

**Regular Meeting
Borough of Eatontown Governing Body
Wednesday, February 11, 2026**

This meeting has been advertised in accordance with the Open Public Meetings Act: A notice of the meeting has been published in the Asbury Park Press, Star Ledger and the Link News, posted on the bulletin board in the lobby of Borough Hall, and posted to the Borough website. Public Comment is welcome at any time.

Mayor Talerico opened the Regular Meeting at 8:15pm, noting the Borough's compliance with the Open Public Meetings Act

1. ROLL CALL

PRESENT: Mayor Anthony Talerico, Jr.

Councilmembers Danielle M. Jones, Meir Araman, Carl Lawson, Maria Escalante

ALSO PRESENT: Attorney Bayer, Borough Administrator Lucia, Borough Clerk Lindsey

ABSENT: Council President Virginia M. East, Councilmember Candace M. Faust

The Flag Salute was held in workshop.

2. APPROVAL OF MINUTES

A. Regular/Closed Session - 01/28/2026

Motion to approve the minutes by C/Lawson; seconded by C/Araman

Voice Vote: AYE - C/Jones, C/Araman, C/Lawson, C/Escalante

ABSENT - C/East, C/Faust

3. COMMUNICATIONS

A. NJAW Notice of Public Hearing

B. Tinton Falls ZBA Notice of Hearing, 760 Hope Road

C. Borough of Eatontown ZBA Notice, 24 Larkspur Drive

Motion to accept communications A-C by C/Jones; seconded by C/Lawson

Voice Vote: AYE - C/Jones, C/Araman, C/Lawson, C/Escalante

ABSENT - C/East, C/Faust

4. MAYOR'S REPORT - Mayor Talerico

Mayor Talerico reported on the commissioners' upcoming meeting regarding the ADP program and will report back after the meeting being held on February 18th.

5. REPORTS OF COMMITTEES

A. EMERGENCY SERVICES - Council President East

Council President East's report was provided by Mayor Talerico. The report acknowledged Fire Department volunteer Eddie Hicks for the Hope Road fire. Further reported was a Hazmat response on Feb 1st, calls being received regarding frozen pipes, and the additional crews being brought on for the First Aid Squad.

B. FINANCE & ORDINANCE - Councilmember Jones

Councilmember Jones reported on the previous and next meetings of the Finance and Ordinance Committee, Cannabis Regulatory Committee, the State Board of Education, the Eatontown Board of Education, the Monmouth Regional High School Board of Education, the Environmental Commission, the Drug and Alcohol Alliance and the Youth Committee. Councilmember Jones then mentioned the Mingo Jack Celebration will be held at Wampum Park.

C. POLICE, PUBLIC LIGHTS & PARKING - Councilmember Araman

Councilmember Araman read the January Police Department report into the record.

D. PARKS & RECREATION - Councilmember Lawson

Councilmember Lawson reported on the Parks and Recreation's previous meeting, the 2026 5K run, the annual Easter Egg Hunt at Wolcott Park and Eatontown summer camp. Councilmember Lawson then reported on the next Recreation Advisory Committee meeting.

E. PUBLIC WORKS & INSURANCE - Councilmember Faust

Councilmember Faust's report was provided by Mayor Talerico. The report mentioned the next meetings of the Green Team Committee, the Shade Tree Commission and the Traffic Advisory Committee.

F. PUBLIC BUILDINGS & TENANTS RIGHTS - Councilmember Escalante

Councilmember Escalante reported on her attendance at the county address regarding achievements in Monmouth County and shared the upcoming plans and opportunities for Monmouth County. Councilmember Escalante then reported on the next meetings of the Tenants Rights Committee, the Historical Committee and the Library Board of Trustees. Further reported were the Museum's upcoming event and the Library's upcoming T-Shirt Drawing Contest.

6. ADMINISTRATOR'S REPORT - Borough Administrator Lucia

Borough Administrator Lucia reported he has been working on the 2026 budget and sent it to the auditor for review.

7. OLD BUSINESS - None**8. PUBLIC COMMENT ON AGENDA ITEMS ONLY**

The meeting was open to the public on agenda items.

No comments were made.

The meeting was closed to public comment on agenda items.

9. BILLS & CLAIMS AND BI-WEEKLY PAYROLL

Motion to approve the bills, claims and bi-weekly payroll by C/Jones; seconded by C/Araman

Voice Vote: AYE - C/Jones, C/Araman, C/Lawson, C/Escalante

ABSENT - C/East, C/Faust

Councilmember Escalante abstained from line item 001.

10. NEW BUSINESS**A. ORDINANCE INTRODUCTION**

1) **Ordinance 02-2026** - Amending Section 89-51 Entitled Billboards

- ***First Reading/Introduction (Public Hearing 02/25/2026)***

Mayor Talerico explained the ordinance and mentioned the ordinance introduction will be carried to the next meeting.

2) **Ordinance 03-2026** - Affordable Housing Ordinance Implementing the Fourth Round Housing Plan Element and Fair Share Plan - ***First Reading/Introduction (Public Hearing 03/11/2026)***

Attorney Bayer explained the ordinance and read the ordinance by title. Attorney Bayer then mentioned the ordinance will be sent to the Planning Board's next meeting. The public hearing will be held on 03/11/26.

Motion to introduce the ordinance by C/Araman; seconded by C/Lawson

Roll Call: AYE - C/Jones, C/Araman, C/Lawson, C/Escalante

ABSENT - C/East, C/Faust

ORDINANCE 03-2026 - AFFORDABLE HOUSING ORDINANCE IMPLEMENTING THE FOURTH ROUND HOUSING PLAN ELEMENT AND FAIR SHARE PLAN

WHEREAS, the Borough of Eatontown, County of Monmouth, State of New Jersey, (hereinafter, "Borough" or "Eatontown") has a demonstrated history of voluntary compliance with its constitutional affordable housing obligations and in fact obtained a Final Round Three Judgment of Compliance and Repose on from the Court in the matter captioned In the Matter of the Application of the Borough of Eatontown, County of Monmouth, Superior Court of New Jersey, Law Division, Docket

No. MON-L-2522-15 thereby immunizing the Borough from builder's remedy litigation until July 1, 2025 (the "Third Round Litigation"); and

WHEREAS, on March 20, 2024, Governor Phil Murphy signed into law P.L. 2024, c.2, an Amendment to the 1985 Fair Housing Act (hereinafter "Amended FHA" or the "Act"); and

WHEREAS, the Amended FHA requires the Department of Community Affairs ("DCA") to provide an estimate of the Present Need, also referred to as the rehabilitation obligation, and the Round 4 Prospective Need of all municipalities by October 20, 2024 based upon the criteria on the Amended FHA; and

WHEREAS, the DCA issued a report on October 18, 2024 ("DCA Report") wherein it reported its estimate of the Present Need and the Round 4 Prospective Need obligation for all municipalities based upon its interpretation of the standards in the Act; and

WHEREAS, the DCA Report calculates Eatontown's Round 4 (2025-2035) Present Need (Rehabilitation) Obligation as 20 units and its Round 4 Prospective Need Obligation as 193 units; and

WHEREAS, the Borough adopted Resolution 45-2025 accepting the DCA's Fourth Round Present Need (Rehabilitation) calculation of 20 units but it rejected the DCA's calculation of the Borough's Fourth Round Prospective Need (New Construction) calculation of 193 units and instead calculated the obligation at 180 units in conformance with the Amended FHA; and

WHEREAS, pursuant to Directive #14-24, a municipality seeking a certification of compliance with the Act shall file an action in the form of a declaratory judgment complaint within 48 hours after adoption of the municipal resolution of fair share obligations, or by February 3, 2025, whichever is sooner; and

WHEREAS, the Borough filed a timely declaratory judgment complaint in accordance with AOC Directive #14-24 known as In the Matter of the Application of the Borough of Eatontown County of Monmouth, State of New Jersey, Docket No. MON-L-000310-25 seeking a declaration as to the Borough's Fourth Round affordable housing obligation and the approval of the Borough's Housing Element and Fair Share Plan ("HESP") which sets forth the affordable housing mechanisms the Borough will implement to satisfy its Fourth Round affordable housing obligation; and

WHEREAS, the Borough engaged in court ordered mediation through the Affordable Housing Dispute Resolution Program and establishing the Borough's Fourth Round prospective need obligation at 186 units, subject to the ability to avail itself of Vacant Land Adjustment, which was subsequently memorized through the entry of a court order on April 10, 2025; and

WHEREAS, the Court entered an order on April 14, 2025 setting the Borough's Fourth Round fair share obligations as a Present Need of 20 units and a Prospective Need of 186 units, which no party appealed, and ordering the Borough to file a Housing Element and Fair Share Plan ("HEFSP") by June 30, 2025; and

WHEREAS, the Borough having filed its Housing Element and Fair Share Plan on June 4 2025 (the "HEFSP"); and

WHEREAS, FSHC having filed a challenge pursuant to N.J.S.A. 52:27D-304.1(f)(2)(b) regarding the Borough's HEFSP on August 31, 2025; and

WHEREAS, the Borough having entered into Mediation Agreement with Fair Share Housing Center which requires the Borough to adopt Fourth Round implementing ordinances in conformance with current statutes and regulation; and

WHEREAS, the Borough Council of the Borough of Eatontown believes it is in the best interest of the Borough to adopt the Fourth Round implementing ordinances in order to obtain compliance certification from the Program/Court thereby protecting the Borough from exclusionary zoning litigation for ten years until 2035.

NOW, THEREFORE, BE IT RESOLVED By The Borough Council of the Borough of Eatontown, County of Monmouth, State of New Jersey, that it hereby repeals Article XXIIIA, Affordable Housing Regulations, Sections 89-106 through 89.21 and replaces it with the following:

Article XIIIA Affordable Housing Regulations

§89-106.1

Introduction & Applicability

1. This section shall be known and may be cited as the "Affordable Housing Ordinance" of the Borough of Eatontown and it sets forth regulations regarding the very low-, low- and moderate-income housing units in the Borough of Eatontown consistent with the provisions outlined in P.L 2024, Chapter 2, including the amended Fair Housing Act ("FHA") at N.J.S.A. 52:27D-301 et seq., as well as the Department of Community Affairs, Division of Local Planning Services ("LPS") at N.J.A.C. 5:99 et seq., statutorily upheld existing regulations of the now-defunct Council on Affordable Housing ("COAH") at N.J.A.C. 5:93 and 5:97, the Uniform Housing Affordability Controls ("UHAC") at N.J.A.C. 5:80-26.1 et seq., and as reflected in the adopted municipal Fourth Round Housing Element and Fair Share Plan ("HEFSP").

2. This Ordinance is intended to ensure that very low-, low- and moderate-income units ("affordable units") are created with controls on affordability over time and that very low-low- and moderate-income households shall occupy these units pursuant to statutory requirements. This Ordinance shall apply to all inclusionary developments, individual affordable units, and 100% affordable housing developments except where inconsistent with applicable law. Low-Income Housing Tax Credit financed developments shall adhere to the provisions set forth below in item 5.c. below.
3. The Planning Board has adopted a HEFSP pursuant to the Municipal Land Use Law at N.J.S.A. 40:55D-1, et seq. The Fair Share Plan describes the ways the Borough of Eatontown shall address its fair share of very low-, low- and moderate-income housing as approved by the Superior Court and documented in the Housing Element.
4. This Ordinance implements and incorporates the relevant provisions of the HEFSP and addresses the requirements of P.L 2024, Chapter 2, the FHA, N.J.A.C. 5:99, NJ Supreme Court upheld COAH regulations at N.J.A.C. 5:93 and 5:97, and UHAC at N.J.A.C. 5:80-26.1, as may be amended and supplemented.
5. Applicability
 - a. The provisions of this Ordinance shall apply to all affordable housing developments and affordable housing units that currently exist and that are proposed to be created pursuant to the municipality's most recently adopted HEFSP.
 - b. This Ordinance shall apply to all developments that contain very low-, low- and moderate-income housing units included in the Borough's HEFSP, including any unanticipated future developments that will provide very low-, low- and moderate-income housing units.
 - c. Projects receiving federal Low Income Housing Tax Credit financing and are proposed for credit shall comply with the low/moderate split and bedroom distribution requirements, maximum initial rents and sales prices requirements, affirmative fair marketing requirements of UHAC at N.J.A.C. 5:80-26.16 and the length of the affordability controls applicable to such projects shall be not less than a 30-year compliance period plus a 15-year extended-use period, for a total of not less than 45 years.

§89-106.2

Definitions

As used herein the following terms shall have the following meanings:

"Accessory apartments" means a residential dwelling unit that provides complete independent living facilities with a private entrance for one or more persons, consisting of provisions for living, sleeping, eating, sanitation, and cooking, including a stove and refrigerator, and is located within a proposed preexisting primary dwelling, within an existing or proposed structure that is an accessory to a dwelling on the same lot, constructed in whole or part as an extension to a proposed or existing primary dwelling, or constructed as a separate detached structure on the same lot as the existing or proposed primary dwelling. Accessory apartments are also referred to as "accessory dwelling units".

"Act" means the New Jersey Fair Housing Act, N.J.S.A. 52:27D-301 et seq.

"Adaptable" means constructed in compliance with the technical design standards of the barrier free subcode adopted by the Commissioner of Community Affairs pursuant to the "State Uniform Construction Code Act," P.L.1975, c. 217 (C.52:27D-119 et seq.) and in accordance with the provisions of section 5 of P.L.2005, c. 350 (C.52:27D-123.15).

"Administrative agent" means the entity approved by the Division responsible for the administration of affordable units, in accordance with N.J.A.C. 5:99-7, and UHAC at N.J.A.C. 5:80-26.15.

"Affirmative marketing" means a regional marketing strategy designed to attract buyers and/or renters of affordable units pursuant to N.J.A.C. 5:80-26.16.

"Affirmative Marketing Plan" means the municipally adopted plan of strategies from which the administrative agent will choose to implement as part of the Affirmative Marketing requirements.

"Affirmative Marketing Process" or "Program" means the actual undertaking of Affirmative Marketing activities in furtherance of each project with very low- low- and moderate-income units.

"Affordability assistance" means the use of funds to render housing units more affordable to low- and moderate-income households and includes, but is not limited to, down payment assistance, security deposit assistance, low interest loans, rental assistance, assistance with homeowner's association or condominium fees and special assessments, common maintenance expenses, and assistance with emergency repairs and rehabilitation to bring deed-restricted units up to code, pursuant to N.J.A.C. 5:99-2.5.

"Affordability average" means an average of the percentage of regional median income at which restricted units in an affordable development are affordable to low- and moderate-income households.

"Affordable" means, in the case of an ownership unit, that the sales price for the unit conforms to the standards set forth at N.J.A.C. 5:80-26.7 and, in the case of a rental unit, that the rent for the unit conforms to the standards set forth at N.J.A.C. 5:80-26.13.

"Affordable housing development" means a development included in a municipality's housing element and fair share plan, and includes, but is not limited to, an inclusionary development, a municipally sponsored affordable housing project, or a 100 percent affordable development. This includes developments with affordable units on-site, off-site, or provided as a payment in-lieu of construction only if such a payment-in-lieu option has been previously approved by the Program or Superior Court as part of the HEFSP. Payments in lieu of construction were invalidated per P.L. 2024, c.2.

"Affordable Housing Dispute Resolution Program" or "the Program" refers to the dispute resolution program established pursuant to N.J.S.A. 52:27D-313.2.

"Affordable Housing Monitoring System" or "AHMS" means the Department's cloud-based software application, which shall be the central repository for municipalities to use for reporting detailed information regarding affordable housing developments, affordable housing unit completions, and the collection and expenditures of funds deposited into the municipal affordable housing trust fund.

"Affordable Housing Trust Fund" or "AHTF" means that non-lapsing, revolving trust fund established in DCA pursuant to N.J.S.A. 52:27D-320 and N.J.A.C. 5:43 to be the repository of all State funds appropriated for affordable housing purposes. All references to the "Neighborhood Preservation Nonlapsing Revolving Fund" and "Balanced Housing" mean the AHTF.

"Affordable unit" means a housing unit proposed or developed pursuant to the Act, including units created with municipal affordable housing trust funds.

"Age-restricted housing" means a housing unit that is designed to meet the needs of, and is exclusively for, an age-restricted segment of the population such that: 1. All the residents of the development where the unit is situated are 62 years or older; 2. At least 80 percent of the units are occupied by one person that is 55 years or older; or 3. The development has been designated by the Secretary of HUD as "housing for older persons" as defined in Section 807(b)(2) of the Fair Housing Act, 42 U.S.C. § 3607.

"Agency" means the New Jersey Housing and Mortgage Finance Agency established by P.L.1983, c. 530 (C.55:14K-1 et seq.).

"Assisted living residence" means a facility licensed by the New Jersey Department of Health to provide apartment-style housing and congregate dining and to ensure that assisted living services are available when needed for four or more adult persons unrelated to the proprietor. Apartment units must offer, at a minimum, one unfurnished room, a private bathroom, a kitchenette, and a lockable door on the unit entrance.

"Barrier-free escrow" means the holding of funds collected to adapt affordable unit entrances to be accessible in accordance with N.J.S.A. 52:27D-311a et seq. Such funds shall be held in a municipal affordable housing trust fund pursuant to N.J.A.C. 5:99-2.6.

"Builder's remedy" means court-imposed site-specific relief for a litigant who seeks to build affordable housing for which the court requires a municipality to utilize zoning techniques, such as mandatory set-asides or density bonuses, including techniques which provide for the economic viability of a residential development by including housing that is not for low- and moderate-income households.

"Certified household" means a household that has been certified by an administrative agent as a very-low-income household, a low-income household, or a moderate-income household.

"CHOICE" means the no-longer-active Choices in Homeownership Incentives for Everyone Program, as it was authorized by the Agency.

"COAH" or the "Council" means the Council on Affordable Housing established in, but not of, DCA pursuant to the Act and that was abolished effective March 20, 2024, pursuant to section 3 at P.L. 2024, c. 2 (N.J.S.A. 52:27D-304.1).

"Commissioner" means the Commissioner of the Department of Community Affairs.

"Compliance certification" means the certification obtained by a municipality pursuant to section 3 of P.L.2024, c. 2 (C.52:27D-304.1), that protects the municipality from exclusionary zoning litigation during the current round of present and prospective need and through July 1 of the year the next round begins, which is also known as a "judgment of compliance" or "judgment of repose." The term "compliance certification" shall include a judgment of repose granted in an action filed pursuant to section 13 of P.L.1985, c. 222 (C.52:27D-313).

"Construction" means new construction and additions, but does not include alterations, reconstruction, renovations, conversion, relocation, or repairs, as those terms are defined in the State Uniform Construction Code promulgated pursuant to the State Uniform Construction Code Act, P.L. 1975, c. 217(N.J.S.A. 52:27D-119 et seq.).

"County-level housing judge" means a judge appointed pursuant to section 5 at P.L. 2024, c. 2, to resolve disputes over the compliance of municipal fair share affordable housing obligations and municipal Fair Share plans and housing elements with the Act.

"DCA" and "Department" mean the State of New Jersey Department of Community Affairs.

"Deficient housing unit" means a housing unit with health and safety code violations that require the repair or replacement of a major system. A major system includes weatherization, roofing, plumbing (including wells), heating, electricity, sanitary plumbing (including septic systems), lead paint abatement and/or load bearing structural systems.

"Department" means the New Jersey Department of Community Affairs.

"Developer" means the legal or beneficial owner or owners of a lot or of any land proposed to be included in a proposed development, including the holder of an option or contract to purchase, or other person having an enforceable proprietary interest in such land.

"Development" means the division of a parcel of land into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any building or other structure, or of any mining, excavation, or landfill, and any use or change in the use of any building or other structure, or land or extension of use of land, for which permission may be required pursuant to the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq.

"Development fee" means money paid by a developer for the improvement of residential and non-residential property as permitted pursuant to N.J.S.A. 52:27D-329.2 and 40:55D-8.1 through 40:55D-8.7 and N.J.A.C. 5:99-3.

"Dispute Resolution Program" means the Affordable Housing Dispute Resolution Program, established pursuant to section 5 at P.L. 2024, c. 2 (N.J.S.A. 52:27D-313.2).

"Division" means the Division of Local Planning Services within the Department of Community Affairs.

"Emergent opportunity" means a circumstance that has arisen whereby affordable housing will be able to be produced through a delivery mechanism not originally contemplated by or included in a fair share plan that has been the subject of a compliance certification.

"Equalized assessed value" or "EAV" means the assessed value of a property divided by the current average ratio of assessed to true value for the municipality in which the property is situated, as determined in accordance with sections 1, 5, and 6 at P.L. 1973, c. 123 (N.J.S.A. 54:1-35a, 54:1-35b, and 54:1-35c). Estimates at the time of building permit may be obtained by the tax assessor using construction cost estimates. Final EAV shall be determined at project completion by the municipal assessor.

"Equity share amount" means the product of the price differential and the equity share, with the equity share being the whole number of years that have elapsed since the last non-exempt sale of a restricted ownership unit, divided by 100, except that the equity share may not be less than five percent and may not exceed 30 percent.

