

**RESOLUTIONS APPROVED BY THE BOROUGH COUNCIL OF JANUARY 1, 2025**

**25-01 DESIGNATING DEPUTY MAYOR FOR 2025**

**25-02 AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACTS FOR PROFESSIONAL SERVICES**

**25-03 CONFIRMING COUNCIL LIAISON APPOINTMENTS FOR 2025**

**25-04 CONFIRMING APPOINTMENTS OF OFFICIALS AND EMPLOYEES FOR 2025**

**25-05 CONFIRMING BOARD AND COMMITTEE APPOINTMENTS FOR 2025**

**25-06 CONFIRMING TIME AND PLACE OF BOROUGH COUNCIL MEETINGS FOR 2025**

**25-07 DESIGNATION OF MEDIA OUTLETS**

**25-08 AUTHORIZING 2025 TEMPORARY BUDGET**

**25-09 RESOLUTION APPROVING CASH MANAGEMENT PLAN**

**25-10 AUTHORIZING CREATION OF CHANGE FUNDS**

**25-11 DESIGNATING DEPOSITORIES FOR THE BOROUGH OF RED BANK**

**25-12 FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES, UTILITY AND OTHER MUNICIPAL ASSESSMENTS**

**25-13 RESOLUTION AUTHORIZING CFO TO CONDUCT FINANCIAL MATTERS BETWEEN REGULAR BUSINESS MEETINGS IN 2025**

**25-14 AUTHORIZING THE MAYOR, BOROUGH MANAGE, AND/OR THE LICENSED WATER/SEWER OPERATOR TO SIGN TREATMENT WORKS APPROVAL (TWA) AND BUREAU OF WATER SYSTEM ENGINEERING (BWSE) APPLICATIONS**

**25-15 APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A: 11-12a**

**25-16 RESOLUTION AUTHORIZING APPOINTMENT OF BOROUGH CLERK (MARY MOSS)**

**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH**

**RESOLUTION NO. 25-01**

**DESIGNATING DEPUTY MAYOR FOR 2025**

**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.

|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------------|-------|----------|------|------|---------|--------|
| Councilmember Bonatakis       |       |          | X    |      |         |        |
| Councilmember Cassidy         |       |          | X    |      |         |        |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |
| Councilmember Forest          |       | X        | X    |      |         |        |
| Councilmember Jannone         | X     |          | X    |      |         |        |
| Councilmember Triggiano       |       |          | X    |      |         |        |
| Mayor Portman                 |       |          | X    |      |         |        |
| ON CONSENT AGENDA             | Yes _ |          | No X |      |         |        |

I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.

*Bonnie K. Thomas*  
Bonnie K. Thomas  
Deputy Municipal Clerk

**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH  
RESOLUTION NO. 25-02**

**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 2025; 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 2025 Municipal Budget:

|                                    |   |
|------------------------------------|---|
| Borough Attorney:                  | Gregory Cannon  |
| Special Legal Counsel Pool:        | King, Moench & Collins<br>The Menna Law Firm<br>Dilworth Paxson<br>Rainone Coughlin Minchello |
| Rent Leveling Board Attorney:      | Gene J. Anthony   |
| Labor Counsel:                     | Plosia Cohen, LLC   |
| Alternate Labor Counsel:           | Armando V. Riccio, LLC  |
| Tax Attorney                       | Dilworth Paxson   |
| Borough Auditor:                   | Fallon & Company  |
| Public Defender                    | Kevin Wigenton  |
| Prosecutor:                        | William McGiunn   |
| Borough Engineer:                  | CME Associates  |
| Special Projects Engineering Pool: | Remington & Vernick<br>ARH Associates<br>ENgenuity<br>T&M Associates<br>Colliers<br>Pennoni   |
| Bond Counsel:                      | Wilentz Goldman & Spitzer   |
| Alternate Bond Counsel:            | JP Capizzi Law Office   |
| Redevelopment Attorney:            | McManimon Scotland Bauman   |
| Planner:                           | Buckhurst Fish & Jacquemart   |
| Alternate: Planner:                | T&M Associates  |
| Architect:                         | USA Architects  |
| Alternate Architect/Planner:       | Netta Architects  |

**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 2025.
- 2) The amounts charged for these services will be determined in accordance with the contracts dated as of January 1, 2025 and in effect through December 31, 2025.
- 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.

|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------------|-------|----------|------|------|---------|--------|
| Councilmember Bonatakis       |       |          | X    |      |         |        |
| Councilmember Cassidy         | X     |          | X    |      |         |        |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |
| Councilmember Forest          |       |          | X    |      |         |        |
| Councilmember Jannone         |       | X        | X    |      |         |        |
| Councilmember Triggiano       |       |          | X    |      |         |        |
| Mayor Portman                 |       |          | X    |      |         |        |
| <b>ON CONSENT AGENDA</b>      | Yes X |          |      | No   |         |        |

I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.

