



BOROUGH OF RED BANK

90 MONMOUTH STREET ♦ RED BANK ♦ NJ 07701

MUNICIPAL COUNCIL ♦ REORGANIZATION MEETING JANUARY 1, 2026 ♦ 12:00 P.M.

SUNSHINE STATEMENT This meeting is being held in accordance with the Public Laws of 1975, Chapter 231 and adequate notice of this meeting has been provided by a notice sent to Asbury Park Press, Two River Times and Star Ledger and posted in the Main Lobby of the Municipal Building and on the municipal website.

OPMA authorizes municipalities to conduct public meetings through use of streaming services and other online meeting platforms. The Red Bank Council is meeting in person as well as providing an option for the public to participate in via ZOOM video meetings. Please note that the option to attend is being provided as a courtesy, therefore, if Zoom becomes unavailable during the meeting and it cannot quickly be fixed, Council will continue with the remainder of the meeting. For those joining us via Zoom, please raise your hand during designated times to be recognized for a comment. Whether you are appearing in person or via Zoom, you must provide your name to be recognized.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

Portman Bonatakis Facey-Blackwood Forest Jannone Triggiano Yuro

III. INVOCATION – Pastor Janet Jones

IV. OATH OF OFFICE

1. Swearing in of Governing body- Sworn in by Senator Vin Gopal

- Councilmember Kristina Bonatakis
- Councilmember Ben Forest
- Councilmember Laura Jannone
- Councilmember Ben Yuro

2. Swearing in of Fire Officials- Sworn in by Mayor Portman

- Second Deputy Chief – Francis Scott Calabrese
- First Deputy Chief – Brett MacDonald
- Chief – Michael J. Welsh

3. Presentation (plaque): in recognition of David Cassidy- presented by Mayor and Council

V. RESOLUTIONS AND APPOINTMENTS

26-01 RESOLUTION DESIGNATING DEPUTY MAYOR FOR 2026 (KATE TRIGGIANO)

26-02 RESOLUTION OF THE APPOINTMENT OF BOROUGH ATTORNEY, GREGORY J. CANNON, ESQ. FOR THE FIRM CANNON & MCGUINN, LLC FOR CY 2026

26-03 RESOLUTION AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACTS FOR PROFESSIONAL SERVICES

26-04 RESOLUTION CONFIRMING COUNCIL LIAISON APPOINTMENTS FOR 2026

26-05 RESOLUTION CONFIRMING APPOINTMENTS OF OFFICIALS AND EMPLOYEES FOR 2026

26-06 RESOLUTION CONFIRMING BOARD AND COMMITTEE APPOINTMENTS FOR 2026

26-07 RESOLUTION DESIGNATION OF MEDIA OUTLETS

26-08 RESOLUTION AUTHORIZING 2026 TEMPORARY BUDGET

26-09 RESOLUTION APPROVING CASH MANAGEMENT PLAN

26-10 RESOLUTION AUTHORIZING CREATION OF CHANGE FUNDS

NOTE: This may not be the order of business. There may be additions or deletions.

26-11 RESOLUTION DESIGNATING DEPOSITORYES FOR THE BOROUGH OF RED BANK

26-12 RESOLUTION AUTHORIZING CFO TO CONDUCT FINANCIAL MATTERS BETWEEN REGULAR BUSINESS MEETINGS IN 2026

26-13 RESOLUTION FOR APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A: 11-12A

26-14 RESOLUTION FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES, UTILITY AND OTHER MUNICIPAL ASSESSMENTS

26-15 RESOLUTION AUTHORIZING THE MAYOR, BOROUGH MANAGER, AND/OR THE LICENSED WATER/SEWER OPERATOR TO SIGN TREATMENT WORKS APPROVAL (TWA) AND BUREAU OF WATER SYSTEM ENGINEERING (BWSE) APPLICATIONS

26-16 RESOLUTION TO AFFIRM THE BOROUGH OF RED BANK'S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS AND MEMBERS OF THE PUBLIC THAT COME INTO CONTRACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS

26-17 RESOLUTION RE-APPOINTING THOMAS SEAMAN, CMFO AS CHIEF FINANCIAL OFFICER OF THE BOROUGH FOR A FOUR-YEAR TERM BEGINNING JANUARY 1, 2026 AND EXPIRING DECEMBER 31, 2029, THEREBY GRANTING TENURE TO SAID BOROUGH EMPLOYEE

VI. REMARKS OF MAYOR PORTMAN AND COUNCIL

VII. PUBLIC COMMENT

VIII. BENEDICTION – Pastor Janet Jones

IX. ADJOURNMENT

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-01

DESIGNATING DEPUTY MAYOR FOR 2026

WHEREAS, it is necessary that a member of Council be designated Deputy Mayor of said Council to fulfill the duties of the Mayor during his absence.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Red Bank that Kate Triggiano, a member of Council, be elected Deputy Mayor.