"Exit sale" means the first authorized non-exempt sale of a restricted unit following the end of the control period, which sale terminates the affordability controls on the unit.

"Exclusionary zoning litigation" means litigation challenging the fair share plan, housing element, ordinances, or resolutions that implement the fair share plan or housing element of a municipality based on alleged noncompliance with the Act or the Mount Laurel doctrine, which litigation shall include, but shall not be limited to, litigation seeking a builder's remedy.

"Extension of expiring controls" means extending the deed restriction period on units where the controls will expire in the current round of a housing obligation, so that the total years of a deed restriction is at least 60 years.

"Fair share obligation" means the total of the present need and prospective need, including prior rounds, as determined by the Affordable Housing Dispute Resolution Program, or a court of competent jurisdiction.

"Fair share plan" means the plan or proposal, with accompanying ordinances and resolutions, by which a municipality proposes to satisfy its constitutional obligation to create a realistic opportunity to meet its fair share of low- and moderate-income housing needs of its region and which details the affirmative measures the municipality proposes to undertake to achieve its fair share of low- and moderate-income housing, as provided in the municipal housing element, and which addresses the development regulations necessary to implement the housing element, including, but not limited to, inclusionary requirements and development fees, and the elimination of unnecessary housing cost-generating features from the municipal land use ordinances and regulations.

"FHA" means the New Jersey Fair Housing Act, N.J.S.A. 52:27D-301 et seq.

"Green Building Strategies" means the strategies that minimize the impact of development on the environment, and enhance the health, safety and well-being of residents by producing durable, low-maintenance, resource-efficient housing while making optimum use of existing infrastructure and community services.

"HMFA" or "the Agency" means the New Jersey Housing and Mortgage Finance Agency established pursuant to P.L. 1983, c. 530 (N.J.S.A. 55:14K-1 et seq.).

"Household income" means a household's gross annual income calculated in a manner consistent with the determination of annual income pursuant to section 8 of the United States Housing Act of 1937 (Section 8), not in accordance with the determination of gross income for Federal income tax liability.

"Housing element" means the portion of a municipality's master plan adopted in accordance with the Municipal Land Use Law (MLUL) at N.J.S.A. 40:55D-28.b(3) and the Act consisting of reports, statements proposals, maps, diagrams, and text designed to meet the municipality's fair share of its region's present and prospective housing needs, particularly with regard to low- and moderate-income housing, which shall include the municipal present and prospective obligation for affordable housing, determined pursuant to subsection f. at N.J.S.A. 52:27D-304.1.

"Housing region" means a geographic area established pursuant to N.J.S.A. 52:27D-304.2b.

"Inclusionary development" means a residential housing development in which a substantial percentage of the housing units are provided for a reasonable income range of low- and moderate- income households.

"Judgment of compliance" or "judgment for repose" means a determination issued by the Superior Court approving a municipality's fair share plan to satisfy its affordable housing obligation for a particular 10-year round.

"Low-income household" means a household with a household income equal to 50 percent or less of the regional median income.

"Low-income unit" means a restricted unit that is affordable to a low-income household.

"Major system" means the primary structural, mechanical, plumbing, electrical, fire protection, or occupant service components of a building which include but are not limited to, weatherization, roofing, plumbing (including wells), heating, electricity, sanitary plumbing (including septic systems), lead paint abatement or load bearing structural systems.

"Mixed use development" means any development that includes both a non-residential development component and a residential development component, and shall include developments for which: (1) there is a common developer for both the residential development component and the non-residential development component, provided that for purposes of this definition, multiple persons and entities maybe considered a common developer if there is a contractual relationship among them obligating each entity to develop at least a portion of the residential or non-residential development, or both, or otherwise to contribute resources to the development; and (2) the residential and non-residential developments are located on the same lot or adjoining lots, including, but not limited to, lots separated by a street, a river, or another geographical feature.

"Moderate-income household" means a household with a household income in excess of 50 percent but less than 80 percent of the regional median income.

"Moderate-income unit" means a restricted unit that is affordable to a moderate-income household.

"MONI" means the no-longer-active Market Oriented Neighborhood Investment Program, as it was authorized by the Agency.

"Municipal housing liaison" or "MHL" means an appointed municipal employee who is, pursuant to N.J.A.C. 5:99-6, responsible for oversight and/or administration of the affordable units created within the municipality.

"Municipal affordable housing trust fund" means a separate, interest-bearing account held by a municipality for the deposit of development fees, payments in lieu of constructing affordable units on sites zoned for affordable housing previously approved prior to March 20, 2024 (per P.L. 2024, c.2), barrier-free escrow funds, recapture funds, proceeds from the sale of affordable units, rental income, repayments from affordable housing program loans, enforcement fines, unexpended RCA funds remaining from a completed RCA project, application fees, and any other funds collected by the municipality in connection with its affordable housing programs, which shall be used to address municipal low- and moderate-income housing obligations within the time frames established by the Legislature and this chapter.

"Municipal development fee ordinance" means an ordinance adopted by the governing body of a municipality that authorizes the collection of development fees.

"New construction" means the creation of a new housing unit under regulation by a code enforcement official regardless of the means by which the unit is created. Newly constructed units are evidenced by the issuance of a certificate of occupancy and may include new residences created through additions and alterations, adaptive reuse, subdivision, or conversion of existing space, and moving a structure from one location to another.

"New Jersey Affordable Housing Trust Fund" means an account established pursuant to N.J.S.A. 52:27D-320.

"New Jersey Housing Resource Center" or "Housing Resource Center" means the online affordable housing listing portal, or its successor, overseen by the Agency pursuant to N.J.S.A. 52:27D-321.3 et seq.

"95/5 restriction" means a deed restriction governing a restricted ownership unit that is part of a housing element that received substantive certification from COAH pursuant to N.J.A.C. 5:93, as it was in effect at the time of the receipt of substantive certification, before October 1, 2001, or any other deed restriction governing a restricted ownership unit with a seller repayment option requiring 95 percent of the price differential to be paid to the municipality or an instrument of the municipality at the closing of a sale at market price.

"Non-exempt sale" means any sale or transfer of ownership of a restricted unit to one's self or to another individual other than the transfer of ownership between spouses or civil union partners; the transfer of ownership between former spouses or civil union partners ordered as a result of a judicial decree of divorce or judicial separation, but not including sales to third parties; the transfer of ownership between family members as a result of inheritance; the transfer of ownership through an executor's deed to a class A beneficiary; and the transfer of ownership by court order.

"Nonprofit" means an organization granted nonprofit status in accordance with section 501(c)(3) of the Internal Revenue Code.

"Non-residential development" means:

Any building or structure, or portion thereof, including, but not limited to, any appurtenant improvements, which is designated to a use group other than a residential use group according to the State Uniform Construction Code, N.J.A.C. 5:23, promulgated to effectuate the State uniform Construction Code Act, N.J.S.A. 52:27D-119 et seq., including any subsequent amendments or revisions thereto;

Hotels, motels, vacation timeshares, and child-care facilities; and

The entirety of all continuing care facilities within a continuing care retirement community which is subject to the Continuing Care Retirement Community Regulation and Financial Disclosure Act, N.J.S.A. 52:27D-330 et seq.

"Non-residential development fee" means the fee authorized to be imposed pursuant to N.J.S.A. 40:55D-8.1 through 40:55D-8.7.

"Order for repose" means the protection a municipality has from a builder's remedy lawsuit for a period of time from the entry of a judgment of compliance by the Superior Court. A judgment of compliance often results in an order for repose.

"Payment in lieu of constructing affordable units" means the prior approval of the payment of funds to the municipality by a developer when affordable units were not produced on a site zoned for an inclusionary development. The statutory permission for payments in lieu of constructing affordable units was eliminated per P.L. 2024, c.2.

"Prospective need" means a projection of housing needs based on development and growth which is reasonably likely to occur in a region or a municipality, as the case may be, as a result of actual determination of public and private entities. Prospective need shall be determined by the methodology set forth pursuant to sections 6 and 7 of P.L.2024, c. 2 (C.52:27D-304.2 and C.52:27D-304.3) for the fourth round and all future rounds of housing obligations.

"Qualified Urban Aid Municipality" means a municipality that meets the criteria established pursuant to N.J.S.A. 52:27D-304.3.c(1).

"Person with a disability" means a person with a physical disability, infirmity, malformation, or disfigurement which is caused by bodily injury, birth defect, aging, or illness including epilepsy and other seizure disorders, and which shall include, but not be limited to, any degree of paralysis, amputation, lack of physical coordination, blindness or visual impairment; deafness or hearing impairment, the inability to speak or a speech impairment, or physical reliance on a service animal, wheelchair, or other remedial appliance or device.

"Price differential" means the difference between the controlled sale price of a restricted unit and the contract price at the exit sale of the unit, determined as of the date of a proposed contract of sale for the unit. If there is no proposed contract of sale, the price differential is the difference between the controlled sale price of a restricted unit and the appraised value of the unit as if it were not subject to UHAC, determined as of the date of the appraisal. If the controlled sale price exceeds the contract price or, in the absence of a contract price, the appraised value, the price differential is zero dollars.

"Prior round unit" means a housing unit that addresses a municipality's fair share obligation from a round prior to the fourth round of affordable housing obligations, including any unit that: (1) received substantive certification from COAH; (2) is part of a third-round settlement agreement or judgment of compliance approved by a court of competent jurisdiction, inclusive of units created pursuant to a zoning designation adopted as part of the settlement agreement or judgment of compliance to create a realistic opportunity for development; (3) is subject to a grant agreement or other contract with either the State or a political subdivision thereof entered into prior to July 1, 2025, pursuant to either item (1) or (2) above; or (4) otherwise addresses a municipality's fair share obligation from a round prior to the fourth round of affordable housing obligations. A unit created after the enactment of P.L. 2024, c. 2 (N.J.S.A. 52:27D-304.1) on March 20, 2024, is not a prior round unit unless: (1) it is created pursuant to a prior round development plan or zoning designation that received COAH or court approval on or before the cutoff date of June 30, 2025, or the date that the municipality adopts the

implementing ordinances and resolutions for the fourth round of affordable housing obligations, whichever occurs sooner; and (2) its siting and creation are consistent with the form of the prior round development plan or zoning designation in effect as of the cutoff date, without any amendment or variance.

"Program" means the Affordable Housing Dispute Resolution Program, established pursuant to section 5 of P.L.2024, c. 2 (C.52:27D-313.2).

"Random selection process" means a lottery process by which currently income-eligible applicant-households are selected, at random, for placement in affordable housing units such that no preference is given to one applicant over another, except in the case of a veterans' preference where such an agreement exists; for purposes of matching household income and size with an appropriately priced and sized affordable unit; or another purpose allowed pursuant to N.J.A.C. 5:80-26.7(k)3. This definition excludes any practices that would allow affordable housing units to be leased or sold on a first-come, first-served basis.

"RCA administrator" means an appointed municipal employee who is responsible for oversight and/or administration of affordable units and associated revenues and expenditures within the municipality that were funded through regional contribution agreements.

"RCA project plan" means a past application, submitted by a receiving municipality in an RCA, delineating the manner in which the receiving municipality intended to create or rehabilitate low- and moderate-income housing.

"Receiving municipality" means, for the purposes of an RCA, a municipality that contractually agreed to assume a portion of another municipality's fair share obligation.

"Reconstruction" means any project where the extent and nature of the work is such that the work area cannot be occupied while the work is in progress and where a new certificate of occupancy is required before the work area can be reoccupied, pursuant to the Rehabilitation Subcode of the uniform Construction Code, N.J.A.C. 5:23-6. Reconstruction shall not include projects comprised only of floor finish replacement, painting or wallpapering, or the replacement of equipment or furnishings. Asbestos hazard abatement and lead hazard abatement projects shall not be classified as reconstruction solely because occupancy of the work area is not permitted.

"Recreational facilities and community centers" means any indoor or outdoor buildings, spaces, structures, or improvements intended for active or passive recreation, including, but not limited to, ballfields, meeting halls, and classrooms, accommodating either organized or informal activity.

"Regional contribution agreement" or "RCA" means a contractual agreement, pursuant to the Act, into which two municipalities voluntarily entered into and was approved by COAH and/or Superior Court prior to July 18, 2008, to transfer a portion of a municipality's affordable housing obligation to another municipality within its housing region.

"Regional median income" means the median income by household size for an applicable housing region, as calculated annually in accordance with N.J.A.C. 5:80-26.3.

"Rehabilitation" means the repair, renovation, alteration, or reconstruction of any building or structure, pursuant to the Rehabilitation Subcode, N.J.A.C. 5:23-6.

"Rent" means the gross monthly cost of a rental unit to the tenant, including the rent paid to the landlord, as well as an allowance for tenant-paid utilities computed in accordance with allowances published by DCA for its Section 8 program. With respect to units in assisted living residences, rent does not include charges for food and services.

"Residential development fee" means money paid by a developer for the improvement of residential property as permitted pursuant to N.J.S.A. 52:27D-329.2 and N.J.A.C. 5:99-3.2.

"Restricted unit" means a dwelling unit, whether a rental unit or ownership unit, that is subject to the affordability controls of this subchapter but does not include a market-rate unit that was financed pursuant to UHOPR, MONI, or CHOICE.

"Spending plan" means a method of allocating funds contained in an affordable housing trust fund account, which includes, but is not limited to, development fees collected and to be collected pursuant to an approved municipal development fee ordinance, or pursuant to N.J.S.A. 52:27D-329.1 et seq., for the purpose of meeting the housing needs of low- and moderate-income individuals.

"State Development and Redevelopment Plan" or "State Plan" means the plan prepared pursuant to sections 1 through 12 of the "State Planning Act," P.L.1985, c. 398 (C.52:18A-196 et al.), designed to represent a balance of development and conservation objectives best suited to meet the needs of the State, and for the purpose of coordinating planning activities and establishing Statewide planning objectives in the areas of land use, housing, economic development, transportation, natural resource conservation, agriculture and farmland retention, recreation, urban and suburban redevelopment, historic preservation, public facilities and services, and intergovernmental coordination pursuant to subsection f. of section 5 of P.L.1985, c. 398 (C.52:18A-200).

"Supportive housing household" means a very low-, low- or moderate-income household certified as income eligible by an administrative agent in accordance with N.J.A.C. 5:80-26.14, in which at least one member is an individual who requires supportive services to maintain housing stability and independent living and who is part of a population identified by federal or state statute, regulation, or program guidance as eligible for supportive or special needs housing. Such populations include, but are not limited to: persons with intellectual or developmental disabilities, persons with serious mental illness, person with head injuries (as defined in Section 2 of P.L. 1977), persons with physical disabilities or chronic health conditions, persons who are homeless as defined by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 578, survivors of domestic violence, youth aging out of foster care, and other special needs populations recognized under programs administered by the U.S. Department of Housing and Urban Development, the Low-Income Housing Tax Credit Program, the McKinney-Vento Act, or the New Jersey Department of Human Services. A supportive housing household may include family members, unrelated individuals, or live-in aides, provided that the household meets the income eligibility requirements of this subchapter, except that in the case of unrelated individuals not operating as a family unit, income eligibility shall be tested on an individual basis rather than in the aggregate; the unit is leased or sold subject to the affordability controls established herein; and the supportive services available to the household are designed to promote housing stability, independent living, and community integration. The determination of whether unrelated individuals are operating as a family unit shall be made based on the applicant's self-identification of household members on the affordable housing application.

"Supportive housing sponsoring program" means grant or loan program which provided financial assistance to the development of the unit.

"Supportive housing unit" means a restricted rental unit, as defined by N.J.S.A. 34:1B-21.24, that is affordable to very low-, low- or moderate-income households and is reserved for occupancy by a supportive housing household. Supportive housing units are also referred to as permanent supportive housing units.

"Transitional housing" means temporary housing that: (1) includes, but is not limited to, single-room occupancy housing or shared living and supportive living arrangements; (2) provides access to on-site or off-site supportive services for very low-income households who have recently been homeless or lack stable housing; (3) is licensed by the department; and (4) allows households to remain for a minimum of six months.

"Treasurer" means the Treasurer of the State of New Jersey.

"UHAC" means the Uniform Housing Affordability Controls set forth at N.J.A.C. 5:80-26.

"UHORP" means the Agency's Urban Homeownership Recovery Program, as it was authorized by the Agency Board.

"Unit type" means type of dwelling unit with various building standards including but not limited to single-family detached, single-family attached/townhouse, stacked townhouse (attached building containing 2 units each with separate entrances), duplex (detached building containing 2 units each with separate entrances), triplex (3 units each with separate entrance), quadplex (4 units each with separate entrance), multifamily / flat (2 or more units with a shared entrance). Inclusion of a garage, or not, shall not define the unit type.

"Very-low-income household" means a household with a household income less than or equal to 30 percent of the regional median income.

"Very-low-income housing" means housing affordable according to the Federal Department of Housing and Urban Development or other recognized standards for home ownership and rental costs and occupied or reserved for occupancy by households with a gross household income equal to 30 percent or less of the median gross household income for households of the same size within the housing region in which the housing is located.

"Very-low-income unit" means a restricted unit that is affordable to a very-low-income household.

"Veteran" means a veteran as defined at N.J.S.A. 54:4-8.10.

"Veterans' preference" means the agreement between a municipality and a developer or residential development owner that allows for low- to moderate-income veterans to be given preference for up to 50 percent of rental units in relevant projects, as provided for at N.J.S.A. 52:27D-311.j.

"Weatherization" means building insulation (for attic, exterior walls and crawl space), siding to improve energy efficiency, replacement storm windows, replacement storm doors, replacement windows and replacement doors and is considered a major system for rehabilitation.

§89-106.3

B. Monitoring and Reporting Requirements

1. The municipality shall comply with the following monitoring and reporting requirements regarding the status of the implementation of its court-approved Housing Element and Fair Share Plan:

- a. The municipality shall provide electronic monitoring data with the Department pursuant to P.L 2024, Chapter 2 and N.J.A.C. 5:99 through the Affordable Housing Monitoring System (AHMS). All monitoring information required to be made public by the FHA shall be available to the public on the Department's website at <https://www.nj.gov/dca/dlps/hss/MuniStatusReporting.shtml>.
 - b. On or before February 15 of each year, the municipality shall provide annual reporting of its municipal Affordable Housing Trust Fund activity to the Department on the AHMS portal. The reporting shall include an accounting of all municipal Affordable Housing Trust Fund activity, including the sources and amounts of funds collected and the amounts and purposes for which any funds have been expended, for the previous year from January 1st to December 31st.
 - c. On or before February 15 of each year, the annual reporting of the status of all affordable housing activity shall be provided to the Department on the AHMS portal, for the previous year from January 1st to December 31st.
- C. New Construction (per N.J.A.C. 5:93 as may be updated per various sections in N.J.A.C. 5:97 and N.J.S.A. 52:27D-301 et seq.). Per the definition of "New Construction," this section governs the creation of new affordable housing units regardless of the means by which the units are created. Newly constructed units may include new residences constructed or created through other means.
1. The following requirements shall apply to all new or planned developments that contain very low-, low- and moderate-income housing units. To the extent possible, details related to the adherence to the requirements below shall be outlined in the resolution granting municipal subdivision or site plan approval of the project to assist municipal representatives, developers and Administrative Agents.
 2. Completion Schedule (previously known as phasing). Final site plan or subdivision approval shall be contingent upon the affordable housing development meeting the following completion schedule for very low-, low- and moderate-income units whether developed in a single-phase development, or in a multi-phase development:

Maximum Percentage of Market-Rate Units Issued a Temporary or Final Certificate of Occupancy	Minimum Percentage of Affordable Units Issued a Temporary or Final Certificate of Occupancy
25+1	10
50	50
75	75
90	100

3. Design. The following design requirements apply to affordable housing developments, excluding prior round units.
 - a. Design of 100 percent affordable developments:
 - i. Restricted units must meet the minimum square footage required for the number of inhabitants for which the unit is marketed and the minimum square footage required for each bedroom, as set forth in the Neighborhood Preservation Balanced Housing rules at N.J.A.C. 5:43-2.4.
 - ii. Each bedroom in each restricted unit must have at least one window.
 - iii. Restricted units must include adequate air conditioning and heating.
 - b. Design of developments comprising market-rate rental units and restricted rental units. The following does not apply to prior round units, unless stated otherwise.
 - i. Restricted units must use the same building materials and architectural design elements (for example, plumbing, insulation, or siding) as market-rate units of the same unit type (for example, flat or townhome) within the same development, except that restricted units and market-rate units may use different interior finishes. This shall apply to prior round units.
 - ii. Restricted units and market-rate units within the same affordable development must be sited such that restricted units are not concentrated in less desirable locations.
 - iii. Restricted units may not be physically clustered so as to segregate restricted and market-rate units within the same development or within the same building, but must be interspersed throughout the development, except that age-restricted and supportive housing units may be physically clustered if the clustering facilitates the provision of on-site medical services or on-site social services. Prior round affordable units shall be integrated with market rate units to the extent feasible.
 - iv. Residents of restricted units must be offered the same access to communal amenities as residents of market-rate units within the same affordable development. Examples of communal amenities include, but

are not limited to, community pools, fitness and recreation centers, playgrounds, common rooms and outdoor spaces, and building entrances and exits. This shall apply to prior round units.

