Road Flood Mitigation Planning		City Engineering with County support; West Cape May	<p>Problem: Cape May has various low-lying streets found throughout the City. These streets are plagued by regular nuisance flooding, particularly in the western and eastern ends of the City as well as the Elmira Street corridor. A combination of high tides and rainfalls will cause nuisance flooding that hinders access to the areas for residents and for emergency vehicles.</p> <p>Solution: Develop a plan for road elevations and drainage improvements in low-lying sections of the City impacted by nuisance stormwater and tidal flooding.</p>	<ol style="list-style-type: none"> In progress Tide gates have been installed on Elmira Street. 	<ol style="list-style-type: none"> Include Mitigation efforts should continue in the area with design of a flood mitigation barrier in the area of Cape Island Creek. An ordinance should be put in place to ensure homes along Yacht Ave install bulkheads during substantial renovations and seek funding to assist these properties with mitigation efforts. N/A





Project Number	Project Name	Hazard(s) Addressed	Responsible Party	Brief Summary of the Original Problem and the Solution (Project)	Action Review 1. Status (In Progress, Ongoing, Capability, No Progress, Complete) 2. Provide a narrative to describe progress or obstacles that have prevented implementation	Next Steps 1. Project to be included in the 2024 HMP or Discontinue 2. If including action in the 2024 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
2020-Cape May City-014	Sewell Point Acquisition		Cape May City Planning Board; NJDEP; Cape May County	<p>Problem: Sewell Point is a roughly 130-acre tract of undeveloped land located between the City's center and the Coast Guard Training Center. The land is privately owned, located in the Special Flood Hazard Area, and is subject to litigation over proposed development. The wetlands serve as a natural floodplain buffer.</p> <p>Solution: The City proposes to acquire the Sewell Point tract and conserve the land as open space, thereby reducing risk to existing development and preventing the addition of more structures in the floodplain.</p>	<p>1. Complete 2. N/A</p>	<p>1. Discontinue 2. N/A 3. Completed action.</p>





2020-Cape May City-015	Property Mitigation Support – Retrofit		Floodplain Administrator, Homeowners	<p>Problem: Cape May has a number of repetitive loss, severe repetitive loss, and substantially damaged properties. Many of these structures were built without flood design standards. These properties require mitigation to prevent future losses and prevent loss of life and property damage. Progress has been made on elevating buildings and reconstructing new buildings that are more resistant to flooding.</p> <p>Solution: Where appropriate, support retrofitting (e.g. elevation) of structures located in hazard-prone areas to protect structures from future damage, with substantial damages, repetitive loss and severe repetitive loss properties as priority. Identify facilities that are viable candidates for retrofitting based on cost-effectiveness versus relocation. Where retrofitting is determined to be a viable option, consider implementation of that action based on available funding.</p>	<ol style="list-style-type: none"> 1. In progress 2. FEMA funding was secured to assist two properties in raising homes above projected flood levels. 	<ol style="list-style-type: none"> 1. Include 2. The City will continue to seek funding to assist property owners in taking appropriate mitigation efforts and retrofit. 3. N/A
2020-Cape May City-016	Dune System Enhancement		Public Works, local volunteers	<p>Problem: The dunes play an important role in the protection of Cape May’s beaches and structures. Dune plantings take place regularly to help maintain and protect the dunes. However, non-indigenous plants have begun to take over the dunes, causing eyesores and threatening the dune grass.</p> <p>Solution: Better maintenance will take place through researched,</p>	<ol style="list-style-type: none"> 1. Ongoing 2. Efforts have taken place to secure the constantly shifting sand by planting native species. This is an ongoing project that requires upkeep and monitoring. 	<ol style="list-style-type: none"> 1. Include 2. The City will continue work to secure dunes using natural and environmentally friendly methods. This is an ongoing project that requires upkeep and monitoring. 3. N/A





Project Number	Project Name	Hazard(s) Addressed	Responsible Party	Brief Summary of the Original Problem and the Solution (Project)	Action Review 1. Status (In Progress, Ongoing Capability, No Progress, Complete) 2. Provide a narrative to describe progress or obstacles that have prevented implementation	Next Steps 1. Project to be included in the 2024 HMP or Discontinue 2. If including action in the 2024 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
				eco-friendly methods will improve the integrity of the dunes and help maintain a pristine appearance along the Promenade. Bi-Annual maintenance will be performed through a coordinated effort between local volunteers and Cape May City Public Works.		





Project Number	Project Name	Hazard(s) Addressed	Responsible Party	Brief Summary of the Original Problem and the Solution (Project)	Action Review 1. Status (In Progress, Ongoing Capability, No Progress, Complete) 2. Provide a narrative to describe progress or obstacles that have prevented implementation	Next Steps 1. Project to be included in the 2024 HMP or Discontinue 2. If including action in the 2024 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
2020-Cape May City-017	Beachfront Public Address System		Public Works, OEM	<p>Problem: Quick moving storm systems or quickly moving beach related hazards can result in beachgoers being caught unaware. Currently, the need to evacuate the beach and seek shelter is met by beach staff but this is slow and not efficient at times. The City has begun installation of a Beachfront Public Address System to meet this need.</p> <p>Solution: The City will complete installation of the Beachfront Public Address System.</p>	<p>1. Complete 2. N/A</p>	<p>1. Discontinue 2. N/A 3. Completed action.</p>





4.7.3 PROPOSED HAZARD MITIGATION ACTIONS FOR THE HMP UPDATE

Cape May City participated in the mitigation strategy workshop for this HMP to identify appropriate actions to include in a local hazard mitigation strategy. Its comprehensive consideration of all possible activities to address hazards of concern included review of the following FEMA documents:

- FEMA 551 “Selecting Appropriate Mitigation Measures for Floodprone Structures” (March 2007)
- FEMA “Mitigation Ideas—A Resource for Reducing Risk to Natural Hazards” (January 2013).

The action worksheets included at the end of this annex list the mitigation actions that Cape May City would like to pursue in the future to reduce the effects of hazards. The actions 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 City priorities.

Table 4-18 indicates the range of proposed mitigation action categories. 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.

Volume I identifies 14 evaluation criteria for prioritizing the mitigation actions. To assist with rating each mitigation action as high, medium, or low priority, a numeric rank is assigned (-1, 0, or 1) for each of the evaluation criteria. Table 4-19 provides a summary of the prioritization of all proposed mitigation actions for the HMP update.





Table 4-18. Analysis of Mitigation Actions by Hazard and Category

Hazard	Actions That Address the Hazard, by Action Category									
	FEMA				CRS					
	LPR	SIP	NSP	EAP	PR	PP	PI	NR	SP	ES
Dam Failure		X		X			X			X
Drought		X	X	X			X	X	X	X
Earthquake		X		X			X			X
Extreme Temperature		X		X	X	X	X			X
Flood	X	X	X	X	X	X	X	X	X	X
Severe Weather	X	X	X	X	X	X	X	X	X	X
Severe Winter Weather		X	X	X	X	X	X	X	X	X
Wildfire		X		X			X			X

Local Plans and Regulations (LPR)—These actions include government authorities, policies or codes that influence the way land and buildings are being developed and built.

Structure and Infrastructure Project (SIP)—These actions involve modifying existing structures and infrastructure to protect them from a hazard or remove them from a hazard area. This could apply to public or private structures as well as critical facilities and infrastructure. This type of action also involves projects to construct structures to reduce the impact of hazards.

Natural Systems Protection (NSP)—These are actions that minimize damage and losses and preserve or restore the functions of natural systems.

Education and Awareness Programs (EAP)—These are actions to inform and educate citizens, elected officials, and property owners about hazards and potential ways to mitigate them. These actions may also include participation in national programs, such as StormReady and Firewise Communities

Preventative Measures (PR)—Government, administrative or regulatory actions, or processes that influence the way land and buildings are developed and built. Examples include planning and zoning, floodplain local laws, capital improvement programs, open space preservation, and storm water management regulations.

Property Protection (PP)—These actions include public activities to reduce hazard losses or actions that involve (1) modification of existing buildings or structures to protect them from a hazard or (2) removal of the structures from the hazard area. Examples include acquisition, elevation, relocation, structural retrofits, storm shutters, and shatter-resistant glass.

Public Information (PI)—Actions to inform and educate citizens, elected officials, and property owners about hazards and potential ways to mitigate them. Such actions include outreach projects, real estate disclosure, hazard information centers, and educational programs for school-age children and adults.

Natural Resource Protection (NR)—Actions that minimize hazard loss and preserve or restore the functions of natural systems. These actions include sediment and erosion control, stream corridor restoration, watershed management, forest and vegetation management, and wetland restoration and preservation.

Structural Flood Control Projects (SP)—Actions that involve the construction of structures to reduce the impact of a hazard. Such structures include dams, setback levees, floodwalls, retaining walls, and safe rooms.

Emergency Services (ES)—Actions that protect people and property during and immediately following a disaster or hazard event. Services include warning systems, emergency response services, and the protection of essential facilities





Table 4-19. Summary of Prioritization of Actions

Project Number	Project Name	Scores for Evaluation Criteria															High / Medium / Low	
		Life Safety	Property	Public Safety	Cost-Effectiveness	Political	Legal	Fiscal	Environmental	Social	Administrative	Hazards of	Climate	Timeline	Community	Other Local		Total
2020-Cape May City-002	City Hall and Police Station Modernization	1	1	1	1	1	1	1	1	1	1	0	1	1	1	0	12	High
2020-Cape May City-003	Backup Power for Critical Facilities	1	1	1	1	1	1	-1	-1	1	1	1	0	1	0	8	Medium	
2020-Cape May City-004	Desalinization Plant Upgrades	1	1	1	1	1	1	0	1	1	1	1	1	1	1	13	High	
2020-Cape May City-005	Transient Population Emergency Awareness	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	High	
2020-Cape May City-006	CR-640/Coast Guard Shoreline Protection (See 2020-CapeMayCounty-014)	1	1	1	1	1	1	-1	-1	1	0	1	1	1	0	12	High	
2020-Cape May City-007	Cape May Promenade Seawall Extension	1	1	1	1	1	1	-1	-1	1	1	1	1	1	1	12	High	
2020-Cape May City-008	Seawall Retrofit	1	1	1	1	1	0	-1	-1	1	1	1	0	0	1	8	Medium	





Project Number	Project Name	Scores for Evaluation Criteria															High / Medium / Low		
		Life Safety	Property	Disaster	Cost-	Effectiveness	Political	Legal	Fiscal	Environmen	Social	Administrati	Hazards of	Climate	Change	Timeline		Community	Life
2020-Cape May City-009	Cape May City Stormwater Pump Station Resilience (See 2020-CapeMayCounty-021)	1	1	1	1	1	1	1	-1	-1	1	0	1	1	1	0	12	High	
2020-Cape May City-012	Cape May Back Bay Flood Mitigation Implementation	1	1	1	0	1	0	-1	-1	1	1	1	1	1	1	1	9	High	
2020-Cape May City-013	Road Flood Mitigation Planning	1	1	1	1	1	1	-1	0	1	1	0	0	1	0	8	Medium		
2020-Cape May City-015	Property Mitigation Support – Retrofit	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	High	
2020-Cape May City-016	Dune System Enhancement	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	13	High	
2020-Cape May City-018	Strengthening debris management program for post event response.	1	1	1	0	1	0	1	0	1	1	1	1	1	1	1	11	High	
2020-Cape May City-019	Lack of back up power for warming & cooling center	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	High	
2020-Cape May City-020	Venice Ave & Bank St. Tidal Flood Resiliency Wall	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	High	





Project Number	Project Name	Scores for Evaluation Criteria															High / Medium / Low
		Life Safety	Property	Cost-Effectiveness	Political	Legal	Fiscal	Environment	Social	Administrative	Hazards of Concern	Climate Change	Timeline	Community	Other Local Objectives	Total	
2020-Cape May City-021	Construct Weather Warning System	1	1	1	0	1	0	1	0	1	1	1	1	1	1	11	High

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





Action 2025-Cape May City-01 New Fire and OEM Department Building

Lead Agency:	Cape May City Administration	
Supporting Agencies:	Fire Department	
Hazards of Concern:	All hazards	
Description of the Problem:	Cape May’s Fire and OEM are housed in a functionally obsolete building. The Fire and OEM building is susceptible to wind and rain damage and lacks an emergency command center.	
Description of the Solution:	Construct a new state of the art fire and OEM building that houses an emergency control center and enhances the ability of the City to respond to hazards.	
Estimated Cost:	High	
Potential Funding Sources:	CDBG, City funds	
Implementation Timeline:	Within 1-3 years	
Goals Met:	1, 2, 3, 4, 6	
Benefits:	Enhanced operations and interoperability of first responder departments	
Impact on Socially Vulnerable Populations:	Ensures faster, more coordinated response in emergencies, especially in vulnerable neighborhoods.	
Impact on Future Development:	Supports continuity of emergency services amid population growth and development pressures.	
Impact on Critical Facilities/Lifelines:	Directly improves emergency services infrastructure.	
Impact on Capabilities:	Increases disaster response capacity, command coordination, and resilience.	
Climate Change Considerations:	Prepares emergency services to respond to increasing storm and flood threats.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Emergency Services	
Priority	High	
Alternatives	Action	Evaluation
	No action	Delayed or ineffective emergency response continues in outdated facility.
	Only resolve on minor renovations	May not address structural vulnerabilities or allow for needed command center.
Utilize temporary trailers	Lacks permanence and security, cannot serve as command during large events.	





Action 2025-Cape May City-02 City Hall and Police Station Modernization

Lead Agency:	Cape May City Administration	
Supporting Agencies:	Police Department	
Hazards of Concern:	All hazards	
Description of the Problem:	City Hall is functionally obsolete. It is a Contributing Building in the City’s Historic District. It contains the City Administrative and police functions. The building requires updates to continue functioning in its current capacity to respond to natural hazards and be more resilient to hazard events.	
Description of the Solution:	Facilitate the modernization of the building to ensure critical functions during hazard events.	
Estimated Cost:	High	
Potential Funding Sources:	CDBG, City Funds	
Implementation Timeline:	Within 3 years	
Goals Met:	1, 2,3, 4, 6	
Benefits:	Increased City capabilities to all hazards	
Impact on Socially Vulnerable Populations:	Enables uninterrupted emergency services to all populations.	
Impact on Future Development:	Maintains critical government and safety operations in a historic district.	
Impact on Critical Facilities/Lifelines:	Protects central administrative and law enforcement functions.	
Impact on Capabilities:	Improves building resilience, continuity of operations, and safety for staff and/or city residents.	
Climate Change Considerations:	Protects infrastructure from increased flooding and severe storms.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Emergency Services	
Priority	High	
Alternatives	Action	Evaluation
	No action	Continued deterioration threatens service delivery during disasters.
	Relocate City Hall	May be infeasible due to historic preservation and cost limitations.
	Use temporary offices	Lacks security, long-term durability, and proper integration with police ops.





Action 2025-Cape May City-03 Backup Power for Critical Facilities

Lead Agency:	City Administration	
Supporting Agencies:	Department of Public Works	
Hazards of Concern:	All Hazards	
Description of the Problem:	Various Public Buildings lack back up power. This results in disrupted operations when the City is impacted by power outages and hazard events.	
Description of the Solution:	Installation of a back-up generator for the Cape May Convention Hall. This facility could provide temporary sheltering during non-flood related emergencies.	
Estimated Cost:	High	
Potential Funding Sources:	City budget, HMGP	
Implementation Timeline:	Within 1 year	
Goals Met:	1, 2, 3, 4	
Benefits:	Continued operation of critical facilities during power outages.	
Impact on Socially Vulnerable Populations:	Ensures safe temporary shelter for those displaced during outages or hazards.	
Impact on Future Development:	Supports multi-use facilities as resilient community resources.	
Impact on Critical Facilities/Lifelines:	Convention Hall can operate as shelter, community hub, or coordination site.	
Impact on Capabilities:	Improves sheltering capacity and emergency operations in non-flood events.	
Climate Change Considerations:	Ensures continuity during more frequent power outages linked to severe storms.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Emergency Services	
Priority	Medium	
Alternatives	Action	Evaluation
	No action	Facility inoperable during outages, reducing public sheltering capacity.
	Utilize portable generators	Less reliable and may not support full building operations.
	Identify alternative locations for sheltering	May reduce accessibility and increase emergency logistics complexity.





Action 2025-Cape May City-04 Desalinization Plant Upgrades

Lead Agency:	Cape May City Water and Sewer	
Supporting Agencies:	-	
Hazards of Concern:	Drought, Severe Weather	
Description of the Problem:	Cape May has longstanding water supply issues owing to overdrawing wells and intrusion of saltwater into freshwater aquifers. The City has one of the first reverse-osmosis desalinization plant and requires additional upgrades to remain functional. The facility requires a rebuild.	
Description of the Solution:	Upgrade Desalinization plant--- rebuild and new facility and advance planning/engineering.	
Estimated Cost:	High	
Potential Funding Sources:	NJ I-Bank, Local match, EPA	
Implementation Timeline:	Within 5 years	
Goals Met:	1, 3	
Benefits:	Enhanced provision of potable water for Cape Island	
Impact on Socially Vulnerable Populations:	Protects long-term water access for all residents, including vulnerable groups.	
Impact on Future Development:	Supports population growth and drought resilience in water-scarce area.	
Impact on Critical Facilities/Lifelines:	Secures water supply during hazard events or drought.	
Impact on Capabilities:	Enhances local water independence and disaster readiness.	
Climate Change Considerations:	Addresses saltwater intrusion and water stress from sea level rise and drought.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Natural Resource Protection	
Priority	High	
Alternatives	Action	Evaluation
	No action	Water security and quality will degrade, threatening health and development.
	Focus only on minor repairs	Fails to meet future demand or counter worsening aquifer salinization.
	Rely on imported water	Costly, less resilient, and vulnerable to external supply disruptions.





Action 2025-Cape May City-05 Transient Population Emergency Awareness

Lead Agency:	Cape May City OEM	
Supporting Agencies:	-	
Hazards of Concern:	All hazards	
Description of the Problem:	The City has a large visitor and second-home population during the summer season and fall/spring shoulder seasons. Informing these visitors and part-time residents of natural hazards is a challenge due to a lack of awareness of emergency resources.	
Description of the Solution:	Develop a geo-fencing alert system that will push alerts to all internet connected devices within the municipal boundaries. Additionally, develop a city-wide siren system to reach visitors in the City regardless of location and length of stay.	
Estimated Cost:	Low	
Potential Funding Sources:	City funds	
Implementation Timeline:	Within 1 year	
Goals Met:	2, 3, 4	
Benefits:	Greater awareness of natural hazards	
Impact on Socially Vulnerable Populations:	Improve protection for non-resident groups unfamiliar with local hazards and procedures.	
Impact on Future Development:	Supports seasonal population safety in tourism-heavy development zones.	
Impact on Critical Facilities/Lifelines:	Improve coordination with shelters, emergency services, and healthcare centers.	
Impact on Capabilities:	Enhances alert reach and improves response time for hard-to-reach populations.	
Climate Change Considerations:	Supports preparedness as short-notice hazard events (storms, floods, heat waves) become more frequent.	
Mitigation Category	Education and Awareness Programs	
CRS Category	Public Information	
Priority	High	
Alternatives	Action	Evaluation
	No action	Visitors may remain unaware of hazards, increasing injury and evacuation delays.
	Printed brochures only	Easily ignored or discarded, especially by short-term renters or tourists
	Only utilize a mobile app	Requires download; less reliable than geo-fencing for real-time alerts.





Action 2025-Cape May City-06 CR-640/Coast Guard Shoreline Protection

Lead Agency:	County Engineering	
Supporting Agencies:	USACE	
Hazards of Concern:	Flood, Severe Weather, Severe Winter Weather	
Description of the Problem:	Delaware Avenue/CR-640 connects the US Coast Guard Training Center to Cape May and evacuation routes to the north. Delaware Avenue is protected from Cape May Harbor by a rip-rap system that is subject to erosion and provides inconsistent protection.	
Description of the Solution:	Install shoreline protection for CR-640 (entrance to Coast Guard Base) along the Cape May Harbor in the City of Cape May.	
Estimated Cost:	High	
Potential Funding Sources:	USACE, USCG	
Implementation Timeline:	Within 5 years	
Goals Met:	1, 3, 5	
Benefits:	High	
Impact on Socially Vulnerable Populations:	Supports evacuation access and route stability during hazards.	
Impact on Future Development:	Protects key access road to federal/military and community facilities.	
Impact on Critical Facilities/Lifelines:	Preserves transportation, Coast Guard access, and utility corridors.	
Impact on Capabilities:	Reduces response disruptions and infrastructure exposure to erosion.	
Climate Change Considerations:	Addresses accelerated erosion and sea-level rise risks.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Property Protection	
Priority	High	
Alternatives	Action	Evaluation
	No action	Roads remain vulnerable to erosion, risking evacuation and federal access.
	Periodic patching	Temporary fix that does not address root cause of shoreline retreat.
	Relocate infrastructure	Extremely costly, logistically complex, and may have limited benefit.





