



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 26-044

### AUTHORIZING AWARD OF A FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES – MUNICIPAL PLANNER

**WHEREAS**, the Borough of Highlands, a municipal corporation with its Borough Hall at 151 Navesink Ave., Highlands, New Jersey 07732, has a need to contract for Municipal Planner; and

**WHEREAS**, the Borough of Highlands has a need for professional planning services to be provided to the Borough of Highlands for the calendar year 2026 pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Borough of Highlands, through a fair and open process in accordance with N.J.S.A. 19:44A-20.5 solicited proposals from qualified individuals and firms for the appointment and position of Municipal Planner for the calendar year 2026; and

**WHEREAS**, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and

**WHEREAS**, certification of availability of funds has been provided by the Chief Financial Officer contingent upon the adoption of the 2026 budget.

**NOW THEREFORE BE IT RESOLVED**, by the Borough of Highlands Council as follows:

1. That the firm of Heyer, Gruel, & Associates is hereby retained to provide professional services – Municipal Planner for an amount not to exceed \$26,000 plus reimbursable expenses for professional services, for the 12-month period beginning January 1, 2026 through December 31, 2026.
2. The Mayor and Municipal Clerk are hereby authorized to sign a contract for Professional Planning Services in accordance with this Resolution.
3. This contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i) because it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this Resolution as well as the contract shall be placed on file with the Clerk of the Borough of Highlands.
5. The Municipal Clerk is hereby directed to publish a public notice of this award as required by law.

Motion to Approve R 26-044:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES			X			
CHELAK			X			
MELNYK	X		X			
OLSZEWSKI		X	X			
BROULLON			X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: January 21, 2026



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Nancy Tran, Municipal Clerk  
Borough of Highlands