- v. Restricted units must include adequate air conditioning and heating and must use the same type of cooling and heating sources as market-rate units of the same unit type. This shall apply to prior round units.
 - vi. Each bedroom in each restricted unit must have at least one window.
 - vii. Restricted units must be of the same unit type as market-rate units within the same building.
 - viii. Restricted units and bedrooms must be no less than 90 percent of the minimum size prescribed by the Neighborhood Preservation Balanced Housing rules at N.J.A.C. 5:43-2.4.
- c. Design of developments containing for-sale units, including those with a mix of rental and for-sale units. Restricted rental units shall meet the requirements of section b above. Restricted sale units shall comply with the below:
- i. Restricted units must use the same building standards as market-rate units of the same unit type (for example, flat, townhome, or single-family home), except that restricted units and market-rate units may use different interior finishes. This shall apply to prior round units.
 - ii. Restricted units may be clustered, provided that the buildings or housing product types containing the restricted units are integrated throughout the development and are not concentrated in an undesirable location or in undesirable locations. Prior round affordable units shall be integrated with market rate units to the extent feasible.
 - iii. Restricted units may be of different unit housing product types than market-rate units, provided that there is a restricted option available for each market rate housing type. Developments containing market-rate duplexes, townhomes, and/or single-family homes shall offer restricted housing options that also include duplexes, townhomes, and/or single-family homes. Penthouses and higher priced end townhouses may be exempt from this requirement. The proper ratio for restricted to market-rate unit type shall be subject to municipal ordinance or, if not specified, shall be determined at the time of site plan approval.
 - iv. Restricted units must meet the minimum square footage required for the number of inhabitants for which the unit is marketed and the minimum square footage required for each bedroom, as set forth in the Neighborhood Preservation Balanced Housing rules at N.J.A.C. 5:43-2.4.
 - v. Penthouse and end units may be reserved for market-rate sale, provided that the overall number, value, and distribution of affordable units across the development is not negatively impacted by such reservation(s).
 - vi. Residents of restricted units must be offered the same access to communal amenities as residents of market-rate units within the same affordable development. Examples of communal amenities include, but are not limited to, community pools, fitness and recreation centers, playgrounds, common rooms and outdoor spaces, and building entrances and exits. This shall apply to prior round units.
 - vii. Each bedroom in each restricted unit must have at least one window; and
 - viii. Restricted units must include adequate air conditioning and heating.

4. Utilities.

- a. Affordable units shall utilize the same type of cooling and heating source as market-rate units within the affordable housing development.
- b. Tenant-paid utilities that are included in the utility allowance shall be so stated in the lease and shall be consistent with the utility allowance in accordance with N.J.A.C. 5:80-26.13(e).

5. Low/moderate split and bedroom distribution.

- a. Affordable units shall be divided equally between low- and moderate-income units, except that where there is an odd number of affordable housing units, the extra unit shall be a low-income unit.
- b. In each affordable housing development, at least 50% of the restricted units within each bedroom distribution rounded down to the nearest whole number shall be very low- or low-income units.
- c. Within rental developments, of the total number of affordable rental units, at least 13%, rounded up to the nearest whole number, shall be affordable to very low-income households. The very low-income units shall be distributed between each bedroom count as proportionally as possible, to the nearest whole unit, to the total number of restricted units within each bedroom count, and counted as part of the required number of low-income units within the development.
- d. Affordable housing developments that are not age-restricted or supportive housing shall be structured such that:

- i. At a minimum, the number of bedrooms within the restricted units equals twice the number of restricted units;
 - ii. Two-bedroom and/or three-bedroom units compose at least 50 percent of all restricted units;
 - iii. The combined number of efficiency and one-bedroom units shall be no greater than 20%, rounded down of the total number of low- and moderate-income units.
 - iv. At least 30% of all low- and moderate-income units, rounded down shall be two-bedroom units.
 - v. At least 20% of all low- and moderate-income units, rounded down shall be three-bedroom units.
 - vi. The remaining units may be allocated among two- and three- bedroom units at the discretion of the developer.
- e. Affordable housing developments that are age-restricted or supportive housing, except those supportive housing units whose sponsoring program determines the unit arrangements, shall be structured such that, at a minimum, the number of bedrooms shall equal the number of age-restricted or supportive housing low- and moderate-income units within the inclusionary development. Supportive housing units whose sponsoring program determines the unit arrangement shall comply with all requirements of the sponsoring program. The standard may be met by having all one-bedroom units or by having a two-bedroom unit for each efficiency unit. In affordable housing developments with 20 or more restricted units that are age-restricted or supportive housing, two-bedroom units must comprise at least 5% of those restricted units.
6. Accessibility requirements.
- a. Any new construction shall be adaptable; however, elevators shall not be required in any building or within any dwelling unit for the purpose of compliance with this section. In buildings without elevator service, only ground floor dwelling units shall be required to be constructed to conform with the technical design standards of the barrier free subcode. "Ground floor" means the first floor with a dwelling unit or portion of a dwelling unit, regardless of whether that floor is at grade. A building may have more than one ground floor.
 - b. Notwithstanding the exemption for townhouse dwelling units in the barrier free subcode, the first floor of all townhouse dwelling units and of all other multifloor dwelling units that are attached to at least one other dwelling unit shall be subject to the technical design standards of the barrier free subcode and shall include the following features:
 - i. An adaptable toilet and bathing facility on the first floor;
 - ii. An adaptable kitchen on the first floor;
 - iii. An interior accessible route of travel however an interior accessible route of travel shall not be required between stories;
 - iv. An adaptable room that can be used as a bedroom, with a door, or the casing for the installation of a door that is compliant with the Barrier Free Subcode, on the first floor;
 - v. If not all of the foregoing requirements in b.i. through b.iv. can be satisfied, then an interior accessible route of travel shall be provided between stories within an individual unit; and
 - vi. An accessible entranceway as set forth in P.L. 2005, c. 350 (N.J.S.A. 52:27D-311a et seq.) and the Barrier Free Subcode, N.J.A.C. 5:23-7, or evidence that the municipality has collected funds from the developer sufficient to make 10% of the adaptable entrances in the development accessible:
 - (a) Where a unit has been constructed with an adaptable entrance, upon the request of a disabled person who is purchasing or will reside in the dwelling unit, an accessible entrance shall be installed.
 - (b) To this end, the builder of restricted units shall deposit funds within the Affordable Housing Trust Fund sufficient to install accessible entrances in 10% of the affordable units that have been constructed with adaptable entrances.
 - (c) The funds deposited shall be expended for the sole purpose of making the adaptable entrance of an affordable unit accessible when requested to do so by a person with a disability who occupies or intends to occupy the unit and requires an accessible entrance.
 - (d) The developer of the restricted units shall submit to the Construction Official a design plan and cost estimate for the conversion from adaptable to accessible entrances.
 - (e) Once the Construction Official has determined that the design plan to convert the unit entrances from adaptable to accessible meets the requirements of the Barrier Free Subcode, N.J.A.C. 5:23-7, and that the cost estimate of such conversion is reasonable, payment shall be made to the Affordable Housing Trust Fund and earmarked appropriately.

- vii. Full compliance with the foregoing provisions shall not be required where an entity can demonstrate that it is "site-impracticable" to meet the requirements. If full compliance with this section would be site impracticable, compliance with this section for any portion of the dwelling shall be required to the extent that it is not site impracticable. Determinations of site impracticability shall comply with the Barrier Free Subcode at N.J.A.C. 5:23-7.

D. Affordable Housing Programs

1. Pursuant to amended UHAC regulations at N.J.A.C. 5:80-26.1 et seq. and, in addition, pursuant to P.L. 2024, c.2 and specifically to the amended FHA at N.J.S.A. 52:27D-311.m, "All parties shall be entitled to rely upon regulations on municipal credits, adjustments, and compliance mechanisms adopted by the Council on Affordable Housing unless those regulations are contradicted by statute, including but not limited to P.L. 2024, c.2, or binding court decisions." The following are many of the main provisions of the COAH regulations at either N.J.A.C. 5:93 or 5:97 that have been upheld by the NJ Supreme Court. Municipalities should consult the cited full COAH regulations when preparing the HESP for required documentation, etc. Additional compliance details may also be included in the specific municipal program manual.

The affordable housing programs set forth in the HESP is incorporated herein as if fully set forth at length.

2. Rehabilitation Programs (per N.J.A.C. 5:93-5.2 with updated provisions herein per N.J.A.C. 5:97-6.2 related to credit towards a municipal present need obligation are not applicable to the Borough of Eatontown because it has no Fourth Round Present Need obligation.
3. Accessory Apartment program per N.J.A.C. 5:93-5.9 as may be updated per various sections in N.J.A.C. 5:97-6.8). The Borough of Eatontown does not have an accessory apartment program in its current HESP, and this section is only applicable should the Borough adopt such a program as part of its compliance plan.
 - a. An accessory apartment program shall only be limited to only low- or only moderate-income units .
 - b. Per N.J.A.C. 5:97-6.8(c)1, at the time of initial occupancy of the unit and for at least ten years thereafter, the accessory apartment shall be rented only to income eligible households consistent with the income category and rent structure of the unit.
 - c. Rents of accessory apartments shall be established using the same methodology of affordable rental units discussed herein meaning that the program is only available to low and moderate income households to the extent the Borough's HESP relies upon this type of program, and 50% shall be available to moderate income households and 50% shall be available to low or very low income households..
 - d. There shall be a recorded deed or declaration of covenants and restrictions applied to the property upon which the accessory apartment is located running with the land and limiting its subsequent rental for the duration of the control period.
 - e. The municipal accessory apartment program shall not restrict the number of bedrooms in any accessory apartment.
 - f. Per N.J.A.C. 5:97-6.8(b)2, the municipality shall provide a minimum of \$25,000 per unit to subsidize the creation of each low-income accessory apartment or \$20,000 per unit to subsidize the creation of each moderate-income accessory apartment. Subsidy may be used to fund actual construction costs and/or to provide compensation for reduced rental rates
4. Market to Affordable program (per N.J.A.C. 5:97-6.9).
 - a. The market to affordable program permits the purchase or subsidization of unrestricted units through a mortgage write-down provided to an income-certified buyer or through a sale or rental as a low- or moderate-income unit to an income-eligible household. The market to affordable program may produce both low- and moderate-income units. The Borough does not rely upon this Program as part of its HESP so this section is inapplicable unless the Borough amends its HESP to include one.
 - b. At the time they are offered for sale or rental, eligible units may be new, pre-owned or vacant.
 - c. The units shall be certified to be in sound condition as a result of an inspection performed by a licensed building inspector.
 - d. A minimum subsidy of \$25,000 per moderate-income unit and/or \$30,000 per low-income unit shall be provided, with additional subsidy depending on the market prices or rents in a municipality.
 - e. The units shall comply with UHAC with the following exceptions:
 - i. Bedroom distribution (N.J.A.C. 5:80-26.4).
 - ii. Low/moderate income split (N.J.A.C. 5:80-26.4).
 - f. Affordability average (N.J.A.C. 5:80-26.4); however:

- i. The maximum rent for a moderate-income unit shall be affordable to households earning no more than 60 percent of median income and the maximum rent for a low-income unit shall be affordable to households earning no more than 44 percent of median income; and
 - ii. The maximum sales price for a moderate-income unit shall be affordable to households earning no more than 70 percent of median income and the maximum sales price for a low-income unit shall be affordable to households earning no more than 40 percent of median income.
5. Extension of Controls Program (for ownership units per N.J.A.C. 5:97-6.14 and UHAC at N.J.A.C. 5:80-26.6(h) through (k) and (m); and for rental units per N.J.A.C. 5:97-6.14 and N.J.A.C. 5:80-26.12(h) through (k)). The Borough does not rely upon this Program as part of its HESP and this section is inapplicable unless the Borough amends its HESP to include one.
 - a. An extension of affordability controls program is established to maintain and extend the affordability of deed restricted units scheduled to come out of their affordability control period, subject to N.J.A.C. 5:97-6.14 and UHAC, including the following:
 - i. The affordable unit meets the criteria for prior cycle (April 1, 1980 - December 15, 1986) or post December 15, 1986 credits set forth in N.J.A.C. 5:97.
 - ii. The affordability controls for the unit are scheduled to expire in the current round; or in the next round of housing obligations if the municipal election to extend controls is made no earlier than one year before the end of the current round;
 - iii. The municipality shall obtain a continuing certificate of occupancy or a certified statement from the municipal building inspector stating that the restricted unit meets all code standards.
 - iv. If a unit requires repair and/or rehabilitation work in order to receive a continuing certificate of occupancy or certified statement from the municipal building inspector, the municipality shall fund and complete the work.
 - v. The municipality shall adhere to the process for extending controls pursuant to UHAC for extending ownership units and rental units, either inclusionary or 100% affordable developments.
 - vi. The deed restriction for the extended control period shall be filed with the County Clerk.
6. Assisted Living Residence (per N.J.A.C. 5:97-6.11).
 - a. An assisted living residence is a facility licensed by the New Jersey Department of Health to provide apartment-style housing and congregate dining and to assure that assisted living services are available. All or a designated number of apartments in the facility shall be restricted to low- and moderate-income households.
 - b. The unit of credit shall be the apartment. However, a two-bedroom apartment shall be eligible for two units of credit if it is restricted to two unrelated individuals.
 - c. A recipient of a Medicaid waiver shall automatically qualify as a low- or moderate-income household.
 - d. Assisted living units are considered age-restricted housing in a HEFSP and shall be included with the maximum number of units that may be age-restricted.
 - e. Low- and moderate-income residents cannot be charged any upfront fees.
 - f. The units shall comply with UHAC with the following exceptions:
 - i. Affirmative marketing (N.J.A.C. 5:80-26.16); provided that the units are restricted to recipients of Medicaid waivers;
 - ii. The deed restriction may be on the facility, rather than individual apartments or rooms;
 - iii. Low/moderate income split and affordability average (N.J.A.C. 5:80-26.4); only if all of the affordable units are affordable to households at a maximum of 60 percent of median income; and
 - g. Tenant income eligibility (N.J.A.C. 5:80-26.14); up to 80 percent of an applicant's gross income may be used for rent, food and services based on occupancy type and the affordable unit must receive the same basic services as required by the Agency's underwriting guidelines and financing policies. The cost of non-housing related services shall not exceed one and two-thirds times the rent established for each unit.
7. Supportive Housing and Group Homes (per N.J.A.C. 5:97-6.10).
 - a. The following provisions shall apply to group homes, residential health care facilities, and supportive shared living housing:
 - i. Units are subject to Affirmative Marketing requirements, household certification, and administrative agent oversight; and may, with the approval of the municipal housing liaison and the administrative agent, be leased either by the bedroom or to a single household in the case of multi-bedroom configurations,

provided such arrangement is consistent with the Federal Fair Housing Act (Title VIII of the Civil Rights Act of 1968).

- ii. Units may, with the approval of the administrative agent, be subject to a master lease by an approved supportive housing operator, provided that all subleases are to be certified supportive housing households and remain fully subject to the affordability controls of this subchapter. Rents for supportive housing units shall not exceed the rent standards established and published by the New Jersey Department of Human Services.
- iii. The unit of credit shall be the bedroom. However, the unit of credit shall be the unit if occupied by a single person or household.
- iv. Housing that is age-restricted shall be included with the maximum number of units that may be age-restricted pursuant to the Act.
- v. Occupancy shall not be restricted to youth under 18 years of age.
- vi. In affordable developments with 20 or more restricted units that are supportive housing, two-bedroom units must compose at least five percent of those restricted units.
- vii. The bedrooms and/or units shall comply with UHAC with the following exceptions:
 - (a) Affirmative marketing; however, group homes, residential health care facilities, permanent supportive housing, and supportive shared living housing shall be affirmatively marketed to broadest possible population of qualified individuals with special needs in accordance with a plan approved by the sponsoring program;
 - (b) Affordability average and bedroom distribution (N.J.A.C. 5:80-26.4).
- viii. With the exception of units established with capital funding through a 20-year operating contract with the Department of Human Services, Division of Developmental Disabilities, group homes, residential health care facilities, supportive shared living housing and permanent supportive housing shall have the appropriate controls on affordability in accordance with the Act. In the event that a supportive housing provider is unable to record or execute a long-term deed restriction, the units shall be subject to annual recertification by the Municipal Housing Liaison to confirm continued occupancy and compliance with this Section.
- ix. Objective standards shall be applied in the selection of tenants for supportive housing units and shall be designed to ensure that individuals are not excluded in an arbitrary or capricious manner.
- x. The following documentation shall be submitted by the sponsor to the municipality prior to marketing the completed units or facility:
 - (a) An Affirmative Marketing Plan in accordance with D1 above; and
 - (b) If applicable, proof that the supportive and/or special needs housing is regulated by the New Jersey Department of Health and Senior Services, the New Jersey Department of Human Services or another State agency in accordance with the requirements of this section, which includes validation of the number of bedrooms or units in which low- or moderate-income occupants reside.
- xi. The sponsor/owner shall complete annual monitoring as directed by the MHL.

E. Regional Income Limits.

1. Administrative agents shall use the current regional income limits for the purpose of pricing affordable units and determining income eligibility of households.
2. Regional income limits are based on regional median income, which is established by a regional weighted average of the "median family incomes" published by HUD. The procedure for computing the regional median income is detailed in N.J.A.C. 5:80-26.3.
3. Updated regional income limits are effective as of the effective date of the regional Section 8 income limits for the year, as published by HUD, or 45 days after HUD publishes the regional Section 8 income limits for the year, whichever comes later. The new income limits may not be less than those of the previous year.

F. Maximum Initial Rents And Sales Prices.

1. In establishing rents and sales prices of affordable housing units, the Administrative Agent shall follow the procedures set forth in UHAC N.J.A.C. 5:80-26.4.
2. The average rent for all restricted units within each affordable housing development shall be affordable to households earning no more than 52 percent of regional median income.
3. The maximum rent for restricted rental units within each affordable housing development shall be affordable to households earning no more than 60% of regional median income. The maximum rent may be increased to no

more than 70 percent of regional median income for moderate-income units within affordable developments where very-low-income units compose at least 13 percent of the restricted units; however, the number of units with rent affordable to households earning 70 percent of regional median income may not exceed the number of very-low-income units in excess of 13 percent (rounded up) of the restricted units.)

4. The developers and/or municipal sponsors of restricted rental units shall establish at least one rent for each bedroom type for both low-income and moderate-income units, provided that at least 13% of all low- and moderate-income rental units shall be affordable to households earning no more than 30% of median income. These very low-income units shall be part of the low-income requirement and very-low-income units should be distributed between each bedroom count as proportionally as possible, to the nearest whole unit, to the total number of restricted units within each bedroom count.
5. The maximum sales price of restricted ownership units within each affordable housing development shall be affordable to households earning no more than 70% of median income, and each affordable housing development must achieve an affordability average that does not exceed 55% for all restricted ownership units. In achieving this affordability average, moderate-income ownership units must be available for at least three different prices for each bedroom type, and low-income ownership units must be available for at least two different prices for each bedroom type when the number of low- and moderate-income units permits.
6. The master deeds and declarations of covenants and restrictions for affordable developments may not distinguish between restricted units and market-rate units in the calculation of any condominium or homeowner association fees and special assessments to be paid by low- and moderate-income purchasers and those to be paid by market-rate purchasers. Notwithstanding the foregoing sentence, condominium units subject to a municipal ordinance adopted before December 20, 2004, which ordinance provides for condominium or homeowner association fees and/or assessments different from those provided for in this subsection are governed by the ordinance.
7. In determining the initial sales prices and rents for compliance with the affordability average requirements for restricted family units, the following standards shall be met:
 - a. A studio or efficiency unit shall be affordable to a one-person household;
 - b. A one-bedroom unit shall be affordable to a one and one-half person household;
 - c. A two-bedroom unit shall be affordable to a three-person household;
 - d. A three-bedroom unit shall be affordable to a four and one-half person household; and
 - e. A four-bedroom unit shall be affordable to a six-person household.
8. In determining the initial rents and sales prices for compliance with the affordability average requirements for restricted units in assisted living facilities and age-restricted and special needs and supportive housing developments, the following standards shall be met:
 - a. A studio or efficiency unit shall be affordable to a one-person household;
 - b. A one-bedroom unit shall be affordable to a one and one-half person household; and
 - c. A two-bedroom unit shall be affordable to a two-person household or to two one-person households. Where pricing is based on two one-person households, the developer shall provide a list of units so priced to the Municipal Housing Liaison and the Administrative Agent.
9. The initial purchase price for all restricted ownership units shall be calculated so that the monthly carrying cost of the unit, including principal and interest (based on a mortgage loan equal to 95 percent of the purchase price and the FreddieMac 30-Year Fixed Rate-Mortgage rate of interest), property taxes, homeowner and private mortgage insurance and condominium or homeowner association fees do not exceed 30 percent of the eligible monthly income of the appropriate size household as determined pursuant to N.J.A.C. 5:80-26.7, as may be amended and supplemented; provided, however, that the price shall be subject to the affordability average requirement of N.J.A.C. 5:80-26.4, as may be amended and supplemented.
10. The initial rent for a restricted rental unit shall be calculated so that the total monthly housing expense, including an allowance for tenant-paid utilities, does not exceed 30 percent of the gross monthly income of a household of the appropriate size whose income is targeted to the applicable percentage of median income for the unit, as determined pursuant to N.J.A.C. 5:80-26.3, as may be amended and supplemented. The rent shall also comply with the affordability average requirement of N.J.A.C. 5:80-26.4, as may be amended and supplemented. The initial rent for a restricted rental unit shall be calculated so the eligible monthly housing expenses/income, including an allowance for tenant-paid utilities does not exceed 30 percent of gross income of and the appropriate household size as determined pursuant to N.J.A.C. 5:80-26.3, as may be amended and supplemented.