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-02

**RESOLUTION OF THE APPOINTMENT OF BOROUGH ATTORNEY,
GREGORY J. CANNON, ESQ., OF THE FIRM
CANNON & MCGUINN, LLC FOR CY 2026**

WHEREAS, there exists a need for legal services as Attorney of the Borough of Red Bank; and

WHEREAS, the Borough issued a solicitation of professional services contracts in accordance with a fair and open process adopted by the Borough of Red Bank in accordance with N.J.S.A. 40A: 11-5, N.J.S.A. 19:44A-20.5 and N.J.A.C. 17:27-1.1 et seq.; and

WHEREAS, said solicitation of professional services contracts satisfies the requirements of a fair and open process under N.J.S.A. 19:44A:20.5; and

WHEREAS, all proposals were to be submitted to the Office of the Borough Manager by December 11, 2025; and

WHEREAS, the anticipated term of this contract is for the year 2026; and

WHEREAS, the following Gregory J. Cannon, Esq. of the firm Cannon & McGuinn, LLC: Po Box 948, Matawan, New Jersey, 07747/105 Reids Hill Road – Suite B, Aberdeen, NJ 07747 has submitted their proposal indicating they will provide the legal services as Borough Attorney for amounts specified in the 2026 Municipal Budget; and

WHEREAS, funds have been made available in the Annual Municipal Budget of the Borough of Red Bank to support these services.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Red Bank, County of Monmouth, State of New Jersey, as follows:

1. That Gregory J. Cannon, Esq. of the firm Cannon & McGuinn, LLC is hereby appointed Borough Attorney commencing January 1, 2026 and ending December 31, 2026, and shall perform all legal services under the contract authorized herein.

2. That the Mayor or his designee and Borough Clerk are authorized to sign and deliver on behalf of the Borough the contract for these professional services which is contingent upon the negotiation, execution and award of a final contract between the appointee and the Borough, to the extent necessary under the laws of the Borough and the State of New Jersey;

3. That this contract is awarded as a Professional Service in accordance with N.J.S.A. 40A: 11-5(1)(a)(I) of the Local Public Contracts Law because it is for services to be performed by person(s) authorized by law to practice a recognized profession.

4. That a notice of this action shall be printed once in the official newspaper of the Borough of Red Bank.

5. That this resolution shall take effect immediately.

6. That a certified copy of this resolution shall be provided by the Borough Clerk to Gregory J. Cannon, Esq. of the firm Cannon & McGuinn, LLC.

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-03

**RESOLUTION AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACTS
FOR PROFESSIONAL SERVICES**

WHEREAS, the Borough of Red Bank has solicited proposals through a fair and open process in accordance with N.J.S.A. 19:44A-20.5 et seq., which requires that award of contract for “Professional Services” through the fair and open process must be made by resolution authorizing the award of said contract and must be publicly advertised; and

WHEREAS, the Borough of Red Bank has a need to acquire the professional services as listed below; and

WHEREAS, the anticipated term of this contract is for the year 2026; and

WHEREAS, the following business entities have submitted proposals indicating they will provide the legal services, engineering service and auditing services for amounts specified in the 2026 Municipal Budget:

Special Legal Counsel Pool:	Wisniewski & Associates, LLC Clearly, Giacobbe, Alfieri, Jacobs, LLC Dilworth Paxson Rainone Coughlin Minchello Gene J. Anthony Plosia Cohen, LLC Armando V. Riccio, LLC
Rent Leveling Board Attorney:	
Labor Counsel:	
Alternate Labor Counsel:	
Tax Attorney	
Borough Auditor:	
Public Defender	
Prosecutor:	
Borough Engineer:	
Special Projects Engineering Pool:	CME Associates Remington & Vernick ARH Associates ENgenuity T&M Associates Colliers Pennoni Wilentz Goldman & Spitzer JP Capizzi Law Office McManimon Scotland Bauman Buckhurst Fish & Jacquemart T&M Associates USA Architects Netta Architects
Bond Counsel:	
Alternate Bond Counsel:	
Redevelopment Attorney:	
Planner:	
Alternate: Planner:	
Architect:	
Alternate Architect/Planner:	

WHEREAS, funds have been made available in the Annual Municipal Budget of the Borough of Red Bank to support these services.

NOW, THEREFORE, BE IT RESOLVED that:

- 1) The above appointments are hereby ratified and confirmed for the year 2026.
- 2) The amounts charged for these services will be determined in accordance with the contracts dated as of January 1, 2026 and in effect through December 31, 2026.
- 3) The said contracts were awarded without public bidding as "Professional Services" under the provisions of said Local Public Contracts Law.
- 4) A copy of this Resolution shall be published in the Asbury Park Press within ten (10) days of its passage.

BE IT FURTHER RESOLVED that the Mayor and Clerk are authorized to sign and deliver on behalf of the Borough the contract for these professional services which is contingent upon the negotiation, execution and award of a final contract between the appointee and the Borough, to the extent necessary under the laws of the Borough and the State of New Jersey;

BE IT FURTHER RESOLVED that the Clerk cause notice of this action to be printed once in an official newspaper of the Borough of Red Bank.

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-04

RESOLUTION CONFIRMING COUNCIL LIAISON APPOINTMENTS FOR 2026

BE IT RESOLVED that the appointments made by the Mayor are hereby confirmed (listed below) and the following appointments are for a term of one year, unless otherwise specified or provided for by statute;

LIAISON/REPRESENTATIVE APPOINTMENTS:

Animal Welfare Advisory Committee Liaison	Laura Jannone
Environmental Commission/Green & Creative Teams Liaison	Nancy Facey-Blackwood
Community Engagement & Equity Advisory Committee Liaison	Kate Triggiano
Library Board of Directors Liaison	Laura Jannone
Parks & Recreation Committee Liaison	Ben Forest
Council Representative to Red Bank Housing Authority	Kate Triggiano
Rent Leveling Board Liaison	Kristina Bonatakis
Council Representative to RiverCenter	Ben Yuro
Shade Tree Committee Liaison	Nancy Facey-Blackwood
Council Representative to Historic Preservation Commission	Kristina Bonatakis
Council Representative for Education	Ben Forest