*Bonnie K. Thomas*  
Bonnie K. Thomas  
Deputy Municipal Clerk

**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH**

**RESOLUTION NO. 25-03**

**CONFIRMING COUNCIL LIAISON APPOINTMENTS FOR 2025**

**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       | David Cassidy         |
| Rent Leveling Board Liaison                                | Kristina Bonatakis    |
| Council Representative to RiverCenter                      | Kate Triggiano        |
| Shade Tree Committee Liaison                               | Nancy Facey-Blackwood |
| Council Representative to Historic Preservation Commission | Kristina Bonatakis    |
| Council Representative for Education                       | Ben Forest            |

|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT |  |
|-------------------------------|-------|----------|------|------|---------|--------|--|
| Councilmember Bonatakis       |       |          | X    |      |         |        | I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.<br><br><i>Bonnie K. Thomas</i><br>Bonnie K. Thomas<br>Deputy Municipal Clerk |
| Councilmember Cassidy         | X     |          | X    |      |         |        |  |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |  |
| Councilmember Forest          |       |          | X    |      |         |        |  |
| Councilmember Jannone         |       | X        | X    |      |         |        |  |
| Councilmember Triggiano       |       |          | X    |      |         |        |  |
| Mayor Portman                 |       |          | X    |      |         |        |  |
| ON CONSENT AGENDA             | Yes X |          |      | No   |         |        |  |

**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH  
RESOLUTION NO. 25-04**

**CONFIRMING APPOINTMENTS OF OFFICIALS AND EMPLOYEES FOR 2025**

**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                              |
| Borough Manager                       | James Gant                                    |
| OEM Assistant                         | Chris Soden                                   |
| OEM Assistant                         | Alan Soden Jr.                                |
| OEM Assistant                         | Greg Oliva                                    |
| OEM Assistant                         | John Ziemanis                                 |
| Fire Chief                            | Frank Woods                                   |
| Communications OEM                    | Alan Soden Sr.                                |
| Hazardous Material Technician         | Joseph Forgione                               |
| Emergency Health Care                 | Riverview Security Supervisor – Derek Englese |
| 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                               |

|                               | MOVED | SECONDED | AYES                        | NAYS | ABSTAIN | ABSENT |
|-------------------------------|-------|----------|-----------------------------|------|---------|--------|
| Councilmember Bonatakis       |       |          | X                           |      |         |        |
| Councilmember Cassidy         | X     |          | X                           |      |         |        |
| Councilmember Facey-Blackwood |       |          | X                           |      |         |        |
| Councilmember Forest          |       |          | X                           |      |         |        |
| Councilmember Jannone         |       | X        | X                           |      |         |        |
| Councilmember Triggiano       |       |          | X                           |      |         |        |
| Mayor Portman                 |       |          | X                           |      |         |        |
| <b>ON CONSENT AGENDA</b>      |       | Yes X    | No <input type="checkbox"/> |      |         |        |

I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.

*Bonnie K. Thomas*  
Bonnie K. Thomas  
Deputy Municipal Clerk

**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH**

**RESOLUTION NO. 25-05**

**CONFIRMING BOARD AND COMMITTEE APPOINTMENTS FOR 2025**

**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       |
|-------------|--------|------------|
| TJ Moss     | Member | 12/31/2027 |
| Mary Warner | Member | 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                        |
|------------------------|--------------|-----------------------------|
| Megan Massey           | Member       | 12/31/2027                  |
| Paulo Rodriguez Heyman | Member       | 12/31/2027                  |
| Jenna Leder            | Member       | 12/31/2027                  |
| Alix Schroeder         | Alternate #1 | 12/31/2026                  |
| Luisa Salas            | Alternate #2 | 12/31/2025 (unexpired term) |

**ENVIRONMENTAL COMMISSION GREEN TEAM**

Helena Blyskun, E. Pamela McArthur, Eric Wokas, Scott Carlin, Travers Martin, Terrence Walton, Oscar Salinas

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

| Name           | Title          | Term       |
|----------------|----------------|------------|
| Louis Almerini | Class A Member | 12/31/2028 |
| Doug Miller    | Class C Member | 12/31/2028 |
| Andrew North   | Alternate #1   | 12/31/2026 |

**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       |
|-----------------|-------------------|------------|
| Greg Fitzgerald | Mayor's Alternate | 12/31/2025 |
| Thomas Welsh    | Class II Member   | 12/31/2025 |
| Wilson Beebe    | Class IV Member   | 12/31/2028 |
| Itzel Hernandez | Class IV Member   | 12/31/2028 |
| Megan Massey    | Class IV Member   | 12/31/2026 |
| Fred Stone      | Alternate #1      | 12/31/2026 |