11. At the anniversary date of the tenancy of the certified household occupying a restricted rental unit, following proper notice provided to the occupant household pursuant to N.J.S.A. 2A:18-61.1.f, the rent may be increased to an amount commensurate with the annual percentage increase in the Consumer Price Index for All Urban Consumers (CPI-U), specifically U.S. Bureau of Labor Statistics Series CUUR0100SAH, titled "Housing in Northeast urban, all urban consumers, not seasonally adjusted." Rent increases for units constructed pursuant to Low-Income Housing Tax Credit regulations shall be indexed pursuant to the regulations governing Low-Income Housing Tax Credits.

G. Affirmative Marketing.

1. The municipality shall adopt, by resolution, an Affirmative Marketing Plan, subject to approval of the Superior Court, compliant with N.J.A.C. 5:80-26.16, as may be amended and supplemented.
2. The Affirmative Marketing Plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age, or number of children, to housing units which are being marketed by a developer, sponsor or owner of affordable housing. The Affirmative Marketing Plan is intended to target those potentially eligible persons who are least likely to apply for affordable units in that region. It is a continuing program that directs all marketing activities toward Housing Region and is required to be followed throughout the period of deed restriction.
3. The Affirmative Marketing Plan provides the following preferences, provided that units that remain unoccupied after these preferences are exhausted may be offered to households without regard to these preferences.
 - a. Where the municipality has entered into an agreement with a developer or residential development owner to provide a preference for very-low-, low-, and moderate-income veterans who served in time of war or other emergency, pursuant to N.J.S.A. 52:27D-311.j, there shall be a preference for veterans for up to 50 percent of the restricted rental units in a particular project.
 - b. There shall be a regional preference for all households that live and/or work in Housing Region 4 comprising Mercer, Monmouth and Ocean Counties.
 - c. Subordinate to the regional preference, there shall be a preference for households that live and/or work in New Jersey.
 - d. With respect to existing restricted units undergoing approved rehabilitation for the purpose of preservation or to restricted units newly created to replace existing restricted units undergoing demolition, a preference for the very-low-, low-, and moderate-income households that are displaced by the rehabilitation or demolition and replacement.
4. The municipality has the ultimate responsibility for adopting the Affirmative Marketing Plan and for the proper administration of the Affirmative Marketing Process, including the marketing of initial sales and rentals and resales and re-rentals. The Administrative Agent designated by the municipality shall implement the Affirmative Marketing Process to ensure the Affirmative Marketing of all affordable units, with the exception of affordable programs that are exempt from Affirmative Marketing as noted herein.
5. The Affirmative Marketing Process shall describe the media to be used in advertising and publicizing the availability of housing. In implementing the Affirmative Marketing Process, the Administrative Agent shall consider the use of language translations where appropriate.
6. Applications for affordable housing or notices thereof, if offered online, shall be available in several locations, including, at a minimum, the County Administration Building and/or the County Library for each county within the housing region; the municipal administration building and municipal library in the municipality in which the units are located; and the developer's rental or sales office. The developer shall mail applications to prospective applicants upon request and shall make applications available through a secure online website address.
7. In addition to other Affirmative Marketing strategies, the Administrative Agent shall provide specific notice of the availability of affordable housing units on the New Jersey Housing Resource Center website. Any other entities, including developers or persons or companies retained to implement the Affirmative Marketing Process, shall comply with this paragraph.
8. In implementing the Affirmative Marketing Process, the Administrative Agent shall provide a list of counseling services to low- and moderate-income applicants on subjects such as budgeting, credit issues, mortgage qualification, rental lease requirements, and landlord/tenant law.
9. The Affirmative Marketing Process for available affordable units shall begin at least four months (120 days) prior to the expected date of occupancy.

10. The cost to affirmatively market the affordable units shall be the responsibility of the developer, sponsor or owner, with the exception of Affirmative Marketing for resales.

H. Selection of Occupants of Affordable Housing Units.

1. The Administrative Agent shall use a random selection process to select occupants of very low-, low- and moderate-income housing.
2. A pool of interested households will be maintained in accordance with the provisions of N.J.A.C. 5:80-26.16.

I. Occupancy Standards.

1. In referring certified households to specific restricted units, to the extent feasible, and without causing an undue delay in occupying the unit, the Administrative Agent shall strive to:
 - a. Ensure each bedroom is occupied by at least one person, except for age-restricted and supportive and special needs housing units;
 - b. Provide a bedroom for every two adult occupants;
 - c. With regard to occupants under the age of 18, accommodate the household's requested arrangement, except that such arrangement may not result in more than two occupants under the age of 18 occupying any bedroom; and
 - d. Avoid placing a one-person household into a unit with more than one bedroom.

J. Control Periods for Restricted Ownership Units and Enforcement Mechanisms.

1. Control periods for restricted ownership units shall be in accordance with N.J.A.C. 5:80- 26.6, as may be amended and supplemented, and each restricted ownership unit shall remain subject to the controls on affordability for a period of at least 30 years subject to the requirements of N.J.A.C. 5:80-26.6, as may be amended and supplemented.
2. Rehabilitated housing units that are improved to code standards shall be subject to affordability controls for a period of not less than 10 years (crediting towards present need only).
3. The affordability control period for a restricted ownership unit shall commence on the date the initial certified household takes title to the unit. The date of commencement shall be identified in the deed restriction.
4. If existing affordability controls are being extended, the extended control period for a restricted ownership unit commences on the effective date of the extension, which is the end of the original control period.
5. After the end of any control period, the restricted ownership unit remains subject to the affordability controls set forth in this subchapter until the owner gives notice of their intent to make an exit sale, at which point:
 - a. If the municipality exercises the right to extend the affordability controls on the unit, no exit sale occurs and a new control period commences; or
 - b. If the municipality does not exercise the right to extend the affordability controls on the unit, the affordability controls terminate following the exit sale.
6. Prior to the issuance of any building permit for the construction/rehabilitation of restricted ownership units, the developer/owner and the municipality shall record a preliminary instrument provided by the Administrative Agent.
7. Prior to the issuance of the initial certificate of occupancy for a restricted ownership unit and upon each successive sale during the period of restricted ownership, the Administrative Agent shall determine the restricted price for the unit and shall also determine the nonrestricted, fair market value of the unit based on either an appraisal or the unit's equalized assessed value without the restrictions in place.
8. At the time of the initial sale of the unit and upon each successive price-restricted sale, the initial purchaser shall execute and deliver to the Administrative Agent a recapture note obliging the purchaser, as well as the purchaser's heirs, successors, and assigns, to repay, upon the first non-exempt sale after the unit's release from the restrictions set forth in this Ordinance, an amount equal to the difference between the unit's non-restricted fair market value and its restricted price, and the recapture note shall be secured by a recapture lien evidenced by a duly recorded mortgage on the unit.
9. The affordability controls set forth in this Ordinance shall remain in effect despite the entry and enforcement of any judgment of foreclosure with respect to price-restricted ownership units.

K. Price Restrictions for Restricted Ownership Units and Resale Prices.

1. Price restrictions for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.7, as may be amended and supplemented, including:
 - a. The initial purchase price and affordability percentage for a restricted ownership unit shall be set by the Administrative Agent.

- b. The Administrative Agent shall approve all resale prices, in writing and in advance of the resale, to assure compliance with the standards set forth in N.J.A.C 5:80-26.7.
 - i. If the resale occurs prior to the one-year anniversary of the date on which title to the unit was transferred to a certified household, the maximum resale price for a is the most recent non-exempt purchase price.
 - ii. If the resale occurs on or after such anniversary date, the maximum resale price is the most recent non-exempt purchase price increased to reflect the cumulative annual percentage increases to the regional median income, effective as of the same date as the regional median income calculated pursuant to N.J.A.C. 5:80-26.3
 - c. The owners of restricted ownership units may apply to the Administrative Agent to increase the maximum sales price for the unit on the basis of anticipated capital improvements. Eligible capital improvements shall be:
 - i. those that render the unit suitable for a larger household or the addition of a bathroom.
 - ii. The maximum resale price may be further increased by an amount up to the cumulative dollar value of approved capital improvements made after the last non-exempt sale for improvements and/or upgrades to the unit, excluding capital improvements paid for by the entity favored on the recapture note and recapture lien described at N.J.A.C. 5:80-26.6(d);
 - d. No increase for capital improvements is permitted if the maximum resale price prior to adjusting for capital improvements already exceeds whatever initial purchase price the unit would have if it were being offered for purchase for the first time at the initial affordability percentage. All adjustments for capital improvements are subject to 10-year, straight-line depreciation.
2. Upon the resale of a restricted ownership unit, all items of property that are permanently affixed to the unit or were included when the unit was initially restricted (for example, refrigerator, range, washer, dryer, dishwasher, wall-to-wall carpeting) shall be included in the maximum allowable resale price. Other items may be sold to the purchaser at a reasonable price that has been approved by the Administrative Agent at the time of the signing of the agreement to purchase but shall be separate and apart from any contract of sale for the underlying real estate. The purchase of central air conditioning installed subsequent to the initial sale of the unit and not included in the base price may be made a condition of the unit resale provided the price of the air conditioning equipment, which shall be subject to 10-year, straight-line depreciation, has been approved by the Administrative Agent. Unless otherwise approved by the Administrative Agent, the purchase of any property other than central air conditioning shall not be made a condition of the unit resale. The seller and the purchaser must personally certify at the time of closing that no unapproved transfer of funds for the purpose of selling and receiving property has taken place at the time of or as a condition of resale.

L. Buyer Income Eligibility.

- 1. Buyer income eligibility for restricted ownership units shall be established pursuant to N.J.A.C. 5:80-26.17, as may be amended and supplemented, such that very low-income ownership units shall be reserved for occupancy by households with a gross household income less than or equal to 30% of median income, low-income ownership units shall be reserved for occupancy by households with a gross household income less than or equal to 50% of median income and moderate-income ownership units shall be reserved for occupancy by households with a gross household income less than 80% of median income.
- 2. Notwithstanding the foregoing, the Administrative Agent may, upon approval by the municipality, and subject to the Division's approval, permit a moderate-income purchaser to buy a low-income unit if and only if the Administrative Agent can demonstrate that there is an insufficient number of eligible low-income purchasers in the housing region to permit prompt occupancy of the unit and all other reasonable efforts to attract a low-income purchaser, including pricing and financing incentives, have failed. Any such low-income unit that is sold to a moderate-income household shall retain the required pricing and pricing restrictions for a low-income unit. Similarly, the administrative agent may permit low-income purchasers to buy very-low-income units in housing markets where, as determined by the Division, units are reserved for very-low-income purchasers, but there is an insufficient number of very-low-income purchasers to permit prompt occupancy of the units. In such instances, the purchased unit must be maintained as a very-low-income unit and sold at a very-low-income price point such that on the next resale the unit will still be affordable to very-low-income households and able to be purchased by a very-low-income household. A very-low-income unit that is seeking bonus credit pursuant to N.J.S.A. 52:27D-311.k(9) must first be advertised exclusively as a very-low-income unit according to the Affirmative Marketing requirements at N.J.A.C. 5:80-26.16, then advertised as a very-low-income or low-income unit for at least 30 additional days prior to referring any low-income household to the unit.

3. A certified household that purchases a restricted ownership unit must occupy it as the certified household's principal residence and shall not lease the unit; provided, however, that the Administrative Agent may permit the owner of a restricted ownership unit, upon application and a showing of hardship, to lease the restricted unit to another certified household for a period not to exceed one year.
 4. The Administrative Agent shall certify a household as eligible for a restricted ownership unit when the household is a low-income household or a moderate-income household, as applicable to the unit, and the estimated monthly housing cost for the particular unit (including principal, interest, property taxes, homeowner and private mortgage insurance and condominium or homeowner association fees, as applicable) does not exceed 35 percent of the household's eligible monthly income; provided, however, that this limit may be exceeded if one or more of the following circumstances exists:
 - a. The household currently pays more than 35% (40% for households eligible for age-restricted units) of its gross household income for housing expenses, and the proposed housing expenses will reduce its housing costs;
 - b. The household has consistently paid more than 35% (40% for households eligible for age-restricted units) of eligible monthly income for housing expenses in the past and has proven its ability to pay; or
 - c. The household is currently in substandard or overcrowded living conditions;
 - d. The household documents the existence of assets, within the asset limitation otherwise applicable, with which the household proposes to supplement the rent payments
- M. Limitations on Indebtedness Secured by Ownership Unit; Subordination.
1. Prior to incurring any indebtedness to be secured by a restricted ownership unit, the owner shall apply to the Administrative Agent for a determination in writing that the proposed indebtedness complies with the provisions of this Section, and the Administrative Agent shall issue such determination prior to the owner incurring such indebtedness.
 2. With the exception of original purchase money mortgages, neither an owner nor a lender shall at any time during the control period cause or permit the total indebtedness secured by a restricted ownership unit to exceed 95% of the maximum allowable resale price of that unit, as such price is determined by the Administrative Agent in accordance with N.J.A.C. 5:80-26.7(c).
- N. Control Periods for Restricted Rental Units.
1. Control periods for units that meet the definition of prior round units shall be pursuant to the 2001 UHAC rules originally adopted October 1, 2001, 33 N.J.R. 3432, and amended December 20, 2004, 36 N.J.R. 5713 and shall remain subject to the requirements of this ordinance for a period of at least 30 years as applicable unless otherwise indicated.
 2. Other than for prior round units, control periods for restricted rental units shall be in accordance with N.J.A.C. 5:80-26.12, as may be amended and supplemented, and each restricted rental unit shall remain subject to the requirements of this Ordinance for a period of at least 40 years. Restricted rental units created as part of developments receiving 9% Low-Income Housing Tax Credits must comply with a control period of not less than a 30-year compliance period plus a 15-year extended use period for a total of 45 years.
 3. The affordability control period for a restricted rental unit shall commence on the first date that a unit is issued a certificate of occupancy following the execution of the deed restriction or, if affordability controls are being extended, on the effective date of the extension, which is the end of the original control period.
 4. Rehabilitated renter-occupied housing units that are improved to code standards shall be subject to affordability controls for a period of not less than 10 years.
 5. Prior to the issuance of any building permit for the construction/rehabilitation of restricted rental units, the developer/owner and the municipality shall record a preliminary instrument provided by the Administrative Agent.
 6. Deeds of all real property that include restricted rental units shall contain deed restriction language. The deed restriction shall have priority over all mortgages on the property. The deed restriction shall be recorded by the developer with the county records office, and provided as filed and recorded, to the Administrative Agent within 30 days of the receipt of a certificate of occupancy.
 7. A restricted rental unit shall remain subject to the affordability controls of this Ordinance despite the occurrence of any of the following events:
 - a. Sublease or assignment of the lease of the unit;
 - b. Sale or other voluntary transfer of the ownership of the unit;
 - c. The entry and enforcement of any judgment of foreclosure on the property containing the unit; or

- d. The end of the control period, until the occupant household vacates the unit, or is certified as over-income and the controls are released in accordance with UHAC.

O. Rent Restrictions for Rental Units; Leases and Fees.

1. The initial rent for a restricted rental unit shall be set by the Administrative Agent.
2. A written lease shall be required for all restricted rental units, except for units in an assisted living residence, and tenants shall be responsible for security deposits and the full amount of the rent as stated on the lease. A copy of the current lease for each restricted rental unit shall be retained on file by the Administrative Agent.
3. No additional fees, operating costs, or charges shall be added to the approved rent (except, in the case of units in an assisted living residence, to cover the customary charges for food and services) without the express written approval of the Administrative Agent.
 - a. Operating costs, for the purposes of this section, include certificate of occupancy fees, move-in fees, move-out fees, mandatory internet fees, mandatory cable fees, mandatory utility submetering fees, and for developments with more than one and a half off-street parking spaces per unit, parking fees for one parking space per household.
4. Any fee structure that would remove or limit affordable unit occupant access to any amenities or services that are required or included for market-rate unit occupants is prohibited. Application fees (including the charge for any credit check) shall not exceed 5% of the monthly rent of the applicable restricted unit to be applied to the costs of administering the controls applicable to the unit as set forth in this Ordinance.
5. Fees for unit-specific, non-communal items that are charged to market-rate unit tenants on an optional basis, such as pet fees for tenants with pets, storage spaces, bicycle-share programs, or one-time rentals of party or media rooms, may also be charged to affordable unit tenants, if applicable.
6. Pet fees may not exceed \$30.00 per month and associated one-time payments for optional fees pertaining to pets, such as a pet cleaning fee, are prohibited.
7. Fees charged to affordable unit tenants for other optional, unit-specific, non-communal items shall not exceed the amounts charged to market-rate tenants.
8. For any prior round rental unit leased before December 20, 2024, elements of the existing fee structure that are consistent with prior rules, but inconsistent with 5:80-26.13(c)1, may continue until the occupant household's current lease term expires or that occupant household vacates the unit, whichever occurs later.

P. Tenant Income Eligibility.

1. Tenant income eligibility shall be determined pursuant to N.J.A.C. 5:80-26.14, as may be amended and supplemented, and shall be determined as follows:
 - a. Very low-income rental units shall be reserved for households with a gross household income less than or equal to 30% of the regional median income by household size.
 - b. Low-income rental units shall be reserved for households with a gross household income less than or equal to 50% of the regional median income by household size.
 - c. Moderate-income rental units shall be reserved for households with a gross household income less than 80% of the regional median income by household size.
2. The Administrative Agent shall certify a household as eligible for a restricted rental unit when the household is a very low-income, low-income or moderate-income household, as applicable to the unit, and the rent proposed for the unit does not exceed 35% (40% for age-restricted units) of the household's eligible monthly income as determined pursuant to N.J.A.C. 5:80-26.17, as may be amended and supplemented; provided, however, that this limit may be exceeded if one or more of the following circumstances exists:
 - a. The household currently pays more than 35% (40% for households eligible for age-restricted units) of its gross household income for rent, and the proposed rent will reduce its housing costs;
 - b. The household has consistently paid more than 35% (40% for households eligible for age-restricted units) of eligible monthly income for rent in the past and has proven its ability to pay;
 - c. The household is currently in substandard or overcrowded living conditions;
 - d. The household documents the existence of assets with which the household proposes to supplement the rent payments; or
 - e. The household documents reliable anticipated third-party assistance from an outside source such as a family member in a form acceptable to the Administrative Agent and the owner of the unit.
3. The applicant shall file documentation sufficient to establish the existence of any of the circumstances in 2.a. through 2.e. above with the Administrative Agent, who shall counsel the household on budgeting.

Q. Municipal Housing Liaison.

1. The Municipal Housing Liaison shall be approved by municipal resolution.
2. The Municipal Housing Liaison shall be approved by the Division, or is in the process of getting approval, and fully or conditionally meets the requirements for qualifications, including initial and periodic training as set forth in in N.J.A.C. 5:99-1 et seq.
3. The Municipal Housing Liaison shall be responsible for oversight and administration of the affordable housing program, including the following responsibilities, which may not be contracted out to the Administrative Agent:
 - a. Serving as the primary point of contact for all inquiries from the Affordable Housing Dispute Resolution Program, the State, affordable housing providers, administrative agents and interested households.
 - b. The oversight of the Affirmative Marketing Plan and affordability controls.
 - c. When applicable, overseeing and monitoring any contracting Administrative Agent.
 - d. Overseeing the monitoring of the status of all restricted units listed in the Fair Share Plan.
 - e. Verifying, certifying and providing annual information within AHMS at such time and in such form as required by the Division.
 - f. Coordinating meetings with affordable housing providers and administrative agents, as needed.
 - g. Attending continuing education opportunities on affordability controls, compliance monitoring, and affirmative marketing as offered or approved by the Division.
 - h. Overseeing the recording of a preliminary instrument in the form set forth at N.J.A.C. 5:80-26.1 for each affordable housing development.
 - i. Coordinating with the Administrative Agent, municipal attorney and municipal Construction Code Official to ensure that permits are not issued unless the document required in C.8. above has been duly recorded.
 - j. Listing on the municipal website contact information for the MHL and Administrative Agents.