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-05

RESOLUTION CONFIRMING APPOINTMENTS OF OFFICIALS AND EMPLOYEES FOR 2026

BE IT RESOLVED that the appointments made by the Mayor are hereby confirmed and the following officials are appointed for a term specified by Municipal Ordinance, unless otherwise specified or provided for by statute;

Deputy Court Administrator	Susan Milnes
Deputy Municipal Clerk/Registrar	Bonnie K. Thomas
Municipal Housing Liaison	Shawna Ebanks
Clean Communities Coordinator	Maria Rotolo
Community Development Representative	Shawna Ebanks
Alternate Community Development Representative	James Gant
Public Agency Compliance Officer	Sheri Gumina

RED BANK EMERGENCY MANAGEMENT COMMITTEE

Director	Mayor William Portman
Coordinator	Thomas Welsh
Deputy Coordinator/Police Coordinator	Michael Frazee
Deputy Coordinator/EMS Representative	Douglas Haviland
Deputy Coordinator	Darren McConnell, Jr.
Borough Manager	James Gant
OEM Assistant	Chris Soden
OEM Assistant	Alan Soden Jr.
OEM Assistant	Greg Oliva
OEM Assistant	John Ziemanis
Fire Chief	Michael J. Welsh
Communications OEM	Alan Soden Sr.
Hazardous Material Technician	Joseph Forgione
Emergency Health Care	Derek Englese- Riverview Security Supv.
Public Utilities	Terrence Walton
Welfare Officer	Jacqueline Reynolds
Public Information Officer	James Gant/Adriana Medina-Gomez
Chief Financial Officer	Thomas Seaman
Construction Official	Anthony Niebert

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-06

RESOLUTION CONFIRMING BOARD AND COMMITTEE APPOINTMENTS FOR 2026

BE IT RESOLVED that the appointments made by the Mayor are hereby confirmed (listed below) and the following officials are appointed for a term of one year, unless otherwise specified or provided for by statute.

BE IT FURTHER RESOLVED that the terms for the members of the committees / commissions / boards below will be drawn at the first meeting of the aforementioned relevant body.

ANIMAL WELFARE COMMITTEE (§9-48) (6 Member – 3 years /2 Alternates – 2 years)

Name	Title	Term
Carla Alvarez	Member	1/1/2026-12/31/2028
Mark Delaney	Member	1/1/2026-12/31/2028
Taylor Chalmers	Alternate 1	1/1/2026-12/31/2027

ENVIRONMENTAL COMMISSION (§N.J.S.A. N.J.S.A. 40:56A-1.) (7 Member – 3 years /2 Alternates – 2 years)

Name	Title	Term
Dave Johnson	Member	1/1/2026-12/31/2028

ENVIRONMENTAL COMMISSION GREEN TEAM

Travers Martin, Helena Blyskun, E. Pamela McArthur, Eric Wokas, Sal Trifiro, Daniel Harris, Terrence Walton, Oscar Salinas

HISTORIC PRESERVATION COMMISSION (§9-29) (5 Member – 4 years /2 Alternates – 2 years)

Name	Title	Term
Marjorie Cavalier	Class B Member	1/1/2026-12/31/2029
Karen Schmelzkopf	Class C Member	1/1/2026-12/31/2029
Bethzy Varela	Alternate #1	1/1/2026-12/31/2028
Matthew Cummings	Alternate #2	1/1/2026-12/31/2028

PLANNING BOARD OF ADJUSTMENT (§N.J.S.A. 40:55D-1 et seq.) (9 Member /2 Alternates – 2 years)

Class I, 4-year (1); Class II, 1-year (1); Class III, 1-year (1); Class IV, 4-year; (6)

Name	Title	Term
Shawna Ebanks	Class II Member	1/1/2026-12/31/2026
Barbara Boas	Class IV Member	1/1/2026-12/31/2029
Brian Parnagian	Alternate #2	1/1/2026-12/31/2027

ZONING BOARD OF ADJUSTMENT (§N.J.S.A. 40:55D-1 et seq) (7 Member – 4 years /4 Alternates – 2 years)

Name	Title	Term
Greg Fitzgerald to fill the unexpired term of Ben Yuro	Member	term ending on 12/31/2028
John Gilday	Member	1/1/2026-12/31/2029
Anna Cruz	Member	1/1/2026-12/31/2029
Gene Horowitz to fill the unexpired term of Anna Cruz	Alternate #1	term ending on 12/31/2026
Chris Havens	Alternate #2	1/1/2026-12/31/2027
Dorothy Cerulo	Alternate #3	1/1/2026-12/31/2027
Rebecca Flynn to fill the unexpired term of Chris Havens	Alternate #4	term ending on 12/31/2026

PARKS AND RECREATION COMMITTEE (§9-19) (7 Member – 3 years / 2 Alternates – 2 years)

Name	Title	Term
John Lefever	Member	1/1/2026-12/31/2028
Kristen Gall	Member	1/1/2026-12/31/2028
Michael Lennon	Member (unexpired)	1/1/2024-12/31/2026
Pat Richter	Member	1/1/2026-12/31/2028
Joe Simon	Member	1/1/2026-12/31/2028

LIBRARY BOARD (§N.J.S.A. 40:54-9)

Name	Title	Term
Alexandra Nicolajsen	Mayor's Alternate	1/1/2026-12/31/2026
Marjorie Cavalier	Member (Treasurer)	1/1/2026-12/31/2030
Mary Burke	Member	1/1/2026-12/31/2030

COMMUNITY ENGAGEMENT EQUITY COMMITTEE (§9-24) (7 Member – 3 years / 2 Alternates – 2 years)