Action 2025-Cape May City-07 Cape May Promenade Seawall Extension

Lead Agency:	County Engineering, with City of Cape May Engineering	
Supporting Agencies:	USACE, DEP	
Hazards of Concern:	Flood, Severe Weather, Severe Winter Weather	
Description of the Problem:	The Cape May beach promenade protects the City from destructive storm surge and high tides. Currently the promenade seawall provides a consistent level of protection except for a gap between Madison Avenue and Wilmington Avenue. At this location there is a low rock wall and decrepit timber bulkhead. This gap presents a major vulnerability for a storm surge event in the eastern section of the City. A feasibility study for a new promenade wall was partially financed through a FMA grant.	
Description of the Solution:	Install a cap on the existing seawall from Madison Avenue to Wilmington Avenue.	
Estimated Cost:	Medium-High	
Potential Funding Sources:	Local funding, Shore Protection Fund, USACE, HMA	
Implementation Timeline:	Within 3 years	
Goals Met:	1, 3, 4, 5	
Benefits:	High	
Impact on Socially Vulnerable Populations:	Protects residential areas, businesses, and beachfront users in a vulnerable corridor.	
Impact on Future Development:	Improves resilience of high-value tourist and residential areas.	
Impact on Critical Facilities/Lifelines:	Protects roadways, utilities, and beach access points.	
Impact on Capabilities:	Addresses identified flood vulnerability gap in existing protection system.	
Climate Change Considerations:	Reduces risk of storm surge overtopping due to rising sea levels.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Structural Flood Control Projects	
Priority	High	
Alternatives	Action	Evaluation
	No action	Vulnerable gap persists, exposing eastern City to storm surge.
	Install berm as an alternative	May be less durable or effective during storm surge conditions.
Utilize temporary flood barriers	Labor-intensive, reactive, and prone to failure in high-intensity events.	





Action 2025-Cape May City-08 Seawall Retrofit

Lead Agency:	County and City Engineering	
Supporting Agencies:	USACE	
Hazards of Concern:	Flood, Severe Weather, Severe Winter Weather	
Description of the Problem:	The Cape May promenade is a seawall that extends along the beachfront and protects the City from storm surge. The seawall is deteriorating in some sections and requires an overall elevation to account for rising sea levels.	
Description of the Solution:	Undertake a retrofit of the existing seawall to increase its elevation and continue to protect Cape May	
Estimated Cost:	High	
Potential Funding Sources:	HMGP; USACE; Shore Protection Fund	
Implementation Timeline:	More than 5 years	
Goals Met:	1, 3, 4, 6	
Benefits:	High	
Impact on Socially Vulnerable Populations:	Preserves reliable flood protection for homes, businesses, and beach access.	
Impact on Future Development:	Supports long-term development behind a consistently elevated protective barrier.	
Impact on Critical Facilities/Lifelines:	Protects against coastal flooding near downtown and tourist-serving infrastructure.	
Impact on Capabilities:	Maintains and improves coastal defense system longevity.	
Climate Change Considerations:	Elevated seawall mitigates rising sea levels and stronger storm surge events.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Property Protection	
Priority	Medium	
Alternatives	Action	Evaluation
	No action	Seawall degrades, increasing flood vulnerability over time.
	Only focus on minor patching	Not sufficient for structural elevation or long-term protection.
	Replace only specific segments	May not provide cohesive, continuous defense along entire alignment.





Action 2025-Cape May City-09 Cape May City Stormwater Pump Station Resilience

Lead Agency:	City DPW and Engineering	
Supporting Agencies:	County of Cape May	
Hazards of Concern:	Flood, Severe Weather, Severe Winter Weather	
Description of the Problem:	Cape May is vulnerable to nuisance and stormwater flooding due to low-lying land elevations near Cape Island Creek and Frog Hollow. The City has installed stormwater pump stations to mitigate the flood risk. However, if the pumps fail due to severe storms, the stormwater pumps will not be able to function.	
Description of the Solution:	Install backup power to two stormwater pump stations at Madison Avenue and Grant Avenue in Cape May City. Work with the City to properly site the generator, which could be co-managed with the City to provide backup power for their station on Queen Street and Benton Avenue.	
Estimated Cost:	Low	
Potential Funding Sources:	County Funds, HMA	
Implementation Timeline:	More than 5 years	
Goals Met:	1, 3, 4, 5	
Benefits:	High	
Impact on Socially Vulnerable Populations:	Prevents flood damage in neighborhoods that lack alternative protections.	
Impact on Future Development:	Supports residential growth in low-lying areas by improving resilience.	
Impact on Critical Facilities/Lifelines:	Maintains operability of pump stations that protect roads and utilities.	
Impact on Capabilities:	Improves drainage capacity and reliability during outages.	
Climate Change Considerations:	Addresses increased stormwater volumes from more intense rainfall events.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Emergency services	
Priority	High	
Alternatives	Action	Evaluation
	No action	Power outages disable pumps, causing backup and flooding.
	Deploy mobile pumps only	Slower response, less reliable, and requires more labor.
	Upgrade pumps without backup	Vulnerable during power loss; critical gap in resiliency remains.





Action 2025-Cape May City-010 Venice Avenue Upgrades

Lead Agency:	Cape May City	
Supporting Agencies:	Public Works	
Hazards of Concern:	Flood, Severe Weather, Severe Winter Weather	
Description of the Problem:	The Venice Avenue pump station is located in a low-lying section of the City near Cape Island Creek. The pump station provides service to nearby properties. The land near the pump station floods when tide levels are just one foot above typical high tides. The Cape May Police force is staffed in West Cape May (with the exception of Administration). Venice Avenue is an essential route back to the City of Cape May.	
Description of the Solution:	Upgrade Venice Avenue pump station (increased capacity, backup power)	
Estimated Cost:	High	
Potential Funding Sources:	City budget, HMA	
Implementation Timeline:	Within 5 years	
Goals Met:	1, 3, 4	
Benefits:	High	
Impact on Socially Vulnerable Populations:	Reduces flood exposure for residents in a low-lying neighborhood, some of whom may lack insurance or mobility.	
Impact on Future Development:	Supports infrastructure resilience in an area critical for police and emergency access.	
Impact on Critical Facilities/Lifelines:	Maintains access for police and emergency services routed through Venice Avenue.	
Impact on Capabilities:	Enhances capacity and reliability of stormwater management infrastructure.	
Climate Change Considerations:	Addresses flooding from more frequent and intense coastal storms and tides.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Property Protection	
Priority	Medium	
Alternatives	Action	Evaluation
	No action	Flooding continues to disrupt access and damage nearby properties.
	Increase storm drain cleaning	Helpful, but does not address flooding from high tide or heavy rainfall.
	Add berm only	May help but does not improve drainage or pump reliability.





Action 2025-Cape May City-011 Cape May Back Bay Flood Study

Lead Agency:	Cape May City	
Supporting Agencies:	USFWS, NJDEP, Cape May Point, Cape May County	
Hazards of Concern:	Flood, Severe Weather, Severe Winter Weather	
Description of the Problem:	Cape May has widely varying elevation ranging from areas of relative high ground near the City Center to low-lying former wetlands area in the periphery of the City. Due to the density of development and existing geography, large-scale flood protection infrastructure requires careful planning to maintain the historic integrity of the City and protect the existing ecosystems.	
Description of the Solution:	Work with County GIS to leverage recent LIDAR elevation data to identify areas that need a berm to prevent back bay flooding	
Estimated Cost:	Low-Medium	
Potential Funding Sources:	Local and/or County Budget, HMA	
Implementation Timeline:	Ongoing	
Goals Met:	1, 3, 4	
Benefits:	Medium	
Impact on Socially Vulnerable Populations:	Identifies vulnerabilities in underserved areas that may lack structural flood protections.	
Impact on Future Development:	Provides data to guide risk-informed zoning, construction, and infrastructure investment.	
Impact on Critical Facilities/Lifelines:	Protects facilities located near back bay and in fringe wetland areas.	
Impact on Capabilities:	Improves understanding of hazard zones and informs long-term mitigation strategies.	
Climate Change Considerations:	Supports adaptive planning for sea-level rise and compound flooding scenarios.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Preventative Measures	
Priority	High	
Alternatives	Action	Evaluation
	No action	Insufficient data available for informed decision-making, potentially leading to inefficient or misaligned future mitigation efforts.
	General elevation mapping only	Doesn't capture flood dynamics or account for storm surge pathways.
	Rely on FEMA FIRM maps alone	May be outdated or does not capture back bay nuances and minor basins.





Action 2025-Cape May City-012 Cape May Back Bay Flood Mitigation Implementation

Lead Agency:	City of Cape May Administration	
Supporting Agencies:	USACE, NJDEP, Cape May County	
Hazards of Concern:	Flood, Severe Weather, Severe Winter Weather	
Description of the Problem:	Cape May’s Back Bay areas do not have the same structural protection as the oceanfront areas. Though certain portions of the waterfront received bulkheads (such as Harbor Lane in 2014), additional mitigation is needed to create a ring of protection for the City and surrounding communities.	
Description of the Solution:	Based on findings of previous initiative, develop and implement a program to install dikes/barriers to protect from back bay flooding.	
Estimated Cost:	High	
Potential Funding Sources:	Local budgets with USACE, NJDEP and HMA grants as applicable	
Implementation Timeline:	More than 5 years	
Goals Met:	1, 3, 4, 5	
Benefits:	High- enhanced protection throughout City	
Impact on Socially Vulnerable Populations:	Protects communities in areas historically less defended than oceanfront zones.	
Impact on Future Development:	Facilitates resilient development through improved protection infrastructure.	
Impact on Critical Facilities/Lifelines:	Mitigates flooding risk to public utilities and roadways behind the bay.	
Impact on Capabilities:	Provides structural protection to reduce flooding impacts from bay storm surge.	
Climate Change Considerations:	Addresses growing flood threats from higher tides, storms, and sea-level rise.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Structural Flood Control Projects	
Priority	Medium	
Alternatives	Action	Evaluation
	No action	Back bay areas remain highly vulnerable with repeat damage risk.
	Only elevate homes with the most need	Helps individuals but doesn’t reduce community-wide flooding or impacts.
Use natural berms only	May not meet design standards for full protection; needs augmentation.	





Action 2025-Cape May City-013 Road Flood Mitigation Planning

Lead Agency:	City Engineering	
Supporting Agencies:	County support; West Cape May	
Hazards of Concern:	Flood, Severe Weather, Severe Winter Weather	
Description of the Problem:	Cape May has various low-lying streets found throughout the City. These streets are plagued by regular nuisance flooding, particularly in the western and eastern ends of the City as well as the Elmira Street corridor. A combination of high tides and rainfalls will cause nuisance flooding that hinders access to the areas for residents and for emergency vehicles	
Description of the Solution:	Develop a plan for road elevations and drainage improvements in low-lying sections of the City impacted by nuisance stormwater and tidal flooding.	
Estimated Cost:	High	
Potential Funding Sources:	County and local budgets with HMA funding; Transportation Trust Fund	
Implementation Timeline:	Within 5 years	
Goals Met:	1, 3, 4	
Benefits:	High	
Impact on Socially Vulnerable Populations:	Improves access for low-income or mobility-challenged residents in frequently flooded areas.	
Impact on Future Development:	Provides groundwork for resilient road and drainage infrastructure in flood-prone areas.	
Impact on Critical Facilities/Lifelines:	Ensures continuous emergency access and delivery of municipal services.	
Impact on Capabilities:	Improves ability to target and phase elevation and drainage upgrades.	
Climate Change Considerations:	Addresses increased nuisance and flash flooding from changing precipitation patterns.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Structural Flood Control Projects	
Priority	Medium	
Alternatives	Action	Evaluation
	No action	Nuisance flooding continues, blocking access and increasing repair costs.
	Spot repairs only	Doesn't solve systemic flooding along corridors; not cost-effective long term.
	Install signage only	Informative but doesn't prevent damage or improve accessibility.





Action 2025-Cape May City-014 Sewell Point Acquisition

Lead Agency:	Cape May City Planning Board	
Supporting Agencies:	NJDEP; Cape May County	
Hazards of Concern:	Flood, Severe Weather, Severe Winter Weather	
Description of the Problem:	Sewell Point is a roughly 130-acre tract of undeveloped land located between the City’s center and the Coast Guard Training Center. The land is privately owned, located in the Special Flood Hazard Area, and is subject to litigation over proposed development. The wetlands serve as a natural floodplain buffer.	
Description of the Solution:	The City proposes to acquire the Sewell Point tract and conserve the land as open space, thereby reducing risk to existing development and preventing the addition of more structures in the floodplain.	
Estimated Cost:	High	
Potential Funding Sources:	Federal, State, County, Local grants or funds	
Implementation Timeline:	More than 5 years	
Goals Met:	1, 5	
Benefits:	High	
Impact on Socially Vulnerable Populations:	Prevents development in a high-risk area that could worsen flooding for surrounding communities.	
Impact on Future Development:	Avoids placing future structures in a known flood hazard zone.	
Impact on Critical Facilities/Lifelines:	Preserves natural floodplain function near Coast Guard Training Center and major roads.	
Impact on Capabilities:	Reduces future emergency service demands and promotes managed retreat.	
Climate Change Considerations:	Buffers developed areas from storm surge and sea-level rise.	
Mitigation Category	Natural Systems Protection	
CRS Category	Natural Resource Protection	
Priority	High	
Alternatives	Action	Evaluation
	No action	Risk of dense development in SFHA increases hazard exposure and drainage burden.
	Implement more restrictive zoning measures only.	May delay development but doesn’t guarantee long-term risk reduction.
	Conservation easement only	Still allows limited development and may not fully protect wetlands.





Action 2025-Cape May City-015 Property Mitigation Support – Retrofit

Lead Agency:	Floodplain Administrator, Homeowners	
Supporting Agencies:	-	
Hazards of Concern:	Flood, Severe Weather, Severe Winter Weather	
Description of the Problem:	Cape May has a number of repetitive loss, severe repetitive loss, and substantially damaged properties. Many of these structures were built without flood design standards. These properties require mitigation to prevent future losses and prevent loss of life and property damage. Progress has been made on elevating buildings and reconstructing new buildings that are more resistant to flooding.	
Description of the Solution:	Where appropriate, support retrofitting (e.g. elevation) of structures located in hazard-prone areas to protect structures from future damage, with substantial damages, repetitive loss and severe repetitive loss properties as priority. Identify facilities that are viable candidates for retrofitting based on cost-effectiveness versus relocation. Where retrofitting is determined to be a viable option, consider implementation of that action based on available funding.	
Estimated Cost:	High	
Potential Funding Sources:	FMA; HMGP; Owner funds	
Implementation Timeline:	More than 5 years	
Goals Met:	1, 3, 4	
Benefits:	High	
Impact on Socially Vulnerable Populations:	Directly benefits owners of repetitive loss and older structures, many of whom may lack resources to elevate or retrofit.	
Impact on Future Development:	Incentivizes resilient retrofitting for existing housing stock.	
Impact on Critical Facilities/Lifelines:	Can include non-residential essential buildings in repetitive loss zones.	
Impact on Capabilities:	Strengthens overall housing resilience and reduces emergency response demand.	
Climate Change Considerations:	Reduces structural damage from more frequent and severe flood events.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Property Protection	
Priority	High	
Alternatives	Action	Evaluation
	No action	Repetitive loss and insurance claims continue, increasing risk and costs.
	Elevate only new homes	Ignores existing flood-prone structures with the greatest risk.
	Focus on buyouts only	Not always feasible; many properties better suited for retrofit.





Action 2025-Cape May City-016 Dune System Enhancement

Lead Agency:	Public Works	
Supporting Agencies:	Local Volunteers	
Hazards of Concern:	Flood, Severe Weather, Severe Winter Weather	
Description of the Problem:	The dunes play an important role in the protection of Cape May’s beaches and structures. Dune plantings take place regularly to help maintain and protect the dunes. However, non-indigenous plants have begun to take over the dunes, causing eyesores and threatening the dune grass	
Description of the Solution:	Better maintenance will take place through researched, eco-friendly methods will improve the integrity of the dunes and help maintain a pristine appearance along the Promenade. Bi-Annual maintenance will be performed through a coordinated effort between local volunteers and Cape May City Public Works.	
Estimated Cost:	Low	
Potential Funding Sources:	City budget, environmental grants from state/federal sources and non-profits	
Implementation Timeline:	Within 1 year	
Goals Met:	3, 5, 6	
Benefits:	Increased health and strength of protective dune system	
Impact on Socially Vulnerable Populations:	Protects beach-adjacent neighborhoods from erosion and surge impacts.	
Impact on Future Development:	Sustains beach tourism and nearby infrastructure by reducing dune erosion.	
Impact on Critical Facilities/Lifelines:	Protects public access, promenade, and utilities near the beachfront.	
Impact on Capabilities:	Improves natural protective barrier performance and reduces erosion response needs.	
Climate Change Considerations:	Addresses dune degradation due to more frequent storms and wave action.	
Mitigation Category	Natural Systems Protection	
CRS Category	Natural Resource Protection	
Priority	High	
Alternatives	Action	Evaluation
	No action	Dunes degrade, increasing vulnerability and erosion risks.
	Use chemical treatment	Potentially harmful to native vegetation and public perception.
	Mow or rake dunes manually	Superficial maintenance, doesn't prevent invasive species regrowth





Action 2025-Cape May City-017 Beachfront Public Address System

Lead Agency:	Public Works	
Supporting Agencies:	OEM	
Hazards of Concern:	Flood, Severe Weather	
Description of the Problem:	Quick moving storm systems or quickly moving beach related hazards can result in beachgoers being caught unaware. Currently, the need to evacuate the beach and seek shelter is met by beach staff but this is slow and not efficient at times. The City has begun installation of a Beachfront Public Address System to meet this need.	
Description of the Solution:	The City will complete installation of the Beachfront Public Address System.	
Estimated Cost:	Medium	
Potential Funding Sources:	City budget	
Implementation Timeline:	Within 2 years	
Goals Met:	1, 2, 4	
Benefits:	Increased emergency warnings	
Impact on Socially Vulnerable Populations:	Increases alert reach to all beachgoers, including children, elderly, or those without mobile phones.	
Impact on Future Development:	Supports tourism safety and emergency messaging during high beach traffic seasons.	
Impact on Critical Facilities/Lifelines:	Helps coordinate evacuations and protect beachfront operations and facilities.	
Impact on Capabilities:	Improves real-time hazard communication along beachfront.	
Climate Change Considerations:	Supports fast-moving response as severe storm systems increase in frequency.	
Mitigation Category	Structure and Infrastructure Project	
CRS Category	Emergency Services	
Priority	Medium	
Alternatives	Action	Evaluation
	No action	Delayed beach evacuation increases public safety risk.
	Use staff/megaphones only	Time-consuming, uneven coverage, and inefficient for large beaches.
	Use mobile phone alerts only	Misses non-phone users or those on airplane/silent mode.





Action 2025-Cape May-018 Strengthening Debris Management Program for Post Event Response

Lead Agency:	Cape May City Administration	
Supporting Agencies:	N/A	
Hazards of Concern:	Flood, Severe Weather	
Description of the Problem:	The Township currently lacks a comprehensive and coordinated debris management program to support effective post-disaster response and recovery. In the aftermath of severe weather events—such as hurricanes, coastal storms, or flooding—debris can quickly accumulate on roadways, public property, and critical infrastructure, impeding emergency access and delaying recovery operations. Without a formalized plan and trained personnel, the Township faces challenges in mobilizing resources, coordinating with contractors, and ensuring compliance with FEMA reimbursement requirements. This gap in preparedness increases the risk of prolonged disruptions, public safety hazards, and financial strain on local resources.	
Description of the Solution:	The Township will be seeking funding to conduct targeted training and complete a formalized Debris Management Plan. This initiative will strengthen the Township’s ability to respond efficiently and effectively to debris-generating events, while also aligning with FEMA guidelines to maximize potential reimbursement.	
Estimated Cost:	Low	
Potential Funding Sources:	Municipal budget	
Implementation Timeline:	Within 5 years	
Goals Met:	1, 3, 4	
Benefits:	This will enhance the city’s ability to rapidly clear debris following a disaster, reducing health and safety risks and facilitating faster recovery and rebuilding efforts.	
Impact on Socially Vulnerable Populations:	Timely debris removal reduces disruption and health hazards in socially vulnerable neighborhoods that may lack resources for self-managed cleanup/removal.	
Impact on Future Development:	N/A	
Impact on Critical Facilities/Lifelines:	Clearing debris expedites access to critical facilities and ensures roads and utility infrastructure can resume functioning quickly after an event.	
Impact on Capabilities:	Improves local response and recovery capabilities, ensures personnel are trained and plans are compliant with federal reimbursement procedures.	
Climate Change Considerations:	With increased storm frequency and severity due to climate change, this action ensures the city is prepared for more frequent debris generating events.	
Mitigation Category	Local Plans and Regulation	
CRS Category	Emergency services	
Priority	High	
Alternatives	Action	Evaluation
	No action	The township will continue to face challenges with debris after disaster events.