R. Administrative Agent.

1. All municipalities that have created or will create affordable housing programs and/or affordable units shall designate or approve, for each project within its HEFSP, an administrative agent to administer the affordable housing program and/or affordable housing units in accordance with the requirements of the FHA, NJAC 5:99-1 et seq. and UHAC.
2. The fees for administrative agents shall be paid as follows:
 - a. Administrative agent fees related to rental units shall be paid by the developer/owner.
 - b. Administrative agent fees related to initial sale of units shall be paid by the developer.
 - c. Administrative agent fees related to resales shall be paid by the seller of the affordable home.
 - d. Administrative agent fees related to ongoing administration and enforcement shall be paid by the municipality.
3. An Operating Manual for each affordable housing program shall be provided by the Administrative Agent(s). The Operating Manual(s) shall be available for public inspection in the Office of the Clerk and in the office(s) of the Administrative Agent(s). Operating manuals shall be adopted by resolution of the Governing Body.
4. Subject to the role of the Administrative Agent(s), the duties and responsibilities as are set forth in N.J.A.C. 5:99-7 and which are described in full detail in the Operating Manual, including those set forth in UHAC, include:
 - a. Attending continuing education opportunities on affordability controls, compliance monitoring, and affirmative marketing as offered or approved by the Division;
 - b. Affirmative marketing:
 - i. Conducting an outreach process to affirmatively market affordable housing units in accordance with the Affirmative Marketing Plan of the municipality and the provisions of N.J.A.C. 5:80-26.16.
 - ii. Providing counseling, or contracting to provide counseling services, to low- and moderate-income applicants on subjects such as budgeting, credit issues, mortgage qualification, rental lease requirements; and landlord/tenant law.
 - c. Household certification.
 - i. Soliciting, scheduling, conducting and following up on interviews with interested households.
 - ii. Conducting interviews and obtaining sufficient documentation of gross income and assets upon which to base a determination of income eligibility for a low- or moderate-income unit;
 - iii. Providing written notification to each applicant as to the determination of eligibility or non-eligibility within 5 days of the determination thereof.

- iv. Requiring that all certified applicants for restricted units execute a certificate substantially in the form, as applicable, of either the ownership or rental certificates set forth in the Appendices J and K of N.J.A.C. 5:80-26.1 et seq.
- v. Creating and maintaining a referral list of eligible applicant households living in the housing region, and eligible applicant households with members working in the housing region, where the units are located.
- vi. Employing a random selection process as provided in the Affirmative Marketing Plan when referring households for certification to affordable units.
- d. Affordability controls.
 - i. Furnishing to attorneys or closing agents forms of deed restrictions and mortgages for the recording at the time of conveyance of title of each restricted unit.
 - ii. Ensuring that the removal of the deed restrictions and cancellation of the mortgage note are effectuated and filed properly with the County Register of Deeds or County Clerk's office after the termination of the affordability controls for each restricted unit in accordance with UHAC.
 - iii. Communicating with lenders and the Municipal Housing Liaison regarding foreclosures.
 - iv. Ensuring the issuance of Continuing Certificates of Occupancy or certifications pursuant to N.J.A.C. 5:80-26.11.
- e. Records retention.
 - i. Creating and maintaining a file on each restricted unit for its control period, including the recorded deed with restrictions, recorded recapture mortgage, and note, as appropriate.
 - ii. Records received, retained, retrieved, or transmitted in furtherance of crediting affordable units of a municipality constitute public records of the municipality as defined by N.J.S.A. 47:3-16, and are legal property of the municipality.
- f. Resales and re-rentals.
 - i. Instituting and maintaining an effective means of communicating information between owners and the Administrative Agent regarding the availability of restricted units for resale or re-rental.
 - ii. Instituting and maintaining an effective means of communicating information to very low-, low-, or moderate-income households regarding the availability of restricted units for resale or re-rental.
- g. Processing requests from unit owners.
 - i. Reviewing and approving requests from owners of restricted units who wish to refinance or take out home equity loans during the term of their ownership to determine that the amount of indebtedness to be incurred will not violate the terms of this ordinance.
 - ii. Reviewing and approving requests to increase sales prices from owners of restricted units who wish to make capital improvements to the units that would affect the selling price, such authorizations to be limited to those improvements resulting in additional bedrooms or bathrooms and the depreciated cost of central air conditioning systems.
 - iii. Notifying the municipality of an owner's intent to sell a restricted unit.
 - iv. Making determinations on requests by owners of restricted units for hardship waivers.
- h. Enforcement.
 - i. Securing annually from the municipality a list of all affordable ownership units for which property tax bills are mailed to absentee owners, and notifying all such owners that they must either move back to their unit or sell it;
 - ii. Securing from all developers and sponsors of restricted units, at the earliest point of contact in the processing of the project or development, written acknowledgement of the requirement that no restricted unit can be offered, or in any other way committed, to any person, other than a household duly certified to the unit by the Administrative Agent;
 - iii. Sending annual mailings to all owners of affordable dwelling units reminding them of the notices and requirements outlined in N.J.A.C. 5:80-26.19(d)4;
 - iv. Establishing a program for diverting unlawful rent payments to the municipal Affordable Housing Trust Fund; and
 - v. Creating and publishing a written operating manual for each affordable housing program administered by the Administrative Agent setting forth procedures for administering the affordability controls.
- i. The Administrative Agent(s) shall, as delegated by the municipality, have the authority to take all actions necessary and appropriate to carry out its/their responsibilities, herein.

S. Responsibilities of The Owner of a development containing affordable units.

1. The owner of all developments containing affordable units subject to this subchapter or the assigned management company thereof shall provide to the administrative agent:
 - a. Site plan, architectural plan, or other plan that identifies the location of each affordable unit, if subject to the site plan approval, settlement agreement, or other applicable document regulating the location of affordable units. The administrative agent shall determine the location of affordable units if not set forth in the site plan approval, settlement agreement, or other applicable document.
 - b. The total number of units in the project and the number of affordable units.
 - c. The breakdown of the affordable units by or identification of affordable unit locations by bedroom count and income level, including street addresses / unit numbers, if subject to the site plan approval, settlement agreement, or other applicable document regulating the breakdown of affordable units. The administrative agent shall determine the bedroom and income distribution if not set forth in the site plan approval, settlement agreement, or other applicable document.
 - d. Floor plans of all affordable units, including complete and accurate identification of all rooms and the dimensions thereof.
 - e. A projected construction schedule.
 - f. The location of any common areas and elevators.
 - g. The name of the person who will be responsible for official contact with the administrative agent for the duration of the project, which must be updated if the contact changes.
2. In addition to A above, the owner of rental developments containing affordable rental units subject to this subchapter or the assigned management company thereof shall:
 - a. Send to all current tenants in all restricted rental units an annual mailing containing a notice as to the maximum permitted rent and a reminder of the requirement that the unit must remain their principal place of residence, which is defined as residing in the unit at least 260 days out of each calendar year, together with the telephone number, mailing address, and email address of the administrative agent to whom complaints of excess rent can be issued.
 - b. Provide to the administrative agent a description of any applicable fees.
 - c. Provide to the administrative agent a description of the types of utilities and which utilities will be included in the rent.
 - d. Agree and ensure that the utility configuration established at the start of the rent-up process not be altered at any time throughout the restricted period.
 - e. Provide to the administrative agent a proposed form of lease for any rental units.
 - f. Ensure that the tenant selection criteria for the applicants for affordable units not be more restrictive than the tenant selection criteria for applicants for non-restricted units.
 - g. Strive to maintain the continued occupancy of the affordable units during the entire restricted period.
3. In addition to A, above, the owner of affordable for-sale developments containing affordable for-sale units subject to this subchapter or the assigned management company thereof shall provide the administrative agent:
 - a. Proposed pricing for all units, including any purchaser options and add-on items.
 - b. Condominium or homeowner association fees and any other applicable fees.
 - c. Estimated real property taxes.
 - d. Sewer, water, trash disposal, and any other utility assessments.
 - e. Flood insurance requirement, if applicable.
 - f. The State-approved planned real estate development public offering statement and/or master deed, where applicable, as well as the full build-out budget.

T. Enforcement of Affordable Housing Regulations

1. Upon the occurrence of a breach of any of the regulations governing the affordable unit by an owner, developer or tenant, the municipality shall have all remedies provided at law or equity, including but not limited to foreclosure, tenant eviction, municipal fines, a requirement for household recertification, acceleration of all sums due under a mortgage, recoupment of any funds from a sale in the violation of the regulations, injunctive relief to prevent further violation of the regulations, entry on the premises, and specific performance.
2. After providing written notice of a violation to an owner, developer or tenant of an affordable unit and advising the owner, developer or tenant of the penalties for such violations, the municipality may take the following action

against the owner, developer or tenant for any violation that remains uncured for a period of 60 days after service of the written notice:

- a. The municipality may file a court action pursuant to N.J.S.A. 2A:58-11 alleging a violation, or violations, of the regulations governing the affordable housing unit. If the owner, developer or tenant is found by the Court to have violated any provision of the regulations governing affordable housing units the owner, developer or tenant shall be subject to one or more of the following penalties, at the discretion of the Court:
 - i. A fine of not more than \$2000 per day per violation or imprisonment for a period not to exceed 90 days, or both, unless otherwise specified below, provided that each and every day that the violation continues or exists shall be considered a separate and specific violation of these provisions and not a continuation of the initial offense;
 - ii. In the case of an owner who has rented his or her low- or moderate-income unit in violation of the regulations governing affordable housing units, payment into the Affordable Housing Trust Fund of the gross amount of rent illegally collected;
 - iii. In the case of an owner who has rented his or her affordable unit in violation of the regulations governing affordable housing units, payment of an innocent tenant's reasonable relocation costs, as determined by the Court.
3. The municipality shall have the authority to levy fines against the owner of the development for instances of noncompliance with NJHRC advertising requirements (N.J.S.A. 52:27D-321.6.e.(2)), following written notice to the owner. The fine for the first offense of noncompliance shall be \$5,000, the fine for the second offense of noncompliance shall be \$10,000, and the fine for each subsequent offense of noncompliance shall be \$15,000.
4. The municipality may file a court action in the Superior Court seeking a judgment, which would result in the termination of the owner's equity or other interest in the unit, in the nature of a mortgage foreclosure. Any judgment shall be enforceable as if the same were a judgment of default of the first purchase money mortgage and shall constitute a lien against the low- or moderate-income unit.
 - a. Such judgment shall be enforceable, at the option of the municipality, by means of an execution sale by the Sheriff, at which time the affordable unit of the violating owner shall be sold at a sale price which is not less than the amount necessary to fully satisfy and pay off any first purchase money mortgage and prior liens and the costs of the enforcement proceedings incurred by the municipality, including attorney's fees. The violating owner shall have the right to possession terminated as well as the title conveyed pursuant to the Sheriff's sale.
 - b. The proceeds of the Sheriff's sale shall first be applied to satisfy the first purchase money mortgage lien and any prior liens upon the low- or moderate-income unit. The excess, if any, shall be applied to reimburse the municipality for any and all costs and expenses incurred in connection with either the court action resulting in the judgment of violation or the Sheriff's sale. In the event that the proceeds from the Sheriff's sale are insufficient to reimburse the municipality in full as aforesaid, the violating owner shall be personally responsible for the full extent of such deficiency, in addition to any and all costs incurred by the municipality in connection with collecting such deficiency. In the event that a surplus remains after satisfying all of the above, such surplus shall be placed in escrow by the municipality for the owner and shall be held in such escrow for a maximum period of two years or until such earlier time as the owner shall make a claim with the municipality for such. Failure of the owner to claim such balance within the two year period shall automatically result in a forfeiture of such balance to the municipality. Any interest accrued or earned on such balance while being held in escrow shall belong to and shall be paid to the municipality, whether such balance shall be paid to the owner or forfeited to the municipality.
 - c. Foreclosure due to violation of the regulations governing affordable housing units shall not extinguish the restrictions of the regulations governing affordable housing units as they apply to the low- and moderate-income unit. Title shall be conveyed to the purchaser at the Sheriff's sale, subject to the restrictions and provisions of the regulations governing the affordable housing unit. The owner determined to be in violation of the provisions of this plan and from whom title and possession were taken by means of the Sheriff's sale shall not be entitled to any right of redemption.
 - d. If there are no bidders at the Sheriff's sale, or if insufficient amounts are bid to satisfy the first purchase money mortgage and any prior liens, the municipality may acquire title to the affordable unit by satisfying the first purchase money mortgage and any prior liens and crediting the violating owner with an amount equal to the difference between the first purchase money mortgage and any prior liens and costs of the enforcement proceedings, including legal fees and the maximum resale price for which the affordable unit could have been

sold under the terms of the regulations governing affordable housing units. This excess shall be treated in the same manner as the excess that would have been realized from an actual sale as previously described.

- e. Failure of the low- or moderate-income unit to be either sold at the Sheriff's sale or acquired by the municipality shall obligate the owner to accept an offer to purchase from any qualified purchaser that may be referred to the owner by the municipality, with such offer to purchase being equal to the maximum resale price of the low- or moderate-income unit as permitted by the regulations governing affordable housing units.
 - f. The affordable unit owner shall remain fully obligated, responsible and liable for complying with the terms and restrictions of governing affordable housing units until such time as title is conveyed from the owner.
5. It is the responsibility of the municipal housing liaison and the administrative agent(s) to ensure that affordable housing units are administered properly. All affordable units must be occupied within a reasonable amount of time and be re-leased within a reasonable amount of time upon the vacating of the unit by a tenant. If an administrative agent or municipal housing liaison becomes aware of or suspects that a developer, landlord, or property manager has not complied with these regulations, it shall report this activity to the Division. The Division must notify the developer, landlord, or property manager, in writing, of any violation of these regulations and provide a 30-day cure period. If, after the 30-day cure period, the developer, landlord, or property manager remains in violation of any terms of this subchapter, including by keeping a unit vacant, the developer, landlord, or property manager may be fined up to the amount required to construct a comparable affordable unit of the same size and the deed-restricted control period will be extended for the length of the time the unit was out of compliance, in addition to the remedies provided for in this section. For the purposes of this subsection, a reasonable amount of time shall presumptively be 60 days, unless a longer period of time is required due to demonstrable market conditions and/or failure of the municipal housing liaison or the administrative agent to refer a certified tenant.
 6. Banks and other lending institutions are prohibited from issuing any loan secured by owner occupied real property subject to the affordability controls set forth in this subchapter if such loan would be in excess of amounts permitted by the restriction documents recorded in the deed or mortgage book in the county in which the property is located. Any loan issued in violation of this subsection is void as against public policy.
 7. The Agency and the Department hereby reserve, for themselves and for each administrative agent appointed pursuant to this subchapter, all of the rights and remedies available at law and in equity for the enforcement of this subchapter, including, but not limited to, fines, evictions, and foreclosures as approved by a county-level housing judge.
 8. Appeals
 - a. Appeals from all decisions of an administrative agent appointed pursuant to this subchapter must be filed, in writing, with the municipal housing liaison. A decision by the municipal housing liaison may be appealed to the Division. A written decision of the Division Director upholding, modifying, or reversing an administrative agent's decision is a final administrative action.

BE IT FURTHER RESOLVED Article XIIB Development Fee Regulations, Sections 89-106.22 through 89-106.32 are hereby repealed and replaced with following:

Article XIIB Development Fee Regulations

§89-106.22 Development Fees.

9. Purpose

- a. This section establishes standards for the collection, maintenance, and expenditure of development fees that are consistent with the amended Fair Housing Act (P.L.2024, c.2), N.J.A.C. 5:99, and the Statewide Non-Residential Development Fee Act (C. 40:55D-8.1 through 8.7). Fees collected pursuant to this Ordinance shall be used for the sole purpose of providing very low-, low- and moderate-income housing in accordance with a Court-approved Spending Plan.

§89-106.23

10. Basic Requirements

- a. The municipality previously adopted a development fee ordinance, which established the Municipal Affordable Housing Trust Fund.
- b. The municipality shall not spend development fees until the court has approved a plan for spending such fees.
- c. The definitions set forth in Section §94-12.2 are applicable to all sections within Article XI entitled Development Fees

§89-106.24

11. Residential Development Fees

a. Imposed fees

- i. Residential developers, except for developers of the types of development specifically exempted below, shall pay a fee of 1.5% of the equalized assessed value for residential development, provided no increased density is permitted. Development fees shall also be imposed and collected when an additional dwelling unit is added to an existing residential structure; in such cases, the fee shall be calculated based on the increase in the equalized assessed value of the property due to the additional dwelling unit.
- ii. When an increase in residential density is permitted pursuant to a "d" variance granted under N.J.S.A. 40:55D-70d(5), developers shall be required to pay a "bonus" development fee of 6.0% of the equalized assessed value for each additional unit that may be realized, except that this provision shall not be applicable to a development that will include affordable housing. If the zoning on a site has changed during the two-year period preceding the filing of such a variance application, the base density for the purposes of calculating the bonus development fee shall be the highest density permitted by right during the two-year period preceding the filing of the variance application.

Example: If an approval allows four units to be constructed on a site that was zoned for two units, the fees could equal 1.5% of the equalized assessed value on the first two units; and the specified higher percentage of 6% of the equalized assessed value for the two additional units, provided zoning on the site has not changed during the two-year period preceding the filing of such a variance application.

b. Eligible exactions, ineligible exactions and exemptions for residential development

- i. Affordable housing developments, developments where the developer is providing for the construction of affordable units elsewhere in the municipality, and developments where the developer has made an eligible payment in lieu of on-site construction of affordable units, if permitted by ordinance, or by agreement with the municipality and if approved by a municipality prior to the statutory elimination of payments in-lieu on March 20, 2024 per P.L.2024, c.2, shall be exempt from development fees.
- ii. Developments that have received preliminary or final site plan approval prior to the adoption of this ordinance and any preceding ordinance permitting the collection of development fees shall be exempt from the payment of development fees, unless the developer seeks a substantial change in the original approval. Where a site plan approval does not apply, the issuance of a zoning and/or building permit shall be synonymous with preliminary or final site plan approval for the purpose of determining the right to an exemption. In all cases, the applicable fee percentage shall be determined based upon the development fee ordinance in effect on the date that the construction permit is issued.
- iii. Development fees shall be imposed and collected when an existing structure undergoes a change to a more intense use, is demolished and replaced, or is expanded, if the expansion is not otherwise exempt from the development fee requirement. The development fee shall be calculated on the increase in the equalized assessed value of the improved structure.
- iv. No development fee shall be collected for the demolition and replacement of a residential building resulting from a fire or natural disaster.
- v. Nonprofit organizations which have received tax-exempt status pursuant to Section 501(c)(3) of the Internal Revenue Code, providing current evidence of that status is submitted to the Municipal Clerk, together with a certification that services of the organization are provided at reduced rates to those who establish an inability to pay existing charges, shall be exempted from paying a development fee.
- vi. Federal, state, county and local governments shall be exempted from paying a development fee.

§89-106.25**12. Non-Residential Development Fees**

a. Imposition of fees

- i. Within all zoning districts, non-residential developers, except for developers of the types of development specifically exempted, shall pay a fee equal to 2.5% of the equalized assessed value of the land and improvements, for all new non-residential construction on an unimproved lot or lots.
- ii. Within all zoning districts, non-residential developers, except for developers of the types of development specifically exempted, shall also pay a fee equal to 2.5% of the increase in equalized assessed value resulting from any additions to existing structures to be used for non-residential purposes.
- iii. Development fees shall be imposed and collected when an existing structure is demolished and replaced. The development fee of 2.5% shall be calculated on the difference between the equalized assessed value of the pre-existing land and improvements and the equalized assessed value of the newly improved structure;

i.e., land and improvements; and such calculation shall be made at the time a final certificate of occupancy is issued. If the calculation required under this section results in a negative number, the non-residential development fee shall be zero.

- b. Eligible exactions, ineligible exactions and exemptions for non-residential development
 - i. The non-residential portion of a mixed-use inclusionary or market-rate development shall be subject to a 2.5% development fee, unless otherwise exempted below.
 - ii. The 2.5% fee shall not apply to an increase in equalized assessed value resulting from alterations, change in use within existing footprint, reconstruction, renovations and repairs.
- c. Non-residential developments shall be exempt from the payment of non-residential development fees in accordance with the exemptions required pursuant to the Statewide Non-Residential Development Fee Act (N.J.S.A. 40:55D-8.1 through 8.7), as specified in Form N-RDF "State of New Jersey Non-Residential Development Certification/Exemption." Any exemption claimed by a developer shall be substantiated by that developer.
- d. A developer of a non-residential development exempted from the non-residential development fee pursuant to the Statewide Non-Residential Development Fee Act shall be subject to the fee at such time as the basis for the exemption no longer applies, and shall make the payment of the non-residential development fee, in that event, within three years after that event or after the issuance of the final certificate of occupancy of the non-residential development, whichever is later.
- e. If a property that was exempted from the collection of a non-residential development fee thereafter ceases to be exempt from property taxation, the owner of the property shall remit the fees required pursuant to this section within 45 days of the termination of the property tax exemption. Unpaid non-residential development fees under these circumstances may be enforceable by the municipality as a lien against the real property of the owner.

f.