Name	Title	Term
Christopher Harrison	Member	1/1/2026-12/31/2028
Hermione Cervante-Lopez	Member (unexpired)	1/1/2024-12/31/2026
Selena Martinez	Member	1/1/2026-12/31/2028
Kali Garita	Alternate #1	1/1/2026-12/31/2027
Anita Pierce	Alternate #2 (unexpired)	1/1/2025-12/31/2026

SHADE TREE COMMITTEE (§9-35) (5 Member – 3 years / 2 Alternates – 2 years)

Name	Title	Term
Bill Brooks	Member	1/1/2026-12/31/2028
Brigid McCarthy	Alternate #1	1/1/2026-12/31/2027

RENT LEVELING BOARD (§9530-5) (5 Member – 3 years / 2 Alternates – 3 years)

Name	Title	Term
Scott Heck	Member	1/1/2026-12/31/2028
Judy Giunta	Alternate #1	1/1/2026-12/31/2028

HOUSING AUTHORITY (§N.J.S.A. 40A:12A-17) (5 Member – 5 years)

Name	Title	Term
John Paul Nicolaides	Member	1/1/2026-12/31/2030

RIVERCENTER

<u>Name</u>	<u>Title</u>	<u>Term</u>
Jared Patrick Anthony Yuro	Mayor's Representative	1/1/2026-12/31/2026
Marta Quinn	Citizen Representative	1/1/2026-12/31/2026

NAVESINK RIVER MUNICIPALITIES COMMITTEE

<u>Name</u>	<u>Title</u>	<u>Term</u>
Paulo Rodriguez Heyman	Representative	1/1/2026-12/31/2026

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-07

RESOLUTION OF DESIGNATION OF MEDIA OUTLETS

WHEREAS the Borough is required to designate newspapers for publication of legal notices; and

WHEREAS, beginning March 1, 2026, Bills S-4654/A-5878 allow for legal notices to be posted on the Borough's website with the designated link (<https://www.redbanknj.org/home/news/legal-notices>) to the notices advertised from January 1-February 28th and also provided to the Secretary of State for the State's internet page.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Red Bank that:

Asbury Park Press
The Star Ledger
The Two River Times

be authorized as official newspapers and media outlets for the publication of legal notices of the Borough; it being the intent of this resolution with respect to any legal notice that such may be published in either newspaper(s), as needed, but otherwise provided through the Borough's website link.

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-08

RESOLUTION AUTHORIZING 2026 TEMPORARY BUDGET

WHEREAS, N.J.S.A. 40A:4-19 provides that the Governing Body of any municipality may make temporary appropriations to provide for any contracts, commitments or payments to be made prior to the final adoption of the 2026 budget, and

WHEREAS, the date of this resolution is within the first thirty days of January 2026; and

WHEREAS, 26.25% of the total current fund appropriations in the 2025 budget exclusive of Debt Service, Capital Improvement Fund and Public Assistance is \$6,754,112.56

WHEREAS, 26.25% of the total Water/Sewer Utility appropriations for the 2025 budget exclusive of Debt Service and Capital Improvement Fund is \$1,615,356.49.

WHEREAS, 26.25% of the total Parking Utility appropriations in the 2025 budget exclusive of Debt Service and Capital Improvement Fund is \$345,589.13

NOW, THEREFORE, BE IT RESOLVED that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer.

Appropriation	Account #	Temporary Budget 1/1/2026
Admin. & Exec. - Salary & Wage	6- 01-20-100-100	111,000.00
Admin. & Exec. - Other Expenses	6- 01-20-100-200	19,860.00
Codification - Other Expenses	6- 01-20-101-200	3,000.00
Mayor & Council - Salary & Wage	6- 01-20-110-100	6,288.60
Municipal Clerk - Salary & Wage	6- 01-20-120-100	54,600.00
Municipal Clerk - Other Expenses	6- 01-20-120-200	21,000.00
Finance - Salary & Wage	6- 01-20-130-100	63,000.00
Finance - Other Expenses	6- 01-20-130-200	16,500.00
Audit Services-Other Expenses	6- 01-20-135-200	7,800.00
Education & Technology -	6- 01-20-140-200	43,200.00
Revenue Admin. - Salary & Wage	6- 01-20-145-100	38,400.00
Revenue Admin. - Other Expenses	6- 01-20-145-200	4,620.00
Tax Assessment - Salary & Wage -	6- 01-20-150-100	20,400.00
Tax Assessment - Other Expenses	6- 01-20-150-200	15,142.50
Legal Services - Other Expenses	6- 01-20-155-200	75,000.00
Engineering Services - Other Expenses	6- 01-20-165-200	42,000.00
Planning - Salary & Wage	6- 01-21-180-100	24,165.00
Planning - Other Expenses	6- 01-21-180-200	18,390.00