4. City of Cape May City

	Rely on County Resources	May delay response time due to resource limitations or competing priorities.
	Rely on federal resources or state resources	Funding assistance may not be available-





Action 2025-Cape May019 Lack of Backup power for Warming & Cooling Center

Lead Agency:	Cape May City Administration	
Supporting Agencies:	Department of Public Works	
Hazards of Concern:	Severe Weather	
Description of the Problem:	Several public buildings lack backup power, risking operational failure during outages caused by severe weather or hazards. Without backup, they cannot sustain critical services like communications, heating, lighting, and emergency coordination, hampering the City's emergency response, public safety, and government continuity.	
Description of the Solution:	The City will be seeking funding to assess the electrical needs and operational functions of key public buildings and to install the most feasible and efficient backup power systems. This assessment will guide the City in determining whether permanent standby generators or portable generator systems are more appropriate for each facility based on usage, location, and cost-effectiveness.	
Estimated Cost:	High	
Potential Funding Sources:	HMGP, Municipal Budget	
Implementation Timeline:	Within 5 years	
Goals Met:	3, 4	
Benefits:	Ensures continuity of services in critical city buildings during power outages and severe weather events, protecting staff and public health and safety.	
Impact on Socially Vulnerable Populations:	Improves access to essential services that benefit residents who are more vulnerable during power outages.	
Impact on Future Development:	N/A	
Impact on Critical Facilities/Lifelines:	Enables critical facilities to continue operations during outages, maintaining lifeline services such as emergency response, shelter, and coordination.	
Impact on Capabilities:	Increases the City's capacity to maintain emergency operations and essential services during and immediately after an event.	
Climate Change Considerations:	As climate change increases the severity and frequency of extreme weather, this action improves resilience against power outages caused by such events.	
Mitigation Category	Structure and Infrastructure projects	
CRS Category	Emergency Services	
Priority	High	
Alternatives	Action	Evaluation
	No action	The City will continue to face challenges when power outages occur.
	Use only portable generators	May not provide sufficient capacity or reliability for prolonged or repeated outages.
	Rely on solar with battery storage	Environmentally friendly and can reduce long term cost but has a higher upfront cost and weather dependent.





Action 2025-Cape May020 Venice Ave & Bank St. Tidal Flood Resiliency Wall

Lead Agency:	Cape May City Administration	
Supporting Agencies:	Cape May City Engineering Department	
Hazards of Concern:	Flood	
Description of the Problem:	Venice Avenue and Bank Street face increasing tidal and storm surge flooding, risking safety, infrastructure, and operations. As a low-lying coastal zone, it is vulnerable during high tides, nor'easters, and hurricanes, with rising sea levels and climate change likely to worsen floods. Without action, ongoing road closures, property damage, and emergency disruptions will threaten residents, businesses, and municipal services.	
Description of the Solution:	The City will be seeking funding to engineer and construct a flood resiliency wall at the intersection of Venice Avenue and Bank Street. This structure will be designed to meet or exceed current and projected flood elevations based on FEMA flood maps and sea level rise projections.	
Estimated Cost:	High	
Potential Funding Sources:	HMGP, FMA, Municipal Budget, Capital Improvement Funds	
Implementation Timeline:	Within 5 years	
Goals Met:	1, 3, 4, 5	
Benefits:	Provides long-term protection against tidal and storm surge flooding in a frequently impacted area, reducing repetitive loss and damage to infrastructure and properties.	
Impact on Socially Vulnerable Populations:	Reduces risk to residents in low-lying areas who may not have the resources to recover from repeated flooding events.	
Impact on Future Development:	Reduces risk while improving flood mitigation infrastructure.	
Impact on Critical Facilities/Lifelines:	May protect access roads, utility lines, or stormwater systems from repeated inundation, ensuring continued service to residents.	
Impact on Capabilities:	Enhances the city's physical infrastructure to defend against rising seas and tidal events, reducing long-term maintenance and emergency response.	
Climate Change Considerations:	Action accounts for projected sea level rise and the increased frequency/intensity of tidal and surge events driven by climate change.	
Mitigation Category	Structure and Infrastructure Projects	
CRS Category	Structural Flood Control Projects	
Priority	High	
Alternatives	Action	Evaluation
	No action	Venice Ave and Bank St will remain exposed to tidal and surge flooding
	Install temporary barriers	Provides short-term protection but requires ongoing labor and funding
	Install vegetated berms instead of wall	A nature based solution but would require additional land and does not offer as much protection during severe weather events.





Action 2025-Cape May021 Construct Weather Warning System

Lead Agency:	Cape May City OEM	
Supporting Agencies:	-	
Hazards of Concern:	Flood, Severe Weather	
Description of the Problem:	The City currently lacks a rapid and comprehensive public notification system to alert residents of severe weather and man-made emergencies. During critical events such as hurricanes, flash floods, chemical spills, or active threats, timely and clear communication is essential to protect lives and property. However, the absence of a centralized, multi-modal warning system limits the City’s ability to reach all segments of the population—especially those without access to smartphones or internet services. This communication gap increases the risk of delayed evacuations, confusion, and preventable harm during emergencies.	
Description of the Solution:	The City will be seeking funding to evaluate, design, and construct a modern weather and emergency warning system capable of delivering alerts for multiple types of hazards. This system will include outdoor warning sirens, digital signage, and integration with existing emergency communication platforms to ensure broad and inclusive coverage.	
Estimated Cost:	Low	
Potential Funding Sources:	HMGP, municipal budget	
Implementation Timeline:	Within 5 years	
Goals Met:	1, 2, 4	
Benefits:	The City will be better prepared to handle hazard events.	
Impact on Socially Vulnerable Populations:	Socially Vulnerable Populations may not have cellular devices that allow them to receive a warning system via cell. It is important to have the emergency warning be displayed publicly as well as at shelters and retirement homes to ensure these populations have time to prepare. These warnings also will be displayed in different languages so that non-English speaking populations may also interpret the warnings.	
Impact on Future Development:	N/A	
Impact on Critical Facilities/Lifelines:	Critical facilities will be able to receive the emergency warning and ensure that their facility is as prepared for the incoming event as possible.	
Impact on Capabilities:	This action improves the City capability to prepare residents for hazard events in a timely fashion.	
Climate Change Considerations:	Climate change is likely to increase the intensity and frequency of many climate related disaster events. This action provides additional notification measures for immediate disaster preparation.	
Mitigation Category	Education and Awareness Program	
CRS Category	Emergency Services, Public Information	
Priority	High	
Alternatives	Action	Evaluation
	No action	-
	Rely on Federal Warnings	The federal level may be unaware of more localized events or will push out a more delayed notification





4. City of Cape May City

	Rely on Cell Notification	Some socially vulnerable populations may not have access to cellular devices
--	---------------------------	--



2025 Review of Interest Bearing Accounts

Account Name	7/31/2025		7/31/2024		7/31/2023	
	Balance	Interest	Balance	Interest	Balance	Interest
Current Fund	\$ 11,649,839.45	\$ 263,321.01	\$ 10,799,507.17	\$ 323,994.12	\$ 10,541,819.04	\$ 241,505.06
Water Sewer Capital	\$ 6,336,830.31	\$ 104,433.27	\$ 388,174.80	\$ 11,436.30	\$ 898,085.67	\$ 21,493.84
Beach Utility	\$ 4,010,929.48	\$ 49,804.35	\$ 4,130,115.96	\$ 42,948.93	\$ 3,626,446.49	\$ 51,264.09
Master Trust	\$ 2,719,640.59	\$ 42,440.55	\$ 2,757,219.04	\$ 50,453.79	\$ 2,512,893.06	\$ 37,832.43
Water Sewer	\$ 2,463,845.68	\$ 48,834.37	\$ 2,840,693.19	\$ 64,968.24	\$ 2,145,992.33	\$ 53,202.72
COAH	\$ 2,397,798.97	\$ 37,034.90	\$ 2,331,094.62	\$ 41,863.18	\$ 1,704,107.06	\$ 25,682.53
Tourism Utility	\$ 1,005,425.90	\$ 19,890.40	\$ 2,411,858.19	\$ 42,740.76	\$ 1,907,205.03	\$ 30,111.43
Clearing	\$ 815,176.26	\$ 14,405.94	\$ 1,197,607.22	\$ 9,223.37	\$ 652,734.62	\$ 15,142.19
Grants Fund	\$ 422,788.22	\$ 16,615.07	\$ 48,591.58	\$ 1,945.13	\$ 55,846.42	\$ 4,194.17
Payroll	\$ 419,326.27	\$ 5,103.56	\$ 12,505.44	\$ 3,041.75	\$ 498,379.28	\$ 6,882.76
Beach Utility Capital	\$ 323,779.93	\$ 7,547.26	\$ 909,543.59	\$ 21,273.68	\$ 56,459.94	\$ 2,351.11
Tourism CC	\$ 135,817.81	\$ 762.83	\$ 54,283.50	\$ 364.41	\$ 21,175.47	\$ 804.81
Parking Meters	\$ 124,244.63	\$ 1,401.25	\$ 48,477.12	\$ 355.56	\$ 160,021.67	\$ 2,315.70
General Capital	\$ 65,136.12	\$ 58,945.05	\$ 5,602,392.11	\$ 139,811.69	\$ 3,712,833.10	\$ 82,111.10
Employee FSA	\$ 14,827.93	\$ 182.87	\$ 1,001.79	\$ 23.76	\$ -	\$ 6.73
Fire Safety	\$ 9,715.22	\$ 149.99	\$ 9,449.21	\$ 169.88	\$ 9,161.84	\$ 138.08
Dog License Trust	\$ 8,101.96	\$ 120.33	\$ 6,432.82	\$ 110.17	\$ 5,655.50	\$ 83.55
TOTALS:	\$ 32,923,224.73	\$ 670,993.00	\$ 33,548,947.35	\$ 754,724.72	\$ 28,508,816.52	\$ 575,122.30

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

ORDINANCE NO. 574-2025

AN ORDINANCE AMENDING ZONING CODE TO CONFIRM THE INTENT AND PURPOSE OF POOL SETBACK REQUIREMENTS

WHEREAS, the City of Cape May Zoning Code Section 525-62 regulates private and semiprivate recreational facilities, including swimming pools; and

WHEREAS, pursuant to Planning Board Resolution No. 07-22-2025:2, the City of Cape May Planning Board reviewed the City's current regulations concerning pools and recommended that the intent of the Code be confirmed and clarified to guide the Planning and Zoning Board for future applications and as to what circumstances may justify deviation of the setback requirements; and

WHEREAS, having considered the matter, the Cape May City Council has determined that it is in the best interest of the public health, safety, and general welfare to amend the code to implement the recommendations contained in Planning Board Resolution No. 07-22-2025:2 attached hereto as EXHIBIT A and incorporated herein by reference; and

WHEREAS, City Council has further determined that all applications for the installation or construction of accessory swimming pools, shall be subject to review by the Fire Department prior to the issuance of a zoning permit; and

WHEREAS, pursuant to N.J.S.A. 40:55D-26, prior to the final adoption of this development regulation, the City Council has reviewed the report and any recommendation of the Planning Board.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Cape May as follows:

SECTION 1. Section 525-62 of the City Code is hereby amended as follows (with ~~striketrough~~ portions indicating deleted language and **bold/underlined** portions indicating new language):

§ 525-62 Private and semiprivate recreational facilities.

For purposes of this section, "private" shall mean personal use or use by members only. "Semiprivate" shall mean use if accompanied by a member.

A. Swimming pools.

- (1) All swimming pools, including any aprons, walkways, or patios connected with any swimming pool; (a) shall be at least 10 feet from any property line; (b) may not be within the required front yard setback area; and (c) shall be set back from the front

property line by a distance greater than the actual front yard setback of the principal structure to which the swimming pool is accessory.

- (2) All swimming pools, measured from the waters edge, shall be at least 10 feet from any principal structure; provided that this Subsection A(2) shall not apply to any swimming pool which (a) is wholly above grade; (b) occupies an area less than 100 square feet; and (c) is covered by a rigid cover when not in use.
- (3) All swimming pools shall be enclosed by a fence as required by state law and shall comply with the requirements of the Historic Preservation Commission, as applicable, and the guidelines adopted pursuant to Article VIII of this chapter.
- (4) All swimming pools shall provide a four-foot-wide planted green space along the rear and side property lines within the rear yard, to increase infiltration, add additional buffering, improve aesthetics, and provide space for grading and the conveyance of stormwater. Plant selection shall conform to the following general design principles:
 - (a) All landscape plants shall be typical full specimens to provide an effective buffer for the location of the pool consistent with the requirements herein. The Environmental Commission and Shade Tree Commission may provide an informational list of recommended plantings.
 - (b) Local soil conditions and water availability shall be considered in the plant selection. All plants shall be tolerant of specific site conditions.
 - (c) Landscaping shall not inhibit access by emergency vehicles or inhibit visibility within required vehicular sight triangles.
 - (d) Irrigation systems are recommended for all new plantings. Draught-resistant plantings are also recommended.
 - (e) Deciduous shade trees shall have a minimum caliper of 2 1/2 inches. Ornamental trees shall be a minimum six feet in height. Evergreen trees shall be a minimum six feet in height. The spacing of all trees shall be a maximum of 12 feet on center so that a continuous buffer is provided. These shall be the minimum measurements at the time of planting.
 - (f) All trees shall be planted with proper subterranean preparation of the ground.
 - (g) A shed, garage, or similar existing accessory structure may serve as part of the "buffer" area contemplated herein for purposes of surrounding the pool, so long as it provides substantially similar protection and complies with all other applicable codes and regulations.

(5) For the avoidance of any doubt, the bulk requirements set forth herein for swimming pools are established to advance the following public health, safety, and general welfare objectives:

(a) Ensure adequate access for emergency response personnel, including but not limited to firefighters and emergency medical services, by providing sufficient space for staging, movement, and operational clearance around the entirety of the pool structure and other nearby structures;

(b) Enhance life safety by maintaining an unobstructed perimeter to facilitate prompt and effective emergency access from multiple directions;

(c) Preserve adequate light, air, and open space on the lot and for adjacent properties, thereby reducing the potential for overcrowding and minimizing adverse impacts on neighboring uses; and

(d) Promote orderly development consistent with sound planning and zoning principles, including the mitigation of hazards and detrimental impacts associated with proximity between pools, structures, and property boundaries.

(6) All applications for the installation or construction of accessory swimming pools, whether or not any variance relief is required, shall be subject to review by the Fire Department Chief, or his designee, prior to the issuance of a zoning permit. The purpose of this review is to ensure that the proposed pool location, access, and surrounding conditions do not interfere with fire department operations, access routes, or fire safety requirements.

SECTION 2. All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed, to the extent of such conflict or inconsistency. Should any portion of this Ordinance be adjudged by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or repeal the remainder of this Ordinance.

SECTION 3. This ordinance shall take effect 20 days after passage and publication, according to law.

ATTEST:

CITY OF CAPE MAY, a municipal corporation of
the State of New Jersey

Erin C. Burke, City Clerk

BY: _____
Zachary M. Mullock, Mayor

NOTICE

Ordinance 574-2025 was introduced at a regular meeting of the City Council of the City of Cape May, held on August 5, 2025 and was further considered for final passage during a meeting of the City Council, to be held at the Cape May City Hall Auditorium, 643 Washington Street, Cape May, New Jersey, on September 3, 2025 at 5:00 P.M. at which time a Public Hearing was held.

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

Introduced: August 5, 2025
1st Publication: August 13, 2025
2nd Reading & Adoption: September 3, 2025
Final Publication: September 10, 2025
Effective Date: September 30, 2025

EXHIBIT A

Planning Board Resolution No. 07-22-2025:2 and
May 9, 2025 Memorandum to the Planning Board prepared by Craig R. Hurless, PE, PP, CME

RESOLUTION NO. 08-26-2025: 3
FINDINGS OF FACT AND CONCLUSIONS OF LAW OF THE
CITY OF CAPE MAY PLANNING BOARD

WHEREAS, the City of Cape May Planning Board at its regular meeting on August 26, 2025 discussed and considered the Master Plan recommendations regarding pool regulations in the City of Cape May as well as proposed Ordinance No. 574-2025;

WHEREAS, the City of Cape May Planning Board is tasked pursuant to N.J.S.A 40:55D-26 and 62 to review any change to the zoning ordinance for consistency with the Master Plan, and report thereon, and also to make recommendations regarding zoning ordinances as requested by the Governing Body; and

WHEREAS, the City of Cape May Planning Board has been presented with and considered the report of the Board Planner Craig Hurless of Hurless Planning and Engineering dated May 9, 2025 (“Hurless Recommendation”) as well as his written review dated August 22, 2025 and oral report on August 26, 2025 regarding the regulation of pools and proposed Ordinance No. 574-2025;

NOW THEREFORE, BE IT RESOLVED, the City of Cape May Planning Board has determined to make the following recommendations:

1. The Board accepts and adopts the findings of its Board Planner Craig Hurless as set forth in his report dated May 9, 2025 and as orally presented on August 26, 2025, and recommends and approves the adoption of proposed Ordinance No. 574-2025 as consistent with the purposes and objectives of the Master Plan and purposes of zoning set forth in N.J.S.A. 40:55D-2, as well as those specifically identified in the body of the proposed Ordinance. The Board also acknowledges and appreciates that the Ordinance reflects the governing body’s consideration of the recommendations of the Planning Board set forth in Resolution No. 07-22-2025:2.

I hereby certify the foregoing to be an original resolution adopted by the Planning Board of the City of Cape May at a meeting held on August 26, 2025.



Karen Keenan, Board Secretary

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Mr. Riggs	X					
Mr. Gorgone	X					
Mayor Mullock			X			
Deputy Mayor McDade	X					X
Mrs. Reed	X				X	
Mr. Crowley	X					
Mr. Lundholm	X					
Mr. Padussis, Alt. 1	X					
Mr. Crippen, Alt. 2			X			
Mr. Jones			X			
Mr. Bezaire	X					

cc:City Council via City Clerk
 Zoning Board of Adjustment

Craig R. Hurless, PE, PP, CME

MEMORANDUM

TO: Cape May City Planning Board

DATE: August 22, 2025

FROM: Hurless Planning & Engineering
Craig R. Hurless, PE, PP, CME
Planning Board Engineer & Planner

RE: **Cape May Master Plan Consistency Review
Ordinance 574-2025 AN ORDINANCE AMENDING
ZONING CODE TO CONFIRM THE INTENT AND
PURPOSE OF POOL SETBACK REQUIREMENTS
HPE No. 1206.09**

DESCRIPTION:

The Master Plan Reexamination was adopted on March 12, 2019 by the City of Cape May Planning Board pursuant to Resolution 03-12-2019:3. The Master Plan represents the City's vision for itself and a means for guiding land development policy and planning decisions. Once adopted by the Planning Board, the Master Plan serves as the basis for governing land use throughout the City on both a private and public level. Goals and objectives serve as the crux of the Master Plan, outlining a vision for a community and delineate actions that can achieve that vision.

Ordinance No. 574-2025 has been forwarded for master plan consistency review and recommendation. The ordinance is titled "AN ORDINANCE AMENDING ZONING CODE TO CONFIRM THE INTENT AND PURPOSE OF POOL SETBACK REQUIREMENTS". I offer the following comments for review:

RECEIVED

AUG 22 2025

CITY OF CAPE MAY

MASTER PLAN CONSISTENCY REVIEW COMMENTS:

As part of the consideration of any proposed land use ordinances, a Master Plan consistency review is conducted. The specific language and recommendations contained in the 2019 Master Plan, Section 3.10 of the Land Use Element of the Master Plan Reexamination that relate to the proposed ordinance are as follows:

3.10 Recommended Changes in the City's Master Plan, Development Regulations, and Zoning Map

Cape May's current master planning reexamination efforts represent the first comprehensive reexamination of land use changes in almost a decade. Sea level rise, resiliency planning, flood insurance and affordable housing changes, demographic and economic change further demonstrated the need to reform or amend the City's zoning code to facilitate appropriate and resilient development. This Master Plan Reexamination has resulted in the following recommendations:

19. *Discuss and possibly address standards for pool regulations. Swimming pools are currently counted towards lot coverage. Citing Cape May's summer tourism and homeowner/tourists expectations, consideration of relaxing pool regulations has been mentioned with the possibility of evaluating lot coverage requirements and pools. Overdevelopment of lots and impacts from pools has been cited as concerns. No recommendation is made at this time. Further study and discussion should be made to develop any pool-related recommendations.*

CONSISTENCY REVIEW COMMENTS:

- 1) The following Ordinance changes are proposed:

SECTION 1. Section 525-62 of the City Code is hereby amended as follows (with ~~strickethrough~~ portions indicating deleted language and **bold/underlined** portions indicating new language):

§ 525-62 Private and semiprivate recreational facilities.

For purposes of this section, "private" shall mean personal use or use by members only. "Semiprivate" shall mean use if accompanied by a member.

A. Swimming pools.

- (1) All swimming pools, including any aprons, walkways, or patios connected with any swimming pool; (a) shall be at least 10 feet from any property line; (b) may not be within the required front yard setback area; and (c) shall be set back from the front property line by a distance greater than the actual front yard setback of the principal structure to which the swimming pool is accessory.