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

| Name         | Title        | Term       |
|--------------|--------------|------------|
| Ray Mass     | Member       | 12/31/2028 |
| Ben Yuro     | Member       | 12/31/2028 |
| Anna Cruz    | Alternate #1 | 12/31/2026 |
| Chris Havens | Alternate #4 | 12/31/2026 |

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

| Name          | Title        | Term       |
|---------------|--------------|------------|
| Maureen Dolan | Member       | 12/31/2027 |
| Melissa Moore | Alternate #1 | 12/31/2026 |

**LIBRARY BOARD** (§N.J.S.A. 40:54-9)

| Name          | Title             | Term       |
|---------------|-------------------|------------|
| Stephen Hecht | Member            | 12/31/2029 |
| Ann Goldman   | Member            | 12/31/2029 |
| Sarah Corrado | Mayor's Alternate | 12/31/2025 |

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

| Name                 | Title        | Term       |
|----------------------|--------------|------------|
| Pat Pinto            | Member       | 12/31/2027 |
| Lillian Settles      | Member       | 12/31/2027 |
| Christopher Harrison | Alternate #2 | 12/31/2026 |

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

| Name               | Title        | Term       |
|--------------------|--------------|------------|
| Remedio Quiroz     | Member       | 12/31/2027 |
| Joanna Rovito      | Member       | 12/31/2027 |
| Carolyn Robertshaw | Alternate #2 | 12/31/2026 |

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

| Name            | Title        | Term       |
|-----------------|--------------|------------|
| Nicola Bowers   | Member       | 12/31/2027 |
| Debbie Marks    | Member       | 12/31/2027 |
| Kristin Collins | Alternate #2 | 12/31/2027 |

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

| Name                 | Title  | Term       |
|----------------------|--------|------------|
| Alpha Reynolds-Lewis | Member | 12/31/2029 |

**RIVERCENTER**

| Name                       | Title                  | Term       |
|----------------------------|------------------------|------------|
| Jared Patrick Anthony Yuro | Mayor's Representative | 12/31/2025 |

**NAVESINK RIVER MUNICIPALITIES COMMITTEE**

| Name                   | Title          | Term       |
|------------------------|----------------|------------|
| Paulo Rodriguez Heyman | Representative | 12/31/2025 |



|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------------|-------|----------|------|------|---------|--------|
| Councilmember Bonatakis       |       |          | X    |      |         |        |
| Councilmember Cassidy         | X     |          | X    |      |         |        |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |
| Councilmember Forest          |       |          | X    |      |         |        |
| Councilmember Jannone         |       | X        | X    |      |         |        |
| Councilmember Triggiano       |       |          | X    |      |         |        |
| Mayor Portman                 |       |          | X    |      |         |        |
| <b>ON CONSENT AGENDA</b>      | Yes X |          |      | No   |         |        |

I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.

*Bonnie K. Thomas*

Bonnie K. Thomas  
Deputy Municipal Clerk

**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH**

**RESOLUTION NO. 25-06**

**CONFIRMING TIME AND PLACE OF BOROUGH COUNCIL MEETINGS FOR 2025**

**BE IT RESOLVED** by the Governing Body of the Borough of Red Bank that the meetings of the Mayor and Council of the Borough of Red Bank be held in the year 2025 as follows:

Reorganization Meeting

Wednesday, January 1 at 12:00PM

*Regular Meetings are generally the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays at 6:30PM unless otherwise noted:*

|           |                  |                  |
|-----------|------------------|------------------|
| January   | 9 <sup>th</sup>  | 23 <sup>rd</sup> |
| February  | 13 <sup>th</sup> | 27 <sup>th</sup> |
| March     | 13 <sup>th</sup> | 27 <sup>th</sup> |
| April     | 10 <sup>th</sup> | 24 <sup>th</sup> |
| May       | 8 <sup>th</sup>  | 22 <sup>nd</sup> |
| June      | 12 <sup>th</sup> | 26 <sup>th</sup> |
| July      | 10 <sup>th</sup> | 24 <sup>th</sup> |
| August    | 14 <sup>th</sup> | 28 <sup>th</sup> |
| September | 11 <sup>th</sup> | 25 <sup>th</sup> |
| October   | 9 <sup>th</sup>  | 23 <sup>rd</sup> |
| November  | 13 <sup>th</sup> | - - -            |
| December  | 11 <sup>th</sup> | - - -            |

**BE IT FURTHER RESOLVED**, the meetings will be held in the First Floor Council Chambers of 90 Monmouth Street, Red Bank, NJ unless conditions exist within the Borough whereby in-person meetings are inadvisable under the State's public health guidelines. In such event the meeting cannot be held in person, an electronic meeting will be scheduled with adequate notice sent to the official newspapers and posted on the Municipal website at [www.redbanknj.org](http://www.redbanknj.org) in the ordinary course.