Rent Board - Salary & Wage	6-	01-21-181-100	900.00
Rent Board - Other Expenses	6-	01-21-181-200	5,100.00
Shade Tree Commission	6-	01-21-183-200	1,500.00
Zoning - Salary & Wage	6-	01-21-185-100	24,165.00
Zoning - Other Expenses	6-	01-21-185-200	30,420.00
UCC - Salary & Wage	6-	01-22-195-100	132,000.00
UCC - Other Expenses	6-	01-22-195-200	10,800.00
Code Enforcement- Salary & Wage	6-	01-22-196-100	30,000.00
Code Enforcement -Other Expenses	6-	01-22-196-200	2,850.00
Insurance - Liability Insurance	6-	01-23-210-229	66,641.31
Insurance - Worker's Compensation	6-	01-23-215-230	61,427.07
Insurance - Employee Group	6-	01-23-220-231	1,000,000.00
Insurance - Opt Out Payments	6-	01-23-222-228	15,600.00
Insurance -Unemployment	6-	01-23-225-232	1,500.00
Police - Salary & Wages	6-	01-25-240-100	1,842,600.00
Police - Other Expenses	6-	01-25-240-200	76,125.00
OEM - Salary & Wage	6-	01-25-252-100	2,550.00
OEM- Other Expenses	6-	01-25-252-200	1,500.00
First Aid Squad - Other Expense	6-	01-25-260-200	7,350.00
Public Health-Riverview Other Expenses	6-	01-25-261-200	69,000.00
Fire - Other Expenses	6-	01-25-265-200	48,202.50
Uniform Fire - Salary & Wage	6-	01-25-266-100	89,400.00
Uniform Fire - Other Expenses	6-	01-25-266-200	6,150.00
Municipal Prosecutor-Other Expenses	6-	01-25-275-200	10,800.00
Road Repair & Maintenance - Salaries	6-	01-26-290-100	333,000.00
Road Repair & Maintenance - Other Exp.	6-	01-26-290-200	102,420.00
Sanitation - Other Expense	6-	01-26-305-200	320,700.00
Pub Bldg/Grounds-Maint.Boro Equip-S&W	6-	01-26-310-100	153,000.00
Buildings & Grounds - Other Expense	6-	01-26-310-200	97,800.00
Environmental-Other Expenses	6-	01-27-335-200	450.00
Animal Control - Other Expense	6-	01-27-340-200	17,280.00
Park & Recreation - Salary & Wage	6-	01-28-370-100	82,500.00
Parks & Recreation - Other Expenses	6-	01-28-370-200	54,900.00
Public Library O/S Cap Salary	6-	01-29-390-100	215,262.90
Library O/S Cap-Other Expense	6-	01-29-390-200	120,226.85
Electricity	6-	01-31-430-298	30,000.00
Street Lighting	6-	01-31-435-298	75,000.00
Telephone	6-	01-31-440-298	13,500.00
Natural Gas	6-	01-31-446-298	10,500.00
Gasoline	6-	01-31-447-298	36,600.00
Landfill	6-	01-32-465-200	207,000.00
Recycling Tax	6-	01-32-466-200	6,000.00
Social Security - Other Expenses	6-	01-36-472-200	156,000.00

Public Employees' Retirement System	6- 01-36-474-200	100,000.00
Police and Firemen's Retire. System of NJ	6- 01-36-475-200	109,251.43
D.C.R.P.	6- 01-36-477-200	6,000.00
Senior Citizen-Salary and Wages	6- 01-41-656-100	29,312.00
U.S. Older American Act Grant-SW	6- 01-41-656-101	136,043.40
U.S. Older American Act-Other Expenses	6- 01-41-656-201	34,650.00
Shared Service -Borough of Deal-CFO	6- 01-42-104-200	6,487.50
Shared Service - Village of Loch Arbour-CFO	6- 01-42-104-200	5,775.00
Shared Service - BOE Snow Plowing	6- 01-42-105-201	4,996.50
Share Service -Shrewsbury Township Court S&W	6- 01-42-108-100	1,500.00
Shared Service - Shrewsbury Township Court-OE	6- 01-42-108-200	600.00
Shared Service - LS Fire Code - Salaries	6- 01-42-109-100	2,700.00
Shared Service - LS Fire Code - Other Expenses	6- 01-42-109-200	600.00
Shared Service - School Resource Officer S & W	6- 01-42-110-100	16,200.00
Share Service - Shrewsbury Township EMS-OE	6- 01-42-120-298	2,400.00
Municipal Court - Salary & Wages	6- 01-43-490-100	82,500.00
Municipal Court - Other Expenses	6- 01-43-490-200	54,900.00
Municipal Defender - Other Expenses	6- 01-43-495-201	7,110.00

Total Temp Budget Excl Debt and Capital Impt.Fund	<u>6,754,112.56</u>
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Capital Improvement Fund and Debt Service

Capital Improvement Fund	6- 01-44-901-201	200,000.00
Bond Principal	6- 01-45-920-201	1,665,000.00
Bond Interest	6- 01-45-930-201	672,396.53
Note Principal	6- 01-45-925-201	0.00
Note Interest	6- 01-45-935-201	243,000.00
Green Trust Loan-Principal	6- 01-45-940-001	10,461.75
Green Trust Loan-Interest	6- 01-45-940-002	698.86
Capital Lease - Principal	6- 01-45-941-201	879,487.60
Capital Lease - Interest	6- 01-45-941-202	168,879.79
Total Capital Impt Fund and Debt Service		<u>3,839,924.53</u>

Total Current Fund Temporary Budget	<u>10,594,037.09</u>
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Appropriation		Temporary Budget	1/1/2026
Temporary 2024 Water/Sewer Utility Fund Budget			
Water/Sewer - Salary and Wages	6- 05-55-501-100	307,200.00	
Water/Sewer - Other Expenses	6- 05-55-502-200	550,000.00	
Regional Sewer Authority Charges	6- 05-55-504-000	478,063.82	
Water Purchases	6- 05-55-504-001	261,000.00	
Public Employees' Retirement System	6- 05-55-540-200	0.00	
Social Security / Medicare	6- 05-55-541-100	19,092.67	
Total Temp Budget Excl Debt and Capital Impt Fund			1,615,356.49