- (2) All swimming pools, measured from the waters edge, shall be at least 10 feet from any principal structure; provided that this Subsection A(2) shall not apply to any swimming pool which (a) is wholly above grade; (b) occupies an area less than 100 square feet; and (c) is covered by a rigid cover when not in use.
- (3) All swimming pools shall be enclosed by a fence as required by state law and shall comply with the requirements of the Historic Preservation Commission, as applicable, and the guidelines adopted pursuant to Article VIII of this chapter.
- (4) All swimming pools shall provide a four-foot-wide planted green space along the rear and side property lines within the rear yard, to increase infiltration, add additional buffering, improve aesthetics, and provide space for grading and the conveyance of stormwater. Plant selection shall conform to the following general design principles:
 - (a) All landscape plants shall be typical full specimens to provide an effective buffer for the location of the pool consistent with the requirements herein. The Environmental Commission and Shade Tree Commission may provide an informational list of recommended plantings.
 - (b) Local soil conditions and water availability shall be considered in the plant selection. All plants shall be tolerant of specific site conditions.
 - (c) Landscaping shall not inhibit access by emergency vehicles or inhibit visibility within required vehicular sight triangles.
 - (d) Irrigation systems are recommended for all new plantings. Draught-resistant plantings are also recommended.
 - (e) Deciduous shade trees shall have a minimum caliper of 2 1/2 inches. Ornamental trees shall be a minimum six feet in height. Evergreen trees shall be a minimum six feet in height. The spacing of all trees shall be a maximum of 12 feet on center so that a continuous buffer is provided. These shall be the minimum measurements at the time of planting.
 - (f) All trees shall be planted with proper subterranean preparation of the ground.
 - (g) A shed, garage, or similar existing accessory structure may serve as part of the "buffer" area contemplated herein for purposes of surrounding the pool, so long as it provides substantially similar protection and complies with all other applicable codes and regulations.
- (5) **For the avoidance of any doubt, the bulk requirements set forth herein for swimming pools are established to advance the following public health, safety, and general welfare objectives:**
 - (a) **Ensure adequate access for emergency response personnel, including but not limited to firefighters and emergency medical services, by providing**

sufficient space for staging, movement, and operational clearance around the entirety of the pool structure and other nearby structures;

(b) Enhance life safety by maintaining an unobstructed perimeter to facilitate prompt and effective emergency access from multiple directions;

(c) Preserve adequate light, air, and open space on the lot and for adjacent properties, thereby reducing the potential for overcrowding and minimizing adverse impacts on neighboring uses; and

(d) Promote orderly development consistent with sound planning and zoning principles, including the mitigation of hazards and detrimental impacts associated with proximity between pools, structures, and property boundaries.

(6) All applications for the installation or construction of accessory swimming pools, whether or not any variance relief is required, shall be subject to review by the Fire Department Chief, or his designee, prior to the issuance of a zoning permit. The purpose of this review is to ensure that the proposed pool location, access, and surrounding conditions do not interfere with fire department operations, access routes, or fire safety requirements.

- 2) City Council has proposed this ordinance in response to the Board's recommendation. The Board may find that the proposed changes are consistent with the Master Plan as the proposed ordinance is consistent with the stated goals, objectives, and recommendations cited above. The Board should discuss the proposed ordinance changes. Other recommendations for changes may also be forwarded to the governing body for consideration.

Should there be any questions regarding the contents of this report, please feel free to contact this office.

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

ORDINANCE NO. 575 - 2025

AN ORDINANCE AMENDING CHAPTER 310 OF THE CODE OF THE CITY OF CAPE MAY, CONCERNING LICENSING AND PERMITS TO UPDATE FEES AND COSTS ASSOCIATED WITH SPECIAL EVENTS AND USE OF PUBLIC PROPERTY

WHEREAS, Section 310 of the City of Cape May Municipal Code provides for general licensing and permits for certain activities within the City of Cape May; and

WHEREAS, the City Council of the City of Cape May as determined that it is in the best interests of the public health, safety, and general welfare to update the fees and costs associated with Special Events Permits pursuant to Chapter 310, Article V and Use of Public Facilities Permits pursuant to Chapter 310, Article VI.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Cape May in the County of Cape May and State of New Jersey as follows:

SECTION 1. Section 310-51 of the Code of the City of Cape May is hereby amended as follows (with ~~strikethrough~~ portions indicating deleted language and **bold/underline** indicating new language):

§ 310-51 Fees.

- A. The applicant shall pay a non-refundable application processing fee with each application **as shown on Schedule A (Chapter 310 Fees for Special Events and Permits for Use of Public Property). Schedule A may be amended by further Resolution of City Council.** as follows:
- (1) ~~For any nonprofit organization pursuant to both state and federal law with proof of tax-exempt status: \$25.~~
- (2) ~~For all other applicants: \$50.~~
- B. In addition to the fees imposed in Subsection A above, any application submitted less than 45 days prior to the scheduled event shall be subject to an additional non-refundable \$50 “rush” review and administration fee payable at the time of application submittal.
- C. In all cases, and including “rush” review applications, the City shall be entitled to such time as reasonably necessary to review and issue a determination considering the timing, scope, and information provided for the application.
- D. In the event that the proposed activity or event requires expenditure of additional City resources, including but not limited to Police Department, Fire Department,

Department of Public Works, Recreation Department and/or Emergency Medical Services salaries, wages, or other expense, the applicant shall be responsible for all additional costs incurred **and as shown on Schedule A (and as may be amended by Resolution of City Council)**. For example, special events may require extra-duty police officers pursuant to § 81-12 of the City Code to monitor and provide traffic direction, or other City personnel, and in such cases the costs of the same will be estimated by the City and provided in advance. A deposit of 100% of the estimated costs shall be paid not less than five days before the event.

SECTION 2. Section 310-59 of the Code of the City of Cape May is hereby amended as follows (with ~~strikethrough~~ portions indicating deleted language and **bold/underline** indicating new language):

§ 310-59 Fees.

A. The applicant shall pay a NON-REFUNDABLE application processing fee with each application **as shown on Schedule A (Chapter 310 Fees for Special Events and Permits for Use of Public Property)**. **Schedule A may be amended by further Resolution of City Council** as follows:

(1) ~~Twenty five dollars for any nonprofit organization pursuant to both state and federal law with proof of tax-exempt status;~~

(2) ~~One hundred dollars for all other applicants.~~

B. In the event that the proposed activity or event requires expenditure of additional City resources, including but not limited to Police Department, Fire Department, Department of Public Works, Recreation Department and/or Emergency Medical Services salaries, wages, or other expense, the applicant shall be responsible for all additional costs incurred and as shown on Schedule A and as amended by Resolution. For example, special events may require extra-duty police officers pursuant to § 81-12 of the City Code to monitor and provide traffic direction, or other City personnel, and in such cases the costs of the same will be estimated by the City and provided in advance. A deposit of 100% of the estimated costs shall be paid not less than five days before the event.

SECTION 3. The “Schedule A” referenced above is set forth below and may be amended by further Resolution of City Council. Any amendment to “Schedule A” shall be made available on the City’s official website in a location easily accessible by the public:

CAPE MAY CITY
CHAPTER 310 FEES - SCHEDULE A
ARTICLE V SPECIAL EVENTS and ARTICLE VI PERMITS FOR USE OF PUBLIC PROPERTY

ARTICLE V - 310-51A FEES

	Private Entity	Nonprofit with legal Cape May Residence
Application Fee	\$50.00	\$25.00

ARTICLE VI - 310-59A FEES

RECREATION		
Camp Cape May (Full Summer)	\$1,200.00	
Camp Cape May (Weekly)	\$250.00	
Wee Play (1 Day)	\$50.00	
Wee Play (2 Days)	\$90.00	
Wee Play (3 Days)	\$120.00	
Fitness Classes	\$10.00	\$60.00 Fitness Pass (10)
Pool - Adult Swim	\$2.00	
Pool - Family, Lap or Open	\$5.00	\$40 Pool Pass
Roller Skating - Admission and Skate Rental	\$5.00	Per Person, Per Skate Rental
Roller Skating - Blade Rental	\$7.00	Per Person, Per Blade Rental
Pickleball	\$5.00	Per Person, Per Session
Peloton Bike	\$10.00	per hour

	Private Entity	Nonprofit with legal Cape May Residence

CONVENTION HALL RENTAL

Convention Hall (Wedding)	\$11,000.00		Per Day (Up to 24 Hours)
Convention Hall Beach (Ceremony Only)	\$1,000.00		Up to 90 Minutes
Convention Hall (Non-Wedding)	\$3,000.00	\$1,500.00	Per Day (Up to 24 Hours)
Hall A	\$1,000.00	\$500.00	Per Day (Up to 24 Hours)
Hall B	\$2,000.00	\$1,000.00	Per Day (Up to 24 Hours)
Community Room	\$500.00	Complimentary	Per Day (Up to 24 Hours)

Catering Kitchen	Included	Included	*Catering Kitchen must be kept in same order as arrival and Outside Caterer will be permitted to sign waiver.
Deck Rental/incl. Atrium Area	\$2,000.00	\$1,000.00	Per Day (Up to 24 Hours)

CAPE MAY CITY
CHAPTER 310 FEES - SCHEDULE A
ARTICLE V SPECIAL EVENTS and ARTICLE VI PERMITS FOR USE OF PUBLIC PROPERTY

COMMUNITY CENTER RENTAL			
Community Center	\$150.00	\$75.00	Per Hour, Existing Set Up & Programs

USE OF PUBLIC PROPERTY *	Residents / Non-Profit	Non-Residents	
Kiwanis Park	\$100.00	\$200.00	Up to 4 Hours; \$50 Per Additional Hour
Rotary Park	\$500.00	\$750.00	Up to 4 Hours; \$50 Per Additional Hour
Lafayette St. Park			
Lafayette St. Park (Per Day)			
Harborview Park	\$100.00	\$150.00	Up to 4 Hours; \$50 Per Additional Hour
Soldiers and Sailors Park	\$100.00	\$200.00	Up to 4 Hours; \$50 Per Additional Hour
Sunset Pavilion/Cove Beach	\$250.00	\$500.00	Up to 4 Hours; \$50 Per Additional Hour
Beach Sporting Event	\$200.00	\$400.00	Per Day
Beach Concert (Under 100 Guests)	\$500.00	\$750.00	Per Day
Beach Concert (101 - 500 Guests)	\$750.00	\$1,000.00	Per Day
Beach Concert (500+ Guests)	\$1,000.00	\$1,500.00	Per Day
Race/Run/Walk/Bike	\$100.00	\$200.00	Per Day

*Plus Personnel and Maintenance Fees (Public Safety, Trash, Lawn Maintenance, Overtime Rates, etc. if applicable) to be determined by City Manager or Department Heads

FILMING *	Major Film	Basic/Educational/ Student Filming
Application Fee	\$100.00	\$25.00
Daily Film rate on City Property/ Streets	\$150.00	\$0.00

*Plus Personnel and Maintenance Fees (Public Safety, Trash, Lawn Maintenance, Overtime Rates, etc. if applicable) to be determined by City Manager or Department Heads

CAPE MAY CITY
CHAPTER 310 FEES - SCHEDULE A
ARTICLE V SPECIAL EVENTS and ARTICLE VI PERMITS FOR USE OF PUBLIC PROPERTY

EXPENDITURE OF ADDITIONAL CITY RESOURCES
ARTICLE V - 310-51D
ARTICLE VI - 310-59B

PERSONNEL		
Police Presence (Per Off-Duty Officer)	\$100.00	Per Officer, Per Hour
EMT/Ambulance	\$150.00	Per Ambulance, Per Hour; \$50 for each additional EMT
Fire Engine	\$150.00	Per Fire Engine, Per Hour
Firefighter	\$100.00	Per Firefighter, Per Hour
Public Works Supervisor	\$100.00	Per Supervisor, Per Hour (4 Hour Minimum)
Lifeguard	\$100.00	Per Lifeguard, Per Hour
Convention Hall Supervisor	\$100.00	Per Hour, Per Supervisor (4 Hour Minimum)
Sound & Lighting Technician	\$100.00	Per Hour, Per Technician (4 Hour Minimum)

*Fees include Personnel during the hours of Monday - Friday 7 AM - 4 PM; Rates will be adjusted 1.5 times if requested outside of these hours.

Equipment/ Supplies		
Trash Can	\$2.00	Each
Recycling Bin	\$2.00	Each
Cones	\$1.00	Each
Crowd Control Fencing	\$5.00	Per Section
City Street Closure	\$150.00	Per Day
Banner (Set Up or Tear Down)	\$100.00	Per Two Staff, Per Hour
Barricade (Set Up or Remove)	\$50.00	Per Staff, Per Hour
Electric	\$25.00	Per Day, Per Connection
Lights (Fields and Parks)	\$50.00	Up to 4 Hours
Box Office	\$100.00	Per Day

IT (Wes - Barber Consulting)		
Technician	\$90.00	Per Hour

SECTION 4. All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed, to the extent of such conflict or inconsistency.

SECTION 5. Should any section, paragraph, sentence, clause or phase of this Ordinance be declared unconstitutional or invalid for any reason, the remaining portions of this Ordinance shall not be affected thereby and shall remain in full force and effect, and to this end the provisions of this Ordinance are hereby declared to be severable.

SECTION 6. This Ordinance shall become effective 20 days after final passage and publication, according to law.

ATTEST:

CITY OF CAPE MAY, a municipal corporation
of the State of New Jersey

Erin C. Burke, City Clerk

BY: _____
Zachary M. Mullock, Mayor

NOTICE

Ordinance 575-2025 was introduced at a regular meeting of the City Council of the City of Cape May, held on August 5, 2025 and was further considered for final passage during a meeting of the City Council, to be held at the Cape May City Hall Auditorium, 643 Washington Street, Cape May, New Jersey, on September 3, 2025 at 5:00 P.M. at which time a Public Hearing was held.

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

Introduced: August 5, 2025
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cc: Civic Affairs
 CFO

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION NO. 264-09-2025

**RESOLUTION AUTHORIZING AGREEMENT FOR
2025 FALL RECREATION PROGRAM
FOR SKYHAWKS & SUPERTOTS SPORTS ACADEMY**

WHEREAS, Cape May owns various park and public facilities suited to recreation and intends to provide a wide variety recreational opportunities for residents and visitors. Skyhawks provides various sports programs including lacrosse, cheer, volleyball and related camps throughout the United States and intends to provide a program in the City of Cape May; and

WHEREAS, the City previously authorized an agreement with Skyhawks to provide for multiple events and on financial terms that are designed to be beneficial to the parties and cost effective to the City of Cape May; and

WHEREAS, Skyhawks has proposed additional programs for Fall of 2025 pursuant to the schedule of events attached hereto as EXHIBIT A and incorporated herein by reference; and

WHEREAS, the Agreement may be awarded pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., which provides for the award of contract for an amount less than the bid threshold but fifteen percent or more of that amount by obtaining two competitive price quotations, if practicable.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cape May that:

1. The Recital paragraphs are hereby incorporated into this Resolution as if set forth at length.
2. City Council hereby authorizes an amendment to the agreement with SKYHAWKS & SUPERTOTS SPORTS ACADEMY, c/o Miranda Duca with an address of PO Box 182, Dennisville, New Jersey 08214 in the form attached hereto as EXHIBIT A and incorporated herein by reference.
3. The Mayor, City Clerk, and all other appropriate city officials are hereby authorized to execute all documents required to consummate this contract award.
4. The Contractor shall provide a Business Disclosure Entity Certification and Political Contribution Disclosure Certification which shall be placed on file with this resolution, and that the Contractor will be prohibited from making any reportable contributions through the term of the contract.
5. This Resolution shall take effect immediately upon passage, according to law.

I, Erin C. Burke, City Clerk of the City of Cape May, County of Cape May, State of New Jersey, do hereby certify the foregoing is a correct and true original Resolution adopted by the City Council of the City of Cape May at a meeting held on September 3, 2025.

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

cc: Civic Affairs/Recreation

“EXHIBIT A”

AGREEMENT FOR FALL RECREATION PROGRAM

This **AGREEMENT** is made this ___ day of September 2025, by **SKYHAWKS & SUPERTOTS SPORTS ACADEMY**, c/o Miranda Duca with an address of PO Box 182, Dennisville, New Jersey 08214 (“Skyhawks” or “Vendor”) and **THE CITY OF CAPE MAY**, A New Jersey Municipal Corporation with offices located at 643 Washington Street, Cape May, New Jersey 08204 (“the City”).

WHEREAS, Cape May owns various park and public facilities suited to recreation and intends to provide a wide variety recreational opportunities for residents and visitors; and

WHEREAS, Skyhawks provides various sports programs including field hockey, volleyball and soccer training and camps throughout the United States and intends to provide a program in the City of Cape May; and

WHEREAS, having reviewed their experience, credentials, and qualifications, Cape May desires to enter an agreement with Skyhawks for the limited use of park and public facilities as set forth herein; and

WHEREAS, the City and Skyhawks have agreed to terms that will provide for multiple events and on financial terms that are designed to be beneficial to the parties and cost effective to the City of Cape May; and

WHEREAS, the Agreement may be awarded pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., which provides for the award of contract for an amount less than the bid threshold but fifteen percent or more of that amount by obtaining two competitive price quotations, if practicable.

NOW THEREFORE, in exchange for consideration, receipt and sufficiency of which is hereby acknowledged, the undersigned parties hereby agree as follows:

1. **DATES AND TERM.** The City hereby authorizes Vendor to conduct the following recreation camp and training activities, specifically on the following dates and times:

Soccer Tots

Dates: Mondays 9/15/25 – 10/20/25

Time: 5:00 PM – 5:30 PM (Ages 2-3) and 5:45 PM – 6:15 PM (Ages 3-4.5)

Location: Lafayette Street Park or TBD based on construction

2. **DUTIES.** Vendor shall be responsible for all expenses associated with the camp, including but not limited to: staffing, registration and marketing. Vendor shall ensure all equipment and materials are removed from the facility after operations are concluded for the day, unless otherwise authorized by the City Manager. The City shall not be liable, in any fashion, for any items, equipment, or personal property left at the facility.

Vendor will coordinate with the City for promotion of the event. The City reserves the right, from time to time, to request performance updates from Vendor and make reasonable requests for information it deems necessary to evaluate whether Vendor is performing its obligations under the contract.

3. **COMPENSATION.** Vendor will pay the City 20% per registered participant. The total amount due to the City will be paid upon closure of registration. Vendor shall provide a detailed report of registration and the payment due to the City. The Report and Payment shall be made within seven (7) calendar days from the close of registration.
4. **INSURANCE.** Vendor shall maintain, at its expense, the following insurance coverage for the entire time City property is used: (A) Commercial General Liability with a \$1,000,000 and \$2,000,000 Aggregate per occurrence for Bodily Injury, Personal and Advertising Injury and Property Damage including Blanket Contractual Liability, Products Liability. Vendor's insurance to be primary and non-contributory. 30-day notice of intent to cancel, non-renew, or make material change in coverage. The City to be named as "Additional Insured." Vendor shall indemnify and Hold the City Harmless from and against any and all claims arising from the operations and services of the Vendor; and (B) Workers compensation insurance as required by law. All insurance shall be written by a solvent insurance carrier licensed to do business in New Jersey and reasonably acceptable to the City or submit a letter stating Vendor has no employees and will hold the City harmless against personal injury, death or loss of property.
5. **GENERAL PROVISIONS:**
 - (i) Notwithstanding the Vendor being an independent agent and not an employee of the City, the Vendor acknowledges and agrees to adopt and incorporate the City's *Protection and Safe Treatment of Minors Policy* which is attached hereto as an Exhibit to the agreement and incorporated herein by reference. The vendor shall be responsible for continued implementation of the same during the term of any agreement with the City.
 - (ii) Vendor will indemnify, defend and hold the City, and its officers and employees, harmless against claims of any kind arising out of the performance of this agreement.
 - (iii) In performance of its obligations under this agreement, Vendor will comply with all state, federal and local laws, rules and regulations, including state and federal civil rights acts and prohibitions against disability discriminations.
 - (iv) The Vendor acknowledges and agrees that the City shall not be responsible for any delays, interruptions, or cancellations of camp events due to inclement weather conditions, including but not limited to rain, wind, extreme heat, or other adverse weather conditions. The Vendor shall be solely responsible for monitoring weather conditions and making any necessary decisions regarding the delay, interruption, or cancellation of camp events. The Vendor shall promptly notify participants and their guardians of any decisions related to delays or cancellations of camp events due to inclement weather. The City shall not be responsible for any costs or expenses incurred by the Vendor or participants as a result of such delays or cancellations. In the event of a delay or cancellation due to inclement weather, the Vendor may, at its discretion and expense, propose alternative arrangements for the continuation of camp events, provided that such arrangements do not conflict with the City's policies or the availability of public property. In that event, the Director of Recreation shall have the authority to reschedule the dates and times set forth in this contract, provided that the replacement dates and times substantially conform to the original schedule and do not conflict with other City recreation programs or activities.