**BE IT FURTHER RESOLVED** that should it be deemed necessary; a workshop session may be incorporated into the regular meetings scheduled upon the close of the workshop session at which time formal actions may be taken;

**BE IT FURTHER RESOLVED** that the Clerk post a certified copy of this resolution on the bulletin board in Borough Hall, 90 Monmouth Street, Red Bank, New Jersey and a copy be sent to the Asbury Park Press, Star Ledger and Two River Times.

|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------------|-------|----------|------|------|---------|--------|
| Councilmember Bonatakis       |       |          | X    |      |         |        |
| Councilmember Cassidy         | X     |          | X    |      |         |        |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |
| Councilmember Forest          |       |          | X    |      |         |        |
| Councilmember Jannone         |       | X        | X    |      |         |        |
| Councilmember Triggiano       |       |          | X    |      |         |        |
| Mayor Portman                 |       |          | X    |      |         |        |
| <b>ON CONSENT AGENDA</b>      | Yes X |          | No   |      |         |        |

I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.

*Bonnie K. Thomas*  
Bonnie K. Thomas  
Deputy Municipal Clerk

**BOROUGH OF RED BANK**  
**COUNTY OF MONMOUTH**  
**RESOLUTION NO. 25-07**

**DESIGNATION OF MEDIA OUTLETS**

**BE IT HEREBY RESOLVED:** the following are designated as the Official Newspapers and Media Outlets of the Borough of Red Bank for the year 2025, be and the same is hereby confirmed:

Asbury Park Press  
The Star Ledger  
The Two River Times

|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT | <p>I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.</p> <p><u>Bonnie K. Thomas</u><br/>Bonnie K. Thomas<br/>Deputy Municipal Clerk</p> |
|-------------------------------|-------|----------|------|------|---------|--------|---|
| Councilmember Bonatakis       |       |          | X    |      |         |        |   |
| Councilmember Cassidy         | X     |          | X    |      |         |        |   |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |   |
| Councilmember Forest          |       |          | X    |      |         |        |   |
| Councilmember Jannone         |       | X        | X    |      |         |        |   |
| Councilmember Triggiano       |       |          |      |      |         |        |   |
| Mayor Portman                 |       |          | X    |      |         |        |   |
| <b>ON CONSENT AGENDA</b>      | Yes X |          |      | No   |         |        |   |

**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH  
RESOLUTION NO. 25-08**

**AUTHORIZING 2025 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 2025 budget, and

**WHEREAS**, the date of this resolution is within the first thirty days of January 2025; and

**WHEREAS**, 26.25% of the total current fund appropriations in the 2024 budget exclusive of Debt Service, Capital Improvement Fund and Public Assistance is \$6,988,696.13

**WHEREAS**, 26.25% of the total Water/Sewer Utility appropriations for the 2024 budget exclusive of Debt Service and Capital Improvement Fund is \$1,589,230.13.

**WHEREAS**, 26.25% of the total Parking Utility appropriations in the 2024 budget exclusive of Debt Service and Capital Improvement Fund is \$328,938.75

**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.

**Temporary 2025 Current Fund Budget**

| <b>Appropriation</b>                  | <b>Account #</b> | <b>Budget<br/>1/1/2025</b> |
|---------------------------------------|------------------|----------------------------|
| Admin. & Exec. - Salary & Wage        | 5- 01-20-100-100 | 95,000.00                  |
| Admin. & Exec. - Other Expenses       | 5- 01-20-100-200 | 15,540.00                  |
| Codification - Other Expenses         | 5- 01-20-101-200 | 2,500.00                   |
| Mayor & Council - Salary & Wage       | 5- 01-20-110-100 | 7,000.00                   |
| Municipal Clerk - Salary & Wage       | 5- 01-20-120-100 | 46,000.00                  |
| Municipal Clerk - Other Expenses      | 5- 01-20-120-200 | 18,435.10                  |
| Finance - Salary & Wage               | 5- 01-20-130-100 | 78,000.00                  |
| Finance - Other Expenses              | 5- 01-20-130-200 | 35,628.20                  |
| Audit Services-Other Expenses         | 5- 01-20-135-200 | 10,000.00                  |
| Education & Technology -              | 5- 01-20-140-200 | 35,000.00                  |
| Revenue Admin. - Salary & Wage        | 5- 01-20-145-100 | 40,000.00                  |
| Revenue Admin. - Other Expenses       | 5- 01-20-145-200 | 8,000.00                   |
| Tax Assessment - Salary & Wage -      | 5- 01-20-150-100 | 32,000.00                  |
| Tax Assessment - Other Expenses       | 5- 01-20-150-200 | 32,500.00                  |
| Legal Services - Other Expenses       | 5- 01-20-155-200 | 85,037.50                  |
| Engineering Services - Other Expenses | 5- 01-20-165-200 | 50,000.00                  |
| Planning - Salary & Wage              | 5- 01-21-180-100 | 32,000.00                  |
| Planning - Other Expenses             | 5- 01-21-180-200 | 13,650.00                  |
| Rent Board - Salary & Wage            | 5- 01-21-181-100 | 800.00                     |
| Rent Board - Other Expenses           | 5- 01-21-181-200 | 4,000.00                   |
| Shade Tree Commission                 | 5- 01-21-183-200 | 1,312.50                   |
| Zoning - Salary & Wage                | 5- 01-21-185-100 | 32,000.00                  |
| Zoning - Other Expenses               | 5- 01-21-185-200 | 10,165.31                  |
| UCC - Salary & Wage                   | 5- 01-22-195-100 | 141,312.50                 |