Capital Impt. Fund and Debt Service		
Water/Sewer - Bond Principal	6- 05-55-520-000	1,129,332.28
Water/Sewer - Bond Interest	6- 05-55-522-000	405,000.00
Water/Sewer - Note Principal	6- 05-55-521-000	
Water/Sewer - Note Interest	6- 05-55-523-000	18,533.89
Capital Lease-Principal	6- 05-55-525-001	62,586.80
Capital Lease – Interest	6- 05-55-525-002	9,284.98
Total Capital Impt Fund and Debt Service		1,624,737.95
Total Water/Sewer Utility Fund Temporary Budget		3,240,094.44

Temporary 2026 Parking Utility Fund Budget		Temporary Budget	1/1/2026
Appropriation			
Parking - Salary and Wages	6- 09-55-501-100	135,589.13	
Parking - Other Expenses	6- 09-55-502-200	200,000.00	
Public Employees' Retirement System	6- 09-55-540-200	0.00	
Social Security / Medicare	6- 09-55-541-000	10,000.00	
Total Temp Budget Excl Debt and Capital Impt Fund			345,589.13

Capital Impt. Fund and Debt Service

Parking-Bond Principal	6- 09-55-520-000	220,000.00
Parking-Bond Interest	6- 09-55-522-000	100,200.00
Capital Lease Principal	6- 09-55-525-001	925.60
Capital Lease – Interest	6- 09-55-525-002	94.34

Total Capital Impt. Fund and Debt Service	321,219.94
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Total Parking Utility Fund Temporary Budget	666,809.07
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**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-09

RESOLUTION APPROVING CASH MANAGEMENT PLAN

BE IT RESOLVED by the Mayor and Council of the Borough of Red Bank that the Cash Management Plan of the Borough of Red Bank, in the County of Monmouth, New Jersey is hereby approved as per the attached plan.

BE IT FURTHER RESOLVED that each institution designated as a depository shall furnish to the office of the Borough Treasurer a **NOTIFICATION OF ELIGIBILITY** from the Commissioner, Department of Banking, State of New Jersey, under the Governmental Unit Deposit Protection Act;

BE IT FURTHER RESOLVED that said banks are hereby authorized and directed to honor checks drawn upon said banks signed by the Mayor, the Borough Clerk and the Borough Treasurer/CFO. The Tax Collector may sign in the absence of the Clerk.

**CASH MANAGEMENT PLAN OF THE BOROUGH OF RED BANK,
IN THE COUNTY OF MONMOUTH, NEW JERSEY**

I. STATEMENT OF PURPOSE

This Cash Management Plan (the “Plan”) is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits (“Deposits”) and the investment (“Permitted Investments”) or certain public funds of the Borough, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.

A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Borough:

- Current Fund
- Grant Fund
- Law Enforcement Trust Fund
- Animal Trust Fund
- Affordable Housing Trust Fund
- Payroll
- General Trust
- Unemployment Trust
- General Capital Fund
- Water/Sewer Utility Operating Fund
- Water/Sewer Utility Capital Fund
- Parking Utility Operating Fund
- Parking Utility Capital Fund
- Assessment Trust Fund

B. It is understood that this Plan is not intended to cover certain funds and accounts of the Borough, specifically:

- Developers Escrow
- Tax Lien Redemption
- Balanced Housing Trust
- Municipal Court
- Deferred Compensation
- Flexible Spending Account

III. DESIGNATION OF OFFICIALS OF THE BOROUGH AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.

The Chief Financial Officer of the Borough is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Borough are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials.

IV. DESIGNATION OF DEPOSITORYES

The following banks and financial institutions, or their assignees/successors, are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

- Bank of America
- Bank of New York
- Chase Bank
- TD Bank N.A.
- PNC Bank
- NJ Cash Management
- Investors Savings
- OceanFirst Bank
- Two Rivers Community Bank;
- Valley National Bank
- Wells Fargo

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.

V. AUTHORIZED INVESTMENTS.

A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
2. Government money market mutual funds;
3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part of within which the school district is located;

5. Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
6. Local government investment pools;
7. Deposits with the State of New Jersey Cash Management Fund established pursuant to Section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or
8. Agreements for the repurchase of fully collateralized securities if:
 - a. the underlying securities are permitted investments pursuant to Paragraphs 1 and 3 of this Subsection A;
 - b. the custody of collateral is transferred to a third party;
 - c. the maturity of the agreement is not more than 30 days;
 - d. the underlying securities are purchased through a public depository as defined in Section 1 of P.L. 1970, c.236 (C.17:9-41); and
 - e. a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- a. which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940”, 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7;
- b. the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- c. which has:
 - i. attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - ii. retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940”, 15 U.S.C. sec. 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- a. which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- b. which is rated in the highest category by a nationally recognized statistical rating organization;
- c. which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and

repurchase agreements that are collateralized by such U.S. Government securities;

- d. which is in compliance with rules adopted pursuant to the "Administrative Procedure Act", P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- e. which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- f. which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to Section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

VI. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.

To the extent that any Deposits or Permitted Investment involves a document or security which is not physically held by the Borough, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Borough or by a third party custodian prior to or upon the release of the Borough's funds.

To assure that all parties with whom the Borough deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

VII. REPORTING REQUIREMENTS.

On the first day of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Borough a written report

of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Borough as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Borough.