- (v) All notices or communications pertaining to this agreement shall be in writing and shall be sent to the appropriate party by registered or certified mail, return receipt requested, as follows:

As to Vendor:

Skyhawks & SuperTots Sports Academy (SSA)
Contact: Miranda Duca
PO Box 182 Dennisville, NJ 08214
mduca@skyhawks.com
(609) 525-4096

As to the City:

City Clerk & City Manager
643 Washington Street,
Cape May, NJ 08204

With a copy to:

Christopher Gillin-Schwartz, City Solicitor City of Cape May
Gillin-Schwartz Law LLC , 1252 NJ Route 109
Cape May, NJ 08204

- (vi) This agreement may not be assigned.
- (vii) This agreement shall be governed by New Jersey Law and including issues as to choice of law. All actions to enforce or interpret this agreement shall be brought in the Superior Court of New Jersey, Cape May County.
- (viii) The provisions of this agreement are severable, and the invalidity of any one provision shall not render invalid the remainder of the agreement.
- (ix) The undersigned parties hereto agree that this Agreement may be executed in any number of counterparts, including counterparts transmitted by email or facsimile, which shall constitute an original of this document. The terms of this Addendum shall supersede and prevail over any inconsistent terms in the Agreement and all other provisions not in conflict with this Addendum shall be given full force and effect.

(Signature Page to Follow)

Attest:

Erin C. Burke, City Clerk

Attest:

CITY OF CAPE MAY

Zachary M. Mullock, Mayor

Dated:

VENDOR



Miranda Duca, *Individually and as Authorized Representative of*
Skyhawks & SuperTots Sports Academy

Dated: 08/20/2025

EXHIBIT TO VENDOR AGREEMENT

CITY OF CAPE MAY – PROTECTION AND SAFE TREATMENT OF MINORS POLICY

Protection and Safe Treatment of Minors Policy:

Purpose and Scope:

Under New Jersey law (N.J.S.A. 6-8.21), an abused or neglected child is anyone “under the age of 18 who is caused harm by a parent, guardian or other person having custody or control of that minor.” A child who is under the age of eighteen (18) is considered to be abused or neglected when a parent, caregiver, another child or another adult does one or more of the following:

1. Inflicts or allows to be inflicted physical injury by other than accidental means that creates substantial harm or risk of substantial harm, and/or
2. Fails to provide proper supervision or adequate food, clothing, shelter, education or medical care although financially able or assisted to do so, and/or
3. Commits or allows to be committed an act of sexual abuse against a child.

Child abuse can have long-term effects on victims. A lack of trust and difficulty with healthy relationships is common, as is a core feeling of worthlessness and low self-esteem. There may even be long-term trouble with regulating emotions that can lead to destructive behaviors.

There are typically four common types of abuse:

- The failure to meet a child’s basic needs, physically or emotionally, which is called ***neglect***.
- The intentional use of physical force that results in injury, which is called ***physical abuse***.
- The practice of any behaviors that harm a child’s feelings of self-worth or emotional well-being, which is ***emotional abuse***.
- Engaging in sexual acts with a child including pornography, which is ***sexual abuse***.

In the State of New Jersey, every level of government has a role in protecting minors.

- At the State level:
 - State law is enforced through the NJ Family Division of the State court system. The court has broad powers including the ability to remove children from dangerous situations.
 - The Department of Children and Families, specifically the Division of Child

Protection and Permanency, combines all state operations intended to safeguard children into a single, coordinated program working closely with the Courts, legal advocates and law enforcement.

- The Department of Corrections operates adult prisons and youth correctional centers to deal with perpetrators, while individual counties operate youth detention centers and special purpose schools.
- At the local level:
 - Educational professionals have the most contact with children, meaning they are often the first to detect issues.
 - Municipalities and counties operate or sponsor a variety of programs that involve children including, but not limited to:
 - Recreation programs
 - Before and After Care programs
 - Youth sports leagues
 - Youth centers
 - Youth in Government programs
 - Junior law enforcement training programs
 - The role of **Police and law enforcement agencies** is especially important. Police officers assist in resolving reported situations, often acting as first identifiers. In New Jersey, police are given broad authority to protect children, including the authority to remove them from their parents or caregivers without a court order if necessary to prevent imminent danger to a child. Under the Prevention of Domestic Violence Act, a law enforcement officer must make an arrest when the officer finds “probable cause” that domestic violence has occurred. This holds even if the victim refuses to make a complaint. The Act is invoked in situations where the victim exhibits signs of injury caused by domestic violence, when a warrant is in effect, or when there is probable cause to believe that a weapon has been involved in an act of domestic violence. Abusers often use psychological tactics or coercive control over their partners, such as making threats to prevent a victim from leaving or contacting friends, family or police. But even if these conditions are not met, an officer may still make an arrest or sign a criminal complaint if there is probable cause to believe acts of domestic violence have been committed. Now if there is no visible sign of injury but the victim states that an injury did, in fact, occur, the officer must take other factors into consideration in determining probable cause.

The City is committed to the safety of all individuals in its community, however, the City has a particular concern for those who are potentially vulnerable, including minor children. The City regards the abuse of children as abhorrent in all its forms and pledges to hold its officials, employees and volunteers to the highest standards of conduct in interacting

with children.

The City is fully committed to protecting the health, safety and welfare of minors who interact with officials, employees, and volunteers of the City to the maximum extent possible. This Policy establishes the guidelines for officials, employees, and volunteers who set policy for the City or may work with or interact with individuals under 18 years of age, and those who supervise employees, and volunteers who may work or interact with individuals under 18 years of age, with the goal of promoting the safety and wellbeing of minors.

All officials, employees, and volunteers are responsible for understanding and complying with this policy.

Definitions:

- **Authorized Adult** – Individuals, age 18 or older, paid or unpaid, who interact with, supervise, chaperone, or otherwise oversee and/or interact with minors in program activities, recreational, and/or residential facilities. The Authorized Adults' roles may include positions as counselors, chaperones, coaches, instructors, etc.
- **Child or Minor** – A person under the age of eighteen (18).
- **Department Heads** – Appointed department heads of the Employer, including the chief administrative officer, and any assistants.
- **Direct Contact** – Positions with the possibility of care, supervision, guidance or control of children or routine interaction with children.
- **Dual Reporting** – Reporting possible abuse to both the NJ Department of Children and Families and law enforcement at the same time by the individual designated by the Employer to report all possible cases of abuse.
- **Employees, Staff, or Counselors** – Persons working for the Employer on a full-time or part-time basis, and compensated by the Employer.
- **Facilities** – Facilities owned by, under the control of, or rented or leased to the Employer.
- **Grooming** – Is when someone builds a relationship, trust and emotional connection with a child or young person so they can manipulate, exploit and abuse them.
- **NJMEL JIF** – New Jersey Municipal Excess Liability Joint Insurance Fund.
- **Officials** – Elected officials of the Employer, appointed Board members, and Authority Commissioners.

- **One-On-One Contact** – Personal, unsupervised interaction between any Authorized Adult and a participant without at least one other Authorized Adult, parent or legal guardian being present.
- **Programs** – Programs and activities offered or sponsored by the Employer.
- **Volunteers** – Individuals volunteering their time to provide services to the Employer who are not on the payroll and receive no compensation.

Policy:

The City is charged with protecting the health, safety, and welfare of all its citizens, including children under the age of 18. To that end, the City is firmly committed to protecting children under the care and supervision of the City from all forms of physical, mental, sexual, and emotional abuse. The City is committed to establishing and implementing safeguards to eliminate opportunities for abuse of children entrusted to the care of the City. The procedures outlined below shall apply to all officials, employees, and volunteers of the City.

Recruitment and Hiring of Employees and Vetting of Individuals Volunteering Their Time:

- i. All prospective employees and volunteers shall undergo a thorough and complete background check, including the following:
 1. For part-time summer employees who will be interacting with minors, including, but not limited to, camp counselors, coaches, and instructors:
 - a. National Database Criminal History Search
 - b. National Sex Offender Search
 - c. Social Security Trace/Validation
 2. For full-time employees in supervisory positions involving minors:
 - a. National Database Criminal History Search
 - b. National Sex Offender Search
 - c. Social Security Trace/Validation
 - d. Education Verification
 - e. Employment Verification
 - f. Credit Check
 - g. Motor Vehicle Record
 - h. Reference Check

The City will further attempt to verify any past employment for minors between 16 and 18 years of age, with the consent of the parents or guardians.

Written documentation of the background check shall be maintained by the City in perpetuity.

- ii. Background checks that disclose any negative or questionable results must be reviewed and approved by the City prior to the individual being hired and/or working with minors. Provisional hiring should not be permitted.
- iii. All prospective employees and volunteers must complete the training adopted by the City PRIOR TO starting employment or volunteer services. In addition to completing the training course adopted by the City, it is highly recommended that all volunteer coaches complete the Rutgers SAFETY Clinic course (Sports Awareness for Educating Today's Youth), which is a three-hour program that meets the "Minimum Standards for Volunteer Coaches Safety Orientation and Training Skills Programs" under N.J.A.C. 5:52 and provides partial civil immunity protection to volunteer coaches under the "Little League Law" (2A:62A-6 *et seq.*). Documentation verifying that the coaches watched and understood their responsibilities must be kept to confirm that the training was completed.
- iv. The City shall periodically re-check and document the Megan's Law directory for New Jersey to make certain that current employees are not listed.
- v. Once employed, Authorized Adults who are employed are required to notify the appropriate Human Resources representative of an arrest (charged with a misdemeanor or felony) or conviction for an offense within 72 hours of knowledge of the arrest or conviction in order to ascertain the fitness of those employees and volunteers to interact with children.

Procedures and Responsibilities of Officials:

Under New Jersey law, an official may be held liable for the abuse or neglect of a child if he or she fails to implement appropriate safeguards to protect the child while the minor has been entrusted to the care of the City. Most importantly, recent changes in the law in New Jersey extended the statute of limitations for child abuse and neglect cases substantially, thus placing local officials and employees at a far greater risk.

A valid cause of action can be filed by an alleged victim well after the official has left office. It is, therefore, critically important for officials to establish and monitor policies and procedures designed to safeguard minors entrusted to the care of the City.

- Officials of the City are required to:
 - i. Complete the initial training course adopted by the City, and any updated/refresher course, in order to better understand their legal duties and responsibilities under Federal and N.J. State Law. The

training program will include the following concepts:

- Recognizing the signs of abuse and neglect of minors.
 - Establishing guidelines for protecting minors from emotional and physical abuse and neglect.
 - Understanding and being prepared to implement the procedures necessary to eliminate opportunities for abuse.
 - Becoming familiar with the legal requirements to report suspected cases of abuse.
 - Fully understanding the legal consequences for not being diligent in making certain that employees of the City adhere to all policies and procedures as adopted.
- ii. Meet annually with all Department Heads to review the “Policy Addressing Sexual Abuse of Minors,” and to verify that the administration is adhering to this policy which includes all the following provisions. If the policy is not being adhered to, it is the legal obligation of the officials of the City to implement whatever changes are necessary as soon as possible to make certain the policy is followed.
- iii. Conduct random and unannounced visits to program sites to observe the setup of the programs and conduct of the employees and volunteers of the City.

Program Procedures:

The following policies shall apply to all programs offered by, sponsored by, or affiliated with the City. As an essential element of compliance with the overall objective of protecting and addressing the safe treatment of minors, the City shall:

- a. Establish a written procedure for the notification of the minor’s parent/legal guardian in case of an emergency, including medical or behavioral problems, natural disasters, or other significant program disruptions. Authorized Adults with the program, as well as participants and their parents/legal guardians, must be advised of this procedure in writing prior to the participation of the minors in the program. In addition, the City shall provide information to parents or legal guardians detailing the manner in which the participant can be contacted during the program.
- b. Make certain that all program participants provide a Medical Treatment Authorization form annually to the City.
- c. Implement and adopt a “Code of Conduct” for volunteer and paid staff members, which, at a minimum, will include the following:

Code of Conduct

- Staff members will, at all times, respect the rights of program participants and use positive techniques of guidance including positive reinforcement and encouragement.
- Staff members will portray a positive role model for youth by maintaining an attitude of respect, loyalty, patience, courtesy, tact, and maturity.
- Staff members shall not transport children in their own vehicles, unless written authorization from the child's parent or guardian has been received.
- Members of the staff shall not be alone with children they meet in the programs outside of the camp. This includes babysitting, sleepovers, and inviting children to their home.
- Staff members shall, at all times, be visible to other staff members while supervising minors. Any exceptions require a written explanation before the fact and approval of the Program Director.
- Staff members will appear neat, clean, and appropriately attired.
- Staff members will refrain from intimate displays of affection towards others in the presence of children, parents, and staff.
- Staff members are required to refrain from texting, and posting or checking any of the social media outlets while they are working or volunteering. The only exception is for texting for the purposes of communicating with another staff member or parent regarding a programmatic issue pertaining to a child.
- Staff members are prohibited from buying gifts for program participants.

In addition to the Code of Conduct, the following shall be a part of the specific program provisions:

- The possession or use of alcohol or other drugs, fireworks, guns, and other weapons is prohibited.
- The City shall set forth rules and procedures governing when and under what circumstances participants may leave the City's property during the program.
- No violence, including sexual abuse or harassment, will be tolerated.
- Hazing of any kind is prohibited. Bullying, including verbal, physical, and cyberbullying is prohibited and will be addressed immediately.

- No theft of property will be tolerated.
- No use of tobacco products will be tolerated.
- Misuse or damage of the City's property is prohibited. Charges will be assessed against those participants who are responsible for damage or misuse of property.
- The inappropriate use of cameras, imaging, and digital devices is prohibited, including the use of such devices in showers, restrooms, or other areas where privacy is expected by participants.
- Under no circumstances are any images of any child taken during any of the activities conducted or sponsored by the City to be shared on any social media platform without the expressed written consent of a parent or legal guardian.
- If possible, the City shall assign a staff member who is at least 21 years of age to be accessible to participants. Additional Authorized Adults will be assigned to ensure one-on-one contact with minors does not occur, and that appropriate levels of supervision are implemented.
- Take appropriate step to ensure that children are not released to anyone other than the authorized parent, guardian, or other adult authorized by the parent or guardian. This shall include annual written authorization on file in advance.
- Develop and make available to participants and their parents or guardians, the rules and discipline measures applicable to the program. Program participants and staff must abide by all regulations and may be removed from the program for non-compliance with the rules.
- The recommended ratio of counselors to program participants should reflect the gender distribution of the participants, and should meet the following:
 1. One staff member for every six participants ages 4 and 5
 2. One staff member for every eight participants ages 6 to 8
 3. One staff member for every ten participants ages 9 to 14
 4. One staff member for every twelve participants ages 15 to 17.
- The Responsibilities of the counselors must include, at a minimum, informing program participants about safety and security procedures, rules established by the program, and behavioral expectations. Counselors are responsible for following and enforcing all of the rules and must be able to provide information included herein to program participants and be able to respond to emergencies.

Specific Policy and Procedures for Use of Restrooms by Children/Minors:

- All restrooms shall be checked in advance by staff persons before minor children enter to ensure that no other individuals are present.
- Staff members (of the same sex) are to stand guard at the doorway to make sure that no one else enters the restroom while a child is there. Children should not be permitted to enter restrooms in pairs or in groups, unless it is absolutely necessary.
- For field trips, staff members must monitor bathroom use by minor children and shall not permit a child to enter a restroom alone.

Procedures for Law Enforcement Officers:

Law enforcement officers of the City frequently interact with minors in a variety of ways. In addition to the guidance provided by the Attorney General's office, it is important to establish guidelines to assist law enforcement officers in being aware of how to act and react in these circumstances. To that end, the Chief of Police or his or her designee of the City shall formulate a written policy addressing the safe treatment of minors for consideration and approval by the Governing Body for law enforcement officers who interact with minors.

- a. Transporting minors in a police vehicle. Whenever possible, victims or alleged victims of sexual assault or other crimes, or minors removed from a situation for protective purposes, shall be transported by two officers (at least one of whom shall be of the same sex as the victim) in unmarked vehicles that do not have a prisoner compartment/partition. Officers transporting a minor for whatever reason shall document starting and stopping mileage through radio contact.
- b. Directives issued by the N.J. State Attorney General pertaining to interaction with minors shall be incorporated into the policy.
- c. The following provisions from the "Code of Conduct" for counselors shall be included in the policy for officers assigned to work in school settings (i.e., Class 3 officers):
 - i. Officers will, at all times, respect the rights of students and use positive techniques of guidance, including positive reinforcement and encouragement.
 - ii. Officers will portray a positive role model for youth by maintaining an attitude of respect, loyalty, patience, courtesy, tact, and maturity.
 - iii. Officers shall not transport children in their own vehicles. Officers shall not arrange to see students outside of school, and this includes babysitting, sleepovers, and inviting children to their home. Any exceptions require a written explanation before the fact and approval of the Chief.

- iv. Officers shall make certain that they are neat, clear, and appropriately attired.
- v. Officers will refrain from intimate displays of affection towards others in the presence of children, parents, and staff. Officers shall not buy gifts for students at any time.
- vi. All officers are required to complete the initial training course offered by the NJMEL JIF, and any refresher courses as well.

Training Requirements:

a. Elected Officials, Appointed Officials, Department Heads, and Supervisors:

All elected officials, appointed officials, department heads, and supervisors shall complete the initial virtual training course offered by the NJMEL, "**Protecting Children from Abuse**" and adopted by the City, and any updated/refresher course in order to better understand their legal duties and responsibilities under Federal and N.J. State Law. The course includes the following:

- Recognizing the signs of abuse and neglect of minors.
- Establishing guidelines for protecting minors from emotional and physical abuse and neglect.
- Understanding and being prepared to implement the procedures necessary to eliminate opportunities for abuse.
- Becoming familiar with the legal requirements to report suspected cases of abuse.
- Fully understanding the legal consequences for not being diligent in making certain that employees of the City adhere to all policies and procedures as adopted.

b. Volunteers and Employees of the City:

All employees and volunteers (regardless of whether they will be working with children or not) shall complete training provided by the NJMEL in the form of the "Protecting Children" video on protecting children on the MEL website and found at:

<https://njmel.org/mel-safety-institute/model-policies/protecting-children-videos/>

- i. Course Content shall include:
 1. Current State NJ State Law pertaining to Sexual Abuse of Minors
 2. Recognizing the signs of abuse and neglect
 3. Different types of abuse (i.e., Peer-to-Peer, Adult-to-Child, etc.)
 4. Your legal responsibility for implementing and monitoring procedures and employees
 5. Reporting cases of abuse

c. Law Enforcement Officers:

- i. Course Content shall include:
1. Current Status of N.J. Law and Directives from the Attorney General for Law Enforcement personnel.
 2. Your responsibilities
 3. Officers in Schools
 4. Reporting Abuse

Reporting Suspected Child Abuse/Neglect:

In light of the importance and priority placed on safeguarding the health and safety of minors, it is critically important that suspected cases of child abuse and neglect are reported as soon as possible. As a government official, employee or volunteer, you are legally required to report suspected child abuse. This requirement includes all governmental officials, employees and volunteers.

Child Abuse is a hard thing to talk about, especially with victims. The most important thing to remember is to show calm reassurance and unconditional support. Avoid interrogation and leading questions. Understand that denial and embarrassment are common reactions. Do not display disbelief, shock, or disgust. Instead, be reassuring. Make sure the child knows that they did nothing wrong. Reassure them that this is not their fault and make sure they know that you take it seriously.

Interviewing children to investigate sexual abuse requires highly technical expertise. Do not "investigate" an abuse situation. Do not interrogate the child. The investigation will be undertaken by those who are trained to undertake that critical task. Instead, report it immediately, as shown below. Finally, keep safety as the priority. If there is the possibility of violence against yourself or the child, get the appropriate professionals or agencies involved as soon as possible, and report the abuse to local law enforcement.

As noted above, it is highly recommended that, whenever possible, officials, employees, and volunteers report the suspected abuse to both the N.J. Department of Children and Families and law enforcement at the same time, which is known as "dual reporting."

For ALL elected officials, appointed officials, supervisors, department heads, full or part-time employees or volunteers of programs conducted by the City:

- Report the suspected abuse to the New Jersey Department of Children and Families. Please be prepared to include the following information to the extent the information has been told to you.
 - a. **Who**: The child and parent/caregiver's name, age, and address, and the name of the alleged perpetrator and that person's relationship to the child.
 - b. **What**: Type and frequency of alleged abuse/neglect, current or previous

injuries to the child, and what caused you to become concerned.

- c. **When**: When the alleged abuse/neglect occurred and when you learned of it.
 - d. **Where**: Where the incident occurred, where the child is now, and whether the alleged perpetrator has access to the child.
 - e. **How**: How urgent the need is for intervention and whether there is a likelihood of imminent danger for the child.
- Call the Hotline established by the N.J. Department of Children and Families at 1-877-652-2873. It is not the supervisor's role to decide whether a case should be reported. All cases shall be reported.
 - **For Law Enforcement Officers:**
 - Immediately report any suspected or alleged cases of abuse or neglect to the New Jersey Department of Children and Families and to the County Prosecutor.

Important Information Regarding Reporting Suspected Abuse Under NJ Law:

The following guidelines have been established under New Jersey law, for those reporting suspected or alleged cases of abuse or neglect. The City encourages all officials, employees, and volunteers in programs operated by the City or affiliated programs or activities to report suspected cases of abuse with the following in mind.