|   |    |               |              |
|---|----|---------------|--------------|
| UCC - Other Expenses                          | 5- | 01-22-195-200 | 12,000.00    |
| Code Enforcement- Salary & Wage               | 5- | 01-22-196-100 | 25,000.00    |
| Code Enforcement -Other Expenses              | 5- | 01-22-196-200 | 2,231.25     |
| Insurance - Liability Insurance               | 5- | 01-23-210-229 | 210,000.00   |
| Insurance - Worker'S Compensation             | 5- | 01-23-215-230 | 205,000.00   |
| Insurance - Employee Group                    | 5- | 01-23-220-231 | 740,000.00   |
| Insurance - Opt Out Payments                  | 5- | 01-23-222-228 | 21,175.00    |
| Police - Salary & Wages                       | 5- | 01-25-240-100 | 1,500,000.00 |
| Police - Other Expenses                       | 5- | 01-25-240-200 | 65,000.00    |
| Oem - Salary & Wage                           | 5- | 01-25-252-100 | 2,000.00     |
| Oem - Other Expenses                          | 5- | 01-25-252-200 | 1,312.50     |
| First Aid Squad - Other Expense               | 5- | 01-25-260-200 | 45,000.00    |
| Fire - Other Expenses                         | 5- | 01-25-265-200 | 50,000.00    |
| Uniform Fire - Salary & Wage                  | 5- | 01-25-266-100 | 78,000.00    |
| Uniform Fire - Other Expenses                 | 5- | 01-25-266-200 | 10,511.00    |
| Municipal Prosecutor-Other Expenses           | 5- | 01-25-275-200 | 9,450.00     |
| Road Repair & Maintenance - Salaries          | 5- | 01-26-290-100 | 267,000.00   |
| Road Repair & Maintenance - Other Exp.        | 5- | 01-26-290-200 | 120,000.00   |
| Sanitation - Other Expense                    | 5- | 01-26-305-200 | 250,000.00   |
| Pub Bldg/Grounds-Maint.Boro Equip-S&W         | 5- | 01-26-310-100 | 120,000.00   |
| Buildings & Grounds - Other Expense           | 5- | 01-26-310-200 | 100,000.00   |
| Animal Control - Other Expense                | 5- | 01-27-340-200 | 17,062.00    |
| Park & Recreation - Salary & Wage             | 5- | 01-28-370-100 | 75,000.00    |
| Parks & Recreation - Other Expenses           | 5- | 01-28-370-200 | 45,000.00    |
| Public Library O/S Cap Salary                 | 5- | 01-29-390-100 | 180,000.00   |
| Library O/S Cap,Other Expense                 | 5- | 01-29-390-200 | 100,000.00   |
| Electricity                                   | 5- | 01-31-430-298 | 32,000.00    |
| Street Lighting                               | 5- | 01-31-435-298 | 65,000.00    |
| Telephone                                     | 5- | 01-31-440-298 | 14,962.50    |
| Natural Gas                                   | 5- | 01-31-446-298 | 14,437.50    |
| Gasoline                                      | 5- | 01-31-447-298 | 54,545.00    |
| Landfill                                      | 5- | 01-32-465-200 | 185,000.00   |
| Recycling Tax                                 | 5- | 01-32-466-200 | 7,500.00     |
| Social Security - Other Expenses              | 5- | 01-36-472-200 | 130,000.00   |
| Public Employees' Retirement System           | 5- | 01-36-474-200 | 539,409.02   |
| Police and Firemen's Retire. System of NJ     | 5- | 01-36-475-200 | 327,456.44   |
| D.C.R.P.                                      | 5- | 01-36-477-200 | 5,000.00     |
| Senior Citizen-Salary and Wages               | 5- | 01-41-656-100 | 29,312.00    |
| U.S. Older American Act Grant-SW              | 5- | 01-41-656-101 | 200,000.00   |
| U.S. Older American Act-Other Expenses        | 5- | 01-41-656-201 | 187,267.20   |
| Shared Service -Borough of Deal-Fin Off       | 5- | 01-42-104-200 | 5,250.00     |
| Shared Service - Village of Loch Arbour-FO    | 5- | 01-42-104-200 | 4,687.50     |
| Shared Service - BOE Snow Plowing             | 5- | 01-42-105-201 | 9,544.86     |
| Share Service -Shrewsbury Township Court S&W  | 5- | 01-42-108-100 | 1,312.50     |
| Shared Service - Shrewsbury Township Court-OE | 5- | 01-42-108-200 | 525.00       |
| Shared Service - LS Fire Code - Salaries      | 5- | 01-42-109-100 | 2,500.00     |