VIII. DISBURSEMENT OF FUNDS.

All funds shall be disbursed as authorized and directed in accordance with statutory provision established by Borough Code. The Chief Financial Officer shall, at the beginning of the fiscal year, present to the Township Committee a schedule of debt service principal and interest payments and when available, a schedule of School Tax payments for the upcoming fiscal year. Upon review of the schedules of payments by the Township Committee, the Chief Financial Officer shall then have the authority to make the aforementioned payments and the following disbursements that shall be ratified by the Governing Body at the following official meeting:

- School Taxes
- County Taxes
- SID Taxes
- Inter-fund Obligations
- Purchase of Investments
- Debt Service
- Salaries and Wages
- Postage
- Payroll Withholdings - Taxes, Dues, Deferred Compensation, Bonds, Garnishments, Pension(s), etc.
- Utility & Lease Obligations
- Registration of Vehicles with the MVC
- Any State Mandated Fees – Stormwater, Unemployment, etc.
- Insurance Premiums

IX. AUDIT

The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A:5-4.

X. SURPLUS

The Cash Management Plan and Accounting Policies of the Borough Administration incorporate the goals of maintaining and replenishing reserves, determining when they can be used, what the fund balance target level is and to what minimum level they will not drop below. They also define a target for cash, as cash is a leading indicator of financial health. While the Cash Management Plan and the Accounting Policies do not require a specific fund balance level, the Borough recognizes that the specific targeted level should be predicated on the level of fiscal vulnerability faced by the Borough including the cyclical vulnerability of the revenue stream, volatility of expenditure items and likelihood of natural disasters.

We understand that this written policy concerning surplus, while not necessarily legally binding, indicates that the Borough Administration have discussed the policy in full and arrived at a consensus behind it.

XI. TERM OF PLAN

This Plan shall be in effect January 1, 2026 to December 31, 2026. Attached to this Plan is a resolution of the governing body of the Borough approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-10

RESOLUTION AUTHORIZING CREATION OF CHANGE FUNDS

BE IT RESOLVED that the change funds as follows be created which shall be under the direction of the Borough Auditor of the Borough of Red Bank in the amounts listed for the various departments:

Tax Collector	\$225.00
Water Department	\$225.00
Planning & Zoning	\$100.00
Building Inspector	\$50.00
Vital Statistics	\$100.00
Animal Control	\$100.00
Borough Clerk	\$25.00
Parks & Recreation	\$100.00
Parks and Recreation-Concessions	\$100.00
Municipal Court	\$200.00

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-11

RESOLUTION DESIGNATING DEPOSITORYIES FOR THE BOROUGH OF RED BANK

BE IT RESOLVED by the Mayor and Council of the Borough of Red Bank that the following banking institutions and the New Jersey Cash Management Fund are hereby designated as Borough of Red Bank Depositories in which the Borough Treasurer and all other Borough officials shall deposit all funds coming into their respective possession as such official in the Borough of Red Bank, the same being as follows:

TD Bank N.A.
OceanFirst Bank
Valley National Bank

BE IT FURTHER RESOLVED that each institution designated as a depository shall furnish to the office of the Borough Treasurer a **NOTIFICATION OF ELIGIBILITY** from the Commissioner, Department of Banking, State of New Jersey, under the Governmental Unit Deposit Protection Act;

BE IT FURTHER RESOLVED that said banks are hereby authorized and directed to honor checks drawn upon said banks signed by the Mayor, the Borough Clerk, and the Borough Treasurer. The Tax Collector may sign in the absence of the Clerk.

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-12

**RESOLUTION AUTHORIZING CFO TO CONDUCT FINANCIAL MATTERS
BETWEEN REGULAR BUSINESS MEETINGS IN 2026**

WHEREAS, from time to time a need arises that bills will need to be authorized for payment prior to the next regular business meeting of the Borough Council; and

WHEREAS, outstanding bills may only be paid with funds that have already been budgeted for and encumbered by purchase orders.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Red Bank in the County of Monmouth, State of New Jersey that the Borough's Chief Financial Officer is hereby authorized and directed to pay bills budgeted for and encumbered between regular business meetings in 2026.

BE IT FURTHER RESOLVED that the Mayor and Borough Council shall be provided with its regular report relating to any bills authorized for payment during this period by the Chief Financial Officer.

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-13

**RESOLUTION FOR APPROVED STATE CONTRACT VENDORS FOR
CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A:11-12A**

WHEREAS, the Borough of Red Bank, 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 Borough of Red Bank has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Borough of Red Bank may have need to enter into contracts State of New Jersey Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Red Bank authorizes the 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 RESOLVED, that the governing body of the Borough of Red Bank 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

BE IT FURTHER RESOLVED, that the duration of the contracts between the Borough of Red Bank and the State Contract Vendors shall be from January 1, 2026 to December 31, 2026.

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-14

**RESOLUTION FIXING THE RATE OF INTEREST TO BE CHARGED ON
DELINQUENT TAXES, UTILITY AND OTHER MUNICIPAL ASSESSMENTS**

WHEREAS, NJSA 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes, utility and other municipal assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, NJSA 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Municipal Council of the Borough of Red Bank, County of Monmouth, State of New Jersey as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes, utility and all other municipal charges becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency;
2. Effective January 1, 2026, there will be a ten (10) day grace period of quarterly tax payments made by cash, check or money order and a thirty (30) day grace period of quarterly utility payments and for all other municipal charges;
3. Any payment not made in accordance with paragraph two of this resolution shall be charged interest from the due date as set forth in paragraph one of this resolution;
4. A certified copy of this resolution shall be provided by the Borough Clerk to the Tax Collector, Borough Attorney and Borough Auditor for the Borough of Red Bank.

