



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-073

AUTHORIZING THE BOROUGH OF HIGHLANDS TO ENTER INTO AN AGREEMENT WITH GOVERNMENT STRATEGY GROUP FOR SEARCH AND RECRUITMENT SERVICES FOR A BOROUGH ADMINISTRATOR

WHEREAS, the Borough of Highlands will have a need to fill the position of Borough Administrator given the current Administrator's anticipated retirement date of September 30, 2026; and

WHEREAS, the Borough has determined that it is necessary to engage professional services to assist in conducting a search and recruitment process for a qualified Borough Administrator; and

WHEREAS, Government Strategy Group is a firm specialized in executive recruitment and search services for municipal government positions throughout the State of New Jersey; and

WHEREAS, Government Strategy Group has submitted a proposal dated February 13, 2026, to provide search and recruitment services for the position of Borough Administrator for an amount not to exceed \$16,500.00; and

WHEREAS, the governing body believes that the Borough will benefit from the professional assistance and expertise of Government Strategy Group in conducting a search and recruitment process for a Borough Administrator; and

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

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

1. Government Strategy Group is hereby retained to provide search and recruitment services for the position of Borough Administrator in accordance with their proposal dated February 13, 2026, for an amount not to exceed \$16,500.00.
2. The Mayor and Borough Clerk are hereby authorized to execute an agreement with Government Strategy Group, subject to review and approval by the Borough Attorney.
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), with an anticipated value of under \$17,500.00 which is exempt from the requirements of N.J.S.A. 19:44A-20.4.

4. A certified copy of this Resolution as well as the agreement shall be placed on file with the Borough Clerk of the Borough of Highlands.

5. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 26-073:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: February 18, 2026

Nancy Tran, Municipal Clerk
Borough of Highlands