§89-106.26

13. Collection Procedures

- a. Upon the granting of a preliminary, final or other applicable approval for a development, the applicable approving authority shall direct its staff to notify the construction official responsible for the issuance of a building permit.
- b. For non-residential developments only, the developer shall also be provided with a copy of Form N-RDF, "State of New Jersey Non-Residential Development Certification/Exemption," to be completed by the developer as per the instructions provided in the Form N-RDF. The construction official shall verify the information submitted by the non-residential developer as per the instructions provided on Form N-RDF. The tax assessor shall verify exemptions and prepare estimated and final assessments as per the instructions provided in Form N-RDF.
- c. The construction official responsible for the issuance of a building permit shall notify the tax assessor of the issuance of the first construction permit for a development that is subject to a development fee.
- d. Within 90 days of receipt of that notice, the tax assessor shall provide an estimate, based on the plans filed, of the equalized assessed value of the development.
- e. The construction official responsible for the issuance of a final certificate of occupancy shall notify the tax assessor of any and all requests for the scheduling of a final inspection on property that is subject to a development fee.
- f. Within 10 business days of a request for the scheduling of a final inspection, the tax assessor shall confirm or modify the previously estimated equalized assessed value of the improvements associated with the development; calculate the development fee; and thereafter notify the developer of the amount of the fee.
- g. Should the municipality fail to determine or notify the developer of the amount of the development fee within 10 business days of the request for final inspection, the developer may estimate the amount due and pay that estimated amount consistent with the dispute process set forth in Subsection b. of section 37 of P.L.2008, c.46 (N.J.S.A. 40:55D-8.6).
- h. Fifty percent (50%) of the development fee shall be collected at the time of issuance of the construction permit. The remaining portion shall be collected at the time of issuance of the certificate of occupancy. The developer shall be responsible for paying the difference between the fee calculated at the time of issuance of the construction permit and that determined at the time of issuance of certificate of occupancy.

14. Appeal of development fees

- a. A developer may challenge residential development fees imposed by filing a challenge with the County Board of Taxation. Pending a review and determination by that board, collected fees shall be placed in an interest-bearing escrow account by the municipality. Appeals from a determination of the board may be made to the Tax Court in accordance with the provisions of the State Tax Uniform Procedure Law, R.S. 54:48-1 et seq., within 90 days after the date of such determination. Interest earned on amounts escrowed shall be credited to the prevailing party.
- b. A developer may challenge non-residential development fees imposed by filing a challenge with the director of the Division of Taxation. Pending a review and determination by the director, which shall be made within 45 days of receipt of the challenge, collected fees shall be placed in an interest-bearing escrow account by the municipality. Appeals from a determination of the director may be made to the Tax Court in accordance with the provisions of the State Tax Uniform Procedure Law, R.S. 54:48-1 et seq., within 90 days after the date of such determination. Interest earned on amounts escrowed shall be credited to the prevailing party.

§89-106.27**15. Affordable Housing Trust Fund**

- a. A separate, interest-bearing Municipal Affordable Housing Trust Fund shall be maintained by the chief financial officer of the municipality for the purpose of depositing development fees collected from residential and non-residential developers and proceeds from the sale of units with extinguished controls.
- b. The following additional funds shall be deposited in the Municipal Affordable Housing Trust Fund and shall at all times be identifiable by source and amount:
 - i. Payments in lieu of on-site construction of an affordable unit, where previously permitted by ordinance or by agreement with the municipality and if approved by a municipality prior to the statutory elimination of payments in-lieu on March 20, 2024 per P.L.2024, c.2;
 - ii. Funds contributed by developers to make 10% of the adaptable entrances in a townhouse or other multistory attached dwelling unit development accessible;
 - iii. Rental income from municipally operated units;
 - iv. Repayments from affordable housing program loans;
 - v. Recapture funds;
 - vi. Proceeds from the sale of affordable units; and
 - vii. Any other funds collected in connection with the municipal affordable housing program including but not limited to interest earned on fund deposits.
- c. The municipality shall provide the Division with written authorization, in the form of a tri-party escrow agreement(s) between the municipality, the Division and the financial institution in which the municipal affordable housing trust fund has been established to permit the Division to direct the disbursement of the funds as provided for in N.J.A.C. 5:99-2.1 et seq.
- d. Occurrence of any of the following deficiencies may result in the Division requiring the forfeiture of all or a portion of the funds in the municipal Affordable Housing Trust Fund:
 - i. Failure to meet deadlines for information required by the Division in its review of a development fee ordinance;
 - ii. Failure to commit or expend development fees within four years of the date of collection in accordance with N.J.A.C. 5:99-5.5;
 - iii. Failure to comply with the requirements of the Non-Residential Development Fee Act and N.J.A.C. 5:99-3;
 - iv. Failure to submit accurate monitoring reports pursuant to this subchapter within the time limits imposed by the Act, this chapter, and/or the Division;
 - v. Expenditure of funds on activities not approved by the Superior Court or otherwise permitted by law;
 - vi. Revocation of compliance certification or a judgment of compliance and repose;
 - vii. Failure of a municipal housing liaison or administrative agent to comply with the requirements set forth at N.J.A.C. 5:99-6, 7, and 8;
 - viii. Other good cause demonstrating that municipal affordable housing funds are not being used for an approved purpose.
- e. All interest accrued in the housing trust fund shall only be used on eligible affordable housing purposes approved by the Court.

§89-106.28**16. Use of Funds**

- a. The expenditure of all funds shall conform to a Spending Plan approved by Superior Court. Funds deposited in the municipal Affordable Housing Trust Fund may be used for any activity approved by the Court to address the fair share obligation and may be set up as a grant or revolving loan program. Such activities include, but are not limited to: preservation or purchase of housing for the purpose of maintaining or implementing affordability controls; housing rehabilitation; new construction of affordable housing units and related costs; accessory apartments; a market-to-affordable program; conversion of existing non-residential buildings to create new affordable units; green building strategies designed to be cost-saving and in accordance with accepted national or state standards; purchase of land for affordable housing; improvement of land to be used for affordable housing; extensions or improvements of roads and infrastructure to affordable housing sites; financial assistance designed to increase affordability; administration necessary for implementation of the Housing Element and Fair Share Plan; and/or any other activity permitted by Superior Court and specified in the approved Spending Plan.
- b. Funds shall not be expended to reimburse the municipality or activities that occurred prior to the authorization of a municipality to collect development fees.
- c. At least a portion of all development fees collected and interest earned shall be used to provide affordability assistance to very low-, low- and moderate-income households in affordable units included in the municipal Fair Share Plan. A portion of the development fees which provide affordability assistance shall be used to provide affordability assistance to very low-income households.
 - i. Affordability assistance programs may include down payment assistance, security deposit assistance, low-interest loans, rental assistance, assistance with homeowners association or condominium fees and special assessments, infrastructure assistance, and assistance with emergency repairs. The specific programs to be used for affordability assistance shall be identified and described within the Spending Plan.
 - ii. Affordability assistance for very low income households may include producing very low-income units or buying down the cost of low- or moderate-income units in the municipal Fair Share Plan to make them affordable to households earning 30% or less of median income.
- d. No more than 20% of all affordable housing trust funds, exclusive of those collected to fund an RCA prior to July 17, 2008, shall be expended on administration, including, but not limited to, salaries and benefits for municipal employees or consultants' fees necessary to develop or implement a new construction program, prepare and implement a Housing Element and Fair Share Plan, administer an Affirmative Marketing Program and for compliance with the Superior Court and the Program including the costs to the municipality of resolving a challenge.

§89-106.29**17. Monitoring**

- a. On or before February 15 of each year, the municipality shall provide annual electronic data reporting of trust fund activity for the previous year from January 1st to December 31st through the AHMS Reporting System. This reporting shall include an accounting of all Municipal Affordable Housing Trust Fund activity, including the sources and amounts of all funds collected and the amounts and purposes for which any funds have been expended. Such reporting shall include an accounting of development fees collected from residential and non-residential developers, previously eligible payments in lieu of constructing affordable units on site (if permitted by ordinance or by agreement with the municipality prior to the March 20, 2024 statutory elimination per P.L. 2024, c.4), funds from the sale of units with extinguished controls, barrier-free escrow funds, rental income from municipally-owned affordable housing units, repayments from affordable housing program loans, interest and any other funds collected in connection with municipal housing programs, as well as an accounting of the expenditures of revenues and implementation of the Spending Plan approved by the Court.

18. Ongoing Collection of Fees

- a. The ability to impose, collect and expend development fees shall continue so long as the municipality retains authorization from the Court in the form of Compliance Certification or the good faith effort to obtain it.
- b. If the municipality fails to renew its ability to impose and collect development fees prior to the expiration of its Judgment of Compliance, it may be subject to forfeiture of any or all funds remaining within its Affordable Housing Trust Fund. Any funds so forfeited shall be deposited into the New Jersey Affordable Housing Trust Fund established pursuant to section 20 of P.L.1985, c.222 (C. 52:27D-320).

19. Emergent Affordable Housing Opportunities. Requests to expend affordable housing trust funds on emergent affordable housing opportunities not included in the municipal fair share plan shall be made to the Division and shall be in the form of a governing body resolution. Any request shall be consistent with N.J.A.C. 5:99-4.1.

Repealer

All ordinances or code provisions or parts thereof inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

Severability

If any section, subsection, paragraph, sentence or any other part of this Ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance.

Effective Date

This ordinance shall take effect upon its passage and publication, as required by law.

Severability

If any section, subsection, paragraph, sentence or any other part of this Ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance.

Effective Date

This ordinance shall take effect upon its passage and publication, as required by law.

- 3) **Ordinance 04-2026** - Amending Ordinance 34-2023, Fixing the Salaries of the Mayor & Council and Employees of the Borough of Eatontown for the Years 2024, 2025, 2026 and 2027 - **First Reading/Introduction (Public Hearing 02/25/2026)**
Attorney Bayer read the ordinance by title. The public hearing will be held on 02/25/26.

Administrator Lucia explained the ordinance.

Motion to introduce the ordinance by C/Jones; seconded by C/Araman

Roll Call: AYE - C/Jones, C/Araman, C/Lawson, C/Escalante
ABSENT - C/East, C/Faust

ORDINANCE 04-2026

BOROUGH OF EATONTOWN

COUNTY OF MONMOUTH

ORDINANCE AMENDING ORDINANCE 34-2023, FIXING THE SALARIES OF THE MAYOR & COUNCIL AND EMPLOYEES OF THE BOROUGH OF EATONTOWN FOR THE YEARS 2024, 2025, 2026 AND 2027

SECTION I. The annual, except where designated otherwise, salaries and compensation of the following officials and employees of the Borough of Eatontown be, and the same are hereby fixed as set forth as follows:

			2024		2025		2026		2027	
			Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
General Borough-Wide Positions										
Confidential Assistant to Department Head	Annual	FT	\$53,060.00	\$90,203.00	\$54,651.80	\$92,909.09	\$56,291.35	\$95,696.36	\$57,980.09	\$98,567.25
Confidential Assistant	Annual	FT	\$47,754.00	\$79,591.00	\$49,186.62	\$81,978.73	\$50,662.22	\$84,438.09	\$52,182.09	\$86,971.23
Administrative Assistant or Bookkeeper	Annual	FT	\$37,500.00	\$79,591.00	\$38,625.00	\$81,978.73	\$39,783.75	\$84,438.09	\$40,977.26	\$86,971.23
Administrative Assistant or Bookkeeper	Hourly	PT	\$15.13	\$27.00	\$15.13	\$27.81	\$15.13	\$28.64	\$15.13	\$29.50
Senior Clerk	Annual	FT	\$31,836.00	\$63,672.00	\$32,791.08	\$65,582.16	\$33,774.81	\$67,549.62	\$34,788.06	\$69,576.11
Senior Clerk	Hourly	PT	\$15.13	\$27.00	\$15.13	\$27.81	\$15.13	\$28.64	\$15.13	\$29.50
Clerk	Annual	FT	\$26,530.00	\$58,366.00	\$27,325.90	\$60,116.98	\$28,145.68	\$61,920.49	\$28,990.05	\$63,778.10
Clerk	Hourly	PT	\$15.13	\$25.00	\$15.13	\$25.75	\$15.13	\$26.52	\$15.13	\$27.32
Clerk Typist	Annual	FT	\$26,530.00	\$53,060.00	\$27,325.90	\$54,651.80	\$28,145.68	\$56,291.35	\$28,990.05	\$57,980.09
Clerk Typist	Hourly	PT	\$15.13	\$25.00	\$15.13	\$25.75	\$15.13	\$26.52	\$15.13	\$27.32
Relocation Officer	Annual	PT	\$796.00	\$2,653.00	\$819.88	\$2,732.59	\$844.48	\$2,814.57	\$869.81	\$2,899.00
Advisory Board Secretary	Annual	PT	\$1,273.00	\$3,500.00	\$1,311.19	\$3,605.00	\$1,350.53	\$3,713.15	\$1,391.04	\$3,824.54
Statutory Board Secretary	Annual	PT	\$2,547.00	\$7,000.00	\$2,623.41	\$7,210.00	\$2,702.11	\$7,426.30	\$2,783.18	\$7,649.09
Municipal Alliance Coordinator	Hourly	PT	\$15.13	\$58.00	\$15.13	\$59.74	\$15.13	\$61.53	\$15.13	\$63.38
Safety Coordinator	Annual	PT	\$6,000.00	\$10,000.00	\$6,000.00	\$10,300.00	\$6,000.00	\$10,609.00	\$6,000.00	\$10,927.27
Assistant Safety Coordinator	Annual	PT	\$3,000.00	\$7,000.00	\$3,000.00	\$7,210.00	\$3,000.00	\$7,426.30	\$3,000.00	\$7,649.09

LOSAP Administrator	Annual	PT	\$1,000.00	\$1,500.00	\$1,000.00	\$1,545.00	\$1,000.00	\$1,591.35	\$1,000.00	\$1,639.09
PACO	Annual	PT	\$2,100.00	\$3,500.00	\$2,100.00	\$3,605.00	\$2,100.00	\$3,713.15	\$2,100.00	\$3,824.54
EEO Officer	Annual	PT	\$2,000.00	\$5,000.00	\$2,000.00	\$5,150.00	\$2,000.00	\$5,304.50	\$2,000.00	\$5,463.64
Noise Control Officer	Hourly	PT	\$27.00	\$53.00	\$27.81	\$54.59	\$28.64	\$56.23	\$29.50	\$57.91
Governing Body										
Mayor	Annual	PT	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00
Council	Annual	PT	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00
Department of Administration										
Business Administrator	Annual	FT	\$95,000.00	\$200,000.00	\$97,850.00	\$206,000.00	\$100,785.50	\$212,180.00	\$103,809.07	\$218,545.40
Assistant Business Administrator	Annual	PT	\$75,000.00	\$125,000.00	\$77,250.00	\$128,750.00	\$79,567.50	\$132,612.50	\$81,954.53	\$136,590.88
Division Manager	Annual	FT	\$58,366.00	\$100,815.00	\$60,116.98	\$103,839.45	\$61,920.49	\$105,916.24	\$63,778.10	\$109,093.73
Human Resource Manager	Annual	FT	\$55,000.00	\$110,000.00	\$56,650.00	\$113,300.00	\$58,349.50	\$115,566.00	\$60,099.99	\$119,032.98
Human Resources Manager	Hourly	PT	\$30.00	\$60.00	\$30.90	\$61.80	\$31.83	\$63.04	\$32.78	\$64.93
Information Technology Technician	Annual	FT	\$47,754.00	\$68,979.00	\$49,186.62	\$71,048.37	\$50,662.22	\$73,179.82	\$52,182.09	\$75,375.22
Information Technology Technician	Hourly	PT	\$20.00	\$35.00	\$20.00	\$36.05	\$20.00	\$37.13	\$20.00	\$38.25
Assistant to Administrator/Mayor	Annual	FT	\$53,060.00	\$90,000.00	\$54,651.80	\$92,700.00	\$56,291.35	\$95,481.00	\$57,980.09	\$98,345.43
Assistant to Administrator	Annual	PT	\$5,000.00	\$7,500.00	\$5,000.00	\$7,725.00	\$5,000.00	\$7,956.75	\$5,000.00	\$8,195.45
Human Resource Coordinator	Annual	PT	\$6,500.00	\$10,000.00	\$6,500.00	\$10,300.00	\$6,500.00	\$10,609.00	\$6,500.00	\$10,927.27
Assistant Human Resources Coordinator	Annual	PT	\$5,000.00	\$8,500.00	\$5,000.00	\$8,755.00	\$5,000.00	\$9,017.65	\$5,000.00	\$9,288.18
Information Technology Coordinator	Annual	PT	\$5,000.00	\$10,000.00	\$5,000.00	\$10,300.00	\$5,000.00	\$10,609.00	\$5,000.00	\$10,927.27
Purchasing Agent	Annual	PT	\$5,306.00	\$12,000.00	\$5,306.00	\$12,360.00	\$5,306.00	\$12,730.80	\$5,306.00	\$13,112.72
Department of Finance										
Director of Finance, Treasurer & CFO	Annual	FT	\$80,000.00	\$185,711.00	\$82,400.00	\$191,282.33	\$84,048.00	\$197,020.80	\$86,569.44	\$202,931.42
Division Manager	Annual	FT	\$58,366.00	\$100,815.00	\$60,116.98	\$103,839.45	\$61,920.49	\$106,954.63	\$63,778.10	\$110,163.27
Treasurer & CFO	Annual	PT	\$31,836.00	\$79,591.00	\$32,791.08	\$81,978.73	\$33,774.81	\$84,438.09	\$34,788.06	\$86,971.23
Tax Collector	Annual	FT	\$58,366.00	\$95,509.00	\$60,116.98	\$98,374.27	\$61,920.49	\$101,325.50	\$63,778.10	\$104,365.26
Tax Collector	Annual	PT	\$2,500.00	\$4,500.00	\$2,500.00	\$4,635.00	\$2,500.00	\$4,774.05	\$2,500.00	\$4,917.27
Deputy Tax Collector	Annual	PT	\$4,245.00	\$12,734.00	\$4,372.35	\$13,116.02	\$4,503.52	\$13,509.50	\$4,638.63	\$13,914.79
Tax Assessor	Annual	PT	\$45,550.00	\$112,500.00	\$46,916.50	\$115,875.00	\$48,324.00	\$119,351.25	\$49,773.71	\$122,931.79
Deputy Tax Assessor	Annual	FT	\$42,448.00	\$84,897.00	\$43,721.44	\$87,443.91	\$45,033.08	\$90,067.23	\$46,384.08	\$92,769.24
Tax Assessor Clerk	Annual	FT	\$31,836.00	\$63,672.00	\$32,791.08	\$65,582.16	\$33,774.81	\$67,549.62	\$34,788.06	\$69,576.11
Tax Assessor Clerk	Hourly	PT	\$16.00	\$27.00	\$16.00	\$27.81	\$16.00	\$28.64	\$16.00	\$29.50
Payroll Supervisor	Annual	FT	\$53,060.00	\$84,897.00	\$54,651.80	\$87,443.91	\$56,291.35	\$90,067.23	\$57,980.09	\$92,769.24
Senior Payroll Clerk	Annual	FT	\$47,754.00	\$79,591.00	\$49,186.62	\$81,978.73	\$50,662.22	\$84,438.09	\$52,182.09	\$86,971.23
Payroll Clerk	Annual	FT	\$37,142.00	\$68,979.00	\$38,256.26	\$71,048.37	\$39,403.95	\$73,179.82	\$40,586.07	\$75,375.22
Accounts Payable/Receivable Supervisor	Annual	FT	\$53,060.00	\$84,897.00	\$54,651.80	\$87,443.91	\$56,291.35	\$90,067.23	\$57,980.09	\$92,769.24
Accounts Payable/Receivable Senior Clerk	Annual	FT	\$47,754.00	\$79,591.00	\$49,186.62	\$81,978.73	\$50,662.22	\$84,438.09	\$52,182.09	\$86,971.23
Accounts Payable/Receivable Clerk	Annual	FT	\$37,142.00	\$68,979.00	\$38,256.26	\$71,048.37	\$39,403.95	\$73,179.82	\$40,586.07	\$75,375.22
Department of Construction and Code Enforcement										
Director of Construction & Code Construction Official	Annual	FT	\$79,591.00	\$159,181.00	\$81,978.73	\$163,956.43	\$84,438.09	\$168,875.12	\$86,971.23	\$173,941.38
Construction and Code Assistant	Annual	FT	\$45,000.00	\$85,000.00	\$46,350.00	\$87,550.00	\$47,740.50	\$90,176.50	\$49,172.72	\$92,881.80
Construction and Code Assistant	Hourly	PT	\$21.63	\$40.87	\$22.28	\$42.10	\$22.95	\$43.36	\$23.64	\$44.66
Division Manager	Annual	FT	\$79,591.00	\$132,651.00	\$81,978.73	\$136,630.53	\$84,438.09	\$140,729.45	\$86,971.23	\$144,951.33
Division Office Manager	Annual	FT	\$53,060.00	\$79,591.00	\$54,651.80	\$81,978.73	\$56,291.35	\$84,438.09	\$57,980.09	\$86,971.23

