

January 20, 2026

BOROUGH OF BRADLEY BEACH

RESOLUTION 2026-53

**AWARDING NON-FAIR AND OPEN PROFESSIONAL SERVICE CONTRACT
APPOINTMENT FOR MUNICIPAL GRANT WRITING SERVICES**

Mayor Gubitosi offered the following resolution and moved its adoption:

WHEREAS, the Borough of Bradley Beach (the “Borough”) requires professional services for **Municipal Grant Writing Services** for the calendar year 2026 pursuant to the provisions of N.J.S.A 19:44A-20.5; and

WHEREAS, the Borough finds that **Sarah Aubrey of The Aubrey Group** possesses the required qualifications and experience necessary to perform the needed professional services; and

WHEREAS, the Borough desires to award a non-fair and open professional services contract to **Sarah Aubrey of The Aubrey Group, LLC**, to perform **Municipal Grant Writing Services** for the Borough; and

WHEREAS, the Mayor and Council has determined that they desire to authorize the execution of a professional services contract with **Sarah Aubrey of The Aubrey Group, LLC** for the year of 2026 through a non-fair and open process;

WHEREAS, funds are available to make such purchases or acquisition and have been certified as such by Jeanette M. Larrison, Interim Chief Financial Officer.

CHIEF FINANCIAL OFFICER’S CERTIFICATION

I hereby certify that legally appropriated funds are available in the following account(s):

6-01-20-100-000-207 in the amount of \$30,000.00

Jeanette M. Larrison
Interim Chief Financial Officer

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Bradley Beach as follows:

1. Sarah Aubrey of The Aubrey Group, LLC is hereby appointed to perform **Municipal Grant Writing Services** for the calendar year 2026 and are hereby awarded Professional Service Contracts for grant writing services for the period of January 20, 2026 through December 31, 2026 for a monthly fee of \$2500.00.

2. The contracts are awarded without competitive bidding since the appointments involve members of recognized professions that are registered by law, therefore exempt under N.J.S.A. 40A:11-5.
3. The services rendered shall be in compliance with the Laws of New Jersey.
4. A copy of this resolution and the contract shall be placed on file with the Municipal Clerk.
5. The Borough shall also provide notice that these appointments are being awarded under a non-fair and open process in accordance with New Jersey's Pay-to-Play law.
6. **Sarah Aubrey, of The Aubrey Group, LLC** shall submit a Business Entity Disclosure Certification which certifies compliance with New Jersey's Pay-to-Play law; and

Seconded by Councilperson _____ and adopted on roll call by the following vote:

	AYES	NAYS	ABSTAIN	ABSENT
Ms. DeNoble				
Ms. Greenblatt				
Mr. Nowicki				
Mr. Karp				
Mayor Gubitosi				

CERTIFICATION

I, Erica Kostyz, Municipal Clerk, Borough of Bradley Beach, Monmouth County, New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Mayor and Council at the January 20, 2026 Council Business Meeting.

Erica Kostyz, RMC, CMR
Municipal Clerk