|  |                  |           |
|--|------------------|-----------|
| Shared Service - LS Fire Code - Other Expenses | 5- 01-42-109-200 | 2,000.00  |
| Share Service - Shrewsbury Township EMS-OE     | 5- 01-42-120-298 | 2,100.00  |
| Municipal Court - Salary & Wages               | 5- 01-43-490-100 | 75,000.00 |
| Municipal Court - Other Expenses               | 5- 01-43-490-200 | 10,263.75 |
| Municipal Defender - Other Expenses            | 5- 01-43-495-201 | 7,000.00  |

|  |                     |
|--|---------------------|
| <b>Total Temp Budget Excl Debt and Capital Impr Fund</b> | <b>6,988,696.13</b> |
|--|---------------------|

**Capital Improvement Fund and Debt Service**

|                            |                  |              |
|----------------------------|------------------|--------------|
| Bond Principal             | 5- 01-45-920-201 | 1,862,000.00 |
| Bond Interest              | 5- 01-45-930-201 | 488,040.00   |
| Note Principal             | 5- 01-45-925-201 | 109,500.00   |
| Note Interest              | 5- 01-45-935-201 | 43,600.00    |
| Green Trust Loan-Principal | 5- 01-45-940-001 | 10,260.00    |
| Green Trust Loan-Interest  | 5- 01-45-940-002 | 905.00       |
| Capital Lease - Principal  | 5- 01-45-941-201 | 707,460.00   |
| Capital Lease - Interest   | 5- 01-45-941-202 | 149,675.00   |

|   |                     |
|---|---------------------|
| <b>Total Capital Impr Fund and Debt Service</b> | <b>3,371,440.00</b> |
|---|---------------------|

|  |                      |
|--|----------------------|
| <b>Total Current Fund Temporary Budget</b> | <b>10,360,136.13</b> |
|--|----------------------|

**Temporary 2025 Water/Sewer Utility Fund Budget**

| Appropriation   |                  | Temporary<br>Budget<br>1/1/2025 |
|---|------------------|---------------------------------|
| <b>Temporary 2024 Water/Sewer Utility Fund Budget</b> |                  |                                 |
| Water/Sewer - Salary and Wages                        | 5- 05-55-501-100 | 275,000.00                      |
| Water/Sewer - Other Expenses                          | 5- 05-55-502-200 | 550,000.00                      |
| Regional Sewer Authority Charges                      | 5- 05-55-504-000 | 500,000.00                      |
| Water Purchases                                       | 5- 05-55-504-001 | 200,000.00                      |
| Public Employees' Retirement System                   | 5- 05-55-540-200 | 39,230.13                       |
| Social Security / Medicare                            | 5- 05-55-541-100 | 25,000.00                       |

|  |                     |
|--|---------------------|
| <b>Total Temp Budget Excl Debt and Capital Impr Fund</b> | <b>1,589,230.13</b> |
|--|---------------------|

**Capital Impr Fund and Debt Service**

|                              |                  |            |
|------------------------------|------------------|------------|
| Water/Sewer - Bond Principal | 5- 05-55-520-000 | 989,350.00 |
| Water/Sewer - Bond Interest  | 5- 05-55-522-000 | 332,000.00 |
| Water/Sewer -Note Principal  | 5- 05-55-521-000 | 56,000.00  |
| Water/Sewer - Note Interest  | 5- 05-55-523-000 | 91,500.00  |
| Capital Lease-Principal      | 5- 05-55-525-001 | 59,651.00  |

|   |                  |                     |
|---|------------------|---------------------|
| Capital Lease – Interest                        | 5- 05-55-525-002 | 12,260.00           |
| <b>Total Capital Impr Fund and Debt Service</b> |                  | <b>1,540,761.00</b> |

|  |  |                     |
|--|--|---------------------|
| <b>Total Water/Sewer Utility Fund Temporary Budget</b> |  | <b>3,129,991.13</b> |
|--|--|---------------------|

#### Temporary 2025 Parking Utility Fund Budget

| Appropriation  |                  | Temporary<br>Budget<br>1/1/2025 |
|--|------------------|---------------------------------|
| Parking - Salary and Wages                               | 5- 09-55-501-100 | 120,000.00                      |
| Parking - Other Expenses                                 | 5- 09-55-502-200 | 198,938.75                      |
| Public Employees' Retirement System                      | 5- 09-55-540-200 |                                 |
| Social Security / Medicare                               | 5- 09-55-541-000 | 10,000.00                       |
| <b>Total Temp Budget Excl Debt and Capital Impr Fund</b> |                  | <b>328,938.75</b>               |