Code Enforcement Officer	Annual	FT	\$53,060.00	\$90,203.00	\$54,651.80	\$92,909.09	\$56,291.35	\$95,696.36	\$57,980.09	\$98,567.25
Code Enforcement Officer	Annual	PT	\$10,612.00	\$53,060.00	\$10,930.36	\$54,651.80	\$11,258.27	\$56,291.35	\$11,596.02	\$57,980.09
Code Enforcement Officer	Hourly	PT	\$32.00	\$64.00	\$32.96	\$65.92	\$33.95	\$67.90	\$34.97	\$69.93
Sub Code Official (Building, Plumbing, Fire, Electrical, e.t.)	Annual	FT	\$53,060.00	\$90,203.00	\$54,651.80	\$92,909.09	\$56,291.35	\$95,696.36	\$57,980.09	\$98,567.25
Sub Code Official (Building, Plumbing, Fire, Electrical, e.t.)	Annual	PT	\$10,612.00	\$53,060.00	\$10,930.36	\$54,651.80	\$11,258.27	\$56,291.35	\$11,596.02	\$57,980.09
Sub Code Official (Building, Plumbing, Fire, Electrical, e.t.)	Hourly	PT	\$27.00	\$64.00	\$27.81	\$65.92	\$28.64	\$67.90	\$29.50	\$69.93
Housing Inspector	Annual	FT	\$47,754.00	\$68,979.00	\$49,186.62	\$71,048.37	\$50,662.22	\$73,179.82	\$52,182.09	\$75,375.22
Housing Inspector	Hourly	PT	\$21.00	\$53.00	\$21.63	\$54.59	\$22.28	\$56.23	\$22.95	\$57.91
Zoning Officer	Annual	FT	\$53,060.00	\$79,591.00	\$54,651.80	\$81,978.73	\$56,291.35	\$84,438.09	\$57,980.09	\$86,971.23
Zoning Officer	Hourly	PT	\$26,530.00	\$53,060.00	\$27,325.90	\$54,651.80	\$28,145.68	\$56,291.35	\$28,990.05	\$57,980.09
Zoning Officer	Annual	PT	\$2,653.00	\$7,959.00	\$2,732.59	\$8,197.77	\$2,814.57	\$8,443.70	\$2,899.00	\$8,697.01
Zoning Official	Annual	FT	\$47,754.00	\$68,979.00	\$49,186.62	\$71,048.37	\$50,662.22	\$73,179.82	\$52,182.09	\$75,375.22
Zoning Official	Hourly	PT	\$15,918.00	\$47,754.00	\$16,395.54	\$49,186.62	\$16,887.41	\$50,662.22	\$17,394.03	\$52,182.09
Zoning Assistant	Annual	FT	\$45,000.00	\$85,000.00	\$46,350.00	\$87,550.00	\$47,740.50	\$90,176.50	\$49,172.72	\$92,881.80
Zoning Assistant	Hourly	PT	\$21.63	\$40.87	\$22.28	\$42.10	\$22.95	\$43.36	\$23.64	\$44.66
Senior Technical Assistant	Annual	FT	\$53,060.00	\$74,285.00	\$54,651.80	\$76,513.55	\$56,291.35	\$78,808.96	\$57,980.09	\$81,173.23
Zoning Board Secretary	Annual	PT	\$4,500.00	\$15,000.00	\$4,500.00	\$15,000.00	\$4,500.00	\$15,000.00	\$4,500.00	\$15,000.00
Planning Board Secretary	Annual	PT	\$4,500.00	\$15,000.00	\$4,500.00	\$15,000.00	\$4,500.00	\$15,000.00	\$4,500.00	\$15,000.00
Senior Technical Assistant	Annual	PT	\$26,530.00	\$37,142.00	\$27,325.90	\$38,256.26	\$28,145.68	\$39,403.95	\$28,990.05	\$40,586.07
Technical Assistant	Annual	FT	\$42,448.00	\$63,672.00	\$43,721.44	\$65,582.16	\$45,033.08	\$67,549.62	\$46,384.08	\$69,576.11
Technical Assistant	Annual	PT	\$21,224.00	\$31,836.00	\$21,860.72	\$32,791.08	\$22,516.54	\$33,774.81	\$23,192.04	\$34,788.06
Assistant Technical Assistant	Annual	FT	\$31,836.00	\$47,754.00	\$32,791.08	\$49,186.62	\$33,774.81	\$50,662.22	\$34,788.06	\$52,182.09
Assistant Technical Assistant	Annual	PT	\$10,612.00	\$26,530.00	\$10,930.36	\$27,325.90	\$11,258.27	\$28,145.68	\$11,596.02	\$28,990.05
Department of Public Works										
Director of Public Works	Annual	FT	\$79,591.00	\$150,000.00	\$81,978.73	\$154,500.00	\$84,438.09	\$159,135.00	\$86,971.23	\$163,909.05
General Forman	Annual	FT	\$79,591.00	\$125,000.00	\$81,978.73	\$128,750.00	\$84,438.09	\$132,612.50	\$86,971.23	\$136,590.88
Division Manager	Annual	FT	\$68,979.00	\$115,000.00	\$71,048.37	\$118,450.00	\$73,179.82	\$122,003.50	\$75,375.22	\$125,663.61
Arborist	Annual	FT	\$53,060.00	\$75,000.00	\$54,651.80	\$77,250.00	\$56,291.35	\$79,567.50	\$57,980.09	\$81,954.53
Arborist	Hourly	PT	\$27.00	\$60.00	\$27.81	\$61.80	\$28.64	\$63.65	\$29.50	\$65.56
Arborist	Annual	PT	\$5,306.00		\$5,465.18	\$0.00	\$5,629.14	\$0.00	\$5,798.01	\$0.00
Public Works Laborer	Hourly	PT	\$15.13	\$25.00	\$15.13	\$25.75	\$15.13	\$26.52	\$15.13	\$27.32
Buildings & Grounds Mechanic	Annual	FT	\$47,754.00	\$95,000.00	\$49,186.62	\$97,850.00	\$50,662.22	\$100,785.50	\$52,182.09	\$103,809.07
Building & Grounds Laborer	Annual	FT	\$37,142.00	\$55,000.00	\$38,256.26	\$56,650.00	\$39,403.95	\$58,349.50	\$40,586.07	\$60,099.99
Building & Grounds Laborer	Hourly	PT	\$15.13	\$25.00	\$15.13	\$25.75	\$15.13	\$26.52	\$15.13	\$27.32
Custodian	Annual	FT	\$47,754.00	\$60,000.00	\$49,186.62	\$61,800.00	\$50,662.22	\$63,654.00	\$52,182.09	\$65,563.62
Custodian	Hourly	PT	\$15.13	\$20.00	\$15.13	\$20.60	\$15.13	\$21.22	\$15.13	\$21.85
Recycling Attendant	Hourly	PT	\$15.13	\$20.00	\$15.13	\$20.60	\$15.13	\$21.22	\$15.13	\$21.85
Recycling Clerk	Hourly	PT	\$15.13	\$25.00	\$15.13	\$25.75	\$15.13	\$26.52	\$15.13	\$27.32
Recycling Coordinator	Annual	PT	\$1,000.00	\$1,000.00	\$1,000.00	\$1,030.00	\$1,000.00	\$1,060.90	\$1,000.00	\$1,092.73
Department of Recreation and Community Services										
Director of Recreation & Community Services	Annual	FT	\$79,591.00	\$159,181.00	\$81,978.73	\$163,956.43	\$84,438.09	\$168,875.12	\$86,971.23	\$173,941.38
Division Manager	Annual	FT	\$58,366.00	\$100,815.00	\$60,116.98	\$103,839.45	\$61,920.49	\$106,954.63	\$63,778.10	\$110,163.27
Division Manager	Hourly	PT	\$21.00	\$53.00	\$21.63	\$54.59	\$22.28	\$56.23	\$22.95	\$57.91
Recreation Program Supervisor	Annual	FT	\$58,366.00	\$90,203.00	\$60,116.98	\$92,909.09	\$61,920.49	\$95,696.36	\$63,778.10	\$98,567.25
Recreation Program	Hourly	PT	\$27.00	\$53.00	\$27.81	\$54.59	\$28.64	\$56.23	\$29.50	\$57.91

Supervisor										
Recreation Program Leader	Annual	FT	\$47,754.00	\$79,591.00	\$49,186.62	\$81,978.73	\$50,662.22	\$84,438.09	\$52,182.09	\$86,971.23
Recreation Program Leader	Hourly	PT	\$21.00	\$42.00	\$21.63	\$43.26	\$22.28	\$44.56	\$22.95	\$45.89
Recreation Program Coordinator	Annual	FT	\$37,142.00	\$68,979.00	\$38,256.26	\$71,048.37	\$39,403.95	\$73,179.82	\$40,586.07	\$75,375.22
Recreation Program Coordinator	Hourly	PT	\$15.13	\$27.00	\$15.13	\$27.81	\$15.13	\$28.64	\$15.13	\$29.50
Recreation Program Aide	Annual	FT	\$26,530.00	\$47,754.00	\$27,325.90	\$49,186.62	\$28,145.68	\$50,662.22	\$28,990.05	\$52,182.09
Recreation Program Aide	Hourly	PT	\$15.13	\$20.00	\$15.13	\$20.60	\$15.13	\$21.22	\$15.13	\$21.85
Instructor of Recreation Programs	Hourly	PT	\$15.13	\$80.00	\$15.13	\$82.40	\$15.13	\$84.87	\$15.13	\$87.42
Community Center Supervisor	Annual	FT	\$58,366.00	\$90,203.00	\$60,116.98	\$92,909.09	\$61,920.49	\$95,696.36	\$63,778.10	\$98,567.25
Community Center Supervisor	Hourly	PT	\$27.00	\$53.00	\$27.81	\$54.59	\$28.64	\$56.23	\$29.50	\$57.91
Community Center Teacher	Annual	FT	\$47,754.00	\$79,591.00	\$49,186.62	\$81,978.73	\$50,662.22	\$84,438.09	\$52,182.09	\$86,971.23
Community Center Teacher	Annual	PT	\$21.00	\$42.00	\$21.63	\$43.26	\$22.28	\$44.56	\$22.95	\$45.89
Community Center Leader	Annual	FT	\$47,754.00	\$79,591.00	\$49,186.62	\$81,978.73	\$50,662.22	\$84,438.09	\$52,182.09	\$86,971.23
Community Center Leader	Hourly	PT	\$21.00	\$42.00	\$21.63	\$43.26	\$22.28	\$44.56	\$22.95	\$45.89
Community Center Coordinator	Annual	FT	\$37,142.00	\$68,979.00	\$38,256.26	\$71,048.37	\$39,403.95	\$73,179.82	\$40,586.07	\$75,375.22
Community Center Coordinator	Hourly	PT	\$15.13	\$27.00	\$15.13	\$27.81	\$15.13	\$28.64	\$15.13	\$29.50
Community Center Aide	Annual	FT	\$26,530.00	\$47,754.00	\$27,325.90	\$49,186.62	\$28,145.68	\$50,662.22	\$28,990.05	\$52,182.09
Community Center Aide	Hourly	PT	\$15.13	\$20.00	\$15.13	\$20.60	\$15.13	\$21.22	\$15.13	\$21.85
Librarian	Annual	FT	\$26,530.00	\$63,672.00	\$27,325.90	\$65,582.16	\$28,145.68	\$67,549.62	\$28,990.05	\$69,576.11
Librarian	Hourly	PT	\$15.13	\$32.00	\$15.13	\$32.96	\$15.13	\$33.95	\$15.13	\$34.97
Library Aide	Annual	FT	\$26,530.00	\$37,142.00	\$27,325.90	\$38,256.26	\$28,145.68	\$39,403.95	\$28,990.05	\$40,586.07
Library Aide	Hourly	PT	\$15.13	\$27.00	\$15.13	\$27.81	\$15.13	\$28.64	\$15.13	\$29.50
Department of Emergency Services										
Director of Emergency Services	Annual	FT	\$75,000.00	\$159,181.00	\$77,250.00	\$163,956.43	\$79,567.50	\$168,875.12	\$81,954.53	\$173,941.38
OEM Coordinator	Annual	PT	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Deputy OEM Coordinator	Annual	PT	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00
Fire Chief	Annual	PT	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
Fire Department Engineer	Annual	PT	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
Asst. Fire Department Engineer	Annual	PT	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00
First Aid Captain	Annual	PT	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
First Aid First Lieutenant	Annual	PT	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
First Aid Engineer	Annual	PT	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00	\$1,650.00
Fire Marshall	Annual	PT	\$21,224.00	\$53,060.00	\$21,860.72	\$54,651.80	\$22,516.54	\$56,291.35	\$23,192.04	\$57,980.09
Fire Inspector	Hourly	PT	\$21.00	\$53.00	\$21.63	\$54.59	\$22.28	\$56.23	\$22.95	\$57.91
Fire Prevention Board Inspectors	Annual	PT	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00
Fire Prevention Board Chairman	Annual	PT	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
Municipal Court										
Court Administrator	Annual	FT	\$53,060.00	\$106,121.00	\$54,651.80	\$109,304.63	\$56,291.35	\$112,583.77	\$57,980.09	\$115,961.28
Municipal Court Judge	Annual	PT	\$37,142.00	\$68,979.00	\$38,256.26	\$71,048.37	\$39,403.95	\$73,179.82	\$40,586.07	\$75,375.22
Municipal Prosector	Annual	PT	\$36,000.00	\$75,000.00	\$36,000.00	\$75,000.00	\$36,000.00	\$75,000.00	\$36,000.00	\$75,000.00
Public Defender	Hourly	PT	\$550 per session		\$550 per session		\$550 per session		\$550 per session	
Borough Clerk										
Borough Clerk	Annual	FT	\$79,951.00	\$159,181.00	\$82,349.53	\$163,956.43	\$84,820.02	\$168,875.12	\$87,364.62	\$173,941.38
Deputy Clerk	Annual	FT	\$53,060.00	\$106,121.00	\$54,651.80	\$109,304.63	\$56,291.35	\$112,583.77	\$57,980.09	\$115,961.28
Registrar	Annual	PT	\$3,500.00	\$7,500.00	\$3,500.00	\$7,500.00	\$3,500.00	\$7,500.00	\$3,500.00	\$7,500.00
Assistant to Clerk	Annual	FT	\$45,000.00	\$85,000.00	\$46,350.00	\$87,550.00	\$47,740.50	\$90,176.50	\$49,172.72	\$92,881.80

Assistant to Clerk	Hourly	PT	\$21.63	\$40.87	\$22.28	\$42.10	\$22.95	\$43.36	\$23.64	\$44.66
Deputy Registrar	Annual	PT	\$1,500.00	\$3,500.00	\$1,500.00	\$3,500.00	\$1,500.00	\$3,500.00	\$1,500.00	\$3,500.00
Public Safety										
Division Manager	Annual	FT	\$58,366.00	\$100,815.00	\$60,116.98	\$103,839.45	\$0.00	\$105,916.24	\$0.00	\$109,093.73
Class III Special Officers	Hourly	PT	\$35.00	\$50.00	\$35.00	\$51.50	\$35.00	\$53.05	\$35.00	\$54.64
Crossing Guards	Hourly	PT	\$20.00	\$35.00	\$20.00	\$36.05	\$20.00	\$37.13	\$20.00	\$38.25
Records Clerk	Annual	FT	\$50,000.00	\$85,000.00	\$50,000.00	\$87,550.00	\$50,000.00	\$90,176.50	\$50,000.00	\$92,881.80
Records Clerk	Hourly	PT	\$25.00	\$60.00	\$25.00	\$61.80	\$25.00	\$63.65	\$25.00	\$65.56

Effective January 1, 2024, each full-time employee covered by this agreement hired on or before January 1, 1999, shall be entitled to and receive, in addition to his/ her base salary, an annual salary sum of \$840.00 for each completed five(s) year increment of full-time employment as recognition of his/her service and his/her increased value to the Borough. Employees hired after January 1, 1999, and June 4, 2006, shall be entitled to and receive in addition to his/her salary stated an annual sum as stated above for each completed seven (7) year increment of full-time employment pro-rated for the period from the anniversary date to the end of the calendar year. Employees hired on or after June 5, 2006, shall not be entitled to longevity. Such payment shall be included in and considered part of the employee's basic salary for purposes of computing taxes and payments into any retirement system and shall be made in the same manner as prescribed by the Mayor and Council for the payment of regular salaries. Employees who achieve their fifth and sixth longevity step shall receive their step on the 24th and 29th year respectively.

SECTION II. Authorized overtime of the Borough employees will be paid at the rate of one and one-half (1 ½) times the regular hourly rate.

SECTION III. The said salaries shall be in lieu of all other payments.

SECTION IV. All ordinances or parts of ordinances inconsistent with this ordinance be and same are hereby repealed.

SECTION V. This Ordinance shall take effect immediately upon its approval and passage and publication as provided by law, and the salaries herein set forth shall be effective January 1, 2024.

4) **Ordinance 05-2026** - Victoria Plaza at Eatontown, LLC Zoning Ordinance

- **First Reading/Introduction (Public Hearing 02/25/2026)**

Mayor Talerico explained the ordinance will be carried to the next council meeting.

B. **CONSENT AGENDA RESOLUTIONS**

(All matters listed hereunder are considered to be routine in nature and will be enacted in one motion. Any person may request an item be removed for separate consideration).

- 1) **Resolution 47-2026** - Resolution Authorizing Emergency Temporary Appropriations #1
- 2) **Resolution 48-2026** - Resolution Amending Resolution 46-2026 Appointing Tax Assessor
- 3) **Resolution 49-2026** - Authorizing Execution of Contracts for Professional Services in the Borough of Eatontown
- 4) **Resolution 50-2026** - Approving Participation With the State of New Jersey Federal Grant Program Administered by the Division of Criminal Justice, Department of Law and Public Safety for Safe and Secure Communities
- 5) **Resolution 51-2026** - Resolution Authorizing Release of a Performance Bond, a Performance Guarantee (10% Guarantee) and an Escrow Account for Shaare Tefilah Ben Moshe, Inc., 16 & 20 Whalepond Road, Block 4002, Lots 22 & 23
- 6) **Resolution 52-2026** - Governing Body Certification of the 2024 Annual Audit
- 7) **Resolution 53-2026** - Hold Harmless Agreement, Zillion Property, LLC, 72 Windsor Drive
- 8) **Resolution 54-2026** - Amending Employee Handbook
- 9) **Resolution 55-2026** - Resolution Approving Fourth Round Mediation Agreements with Fair Share Housing Center and Affordable Housing Alliance
- 10) **Resolution 56-2026** - Memorandum of Agreement Between Victoria Plaza at Eatontown, LLC and the Borough of Eatontown
- 11) **Resolution 57-2026** - Resolution Approving the 2026 Roster of Volunteer Emergency Personnel

Councilmember Escalante mentioned why resolution 48-2026 was on the agenda.

Attorney Bayer explained Resolution 56-2026 will be carried to the next council meeting.