- i. *Any person who, in good faith, makes a report of child abuse or neglect or testifies in a child abuse hearing resulting from such a report is immune from any criminal or civil liability as a result of such action. Calls can be placed to the hotline anonymously.*
- ii. *However, any person who knowingly fails to report suspected abuse or neglect according to the law or to comply with the provisions is a disorderly person.*
- iii. *When a report indicates that a child may be at risk, an investigator from the Division of Child Protection and Permanency (formerly Youth and Family Services) will promptly investigate the allegations of child abuse and neglect within 24 hours of receipt of the report.*

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION NO. 265-09-2025

**RESOLUTION AUTHORIZING MEMORIAL BENCH REPLACEMENT PROGRAM
IN CONNECTION WITH PROMENADE PRESERVATION PROJECT**

WHEREAS, pursuant to Resolution No. 93-02-2025, the City of Cape May awarded a contract for the Promenade Preservation Project which includes resurfacing and various improvements to the Promenade area; and

WHEREAS, the City of Cape May completed an assessment of the current conditions of the benches located along the promenade and has found that the majority of them require extensive refurbishment or replacement and many of these benches were purchased more than 10 years ago and outside of any warranty; and

WHEREAS, the City has developed a plan for replacement of the existing benches which include notice to the primary contacts for existing memorial benches and the opportunity to reenroll and with the goal of installing replacement benches in the summer of 2026; and

NOW, THEREFORE, BE IT RESOLVED, by the City of Cape May, County of Cape May, State of New Jersey, that:

1. The Recital paragraphs are hereby incorporated into this Resolution as if set forth at length.
2. City Council hereby authorizes the appropriate City Officials to proceed with the Promenade Memorial Bench Replacement Program described in the forms attached hereto as EXHIBIT A and incorporated herein by reference.
3. The City Manager, Superintendent of Public Works, and all appropriate City Officials are hereby authorized and directed to take any and all other actions necessary to effectuate the purposes thereof and to implement the program.

I, Erin C. Burke, City Clerk of the City of Cape May, County of Cape May, State of New Jersey, do hereby certify the foregoing is a correct and true original Resolution adopted by the City Council of the City of Cape May at a meeting held on September 3, 2025.

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

cc: City Manager



PAUL DIETRICH
City Manager/City Engineer

ERIN C. BURKE
City Clerk

ZACK MULLOCK
Mayor

MAUREEN K. MCDADE
Deputy Mayor

LORRAINE M. BALDWIN
Councilmember

SHAINÉ P. MEIER
Councilmember

STEVE BODNAR
Councilmember

_____, 2025

Hello,

Our records indicate that you are the primary contact for a bench on the Cape May Promenade. Pursuant to Resolution No. 93-02-2025, the City of Cape May awarded a contract for the Promenade Preservation Project which includes resurfacing and various improvements to the Promenade area.

In advance of this project, the City of Cape May completed an assessment of the current conditions of the benches located along the promenade and has found that the majority of them require extensive refurbishment or replacement and many of these benches were purchased more than 10 years ago and outside of any warranty.

The City considered and evaluated the various options to address the existing benches (including attempts to refurbish existing benches) and has determined the most appropriate option is to install new benches in connection with the extensive improvements being made under the Promenade Preservation Project.

Everyone who currently has a promenade bench is being offered the following options:

1. CLAIM EXISTING BENCH NO LONGER NEEDED FOR PUBLIC USE AT NO COST. Upon removal by the City, the existing bench and plaque will no longer be needed for public use and the City will make it available for pick up by the associated bench participant at no cost. The City is not responsible for storage or transport and the party claiming the bench will be responsible for removal of the bench. Any bench that is not claimed within three (3) weeks of removal will be deemed abandoned and the City may proceed with recycling the same without further notice. Any claimed bench will be accepted in AS IS WHERE IS condition without any warranties.;

OR

2. DEDICATE A NEW PROMENADE MEMORIAL BENCH. Any existing bench participant may dedicate a new Promenade Memorial Bench subject to the following terms:
 - i. A new bench and new plaque will be installed in the summer of 2026. The new plaque will copy the language of the existing plaque without edits.
 - ii. The new bench will be a size, style, color, and material as solely determined by the City of Cape May;
 - iii. New benches will be installed at a location as nearly as practically possible to the existing locations, giving due consideration to public safety and City planning. The City reserves the right to relocate the bench if a public need arises;
 - iv. Memorial benches shall remain the property of the City and is intended for use by the general public;
 - v. Memorial benches are estimated to have a usable life of ten (10) years based on applicable warranties. Donated memorial benches are intended to serve for the usable life of the bench, not as a perpetual fixture. This means the donation covers the initial installation and use of the bench for as long as it remains safe and functional as determined by the City. The City is not obligated to replace or maintain the bench indefinitely. Once the bench reaches the end of its useful life due to wear, damage, deterioration, or other public need, it may be removed without replacement, unless otherwise agreed upon through a new donation or program.
 - vi. Participants will contribute 50% of the estimated total cost of a new bench and new plaque (The estimated total cost of the new bench and plaque is \$2,500.00 - of which the participant would pay half \$1,250.00).
 - vii. For any participant whose existing bench was dedicated less than 10 years ago, the required contribution for a new bench will be reduced to \$1,000.

Our goal is to begin the replacement process during the upcoming off-season so that all new benches will be in place by the Summer of 2026. In order to do so, we are reaching out to communicate the plan and extend the first opportunity to you to participate in the new program. To confirm your participation, please complete and mail the enclosed form along with a check for the appropriate amount referenced above and made payable to The City of Cape May to:

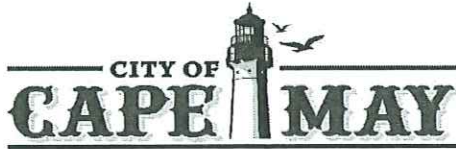
City of Cape May Bench Program
ATTN: Recreation Department
643 Washington Street
Cape May, NJ 08204

All completed forms and payments must be submitted by _____, 2025 to secure a new memorial bench dedication. Our goal moving forward is to ensure that we communicate the parameters of the program and maintain a master file with contact details for everyone participating in the new program.

If you decide not to participate in the new program but would like to claim the existing bench, please contact the Recreation Department at info@capemaycity.com to make arrangements for pick up no later than _____, 2025.

As indicated above, these options are available only for a limited time until _____, 2025 and require the bench participant to affirmatively contact the City and elect one of the above options. If the City does not receive a response, the City may proceed with removal and recycling the same without further notice. This one-time accommodation for participants in the existing memorial bench program is made as a courtesy and does not establish a precedent. It shall not be interpreted as a binding commitment by the City to provide similar accommodation in the future.

Please contact the Recreation Department at info@capemaycity.com with any questions or concerns.



PROMENADE MEMORIAL BENCH PROGRAM FORM

Submission Deadline: _____, 2025

Please select one of the two options below by checking the appropriate box:

Option 1: Claim Existing Bench (No Cost)

- The bench will be made available for pick up at no cost after removal by the City.
- The City will not store or transport the bench; I am solely responsible for pick-up.
- Benches not claimed within three (3) weeks of removal will be deemed abandoned and may be recycled without further notice.
- The bench is accepted as-is, where-is, with no warranties.

Option 2: Dedicate a New Promenade Memorial Bench (50% Contribution Required)

- A new bench and plaque will be installed in Summer 2026. The new plaque will copy the existing plaque language without edits.
- The City will determine the bench's size, style, color, and material.
- Placement will be as close as practical to the original location, subject to City planning and discretion.
- The bench remains City property and is intended for public use.
- Benches are estimated to have a usable life of ten (10) years based on applicable warranties. Donated memorial benches are intended to serve for the usable life of the bench, not as a perpetual fixture. This means the donation covers the initial installation and use of the bench for as long as it remains safe and functional as determined by the City. The City is not obligated to replace or maintain the bench indefinitely. Once the bench reaches the end of its useful life due to wear, damage, deterioration, or other public need, it may be removed without replacement, unless otherwise agreed upon through a new donation or program.
- My contribution is 50% of the estimated total cost (\$1,250.00), payable to The City of Cape May. If the applicant's existing bench is less than 10 years old, the fee is reduced to \$1,000.00.

If Option 2 is selected, enclose check in the applicable amount payable to "The City of Cape May".

Mail completed form (and a check if Option 2 is selected), to:

City of Cape May Bench Program
 ATTN: Recreation Department
 643 Washington Street
 Cape May, NJ 08204

Name and Contact Information:

Name: _____

Address: _____

Phone Number: _____ Email: _____

Please contact the Recreation Department at info@capemaycity.com with any questions or concerns.

INTERNAL USE ONLY

STAFF NAME IN RECEIPT: _____

DATE RECEIVED: _____

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION NO. 266-09-2025

RESOLUTION APPROVING THE INVESTMENT OF FUNDS IN THE NEW JERSEY ASSET & REBATE MANAGEMENT PROGRAM (NJ/ARM)

WHEREAS, pursuant to Resolution 106-03-2023 adopted March 21, 2023, the City of Cape May is authorized to participate in the New Jersey Asset & Rebate Management Program (“NJ/ARM”) as permitted by New Jersey Statutes for the investment of surplus funds and bond proceeds;

WHEREAS, the Cash Management Plan of the City of Cape May, as amended by Resolution 118-04-2023 adopted April 4, 2023, allows for the investment of funds greater than \$1,000,000.00 into the New Jersey Asset & Rebate Management Program (NJ/ARM) following a recommendation from the Chief Financial Officer to City Council, and subsequent authorization through Resolution;

WHEREAS, pursuant to Resolution 261-08-2025 adopted on August 19, 2025, General Obligation Bonds were sold and issued on August 27th, 2025, funding various capital projects and resulting in an influx of cash to the City’s depositories in the form of bond proceeds;

WHEREAS, the Chief Financial Officer has determined it to be in the financial interest of the City to invest the proceeds of the bond sale that occurred on August 27th, 2025, with NJ/ARM to maximize the value of interest earned on the funds while preserving capital and maintaining liquidity;

NOW, THEREFORE, BE IT RESOLVED, by the City of Cape May, County of Cape May, State of New Jersey, that:

1. The City Council authorizes the investment of up to \$20,000,000.00 of bond proceeds to NJ/ARM.
2. The CFO will provide quarterly status updates on the balance and interest earned on the funds.
3. This resolution shall take effect immediately, according to law.

I, Erin C. Burke, City Clerk of the City of Cape May, County of Cape May, State of New Jersey, do hereby certify the foregoing is a correct and true original Resolution adopted by the City Council of the City of Cape May at a meeting held on September 3, 2025.

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

cc: CFO
City Manager

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION NO. 267-09-2025

RESOLUTION APPROVING THE SUBMISSION OF A CORRECTIVE ACTION PLAN TO THE STATE OF NEW JERSEY, OFFICE OF THE STATE COMPTROLLER

WHEREAS, the New Jersey Office of the State Comptroller has requested an approved corrective action plan addressing the recommendations arising from its audit of The City of Cape May’s Beach Patrol Pension Plan for plan years 2020 through 2022; and

WHEREAS, the City has reviewed the report provided by the Office of the State Comptroller; and

WHEREAS, the Chief Financial Officer has prepared a Corrective Action Plan to address the findings and recommendations provided by the Office of the State Comptroller, and has presented copies of the Corrective Action Plan for governing body approval;

NOW, THEREFORE, BE IT RESOLVED, that the Corrective Action Plan, attached hereto and made a part hereof, is hereby approved for submission to the Office of the State Comptroller, and the Municipal Clerk and Administration are hereby directed to take any and all actions necessary to submit a certified copy of this resolution and its attached Correction Action Plan to the Office of the State Comptroller immediately.

I, Erin C. Burke, City Clerk of the City of Cape May, County of Cape May, State of New Jersey, do hereby certify the foregoing is a correct and true original Resolution adopted by the City Council of the City of Cape May at a meeting held on September 3, 2025.

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

cc: CFO
City Manager



**NEW JERSEY OFFICE OF THE STATE COMPTROLLER
CORRECTIVE ACTION PLAN**

Rec Number	Recommendation	Corrective Action	Method of Implementation	Person Responsible for Implementation	Anticipated Date of Implementation
1	Develop and implement written policies and procedures to ensure the four percent deduction is applied to the lifeguards' total compensation as required by the Pension Plan.	The 4% deduction is automatically applied to all Beach Patrol employees total compensation.	The City's payroll system applies the deduction to all employees categorized under "Beach Patrol". Please see attached memo "Beach Patrol Pension Plan - Employee 4% Deduction".	Payroll Clerk	6/30/2025
2	Obtain periodic actuary calculations of the City's lifeguard pension fund as required by GASB Statement 73. Improve the adequacy of lifeguard pension disclosures to comply with the requirements of GASB Statement 73.	The City will contract with an actuarial firm to conduct an actuarial analysis of the lifeguard pension and obtain all required disclosures.	The City authorized a professional services contract with CBIZ to perform actuarial services over the lifeguard pension plan for FY2025. Please see attached resolution 227-07-2025.	CFO/Payroll Clerk	12/31/2025
3	Develop and implement a written procedure to track employees' pension-eligible years of service and wages over time. The procedure for tracking employee time and wages should include an annual reconciliation between the tracking system data and City payroll records.	The City will implement a report on its payroll platform that tracks the "years of service" worked by Beach Patrol employees. The City will reconcile this report to employee timesheets annually, along with the existing reports detailing total wages.	The City worked with its payroll platform to develop the appropriate report to track all days worked by Beach Patrol employees each year. Please see the attached memo "Beach Patrol Pension Plan - Employee Years of Service".	CFO/Payroll Clerk	6/30/2025
4	Develop and implement a written procedure requiring the maintenance of sufficient supporting documentation to permit the verification of an employee's time worked and allow for identification of an employee's final three years of compensation when determining a retiree's pension benefit eligibility.	The City has implemented written procedures detailing the process of verifying employee time worked and final three years of compensation to determine their eligibility for receipt of pension benefits.	The City has detailed the process of employee verification in the attached memo "Beach Patrol Pension Plan - Retiree Eligibility".	CFO/Payroll Clerk	6/30/2025

Agency Official Name:

Signature:

Title:

Kevin Hanie

Acting CFO

**ZACK MULLOCK**

Mayor

MAUREEN K. MCDADE

Deputy Mayor

LORRAINE M. BALDWIN

Councilmember

STEVE BODNAR

Councilmember

SHAINE P. MEIER

Councilmember

PAUL E. DIETRICH
City Manager/City Engineer**ERIN C. BURKE**

City Clerk

Date: June 23, 2025

TO: Paul Dietrich, City Manager

From: Kevin Hanie, Acting CFO

CC: Justin Riggs, Deputy City Manager
Patricia Taub, Deputy CFO/Payroll Coordinator

RE: Beach Patrol Pension Plan – Employee 4% Deduction

The audit of the City of Cape May's Beach Patrol Pension Plan conducted by the New Jersey Office of the State Comptroller for the period January 1, 2020 through December 31, 2022 found that the City did not accurately withhold the required four percent deduction from Beach Patrol employee salaries for contribution to the Plan.

It was recommended that the City "develop and implement written policies and procedures to ensure the four percent deduction is applied to the lifeguards' total compensation as required by the Pension Plan."

As such, we have developed and implemented a written policy as follows:

Per the City of Cape May's Beach Patrol Pension Plan effective January 1, 1994 *"there shall be deducted from every payment of salary to each Plan Member four (4%) percent of the amount thereof for all pay periods subsequent to January 1, 2000."*

Eligible Employees become Plan Members upon employment. An Eligible Employee is defined as *"an individual who is employed by the City of Cape May as a lieutenant or a lifeguard on its Beach Patrol."*

When an employee is hired by the City a profile is created for the employee within PrimePoint, the City's payroll platform, as a prerequisite for the employee to receive pay. All employees hired as lifeguards or lieutenants are assigned to the "Beach Patrol" department within PrimePoint. A deduction code has been implemented which automatically applies to all employees under the Beach Patrol department, including new hires. Each time payroll is run, this deduction code withholds 4% of each Beach Patrol employee's salary.

At the end of the season, the Payroll Coordinator with the supervision of the CFO will run a deduction report from PrimePoint (payroll software) to determine the total amount withheld from Beach Patrol employee's salary for contribution to the Pension Trust. The CFO will then make the appropriate transfer of said amount to the Trust Account, thus funding it in accordance with the Plan document.

City of Cape May
National Historic Landmark

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www.capemaycity.com

ZACK MULLOCK
Mayor
MAUREEN K. MCDADE
Deputy Mayor
LORRAINE M. BALDWIN
Councilmember
STEVE BODNAR
Councilmember
SHAINÉ P. MEIER
Councilmember



PAUL E. DIETRICH
City Manager/City Engineer
ERIN C. BURKE
City Clerk

Date: June 23, 2025
TO: Paul Dietrich, City Manager
From: Kevin Hanie, Acting CFO
CC: Justin Riggs, Deputy City Manager
Patricia Taub, Deputy CFO/Payroll Coordinator

RE: Beach Patrol Pension Plan – Employee Years of Service

The audit of the City of Cape May’s Beach Patrol Pension Plan conducted by the New Jersey Office of the State Comptroller for the period January 1, 2020 through December 31, 2022 found that the City did not maintain sufficient records to track pension-eligible years of service.

It was recommended that the City “develop and implement a written procedure to track employees’ pension-eligible years of service and wages over time. The procedure for tracking employee time and wages should include an annual reconciliation between the tracking system data and City payroll records.

As such, we have developed and implemented a written procedure as follows:

Per the City of Cape May’s Beach Patrol Pension Plan effective January 1, 1994 “A “Year of Service” shall consist of such part of the calendar year as the Beach Patrol is normally employed. In no case shall a period of less than sixty (60) working days employment in a calendar year be considered a year of service on the Beach Patrol. Employment with any other municipality or government unit as a lifeguard will not be counted in determining an individual’s Years of Service of this Plan.”

To track Beach Patrol employee’s years of service, a report has been implemented with PrimePoint, the City’s payroll platform. This report “Beach Patrol Pension Eligible Years” shows all years in which a Beach Patrol employee worked sixty or more days, thus meeting the requirement of a “year of service” per the Pension document.

Note that the City began using PrimePoint in July of 2024. As such, payroll records from January 1, 1994 (the inception of the Plan) through June 30, 2024 were obtained for all employees under the Beach Patrol department, with service years counted and verified by the Payroll Coordinator and CFO. This information was incorporated into the report as a fixed data set. From July 2024 onward, the report pulls data from employee timesheets to determine the number of days worked.

Annually, at the end of the Beach Patrol season, the report is run and reconciled to all Beach Patrol employee timesheets to ensure that the data captured is accurate.

City of Cape May
National Historic Landmark

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www.capemaycity.com

**ZACK MULLOCK**

Mayor

MAUREEN K. MCDADE

Deputy Mayor

LORRAINE M. BALDWIN

Councilmember

STEVE BODNAR

Councilmember

SHAINE P. MEIER

Councilmember

PAUL E. DIETRICH
City Manager/City Engineer**ERIN C. BURKE**

City Clerk

Date: June 23, 2025

TO: Paul Dietrich, City Manager

From: Kevin Hanie, Acting CFO

CC: Justin Riggs, Deputy City Manager
Patricia Taub, Deputy CFO/Payroll Coordinator

RE: Beach Patrol Pension Plan – Retiree Eligibility

The audit of the City of Cape May’s Beach Patrol Pension Plan conducted by the New Jersey Office of the State Comptroller for the period January 1, 2020 through December 31, 2022 found that the City did not maintain sufficient records to verify eligibility and pension benefit calculations for retirees applying to receive pension benefits.

It was recommended that the City “develop and implement a written procedure requiring the maintenance of sufficient supporting documentation to permit the verification of an employee’s time worked and allow for identification of an employee’s **three highest years of compensation* when determining a retiree’s pension benefit eligibility.

As such, we have developed and implemented a written procedure as follows:

Per the City of Cape May’s Beach Patrol Pension Plan effective January 1, 1994

*“Any member of the Beach Patrol, whether employed as an officer or a guard, who has twenty (20) years of service on the Beach Patrol, who shall have attained the age of forty-five (45) years, and for a period of ten (10) years preceding his application has been continuously in such service, may be retired at half pay either upon his own application or by the decision of the governing body of the City. The annual pension of such retiree shall be equal to fifty (50%) percent of the **average of the last three (3) year's salary* received by the lifeguard or officer during employment in the Beach Patrol, which shall be paid in quarterly installments, starting on his/her actual retirement date and ending with the payment for the month in which his/her death occurs.”*

Further

Members of the Beach Patrol who are qualified and desire to retire and collect the pension benefits, as described herein, shall forward a written notice of their intention to retire to the Commission established hereafter, with copies to the Captain of the Beach Patrol, and the Mayor of the City.

City of Cape May
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www.capemaycity.com

Such notice shall specify the date of retirement. In the event the governing body decides to retire a Plan Member who is eligible for retirement hereunder, notice of such decision shall be given to the Plan Member by the Mayor, and shall specify the date of retirement.

Following the receipt of the written notice by the Commission it is sent to the CFO to verify eligibility and calculate the pension benefit to be received by the retiree.