#### Capital Impr Fund and Debt Service

|                          |                  |            |
|--------------------------|------------------|------------|
| Parking-Bond Principal   | 5- 09-55-520-000 | 215,000.00 |
| Parking-Bond Interest    | 5- 09-55-522-000 | 111,300.00 |
| Capital Lease Principal  | 5- 09-55-525-001 | 890.00     |
| Capital Lease – Interest | 5- 09-55-525-002 | 130.00     |

|   |  |                   |
|---|--|-------------------|
| <b>Total Capital Impr Fund and Debt Service</b> |  | <b>327,320.00</b> |
|---|--|-------------------|

|  |  |                   |
|--|--|-------------------|
| <b>Total Parking Utility Fund Temporary Budget</b> |  | <b>656,258.75</b> |
|--|--|-------------------|

|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT | <p>I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.</p> <p><i>Bonnie K. Thomas</i></p> <p>Bonnie K. Thomas<br/>Deputy Borough Clerk</p> |
|-------------------------------|-------|----------|------|------|---------|--------|--|
| Councilmember Bonatakis       |       |          | X    |      |         |        |  |
| Councilmember Cassidy         | X     |          | X    |      |         |        |  |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |  |
| Councilmember Forest          |       |          | X    |      |         |        |  |
| Councilmember Jannone         |       | X        | X    |      |         |        |  |
| Councilmember Triggiano       |       |          | X    |      |         |        |  |
| Mayor Portman                 |       |          | X    |      |         |        |  |
| <b>ON CONSENT AGENDA</b>      | Yes X |          | No   |      |         |        |  |

**RESOLUTION NO. 25-09**

Page 1 of 6



**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 DEPOSITORIES**

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, 2025 to December 31, 2025. 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. 25-10**

**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 as 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   |

|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT |   |
|-------------------------------|-------|----------|------|------|---------|--------|---|
| Councilmember Bonatakis       |       |          | X    |      |         |        | <p>I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.</p> <p><i>Bonnie K. Thomas</i><br/>Bonnie K. Thomas<br/>Deputy Municipal Clerk</p> |
| Councilmember Cassidy         | X     |          | X    |      |         |        |   |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |   |
| Councilmember Forest          |       |          | X    |      |         |        |   |
| Councilmember Jannone         |       | X        | X    |      |         |        |   |
| Councilmember Triggiano       |       |          | X    |      |         |        |   |
| Mayor Portman                 |       |          | X    |      |         |        |   |
| <b>ON CONSENT AGENDA</b>      | Yes X |          | No   |      |         |        |   |

**BOROUGH OF RED BANK**

**COUNTY OF MONMOUTH**

**RESOLUTION NO. 25-11**

**DESIGNATING DEPOSITORIES 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.

|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT | <p>I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.</p> <p><u>Bonnie K. Thomas</u><br/>Bonnie K. Thomas<br/>Deputy Municipal Clerk</p> |
|-------------------------------|-------|----------|------|------|---------|--------|---|
| Councilmember Bonatakis       |       |          | X    |      |         |        |   |
| Councilmember Cassidy         | X     |          | X    |      |         |        |   |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |   |
| Councilmember Forest          |       |          | X    |      |         |        |   |
| Councilmember Jannone         |       | X        | X    |      |         |        |   |
| Councilmember Triggiano       |       |          | X    |      |         |        |   |
| Mayor Portman                 |       |          | X    |      |         |        |   |
| <b>ON CONSENT AGENDA</b>      | Yes X |          |      | No   |         |        |   |

**BOROUGH OF RED BANK**

**COUNTY OF MONMOUTH**

**RESOLUTION NO. 25-12**

**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 31<sup>st</sup>, an additional penalty of 6% shall be charged against the delinquency;
2. Effective January 1, 2025, 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.

|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT |  |
|-------------------------------|-------|----------|------|------|---------|--------|--|
| Councilmember Bonatakis       |       |          | X    |      |         |        | I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.<br><br><i>Bonnie K. Thomas</i><br>Bonnie K. Thomas<br>Deputy Municipal Clerk |
| Councilmember Cassidy         | X     |          | X    |      |         |        |  |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |  |
| Councilmember Forest          |       |          | X    |      |         |        |  |
| Councilmember Jannone         |       | X        | X    |      |         |        |  |
| Councilmember Triggiano       |       |          | X    |      |         |        |  |
| Mayor Portman                 |       |          | X    |      |         |        |  |
| <b>ON CONSENT AGENDA</b>      | Yes X |          |      | No   |         |        |  |