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-15

**RESOLUTION AUTHORIZING THE MAYOR, BOROUGH MANAGER,
AND/OR THE LICENSED WATER/SEWER OPERATOR TO SIGN
TREATMENT WORKS APPROVAL (TWA) AND BUREAU OF WATER
SYSTEM ENGINEERING (BWSE) APPLICATIONS**

WHEREAS the Borough of Red Bank is required from time to time to execute TWA and BWSE applications on land development projects as required by the State of New Jersey, NJDEP and

THEREFORE, BE IT RESOLVED, that the Mayor, William Portman, the Borough Manager, James Gant, and/or the Licensed Water/Sewer operator, Tom Branch, be hereby authorized to act as the signatory authority representing the Borough of Red Bank in all matters relating to proper execution of all TWA and BWSE applications as required, and

BE IT FURTHER RESOLVED that the Borough Clerk is authorized to forward copies of this Resolution, certified to be a true copy, to:

1. Mayor William Portman
2. Borough Manager James Gant
3. Water/Sewer Operator Tom Branch

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-16

A RESOLUTION TO AFFIRM THE BOROUGH OF RED BANK'S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS

WHEREAS, it is the policy of Borough of Red Bank to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

WHEREAS, the governing body of Borough of Red Bank has determined that certain procedures need to be established to accomplish this policy

NOW, THEREFORE BE IT ADOPTED by the Governing Body of the Borough of Red Bank that:

Section 1: No official, employee, appointee or volunteer of the Borough by whatever title known, or any entity that is in any way a part of the Borough shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Borough's business or using the facilities or property of the Borough.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Borough to provide services that otherwise could be performed by the Borough.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Borough Manager shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the

alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Borough Manager shall establish written procedures that require all officials, employees, appointees and volunteers of the Borough as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Borough Manager shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Borough Manager shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Borough. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Borough's web site.

Section 9: This resolution shall take effect immediately.

Section 10: A copy of this resolution shall be published in the official newspaper of the Borough in order for the public to be made aware of this policy and the Borough's commitment to the implementation and enforcement of this policy.

James Gant
Borough Manager

Civil Rights Policy

General Complaint Procedure:

Any individual who observes alleged wrongdoing on the part of officials, employees, or volunteers associated with the Borough may report such action using this procedure. This includes any action the individual believes to constitute harassment, sexual harassment, or any other wrongdoing. Employees of the Borough shall follow the Employee Complaint Procedure. All other individuals including volunteers and members of the public may report the alleged wrongdoing to the head of the applicable department or volunteer organization, or, if they prefer, or do not think that the matter can be discussed with the head of the applicable department or organization, they should contact the Borough Manager or the Human Resources.

Reporting of such incidents is encouraged both when an individual feels that he or she is subject to such incidents, or observes such incidents in reference to other individuals. The report or complaint should be in writing, but individuals may make a verbal complaint at their discretion. If an individual has any questions about what constitutes harassment, sexual harassment, or any other workplace wrongdoing, they may ask their supervisor or one of the individuals listed above. All reports of harassment, sexual harassment, or other wrongdoing will be promptly investigated by a person who is not alleged to be involved in the alleged harassment or wrongdoing.

No individual will be penalized in any way for reporting a complaint. There will be no discrimination or retaliation against any individual who files a good-faith harassment complaint, even if the investigation produces insufficient evidence to support the complaint, and even if the charges cannot be proven. There will be no discrimination or retaliation against any other individual who participates in the investigation of a complaint.

If the investigation substantiates the complaint, appropriate corrective and/or disciplinary action will be swiftly pursued. Disciplinary action up to and including discharge will also be taken against individuals who make false or frivolous accusations, such as those made maliciously or recklessly. Actions taken internally to investigate and resolve harassment complaints will be conducted confidentially to the extent practicable and appropriate in order to protect the privacy of persons involved. Any investigation may include interviews with the parties involved in the incident, and if necessary, with individuals who may have observed the incident or conduct or who have other relevant knowledge. The complaining individual will be notified of a decision at the conclusion of the investigation within a reasonable time from the date of the report an incident.

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH**

RESOLUTION NO. 26-17

**RESOLUTION RE-APPOINTING THOMAS SEAMAN, CMFO AS
CHIEF FINANCIAL OFFICER OF THE BOROUGH FOR A FOUR-YEAR TERM BEGINNING
JANUARY 1, 2026 AND EXPIRING DECEMBER 31, 2029,
THEREBY GRANTING TENURE TO SAID BOROUGH EMPLOYEE**

WHEREAS, pursuant to N.J.S.A. 40A:9-140.10, the Borough of Red Bank (the “Borough”) is required to appoint and employ a Chief Financial Officer; and

WHEREAS, Thomas Seaman, CMFO is duly qualified and has served as the Borough’s Chief Financial Officer for a four-year term since January 1, 2022, as defined by N.J.S.A. 40A:9-140.10; and

WHEREAS, the Borough desires to re-appoint Thomas Seaman, CMFO to another four-year term as its Chief Financial Officer, beginning January 1, 2026 and expiring December 31, 2029; and

WHEREAS, under N.J.S.A. 40A:9-140.8, upon the re-appointment of Thomas Seaman, CMFO to a second four-year term as the Borough’s Chief Financial Officer, said employee shall be granted tenure in accordance with New Jersey law;

NOW, THEREFORE, BE IT RESOLVED by the Mayor & Council of the Borough of Red Bank, County of Monmouth, State of New Jersey, that Thomas Seaman, CMFO is hereby re-appointed as the Borough’s Chief Financial Officer, beginning January 1, 2026 and expiring December 31, 2029, and that Thomas Seaman, CMFO is granted tenure upon such re-appointment under N.J.S.A. 40A:9-140.8; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be sent to the Borough Manager and the Division of Local Government Services at the New Jersey Department of Community Affairs, and Thomas Seaman, CMFO.