To confirm that the retiree has met requirement of completing twenty years of service on the Beach Patrol, the report "Beach Patrol Pension Eligible Years" is run from PrimePoint, the City's payroll platform. This report shows all years in which a beach patrol employee worked sixty or more days, thus meeting the requirement of a "Year of Service" per the Pension document.

The CFO uses the same report to ensure that each of the 10 years prior to the retirement of the employee meet this same requirement.

The employee's date of birth is confirmed from their payroll profile to ensure that they are age forty-five or older.

Once these criteria have been verified, the CFO obtains the retiree's three most recent form W-2s to confirm their last three year's salaries. The average is taken from these salaries and reduced by 50% to determine the annual benefit available to the retiree. This annual benefit is then divided by four to determine the quarterly benefit to be paid out.

The verification of eligibility, along with the calculation of the annual and quarterly benefit, is documented in a memo by the CFO and sent to the Commission members for review and confirmation.

Upon confirmation, the retiree is added to the paygroup "QUARTERLY-Pension Payment" within PrimePoint to begin receiving their benefit.

**Audit states that it is "three highest years of compensation", however our plan documents state "average of the last three (3) year's salary".*

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION NO. 268-09-2025

RESOLUTION AUTHORIZING THE SALE OF SURPLUS CITY PROPERTY NO LONGER NEEDED FOR PUBLIC USE THROUGH FIRELINE EQUIPMENT, LLC

WHEREAS, the City of Cape May has determined that certain property is no longer needed for public use. The property is described in the attached EXHIBIT A and incorporated herein by reference; and

WHEREAS, the City of Cape May sought multiple quotes in accordance with N.J.S.A. 40A:11-6.1; and

WHEREAS, the City of Cape May has found the most advantageous vendor, based upon price and other factors to be the platform of FireLine Equipment, LLC (“FireLine”) for the sale of said property; and

WHEREAS, the sale is being conducted pursuant to N.J.S.A. 40A:11-36 and the guidance set forth in the Division of Local Government Services’ Local Finance Notice 2019-15; and

WHEREAS, the City Council of the City of Cape May deems it in the best interests of the City to sell the property no longer needed in the manner provided herein.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Cape May, County of Cape May, State of New Jersey, that;

1. The Recital paragraphs are incorporated as if fully set forth.
2. The City of Cape May is hereby authorized to sell the surplus personal property as indicated in EXHIBIT A on an online auction website FireLine. All surplus property shall be sold in “As Is” condition without any express or implied warranties.
3. The City of Cape May reserved the right to accept or reject any bid submitted.
4. The successful bidder(s) shall be required to pay the full amount of the sale, execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property, and shall be required to plan for the pick-up of sold property from the City within 10 business days of the auction.
5. No less than seven (7) days prior to any sale, nor more than 14 days, the City Clerk shall publish a legal advertisement in the official newspaper informing the public as to the scheduled dates of the online public auction, the nature of items being sold, conditions of the sale, and where to obtain more information on the sale as required by N.J.S.A. 40A:11-36.

6. The appropriate City Official is hereby authorized to remove any and all items listed in EXHIBIT A from the City's Fixed Assets Listing.
7. All appropriate City officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.
8. This Resolution shall take effect immediately upon passage, according to law.

I, Erin C. Burke, City Clerk of the City of Cape May, County of Cape May, State of New Jersey, do hereby certify the foregoing is a correct and true original Resolution adopted by the City Council of the City of Cape May at a meeting held on September 3, 2025.

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

cc: Accounts Payable
FD

EXHIBIT A

EXHIBIT A				
YEAR	BRAND	MODEL	VIN	MILEAGE
1995	PIERCE	PUMPER	4P1CT02D4TA000190	27,990
2004	E-ONE	TOWER	4ENGABA8541007621	20,151

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION NO. 269-09-2025

RESOLUTION AUTHORIZING A COMPETITIVE CONTRACTING PROCESS FOR THE HIRING OF A VENDOR FOR CREDIT CARD PAYMENT PROCESSING

WHEREAS, the City has a desire to provide for credit card payment processing services; and

WHEREAS such services are currently available to be provided through the competitive contracting process under the New Jersey Local Publics Contract Law, N.J.S.A. 40A:11-4.1(j).; and

WHEREAS the City desires to evaluate such service offerings from vendors within the procedures as set forth in the New Jersey Local Publics Contract Law (N.J.S.A.40A:11-4.1 et. seq. and N.J.A.C. 5:34-4 et. Seq.,) of Price and Other Factors; and

WHEREAS the City desires to conduct the concession procurement in accord with N.J.A.C. 5:34-9.4 et. Seq., and

WHEREAS the City desires to enter into a contract that will satisfy the needs of the City; and

WHEREAS, as per statute the concession has been approved in writing as a legal matter by the City Attorney (N.J.A.C. 5:34-9.4(d)); and

WHEREAS, as per statute the process will be administered by the Qualified Purchasing Agent (N.J.S.A 40A:11-4.5(d)); and

WHEREAS the City has considered the benefits and risks of the process to include the lack of public expenditures and costs in constructing through a bid procurement; and

WHEREAS, the City is not expected to incur costs in providing for the program

NOW THEREFORE BE IT RESOLVED, by the City of Cape May, County of Cape May, State of New Jersey, that:

1. The Recital paragraphs are hereby incorporated into this Resolution as if set forth at length.
2. The Qualified Purchasing Agent is hereby authorized to commence the procurement as allowable under the New Jersey Local Publics Contract Law for procurement of the Credit Card Payment Processing Services as a concession in accord with the New Jersey Local Publics Contract Law, N.J.S.A. 40A:11-1 et. Seq.
3. This Resolution will take effect immediately upon passage according to law.

I, Erin C. Burke, City Clerk of the City of Cape May, County of Cape May, State of New Jersey, do hereby certify the foregoing is a correct and true original Resolution adopted by the City Council of the City of Cape May at a meeting held on September 3, 2025.

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

cc: City Manager
QPA
Accounts Payable

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION NO. 270-09-2025

RESOLUTION FOR APPOINTMENT OF A MEMBER TO THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE OF THE CITY OF CAPE MAY

BE IT RESOLVED by the City Council of the City of Cape May that the following appointment be made to the **Bicycle and Pedestrian Advisory Committee**:

Gerry Hathaway

I, Erin C. Burke, City Clerk of the City of Cape May, County of Cape May, State of New Jersey, do hereby certify the foregoing is a correct and true original Resolution adopted by the City Council of the City of Cape May at a meeting held on September 3, 2025

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

cc: Advisory Committee File
Chair

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION NO. 271-09-2025

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN
APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS
PURSUANT TO N.J.S.A. 40A:11-12a – UNDER BID THRESHOLD**

WHEREAS, the City of Cape May, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34- 7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the City of Cape May has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the City of Cape May intends to enter into contracts with the Various State Contract Vendors approved by the State of New Jersey for the year 2025, through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts.

NOW, THEREFORE, BEIT RE SOLVED, that the City of Cape May authorizes the Qualified Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors, pursuant to all conditions of the individual State contracts; and

BE IT FURTHER RE SOLVED, that the City Council of the City of Cape May pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

I, Erin C. Burke, City Clerk of the City of Cape May, County of Cape May, State of New Jersey, do hereby certify the foregoing is a correct and true original Resolution adopted by the City Council of the City of Cape May at a meeting held on September 3, 2025.

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

cc: CFO
QPA

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION NO. 272-09-2025

RESOLUTION OF THE CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY, GRANTING AUTHORITY FOR APPROVAL OF CERTAIN PURCHASES IN EXCESS OF THE BID THRESHOLD THROUGH NEW JERSEY STATE CONTRACTS AND/OR PURCHASING COOPERATIVES FOR 2025 – IN EXCESS OF BID THRESHOLD

WHEREAS, a need exists for the acquisition of various goods and services contained within cooperative contracts and over the bid threshold as aggregation of commodities, for the daily operations of the City of Cape May; and

WHEREAS, the City of Cape May may, without advertising for bids, purchase such materials through the New Jersey State Purchase and Property State Contracts and other approved Regional Cooperative Purchasing Systems of which the City of Cape May is a member, pursuant to N.J.S.A. 40A:11-11, N.J.S.A. 40A:11-12, and N.J.A.C. 5:34-7.29 et. Seq., and

WHEREAS, under the state cooperative contract, or designated regional cooperative contract award, the following vendors hold valid cooperative contracts in accord with the New Jersey Local Publics Contract Law.

Vendor	Contract #	Source Co Op	Description	Expiration
Advanced Auto Parts	R-LD-23013-01	Omnia	Auto Parts	10/31/2028
Amazon	#RTC- 17006	Omnia	General merchandise	1/31/2026
American Hose & Hydraulic	40866	NJ State	T0126 - OEM & NON-OEM MAINTENANCE & REPAIR SERVICES FOR LIGHT/MEDIUM DUTY VEHICLES	3/17/2026
Applied Concepts, Inc, dba Stalker Radar	17-FLEET-00726	NJ State	T0106 - Law Enforcement Firearms Equipment and Supplies	5/14/2026
AXON Enterprises	17-FLEET-00738	T0106	Police Equipment/ Tasers	5/14/2026
CDW	ESCNJ/AEPA-22G		Technology Supplies & Services	5/24/2026
Cintas Corporation	99297	Bergen	NOI - Facilities Management Products and Solutions – Uniform Rentals	10/31/2025
Continental Fire & Safety	17-FLEET-00802	T0790	Firefighter Protective Clothing and Equipment	6/14/2026
CONTINENTAL FIRE & SAFETY INC New Jersey Fire Equipment Co Tasc Fire Apparatus Inc. Globe Manufacturing Company LLC State Line Fire & Safety Inc	17-FLEET-00805		FIREFIGHTER GEAR	6/14/2026

MUNICIPAL EMERGENCY SERVICES Witmer Public Safety Group Inc. AAA Emergency Supply Co Inc				
Custom Bandag (Goodyear Tire & Rubber Co.)	socCC- CC-0016-23		Tires, Tubes and Services	6/22/2026
Dell	20-TELE-01510	M0003	Software License & Related Service	5/24/2026
Dell	<u>24-TELE-71883</u>	M0483	Computer Equipment and Peripherals	6/30/2026
Eagle Point Gun	17-FLEET-00721	T0106	Law Enforcement Firearms Equipment and Supplies	5/31/2026
East Coast Emergency Lighting	23-FLEET-68813	NJ State	T0106 - Law Enforcement Firearms Equipment and Supplies	3/31/2027
East Coast Salt Distribution	24-49	Bergen	Bagged Ice melt Products	4/30/2025
ELITE EMERGENCY SERVICES	17-FLEET-00749		EMERGENCY LIGHTING AND OTHER VEHICLE ACCESSORIES	5/14/2026
Firefighter One LLC	17-FLEET-00807	T0790	Police Security Equipment and Supplies	6/14/2026
Firefighter One LLC	17-FLEET-00734	T-0106	Police Security Equipment and Supplies	5/14/2026
Firefighter One LLC HAIX north america All Hands Fire Equipment Witmer Public Safety Group Inc. Skylands Area Fire Equipment & Training LLC DiVal Safety & Equipment	17-FLEET- 00809/00810/ 00810	NJ State	T0790 Firefighter Protective Clothing and Equipment	6/14/2024
Foveonics	ESCNJ 22/23-11	ESCNJ	Document Imaging	6/30/2026
Gabrielli Truck Sales	97568		BC-BID-21-60 - Automotive Parts and Accessories - COOP	8/13/2026
Goosetown Enterprises	83892	NJ State	T0109 - RADIO COMMUNICATION EQUIPMENT AND ACCESSORIES	4/30/2026
Home Depot/ Lowes	<u>18-FLEET-00234</u>	NJ State	Hardware and buildin supply	12/31/2026
Majestic Oil	19-FOOD-01098	NJ State	T1845 Ultra-Low Sulfur Diesel and Biodiesel Fuel	04/01/2020 03/31/2026
Majestic Oil	19-FLEET-00972	NJ State	T0083 Unleaded Automotive Gasoline	11/01/2019- 10/31/2026
Millennium Strategies	120904	Bergen	BC-RFP-22-008 - Grant Writing Services Coop	6/14/2026
Morton Salt	CONTRACT #3: ROCK SALT & CALCIUM CHLORIDE		MCCPC	10/31/2026
Motorola Solutions	83909	T0109	Radio Communications Equipment and Accessories	4/30/2026

Motorola Solutions	83925	T0109	Radio Communications Equipment and Accessories	4/30/2026
Motorola Solutions	23-FLEET-33791	T0106	Law Enforcement Firearms Equipment and Supplies	5/31/2026
Municipal Emergency Services	17-FLEET-00818	T0790	Firefighter Protective Clothing and Equipment	6/2026
NORTHEAST COMMUNICATIONS	83898	T0109	RADIO COMMUNICATIONS	4/30/2026
Rapid Pump & Meter		Bergen	BC-BID-21-13 - Pump and Meter Repair Services - Catalog – COOP	10/18/2026
SHI International	New Jersey Cooperative Purchasing Alliance	CK-04/BC Bid 22-24	Computer equipment, software and peripherals	6/1/2026
Tony Sanchez Ltd	83906		T2108 - MAINT. & REPAIR FOR HEAVY DUTY VEHICLES (CLASS 5 OR HIGHER, OVER 15,000 LB GVWR)	11/20/2026
Tree King Inc	MCCPC # 18		Tree Removal and Brush Grinding	12/31/2026
WB Mason	ESCNJ 21/22-22	ESCNJ	Office Supplies	1/31/2026
WB Mason	24-COMG-78752	State Contract	T0052 Office Supplies and Recycled Copy Paper Statewide	2/28/2027

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cape May, County of Cape May, State of New Jersey, as follows:

1. The Qualified Purchasing Agent (QPA) upon receipt of an identified need and direction from the City is hereby authorized to approve purchases in the aggregate over the bid threshold from the list of approved cooperative contract, through New Jersey State Contracts and/or Purchasing Cooperatives to which the City of Cape May is a member without further action from Council, provided that funds are available to cover the expenditure.
2. Purchase approvals made by the Qualified Purchasing Agent (QPA) by virtue of the adoption of this Resolution shall be subject to the provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and that no amount of any contract shall be in excess of the bid threshold in a single purchase or the aggregate without express individual resolutions authorizing such cooperative purchases by contract number.
3. That the City Clerk shall forward a certified copy of this Resolution to the following:
 - A. Business Administrator;
 - B. Chief Financial Officer;
 - C. Purchasing Agent; and
 - D. Department and Division Heads

I, Erin C. Burke, City Clerk of the City of Cape May, County of Cape May, State of New Jersey, do hereby certify the foregoing is a correct and true original Resolution adopted by the City Council of the City of Cape May at a meeting held on September 3, 2025.

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

cc: Accounts Payable
QPA

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION NO. 273-09-2025

**RESOLUTION FOR RELEASE OF PERFORMANCE GUARANTEE FOR 401
LAFAYETTE STREET, BLOCK 1046, LOT 8**

WHEREAS, Kings Café LLC, 401 Lafayette Street, Block 1046, Lot 8, was required to post a Performance Guarantee with the City of Cape May in the amount of \$5,000.00 in connection with a development project which was posted via Merchants Bonding Company Public Improvement Bond No. 101425415; and

WHEREAS, pursuant to a letter dated August 28, 2025 the Planning Board Engineer Craig R. Hurless, PE, PP, CME has advised that the developer has completed all required improvements for this project and recommends release of the Performance Guarantee; and

WHEREAS, the Planning Board Engineer has advised that a maintenance guarantee is not required in accordance with N.J.S.A 40:55D53a(2); and

WHEREAS, pursuant to the Engineer’s recommendation, City Council deems it appropriate to authorize a full release of the Performance Guarantee in the amount of \$5,000.00; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cape May, the governing body thereof, that the Performance Guarantee in the amount of \$5,000.00 for the above-referenced property be released to the applicant,

I, Erin C. Burke, City Clerk of the City of Cape May, County of Cape May, State of New Jersey, do hereby certify the foregoing is a correct and true original Resolution adopted by the City Council of the City of Cape May at a meeting held on September 3, 2025.

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

cc: CFO
Planning/Zoning Board Secretary



ZACK MULLOCK
Mayor
MAUREEN K. MCDADE
Deputy Mayor
LORRAINE M. BALDWIN
Councilmember
STEVE BODNAR
Councilmember
SHAINE P. MEIER
Councilmember

PAUL E. DIETRICH
City Manager
City Engineer
ERIN C. BURKE
City Clerk

MEMORANDUM

DATE: August 28, 2025

TO: City Council via Erin Burke, City Clerk
Paul Dietrich, City Manager & City Engineer
Kevin Hanie, Chief Financial Officer

FROM: Karen Keenan, Planning and Zoning Board Secretary

RE: **Release of Performance Guarantee**
King's Cafe LLC, Joseph and Kate Chew
Planning Board Application
401 Lafayette Street
Block 1046, Lot(s) 8

For City Council's consideration, please find the enclosed August 28, 2025 letter from Board Engineer and Planner Craig R. Hurless, PE, PP, CME, recommending the release of the performance guarantee, which was posted on May 15, 2025 by Merchants Bonding Company Public Improvement Bond No. 101425415 in the amount of \$5,000.00, regarding the subject board application. The posting of a maintenance guarantee is not required.

Therefore, it is appropriate to release the performance guarantee bond in the amount of \$5,000.00.

Should you require additional information or have any questions regarding this memo, please do not hesitate to contact me.

Please advise City Council's determination. Thank you.

City of Cape May
National Historic Landmark

City Hall • 643 Washington Street • Cape May, New Jersey 08204-2397 • (609) 884-9525 • Fax: (609) 884-8589
www.capemaycity.com

HURLESS PLANNING & ENGINEERING, LLC

Civil / Municipal Engineering
Land Use Planning and Design
Site Plan and Subdivision Design
Water, Septic and Wastewater Design
Environmental Consulting
Inspection / Construction Management

Craig R. Hurless, PE, PP, CME

August 28, 2025

Karen Keenan, Board Assistant
Cape May City
643 Washington Street
Cape May City, NJ 08204

RE: Certificate of Occupancy Inspection
City of Cape May
Kings Café, LLC
#401 Lafayette Street
Block 1046, Lot(s) 8
HPE No. 1284.45

Dear Karen:

As per the developer's request, Hurless Planning & Engineering (HPE) has completed an inspection of site improvements required in accordance with Code Section 211-5A to determine if a certificate of occupancy and acceptance of improvements is appropriate. HPE recommends the following:

- ✓ **CERTIFICATE OF OCCUPANCY RECOMMENDED**
- **CERTIFICATE OF OCCUPANCY NOT RECOMMENDED**
- **TEMPORARY CERTIFICATE OF OCCUPANCY RECOMMENDED**

Recommendation is conditioned on the Payment of HPE inspection services invoices. Release of any remaining inspection escrow is not recommended until final payment for inspection services has occurred.

All outstanding punch list items have been addressed, and acceptance of improvements is recommended. Release of the \$5,000.00 safety and stabilization guarantee is also recommended. Please be advised that a maintenance guarantee is not required in accordance with N.J.S.A. 40:55D53a(2).

If you should have any questions or require additional information, please feel free to call.

Very truly yours,

HURLESS PLANNING & ENGINEERING

Craig R. Hurless

Craig R. Hurless PE, PP, CME

cc: Louis J. Vito, Cape May City Construction Official, louv@capemaycity.com
Bruce Britton, Cape May City Zoning Official, zoning@capemaycity.com
Megan Long, Technical Assistant for Construction mlong@capemaycity.com
Applicant

C:\HPE\HPECapeMay\Applications\1284.45 Kings Cafe LLC - Chew\25.0828inspectforCO-nomaint.doc

RECEIVED

AUG 28 2025

CITY OF CAPE MAY

507 Heritage Court, Galloway, NJ 08205
Phone: 609.204.0798 E-mail: c.hurless@comcast.net
COA# 24GA28385200

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION NO. 274-09-2025

RESOLUTION AMENDING CHAPTER 310 OF THE CODE OF THE CITY OF CAPE MAY, CONCERNING LICENSING AND PERMITS TO UPDATE FEES AND COSTS ASSOCIATED WITH SPECIAL EVENTS AND USE OF PUBLIC PROPERTY

WHEREAS, Chapter 310 of the Cape May City Code governs licensing and permitting regulations within the City; and

WHEREAS, Ordinance 575-2025 amends Chapter 310 of the City Code to update fees and costs associated with special events and use of City facilities; and

WHEREAS, a recommendation has been made by the City Manager to update certain fees identified in Article VI - 310-59A associated with the Wee Play recreation program; and

WHEREAS, EXHIBIT A details the recommended updates, with ~~striketrough~~ portions indicating deleted language and **bold/underlined** portions indicating new language.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Cape May as follows:

1. City Council hereby approves the fee schedule as shown on EXHIBIT A and incorporated in this resolution
2. The City Manager and all other appropriate City officials are authorized and directed to take all actions necessary to effectuate the terms and conditions of this resolution.
3. This resolution shall take effect simultaneously with Ordinance 575-2025, according to law.