**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH  
RESOLUTION NO. 25-13**

**A RESOLUTION AUTHORIZING CFO TO CONDUCT FINANCIAL MATTERS  
BETWEEN REGULAR BUSINESS MEETINGS IN 2025**

**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 2025.

**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.

|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT | <p>I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.</p> <p><u>Bonnie K. Thomas</u><br/>Bonnie K. Thomas<br/>Deputy Municipal Clerk</p> |
|-------------------------------|-------|----------|------|------|---------|--------|---|
| Councilmember Bonatakis       |       |          | X    |      |         |        |   |
| Councilmember Cassidy         | X     |          | X    |      |         |        |   |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |   |
| Councilmember Forest          |       |          | X    |      |         |        |   |
| Councilmember Jannone         |       | X        | X    |      |         |        |   |
| Councilmember Triggiano       |       |          | X    |      |         |        |   |
| Mayor Portman                 |       |          | X    |      |         |        |   |
| <b>ON CONSENT AGENDA</b>      | Yes X |          |      | No   |         |        |   |

**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH**

**RESOLUTION NO. 25-14**

**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 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. Manager James Gant
3. Water/Sewer Operator Tom Branch

|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------------|-------|----------|------|------|---------|--------|
| Councilmember Bonatakis       |       |          | X    |      |         |        |
| Councilmember Cassidy         | X     |          | X    |      |         |        |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |
| Councilmember Forest          |       |          | X    |      |         |        |
| Councilmember Jannone         |       | X        | X    |      |         |        |
| Councilmember Triggiano       |       |          | X    |      |         |        |
| Mayor Portman                 |       |          | X    |      |         |        |
| <b>ON CONSENT AGENDA</b>      | Yes X |          |      | No   |         |        |

I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.

*Bonnie K. Thomas*  
Bonnie K. Thomas  
Deputy Municipal Clerk

**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH**

**RESOLUTION NO. 25-15**

**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, 2025 to December 31, 2025.

|                               | MOVED | SECONDED | AYES | NAYS | ABSTAIN | ABSENT | <p>I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025.</p> <p><i>Bonnie K. Thomas</i><br/>Bonnie K. Thomas<br/>Deputy Municipal Clerk</p> |
|-------------------------------|-------|----------|------|------|---------|--------|---|
| Councilmember Bonatakis       |       |          | X    |      |         |        |   |
| Councilmember Cassidy         | X     |          | X    |      |         |        |   |
| Councilmember Facey-Blackwood |       |          | X    |      |         |        |   |
| Councilmember Forest          |       |          | X    |      |         |        |   |
| Councilmember Jannone         |       | X        | X    |      |         |        |   |
| Councilmember Triggiano       |       |          | X    |      |         |        |   |
| Mayor Portman                 |       |          | X    |      |         |        |   |
| ON CONSENT AGENDA             | Yes X |          |      | No   |         |        |   |

**BOROUGH OF RED BANK**  
**COUNTY OF MONMOUTH**  
**RESOLUTION NO. 25-16**

**A RESOLUTION AUTHORIZING APPOINTMENT OF BOROUGH CLERK**

**WHEREAS**, the Municipal Clerk resigned effective Monday, December 2, 2024 and the position of Municipal Clerk within the Borough of Red Bank is now vacant; and

**WHEREAS**, resumes have been solicited to fill the position of Municipal Clerk; and

**WHEREAS**, pursuant to Chapter 90, Article I, Section 90-1 of the Revised General Code of the Borough of Red Bank, Mary Moss has been selected to be appointed by the Mayor with the advice and consent of Council.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Red Bank that the appointment of Mary Moss as Full-Time Municipal Clerk by Mayor William Portman is hereby confirmed. The appointment shall be effective January 12, 2025, at an annual salary of \$110,000 pending satisfactory completion of a criminal background investigation and subject to satisfactory completion of a probationary period of ninety (90) days.

**BE IT FURTHER RESOLVED** that the Clerk forward a certified true copy of this resolution of this resolution to Mary Moss, Sheri Gumina and the Borough Manager.

|                               | MOVED | SECONDED | AYES | NAYS   | ABSTAIN | ABSENT |   |
|-------------------------------|-------|----------|------|--------|---------|--------|---|
| Councilmember Bonatakis       |       |          | X    |        |         |        | I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on January 1, 2025. |
| Councilmember Cassidy         |       |          | X    |        |         |        |   |
| Councilmember Facey-Blackwood | X     |          | X    |        |         |        |   |
| Councilmember Forest          |       | X        | X    |        |         |        |   |
| Councilmember Jannone         |       |          | X    |        |         |        |   |
| Councilmember Triggiano       |       |          | X    |        |         |        |   |
| Mayor Portman                 |       |          | X    |        |         |        |   |
| <b>ON CONSENT AGENDA</b>      | Yes _ |          |      | No X _ |         |        | <i>Bonnie K. Thomas</i><br>Bonnie K. Thomas<br>Deputy Municipal Clerk   |