



**COUNTY OF HUDSON  
DEPARTMENT OF PARKS & COMMUNITY SERVICES  
DIVISION OF PLANNING  
MEADOWVIEW CAMPUS BLDG. 1, FL. 2  
595 COUNTY AVENUE  
SECAUCUS, NEW JERSEY 07094  
WWW.HUDSONCOUNTYNJ.ORG/DIVISION-OF-PLANNING.ASPX**

**THOMAS A. DeGISE  
COUNTY EXECUTIVE**

**MICHELLE E. RICHARDSON  
DIRECTOR**

**STEPHEN D. MARKS, PP, AICP, LEED-GA  
DIVISION CHIEF**

**(201) 217-5137  
(201) 795-7856**

Fax

**TRANSMITTED VIA CERTIFIED MAIL**

June 28, 2011

Hon. Dawn Zimmer, Mayor  
City of Hoboken - Office of the Mayor  
94 Washington St.  
Hoboken, N.J. 07030

Re: Hudson County Open Space Trust Fund Application: (OS-06-08)  
Project Title: Cognis Site Property Acquisition  
Grant Expires: August 13, 2011  
Remaining Funds: \$3,000,000.00

Dear Mayor Zimmer:

Please accept this letter regarding the above referenced Hudson County Open Space Trust Fund grant application. Pursuant to the approved Hudson County Open Space Trust Fund Policy and Program Statement all grants expire at the end of 36 months. A grantee may request a one-year grant extension if they can reasonably demonstrate that progress is being made on the project and it is anticipated that the grant funds will be expended/dispursed over the following 12 month period. All one year extensions must be first recommended by the Hudson County Open Space Advisory Board and accepted by the County Executive and Board of Chosen Freeholders.

This year the county is giving a one-time, limited opportunity to grantees to "re-program" unspent funds from an approved project to another Open Space Trust Fund eligible project. In accordance with the public referendum which authorized the Trust Fund's establishment, eligible purposes are limited to: 1. Open Space Acquisition; 2. Park Improvements; and 3. Historic Preservation projects. Funds may not be used for routine maintenance and/or programming. Park Improvement and Historic Preservation projects must have a minimum life span of 6 years and meet the definition of a "capital improvement" pursuant to N.J.S.A. 40A:12-2. Re-programmed funds cannot be allocated towards a project in which funds have already been fully encumbered. Finally, shade trees and other "green infrastructure" projects, as defined in the Open Space Policy and Program Statement, are eligible for re-programming so long as they are located on public property, right-of-way, or sites subject to conservation easements.

Please find enclosed an "Annual Grant Status Report Form" which is necessary to submit for the one year grant extension. If you do not reasonably anticipate that the funds will be spent or disbursed on this project over the next 12 months, you may request to re-program the funds to another "shovel ready" project using the enclosed "2011 Reprogramming Request Form". Please note that if a project sponsor does not request either a grant extension or a re-programming, then the grant will expire and the unused funds will be returned to the Open Space Trust Fund. Please fill out one of the forms and submit it to my office by July 20, 2011.

The next meeting of the Hudson County Open Space Advisory Board will take place on Wednesday July 27, 2011 in the Lincoln Park Administration Building. Please contact Daniela Ciannaruconi at (201) 217-5137x2 to schedule an appointment to meet with the Advisory Board regarding the status of your project and to request an extension or a reprogramming. If you have any questions or need additional information or assistance, please feel free to call.

Sincerely,

Stephen D. Marks

- c. Arch Liston, Business Administrator
- Brandy Forbes, PP/AICP, Community Development Director