I, Erin C. Burke, City Clerk of the City of Cape May, County of Cape May, State of New Jersey, do hereby certify the foregoing is a correct and true original Resolution adopted by the City Council of the City of Cape May at a meeting held on September 3, 2025

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Meier						
McDade						
Bodnar						
Baldwin						
Mullock						

cc: QPA
DPW
Accounts Payable

EXHIBIT A

Article VI - 310-59A

Wee Play (1 Day)	\$50.00 <u>100.00</u>
Wee Play (2 Days)	\$90.00 <u>150.00</u>
Wee Play (3 Days)	\$120.00 <u>200.00</u>

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION NO. 275-09-2025

RESOLUTION FOR THE PAYMENT OF BILLS

BE IT RESOLVED by the City Council of the City of Cape May, that the following bills, approved for payment by the City Manager, be paid and that the Chief Financial Officer/Treasurer of the City of Cape May, is hereby authorized to draw orders for the amounts of same, as shown on bill list updated on August 29, 2025 for the amount of: \$962,719.51

Current Fund Appropriations	\$628,834.41
Water/Sewer Utility Operating Fund	\$128,725.74
Tourism Utility Fund	\$90,162.11
General Capital Improvements	\$58,512.32
Water/Sewer Capital Improvements	\$10,571.12
Escrow Special Account	\$5,803.75
Trust Fund	
Grant Fund	\$22,426.95
Beach Utility Fund Appropriations	\$17,683.11
Beach Utility Capital Improvements	
	<hr/>
	\$ 962,719.51

I, Erin C. Burke, City Clerk of the City of Cape May, County of Cape May, State of New Jersey, do hereby certify the foregoing is a correct and true original Resolution adopted by the City Council of the City of Cape May at a meeting held on September 3, 2025.

Erin C. Burke, City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Baldwin						
Bodnar						
Meier						
McDade						
Mullock						

P.O. Type: All
 Range: First to Last
 Format: Condensed
 Vendors: All
 Rcvd Batch Id Range: First to Last

Open: N Paid: N Void: N
 Rcvd: Y Held: Y Aprv: N
 Bid: Y State: Y Other: Y Exempt: Y

Include Non-Budgeted: Y

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00038	CMC MUA	25-01950	08/20/25	JULY 2025 STATEMENT 38896	INVS Open	4,989.30	0.00		
00039	CHAMBER OF COMMERCE OF GRTR CM	25-02008	08/25/25	2025/2026 membership	Open	450.00	0.00		
00046	SAMPLE MEDIA INC	25-01939	08/18/25	July 2025 July Advertising	Open	1,350.00	0.00		
00063	CAPE MAY CITY BOARD EDUCATION	25-02034	08/27/25	LOCAL SCHOOL TAX 2025 SEPT	Open	163,549.00	0.00		
00077	ATLANTIC CITY ELECTRIC	25-02014	08/27/25	AUGUST ELECTRIC CHARGES	Open	12,638.61	0.00		
		25-02015	08/27/25	AUGUST ELECTRIC CHARGES	Open	46,025.41	0.00		
		25-02016	08/27/25	AUGUST ELECTRIC CHARGES	Open	1,629.40	0.00		
		25-02017	08/27/25	AUGUST ELECTRIC CHARGES	Open	1,074.53	0.00		
		25-02018	08/27/25	AUGUST ELECTRIC CHARGES	Open	<u>16,500.59</u>	0.00		
						77,868.54			
00092	VERIZON WIRELESS	25-01925	08/15/25	WIRELESS BILL 542308248-00001	Open	2,670.91	0.00		
00174	MUNICIPAL CLERKS ASSOC OF CMC	25-01815	08/07/25	Clerk's Assoc. Mini Conference	Open	90.00	0.00		
00180	CAPE WINDS FLORIST	25-01811	08/07/25	Memorial Wreath	Open	105.50	0.00		
00283	JERSEY CAPE ANTIQUE AUTO	25-01818	08/07/25	JCAACA Show 2025	Open	500.00	0.00		
00341	MGL FORMS-SYSTEMS, LLC	25-01734	07/28/25	CLEARING CHECKS	Open	814.00	0.00		
00386	PEDRONI FUEL COMPANY	25-01951	08/20/25	JULY 2025 INVOICES FUEL	Open	15,168.16	0.00		
00393	PITNEY BOWES INC	25-01941	08/20/25		Open	71.99	0.00		
00451	SOUTH JERSEY GAS CO	25-01919	08/14/25	GAS BILLING 6/27/25-7/30/25	Open	2,773.73	0.00		
		25-01940	08/19/25	GAS BILLING 7/15/25-8/13/25	Open	<u>202.70</u>	0.00		
						2,976.43			

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00462	SWAIN'S/ACE HARDWARE INC								
		25-01915	08/13/25	supplies	Open	1,003.30	0.00		
		25-01986	08/25/25	HARDWARE & MISC SUPPLY 2024-25	Open	<u>829.04</u>	0.00		
						1,832.34			
00467	TCTA ASSOC OF CMC								
		25-01996	08/25/25	TCTA Dinner 9/4/2025 P Taub	Open	40.00	0.00		
00519	CAPE MAY COUNTY HERALD								
		25-01784	08/04/25	week of 7/23 advertising	Open	230.77	0.00		
		25-01866	08/11/25	PB LEGAL AD 7-22-2025 MEETING	Open	43.77	0.00		
		25-01934	08/18/25	summer concert advertising	Open	461.54	0.00		
		25-01991	08/25/25	summer concert 2025 advertisin	Open	<u>230.77</u>	0.00		
						966.85			
00699	B.W. STETSON & COMPANY								
		25-01812	08/07/25	JULY 2025 STANDARD ORDER	Open	200.50	0.00		
00742	CORE & MAIN								
		25-01900	08/13/25	Injection Quill RO plant	Open	282.00	0.00		
		25-01907	08/13/25	Meter setters and pits	Open	<u>24,180.00</u>	0.00		
						24,462.00			
00748	SIGN-A-RAMA								
		25-01825	08/07/25	a-frame for CIB lot	Open	357.95	0.00		
00864	COASTAL ENVIRONMENTAL SERVICES								
		25-01944	08/20/25	AUGUST 2025 COMMUNITY CENTER	Open	980.00	0.00		
00898	M S BROWN JEWELERS								
		25-01780	08/04/25	2025 clamshell trophy plates	Open	60.00	0.00		
		25-01990	08/25/25	car show 2025 trophy	Open	<u>35.00</u>	0.00		
						95.00			
00957	ACE PLUMBING & ELECTRICAL SUPP								
		25-01722	07/24/25	JUNE 2025 PLUMBING ALL RR	Open	1,544.94	0.00		
01019	KLENZOID INC								
		25-01893	08/13/25	Bulk K-300	Open	3,304.00	0.00		
01105	QUANTUM INCORPORATED								
		25-01916	08/13/25	May Interpreting Arabic	Open	36.00	0.00		
01237	THOMSON WEST								
		25-01848	08/07/25	Clearpayment Det Patrol Div.	Open	351.54	0.00		
01252	SORENSEN, MICHAEL ESQ								
		25-01760	07/31/25	MUNICIPAL PUBLIC DEFENDER	Open	625.00	0.00		B
01811	SURRAN'S NURSERIES, LLC								
		25-01983	08/25/25	CRIMSON KING MAPLE TREES	Open	480.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
02850	A C SCHULTES INC	25-01892	08/13/25	We'll 6 Air Relief Repair	Open	2,297.00	0.00		
03300	CDW GOVERNMENT INC	25-01805	08/07/25	27" Monitor	Open	502.46	0.00		
03541	ATLANTIC CAPE COMMUNITY COLLEG	25-02011	08/25/25	Water Sewer Classes	Open	3,398.00	0.00		
03893	COMCAST	25-01927	08/15/25	ACCT# 8499 05 006 0289317	Open	688.15	0.00		
03955	VILLAS NAPA AUTO PARTS	25-01949	08/20/25	JULY 2025 INVOICES VEHICLES	Open	3,081.14	0.00		
03985	RICOH USA, INC.	25-01921	08/14/25	COPIER SERVICES 8/3-9/2/25 SUB	Open	54.96	0.00		
		25-01922	08/14/25	COPIER SERVICES 9/2-10/1/25 PD	Open	115.13	0.00		
		25-01923	08/14/25	COPIER SERVICES 8/3/25-9/2/25	Open	614.00	0.00		
		25-01924	08/14/25	COPIER SERVICES 8/3/25-9/2/25	Open	185.90	0.00		
		25-01928	08/15/25	IM7000 CLERK 8/5/25-9/4/25	Open	350.04	0.00		
						<u>1,320.03</u>			
04129	CARBONIC SYSTEMS, INC.	25-01969	08/25/25	co2 bulk delivery	Open	3,153.84	0.00		
04537	W.B. MASON COMPANY, INC.	25-01771	08/04/25	BINDER, LABELS, ENVELOPES, ETC	Open	65.67	0.00		
		25-01782	08/04/25	office supplies	Open	191.57	0.00		
		25-01834	08/07/25	COPY PAPER	Open	112.75	0.00		
		25-01849	08/07/25	WB Mason Order for Paper \$164	Open	164.10	0.00		
						<u>534.09</u>			
04818	COMPLETE CONTROL SERVICES INC.	25-01670	07/21/25	EMergency repair for RO leak	Open	6,750.79	0.00		
05005	LCMR HIGH SCHOOL BAND	24-03204	10/18/24	2024 Halloween Parade	Open	500.00	0.00		
		25-01992	08/25/25	Rotary park 2025	Open	500.00	0.00		
						<u>1,000.00</u>			
05052	SEASHORE SOUND	25-01799	08/07/25	Rotary park 2025 7/25-8/4	Open	1,800.00	0.00		
		25-01965	08/25/25	Rotary Park 8/8-8/18/2025	Open	1,575.00	0.00		
		25-01988	08/25/25	Summer send off 2025	Open	1,400.00	0.00		
		25-02009	08/25/25	Rotary park 8/22-8/25	Open	900.00	0.00		
						<u>5,675.00</u>			
05202	ONE CALL CONCEPTS, INC.	25-01902	08/13/25	Markouts July 2025	Open	425.60	0.00		
05697	TOP NOTCH TREE CARE	25-01984	08/25/25	TREE PICK UP/DEL/PLANTING	Open	650.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
05704	GENTILINI CHEVROLET	25-01897	08/13/25	JULY 14, 2025 INVOICE BOLTS	Open	16.98	0.00		
05756	ALLEGRA MARKETING PRINT MAIL	25-01176	06/03/25	PRINTING PUBLIC NOTICE #70	Open	1,549.89	0.00		B
05767	COMCAST	25-01926	08/15/25	ACCT 903537395 - CITY HALL	Open	448.62	0.00		
06015	NJAFM	25-01959	08/20/25	2025 NJAFM Annual Conf.	Open	420.00	0.00		
06077	Rowan College SJ - Cumberland	25-01885	08/13/25	Rotary Park 8/1/2025	Open	400.00	0.00		
06126	FALASCA MECHANICAL INC	25-01488	07/02/25	2ND FLOOR SPLIT SYSTEM	Open	9,845.00	0.00		
		25-01946	08/20/25	JUNE 2025 INVOICES	Open	2,247.29	0.00		
						12,092.29			
06174	UNITED UNIFORMS	25-01942	08/20/25	CMPD UNIFORMS	Open	5,992.78	0.00		
06551	CHARLES MARANDINO, LLC	25-00656	03/31/25	FRANKLIN STREET RECONSTRUCTION	Open	19,572.07	0.00		B
06616	AMERICAN RED CROSS	25-01948	08/20/25	Final Red Cross Certs	Open	153.60	0.00		
06669	NJ LEAGUE OF MUNICIPALITIES	25-02028	08/27/25	NJLM CONFERENCE	Open	1,770.00	0.00		
06870	JB GIGS LLC	25-01787	08/04/25	2025 movies	Open	1,900.00	0.00		
07261	AMERICAN BANKERS INS. CO.	25-01981	08/25/25	FLOOD INSURANCE 1600 DEL AVE	Open	3,042.00	0.00		
		25-01982	08/25/25	FLOOD INSURANCE 1612 DEL AVE	Open	2,928.00	0.00		
						5,970.00			
07450	BRITISH INVASION TRIBUTE, LLC	25-01890	08/13/25	2025 British Invasion show	Open	7,651.41	0.00		
07474	LINDA MCNALLY MOORE	25-01935	08/18/25	Rockin'Blondes 8/11/25	Open	600.00	0.00		
07626	THE KNOT WORLDWIDE, INC.	25-01828	08/07/25	4th qtrly payment	Open	3,909.42	0.00		
07906	BARBER CONSULTING SERVICES	25-01966	08/25/25	MIS OVERTIME SERVICES	Open	1,350.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
07995	GARDEN STATE LABORATORIES, INC	25-01997	08/25/25	Lab Services July 2025	Open	2,565.00	0.00		
08102	JERSEY SHORE POPS	25-02013	08/27/25	8/1/2025 Liza & Judy show	Open	4,653.00	0.00		
08506	GILLIN-SCWARTZ LAW LLC	25-01761	07/31/25	GENERAL COUNSEL/SOLICITOR	Open	22,551.00	0.00		B
		25-01801	08/07/25	HPC SOLICITOR - JUNE 2025	Open	<u>2,534.50</u>	0.00		
						25,085.50			
08597	ENGINEERING DESIGN ASSOCIATES	25-01882	08/13/25	LAFAYETTE ST PRK PROJ MNGMNT	Open	72,686.27	0.00		
08626	FAMILY AUTO GLASS	25-01321	06/16/25	JUNE 10, 2025 FD 5130	Open	800.00	0.00		
08714	LELAH EPPENBACH	25-01936	08/18/25	rotary park 8/10/2025	Open	300.00	0.00		
08723	VBO TICKETS, INC	25-01820	08/07/25	July 2025 ticket sales	Open	433.30	0.00		
08727	ALFRED B HARRISON	25-01817	08/07/25	2025 Baby Parade	Open	530.00	0.00		
08811	CME ASSOCIATES, INC	24-01056	04/12/24	CME DESAL PLANT - EPA GRANT	Open	5,214.75	0.00		B
08858	AMAZON CAPITAL SALES, INC.	25-01378	06/24/25	MYRON CALIBRATION & METER	Open	1,021.11	0.00		
		25-01567	07/14/25	BREAKROOM SOFA	Open	539.99	0.00		
		25-01933	08/18/25	display port and fire binder	Open	<u>28.10</u>	0.00		
						1,589.20			
08950	EVERBRIDGE, INC	25-01912	08/13/25	NIXLE SOFTWARE EMERGENCY ALERT	Open	4,827.10	0.00		
08995	KINGBARNES, LLC	25-01865	08/11/25	PB/ZB HEARING PREP/RESOLUTIONS	Open	900.00	0.00		
		25-01962	08/25/25	PB REVIEWS & RESOLUTIONS	Open	<u>550.00</u>	0.00		
						1,450.00			
09004	COLLIERS ENGINEERING & DESIGN	24-01936	06/24/24	PROMENADE PRESERVATION PROJECT	Open	15,071.81	0.00		B
09017	WESTSIDE MARKET, LLC	25-01938	08/18/25	2025 camp picnic	Open	454.50	0.00		
09018	EMERGE ARTIST DEVELOPMENT,LLC	25-01929	08/18/25	2025 Rotary Park Concerts	Open	4,100.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
09022	DION W. PACI	25-01884	08/13/25	Rotary Park 8/2/25	Open	350.00	0.00		
09076	PRIVATE ISLAND EMBROIDERY	24-03282	10/29/24	Patches and Hats	Open	1,145.00	0.00		
09384	CINTAS CORPORATION NO.2	25-01957	08/20/25	August Refill	Open	355.88	0.00		
		25-01994	08/25/25	Aug/Sept 2025 refill	Open	54.36	0.00		
						410.24			
09405	KURITA	25-01891	08/13/25	vitec 4000 (4 drums)	Open	7,600.00	0.00		
09491	PHILLY KEYS LLC	25-01829	08/07/25	2025 Holiday Reception DEPOSIT	Open	750.00	0.00		
09525	DOCUTREND INC	25-01974	08/25/25	VOICE CHRGS MAY 2025 INVOICE	Open	2,510.21	0.00		
09540	OTIS ELEVATOR COMPANY	25-01412	06/25/25	MONTHLY SERVICE ELEV FIREHOUSE	Open	2,097.00	0.00		
09550	CARTAGENA, SAMMY	25-01908	08/13/25	Interpretor May-July	Open	400.00	0.00		
09585	MASTER DJ AND SOUND LLC	25-01785	08/04/25	2025 dance nights/instructor	Open	1,200.00	0.00		
09602	GRIDLESS POWER	25-01881	08/13/25	CAMERA INSTALL BWALK & BRIDGE	Open	120,664.65	0.00		B
09608	WILLIAM SCHOPPY, INC	25-01883	08/13/25	ELWELL 18X18 PLAQUE BRONZE	Open	1,999.00	0.00		
09615	HEALTH INSURANCE SOLUTIONS INC	25-01887	08/13/25	Sept Retiree Med+RX premium	Open	26,948.66	0.00		
09675	JFC CLEANING INC	25-01827	08/07/25	linen cleaning	Open	103.95	0.00		
		25-01937	08/18/25	linen cleaning	Open	115.50	0.00		
						219.45			
09676	The Jersey Giant WMID, LLC	25-01989	08/25/25	June/July 2025 radio advertisi	Open	800.00	0.00		
09710	ROBERT B SANTA	25-02012	08/27/25	8/16/2025 Elvis Show	Open	7,180.00	0.00		
09732	SERVPRO	25-00999	05/14/25	MAY 2025 WELCOME CENTER	Open	1,280.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
09769	AMERIHEALTH	25-01953	08/20/25	Sept for EE and Retirees	Open	214,198.65	0.00		
09770	DELTA DENTAL OF NJ, INC	25-01954	08/20/25	Sept dental for EE + Retiree	Open	9,008.14	0.00		
09775	EB EMPLOYEE SOLUTIONS	25-01886	08/13/25	August Admin fee EE+Retiree DC	Open	12,999.12	0.00		
09786	DELTA DENTAL OF CONNECTICUT	25-01955	08/20/25	Sept vision EE + Retiree	Open	1,105.42	0.00		
09816	BEASLEY MEDIA GROUP LLC	25-01821	08/07/25	radio advertising	Open	1,700.00	0.00		
09829	PRIMO BRANDS	25-01906	08/13/25	Primo Water August	Open	15.73	0.00		
09852	CHALK ME UP LLC	25-01803	08/07/25	August 2025 craft refund	Open	205.00	0.00		
09853	PRISCILLA LAINEZ	25-01824	08/07/25	purchased too many tickets	Open	90.00	0.00		
09855	WILLIAM MILLER	25-01870	08/11/25	Zoning Admin Enforcement Class	Open	634.00	0.00		
09857	HEATHER BRUNKEL	25-01911	08/13/25	Heather Mileage Summit	Open	65.80	0.00		
09860	RRONI DUSHI	25-02040	08/29/25	RETURN OF PROPERTY	Open	13.04	0.00		
9558	AIRESPRING	25-01978	08/25/25	CONNECTIVITY & CLOUD 8/16/2025	Open	3,313.11	0.00		
9565	NJ MUNICIPAL MNGMNT ASSOC INC	25-02041	08/29/25		Open	550.00	0.00		
9592	HURLESS PLANNING & ENGINEERING	25-01864	08/11/25	ZB APPL REV, MTG & INSPECTIONS	Open	405.00	0.00		
		25-01963	08/25/25	PB APPL/COMPLIANCE REV/INSPS	Open	3,948.75	0.00		
						<u>4,353.75</u>			

Total Purchase Orders: 132 Total P.O. Line Items: 0 Total List Amount: 962,719.51 Total Void Amount: 0.00

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
CURRENT FUND	4-01	886.36	0.00	886.36	0.00	0.00	886.36
BEACH UTILITY FUN	4-30	<u>1,145.00</u>	<u>0.00</u>	<u>1,145.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,145.00</u>
Year Total:		2,031.36	0.00	2,031.36	0.00	0.00	2,031.36
CURRENT FUND	5-01	627,948.05	0.00	627,948.05	0.00	0.00	627,948.05
WATER UTILITY OPE	5-09	128,725.74	0.00	128,725.74	0.00	0.00	128,725.74
TOURISM UTILITY F	5-20	90,162.11	0.00	90,162.11	0.00	0.00	90,162.11
BEACH UTILITY FUN	5-30	<u>16,538.11</u>	<u>0.00</u>	<u>16,538.11</u>	<u>0.00</u>	<u>0.00</u>	<u>16,538.11</u>
Year Total:		863,374.01	0.00	863,374.01	0.00	0.00	863,374.01
GENERAL CAPITAL	C-04	58,512.32	0.00	58,512.32	0.00	0.00	58,512.32
BUILDER ESCROWS -	E-16	5,803.75	0.00	5,803.75	0.00	0.00	5,803.75
GRANT FUND	G-02	22,426.95	0.00	22,426.95	0.00	0.00	22,426.95
WATER UTILITY CAP	U-06	10,571.12	0.00	10,571.12	0.00	0.00	10,571.12
Total of All Funds:		<u>962,719.51</u>	<u>0.00</u>	<u>962,719.51</u>	<u>0.00</u>	<u>0.00</u>	<u>962,719.51</u>