Motion to approve Consent Items 1-19 & 11 (Resolutions 47-55 & 57) as a group by C/Jones; seconded by C/Lawson

Roll Call: AYE - C/Jones, C/Araman, C/Lawson, C/Escalante

ABSENT - C/East, C/Faust

RESOLUTION 47-2026 - RESOLUTION AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS #1

WHEREAS, an emergency condition has arisen in the 2026 Current Fund Budget with respect to additional costs prior to the adoption of the 2026 Budget; and

WHEREAS, the adoption of the 2026 Budget has not been completed and adequate provision was not made in the 2026 Temporary Budget and N.J.S.A. 40a:4-20 provides for the creation of an Emergency Temporary Appropriation; and

WHEREAS, the total emergency resolutions adopted in the year 2026 pursuant to the provisions of N.J.S.A. 40A:4-20, Chapter 96 P.L. (as amended) including this resolution total \$10,297,888.22

NOW, THEREFORE BE IT RESOLVED that in accordance with N.J.S.A. 40A:4-20 an Emergency Temporary Appropriation be and the same is hereby made as follows:

G GENERAL GOVERNMENT:

Administrative & Executive		
Salaries & Wages	\$	148,000.00
Other Expenses		
Historical		
Other Expenses	\$	3,081.25
Labor Council		
Other Expenses	\$	6,000.00
Mayor & Council		
Salaries & Wages		
Other Expenses		
Borough Clerk		
Salaries & Wages	\$	97,000.00
Other Expenses		
Information Technology		
Other Expenses	\$	50,000.00
Assessment of Taxes		
Salaries & Wages	\$	50,000.00
Other Expenses		
Reserve for Appeals		
Other Expenses		
Elections		
Other Expenses		
Advertising		
Other Expenses	\$	3,000.00
Beautify Eatontown		
Other Expenses		
Complete Streets		
Other Expenses		
Financial Administration		
Salaries & Wages	\$	113,300.00
Other Expenses	\$	20,000.00
Tuition Reimbursement		
Other Expenses		
Bond Registration		
Other Expenses	\$	3,687.50
Purchasing		
Salaries & Wages	\$	33,000.00
Other Expenses	\$	10,000.00
Auditing		
Other Expenses		
Collection of Taxes		
Salaries & Wages	\$	44,000.00
Other Expenses	\$	8,000.00
Legal Services		
Other Expenses		
Engineering		
Other Expenses		

Planning Board		
Other Expenses		
Board of Adjustment		
Other Expenses		
Zoning Officer		
Salaries & Wages	\$	124,355.00
Other Expenses		
Inspection of Buildings		
Salaries & Wages	\$	225,500.00
Other Expenses	\$	15,000.00
Housing Inspection		
Salaries & Wages	\$	49,500.00
Other Expenses		
Other Insurance		
Other Expenses	\$	200,000.00
Group Insurance		
Other Expenses		
Unemployment		
Other Expenses		
Workmens Compensation		
Other Expenses	\$	242,000.00
First Aid		
Salaries & Wages	\$	8,150.00
Other Expenses		
Police		
Salaries & Wages	\$	3,462,800.00
Other Expenses		
911 O/S Caps		
Emergency Management		
Salaries & Wages	\$	3,429.37
Other Expenses		
Fire/Water		
Salaries & Wages	\$	6,410.91
Other Expenses		
Uniform Fire Safety		
Salaries & Wages	\$	71,060.00
Other Expenses		
Municipal Prosecutor		
Other Expenses	\$	42,000.00
Recycling O/S Caps		
Other Expenses		
Sanatation		
Garbage Contract	\$	400,000.00
Public Bldg & Grounds		
Salaries & Wages	\$	122,782.00
Other Expenses	\$	50,000.00
Municipal Court - Tinton Falls		
Other Expenses		
DPW		
Salaries & Wages	\$	1,106,160.00

	Other Expenses	\$ 70,000.00
Snow		
	Other Expenses	
Health Commission		
	Salaries & Wages	
	Other Expenses	
Environmental		
	Other Expenses	\$ 2,422.69
Green Team		
	Other Expenses	
Community Garden		
	Other Expenses	\$ 4,472.50
Animal Control		
	Other Expenses	
Recreation		
	Salaries & Wages	\$ 177,540.00
	Other Expenses	
Community Center		
	Salaries & Wages	
	Other Expenses	
Youth Committee		
	Other Expenses	
Senior Citizens		
	Salaries & Wages	\$ 8,800.00
	Other Expenses	
Library		
	Salaries & Wages	\$ 32,890.00
	Other Expenses	
Celebration of Public Events		
	Other Expenses	
Employee Sick Buy Back		
	Other Expenses	
Accumulated Absences		
	Other Expenses	
Utilities		
	Telephone	
	Electric	
	Fire Hydrant	
	Street Lighting	
	Water	
	Natural Gas	
Mon County Tipping Fees		
	Other Expenses	
Social Security		
	Other Expenses	\$ 258,500.00
PERS		\$ 710,000.00
PFRS		\$ 2,265,000.00
PERS / ERI		\$ 25,247.00
DCRP		
LOSAP - Fire		
	Other Expenses	

LOSAP - 1st Aid		
	Other Expenses	
Fire Prevention Shared Service		
	Other Expenses	
Municipal Court		
	Salaries & Wages	\$ 24,800.00
	Other Expenses	
Public Defender		
	Other Expenses	
Matching Funds for Grants		
Capital Improvement Fund		

T TOTAL 2026 TEMPORARY APPROPRIATIONS \$10,297,888.22

RESOLUTION 48-2026 - RESOLUTION AMENDING RESOLUTION 46-2026 APPOINTING TAX ASSESSOR

WHEREAS, the Borough of Eatontown adopted Resolution 46-2026 appointing tax assessor, John E. Butow, CTA on January 28, 2026; and

WHEREAS, it has come to the attention of the Borough that the terms of office require a correction/amendment; and

WHEREAS, N.J.S.A. 40A:9-146 and Section 20-10 of the Borough Code requires the Borough of Eatontown to provide for the appointment of a Tax Assessor; and

WHEREAS, the current tenured Tax Assessor has resigned from his position; and

WHEREAS, the Mayor and Council of the Borough of Eatontown believe it is in the best interest of the Borough to appoint John E. Butow, CTA, State Certified Residential Real Estate Appraiser as the Tax Assessor for the Borough of Eatontown starting on February 1, 2026 to June 30, 2026 and then July 1, 2026 through June 30, 2030; and

WHEREAS, the Assessor will hold public office hours as determined by mutual agreement with the Borough Administrator; and

WHEREAS the Assessor will be compensated for his duties in conformance with the Borough's Salary Ordinance as mutually agreed upon by the Assessor and the Borough Administrator.

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough Eatontown, County of Monmouth, State of New Jersey, that it hereby confirms the Mayor's appointment of John E. Butow, CTA as the Borough's Tax Assessor through June 30, 2030.

BE IT FURTHER RESOLVED that certified copies of this Resolution shall be forwarded to the following:

1. Director, Division of Taxation
2. Matthew S. Clark, CTA, Monmouth County Tax Administrator
3. William P. Lucia, III, Business Administrator
4. John E. Butow, CTA, Tax Assessor

RESOLUTION 49-2026 - AUTHORIZING EXECUTION OF CONTRACTS FOR PROFESSIONAL SERVICES IN THE BOROUGH OF EATONTOWN

WHEREAS, the Borough of Eatontown is in need of qualified professionals for the year 2026; and

WHEREAS, the below listed appointments were made effective January 1, 2026, after selection through the "Fair and Open" process established by N.J.S.A. 19:44A-20.5 et seq. and Borough Ordinance 35-2006; and

WHEREAS, the contracts for services submitted by the below listed professionals were reviewed and approved by Andrew Bayer, Borough Attorney and William P. Lucia, III, Administrator of the Borough of Eatontown.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Eatontown do hereby authorized the execution of contracts for the provision of services as listed below commencing January 1, 2026 and ending December 31, 2026, per the Contracts for Services on file in the Office of the Borough Clerk according to the New Jersey State Records Retention Schedule established by N.J.S.A. 47:3-15 et seq. and approved by the State Records Committee.

ALTERNATE PUBLIC DEFENDER

Kevin Buchan, Esq.

ARCHITECT

Parallel Architectural Group, LLC

ENGINEER, SPECIAL PROJECTS

Colliers Engineering

PROPERTY AND CASUALTY INSURANCE BROKER

Acrisure, LLC

AFFORDABLE HOUSING ADMINISTRATIVE AGENT

Community Grants, Planning & Housing (CGP&H)

HOUSING REHABILITATION PROGRAM ADMINISTRATOR Community Grants, Planning & Housing (CGP&H)

REDEVELOPMENT BOND COUNSEL

McManimon, Scotland & Baumann, LLC

RESOLUTION 50-2026 - APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY FEDERAL GRANT PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY FOR SAFE AND SECURE COMMUNITIES

WHEREAS, the Borough of Eatontown and the Eatontown Police Department wishes to apply for funding of approximately \$45,150.00 with a local match of "fringe benefits" for a project under the State of New Jersey Safe and Secure Communities Act Grant Program; and

WHEREAS, the subaward number is 26-1311 for the subaward period of 04/04/2026-04/03/2027; and

WHEREAS, the Mayor and Council has reviewed the accompanying application and has approved said request; and

WHEREAS, the Mayor and Council authorizes the Borough of Eatontown and the Eatontown Police Department to accept the subaward of approximately \$45,150; and

WHEREAS, the project is a joint effort between the State of New Jersey Department of Law and Public Safety, and the Borough of Eatontown, and the Eatontown Police Department for the purpose described in the application.

THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Eatontown that:

1. As a matter of public policy the Borough of Eatontown wishes to Participate to the fullest extent possible with the Department of Law and Public Safety.
2. The Attorney General will receive funds on behalf of the applicant.
3. The Division of Criminal Justice shall be responsible for the receipt and review of the applications for said funds.
4. The Division of Criminal Justice shall initiate allocations to each applicant as authorized.

RESOLUTION 51-2026 - RESOLUTION AUTHORIZING RELEASE OF A PERFORMANCE BOND, A PERFORMANCE GUARANTEE (10% GUARANTEE) AND ESCROW ACCOUNTS, PLUS ACCRUED INTEREST FOR SHAARE TEFILAH BEN MOSHE, INC. 16 AND 20 WHALEPOND ROAD, BLOCK 4002, LOTS 22 & 23

WHEREAS, Shaare Tefilah Ben Moshe, Inc. ("16 & 20 Whalepond Road"), posted a performance bond, a performance guarantee (10% guarantee) and escrow accounts in connection with right of way improvements to the roadway for 16 & 20 Whalepond Road (the "Property"); and

WHEREAS, in a memo dated October 2, 2025 from the Borough Engineer, the Borough Engineer recommended that as this work has since been transferred to a local roadway improvement program to be conducted by the Borough through state contract, and since the applicant has posted the total cost of paving their property frontage to the Borough through state contract pricings, the Engineer recommends the release of the following; and

WHEREAS, the Zoning Officer also recommends the release of the following:

1. Account # 1613 – Review escrow account in the amount of \$840.54
2. Account # 1629 - Inspection escrow account in the amount of \$8,595.61
3. Account # 1630 – Performance Bond in the amount of \$31,707.87
4. Account # 1631 – Performance Guarantee (10% guarantee) in the amount of \$3,523.30
5. Account # 1487 – Escrow Account in the amount of \$37.92

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Eatontown, County of Monmouth, State of New Jersey, that it hereby authorizes the release of the above-mentioned accounts for Shaare Tefilah Ben Moshe, Inc., 16 & 20 Whalepond Road.

BE IT FURTHER RESOLVED a copy of this Resolution shall be forwarded to the following:

1. Shaare Tefilah Ben Moshe, Inc.
2. Dena Amodea, Chief Financial Officer

RESOLUTION 52-2026 - BODY CERTIFICATION OF THE 2024 ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2024 has been filed by Oliwa & Company, Registered Municipal Accountants with the Municipal Clerk of the Borough of Eatontown pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body on or before January 29, 2026; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments" and "Recommendations"; and

WHEREAS, the members of the governing body of the Borough of Eatontown have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Eatontown do hereby certify that they have complied with N.J.A.C. 5:30-6.5 and do hereby direct the Borough Clerk to submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

RESOLUTION 53-2026 - AUTHORIZING REVOCABLE LICENSE AND HOLD HARMLESS AGREEMENT FOR PROPERTY DESIGNATED AS BLOCK 3201, LOT 36 BEARING THE ADDRESS OF 72 WINDSOR DRIVE

WHEREAS, Zillion Property, LLC (the "Property Owner") owns the property bearing the designation on the Eatontown Tax Map as Block 3201, Lot 36, commonly known as 72 Windsor Drive, Eatontown, New Jersey (the "Subject Property"); and

WHEREAS, the Property Owner or its predecessor owner installed pavor patios, metal shed, two block walls and steps (the "Improvements") on the Subject Property within a 20' wide drainage easement owned by the Borough (the "Borough Easement"); and

WHEREAS, Section 200-6 of the Borough Code of the Borough of Eatontown authorizes the Borough to grant the Property Owner a revocable license to create an encroachment on Borough property subject to the entry of a License and Hold Harmless Agreement; and

WHEREAS, the Borough Council of the Borough of Eatontown believes it is in the best interests of its residents to enter into a License and Hold Harmless Agreement with the Property Owner to permit the Improvements to remain within the Borough's Easement subject to entering into a License and Hold Harmless Agreement, which, in part, requires them to temporarily remove or permanently remove the Improvements or any portion thereof, so that the Borough may use, access or maintain the Borough Easement at their expense.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Eatontown, County of Monmouth, State of New Jersey, that it hereby approves the License and Hold Harmless Agreement with Zillion Property, LLC for the property located at 72 Windsor Drive, Eatontown, New Jersey and the Mayor is authorized to execute the License and Hold Harmless Agreement in a form approved by the Borough Attorney.

BE IT FURTHER RESOLVED a copy of this Resolution shall be forwarded to the following:

1. Zillion Property, LLC
2. Kathy Muscillo, Zoning Officer

RESOLUTION 54-2026 - RESOLUTION AUTHORIZING AMENDMENTS TO EMPLOYEE HANDBOOK AND SUPERVISOR HANDBOOK

WHEREAS, it is the policy of Borough to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health

Act, (the New Jersey Civil Service Act,) (the New Jersey Attorney General's guidelines with respect to Police Department personnel matters,) the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

WHEREAS, the Borough Council adopted the Employee Handbook and the Supervisor Handbook (the "Handbooks"), and the Borough Administrator has recommended that the Borough Council approve amendments to the Handbooks to ensure compliance with up-to-date employment policies and procedures of the Borough; and

WHEREAS the Borough Council believes it is in the best interest of the Borough to adopt the amendments to the Handbooks recommended by the Borough Administrator to ensure compliance with the Borough's rules and regulations governing its employees.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Eatontown hereby approved the Amendments to the Employee Handbook and Supervisor Handbook dated January 2026 and they are made effective as January 1, 2026.

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all Borough officials, appointees, employees, volunteers, and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

BE IT FURTHER RESOLVED that this manual is intended to provide guidelines covering public service by Borough employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Borough Council.

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the Borough shall operate under the legal doctrine known as "employment at will."

BE IT FURTHER RESOLVED that the Borough Administrator and all managerial/supervisory personnel are responsible for these employment practices. The Labor Counsel shall assist the Borough Administration in the implementation of the policies and procedures in this manual.

RESOLUTION 55-2026 - RESOLUTION APPROVING FOURTH ROUND MEDIAITION AGREEMENTS WITH FAIR SHARE HOUSING CENTER AND AFFORDABLE HOUSING ALLIANCE

WHEREAS, the Borough of Eatontown, County of Monmouth, State of New Jersey, (hereinafter, "Borough" or "Eatontown") has a demonstrated history of voluntary compliance with its constitutional affordable housing obligations and in fact obtained a Final Round Three Judgment of Compliance and Repose on from the Court in the matter captioned In the Matter of the Application of the Borough of Eatontown, County of Monmouth, Superior Court of New Jersey, Law Division, Docket No. MON-L-2522-15 thereby immunizing the Borough from builder's remedy litigation until July 1, 2025 (the "Third Round Litigation"); and

WHEREAS, on March 20, 2024, Governor Phil Murphy signed into law P.L. 2024, c.2, an Amendment to the 1985 Fair Housing Act (hereinafter "Amended FHA" or the "Act"); and

WHEREAS, the Amended FHA requires the Department of Community Affairs ("DCA") to provide an estimate of the Present Need, also referred to as the rehabilitation obligation, and the Round 4 Prospective Need of all municipalities by October 20, 2024 based upon the criteria on the Amended FHA; and

WHEREAS, the DCA issued a report on October 18, 2024 ("DCA Report") wherein it reported its estimate of the Present Need and the Round 4 Prospective Need obligation for all municipalities based upon its interpretation of the standards in the Act; and

WHEREAS, the DCA Report calculates Eatontown's Round 4 (2025-2035) Present Need (Rehabilitation) Obligation as 20 units and its Round 4 Prospective Need Obligation as 193 units; and

WHEREAS, the Borough adopted Resolution 45-2025 accepting the DCA's Fourth Round Present Need (Rehabilitation) calculation of 20 units but it rejected the DCA's calculation of the Borough's Fourth Round Prospective Need (New Construction) calculation of 193 units and instead calculated the obligation at 180 units in conformance with the Amended FHA; and

WHEREAS, pursuant to Directive #14-24, a municipality seeking a certification of compliance with the Act shall file an action in the form of a declaratory judgment complaint within 48 hours after adoption of the municipal resolution of fair share obligations, or by February 3, 2025, whichever is sooner; and

WHEREAS, the Borough filed a timely declaratory judgment complaint in accordance with AOC Directive #14-24 known as In the Matter of the Application of the Borough of Eatontown County of Monmouth, State of New Jersey, Docket No. MON-L-000310-25 seeking a declaration as to the Borough's Fourth Round affordable housing obligation and the approval of the

Borough's Housing Element and Fair Share Plan ("HESP") which sets forth the affordable housing mechanisms the Borough will implement to satisfy its Fourth Round affordable housing obligation; and

WHEREAS, the Borough engaged in court ordered mediation through the Affordable Housing Dispute Resolution Program and establishing the Borough's Fourth Round prospective need obligation at 186 units, subject to the ability to avail itself of a Vacant Land Adjustment, which was subsequently memorized through the entry of a court order on April 10, 2025; and

WHEREAS, the Court entered an order on April 14, 2025 setting the Borough's Fourth Round fair share obligations as a Present Need of 20 units and a Prospective Need of 186 units, which no party appealed, and ordering the Borough to file a Housing Element and Fair Share Plan ("HEFSP") by June 30, 2025; and

WHEREAS, the Borough having filed its Housing Element and Fair Share Plan on June 4 2025 (the "HEFSP"); and

WHEREAS, FSHC having filed a challenge pursuant to N.J.S.A. 52:27D-304.1(f)(2)(b) regarding the Borough's HEFSP on August 31, 2025; and

WHEREAS, the Affordable Housing Alliance having filed a challenges pursuant to N.J.S.A. 52:27D-304.1(f)(2)(b) regarding the Borough's HEFSP on August 29, 2025; and

WHEREAS, the Borough and FSHC and the Borough and the Affordable Housing Alliance having agreed to amicably resolve the issues set forth in the challenge through two separate mediation agreements which if approved will result in a compliance certification for the Borough for the Fourth Round immunizing it from builder's remedy litigation for ten years from the date certification is approved by the Court; and

WHEREAS, the Borough Council of the Borough of Eatontown believes it is in the best interest of the Borough to approve the Mediation Agreements with Fair Share Housing Center and Affordable Housing Alliance in order to obtain compliance certification from the Program/Court thereby protecting the Borough from exclusionary zoning litigation for ten years until 2035.

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Eatontown, County of Monmouth, State of New Jersey, that it hereby approves the Mediation Agreement with Fair Share Housing Center and the Affordable Housing Alliance in a form approved by the Borough Attorney.

BE IT FURTHER RESOLVED a copy of this Resolution shall be forwarded to the following:

1. Borough Attorney
2. Borough Administrator

RESOLUTION 57-2026 - RESOLUTION APPROVING THE 2026 ROSTER OF VOLUNTEER EMERGENCY SERVICES PERSONNEL

WHEREAS, the Borough of Eatontown maintains volunteer emergency services to protect the health, safety and welfare of the community; and

WHEREAS, volunteer emergency services personnel provide critical support in emergency response, disaster preparedness and related public safety functions; and

WHEREAS, a roster of individuals qualified and will to serve as volunteer emergency services personnel has been submitted to the Governing Body for review; and

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Eatontown that the roster of volunteer emergency services personnel, attached hereto as Exhibit A and incorporated herein by reference, is hereby approve.

BE IT FURTHER RESOLVED, that all volunteer emergency services personnel shall comply with required training standards, background checks, operational procedures, and all applicable federal, state and local laws.

C. CONSENT AGENDA MOTIONS

1) Acceptance of Tax Collector report, January 2026

2) Acceptance of Zoning report, January 2026

Motion to accept Consent Agenda Motions 1-2 by C/Jones; seconded by C/Escalante

Voice Vote: AYE - C/Jones, C/Araman, C/Lawson, C/Escalante

ABSENT - C/East, C/Faust

11. REMARKS OF COUNCIL AND CITIZENS

Councilmember Jones thanked Ms. Williams regarding the coloring books for the 250th anniversary.

The meeting was open to the public.

Ali Madoui, Waypoint Drive, mentioned on page four of the Bill List, the Borough spent \$4,000 on a locksmith and asked what the payment was for. Administrator Lucia responded. Mr. Madoui then asked how the Borough went eight years without moving forward with the municipal building. Mayor Talerico and Administrator Lucia responded.

There being no further comments, the meeting was closed to the public.

12. ADJOURNMENT - 8:57 pm

Motion to adjourn by C/Lawson; seconded by C/Escalante

Voice Vote: AYE - C/Jones, C/Araman, C/Lawson, C/Escalante

ABSENT - C/East, C/Faust



By Trina Lindsey, RMC, Borough Clerk

Exhibits are on file in the Borough Clerk's Office, according to the NJ State Records Retention Schedule established by NJSA 47:3-15 *et seq* and approved by the State Records Committee. Audio is available on the Borough website.

Approval 02/25/2026

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Bill List By Vendor Id

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P.O. Type: All
Range: First to Last
Format: Condensed
Vendors: All
Rcvd Batch Id Range: First to Last

Include Non-Budgeted: Y

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
ADRIAN01	ADRIAN GAMBOA-LOYO	26-00114	01/09/26	WOOBOOT REIMBURSEMENT	Open	399.87	0.00		
AHFE001	ALL HANDS FIRE EQUIPMENT	25-02747	11/24/25	FIRE DEPT HELMET EQUIPMENT	Open	1,264.99	0.00		
AIS001	SITEONE LANDSCAPE SUPPLY	25-00868	04/09/25	OPEN 2025	Open	3.13	0.00		B
ALMET005	ALMETEK INDUSTRIES INC	25-02469	10/24/25	FIRE DEPARTMENT SUPPLIES	Open	1,650.00	0.00		
AMAZO005	AMAZON.COM #A3898AWA7QWMO	25-02980	12/22/25	Firearms Batteries	Open	211.20	0.00		
AMER1022	AMERICAN TAX LIEN FUND LLC	26-00240	01/21/26	Lien 25-00018 Redemption	Open	1,494.66	0.00		
AOC001	ALLIED OIL LLC	25-03029	12/30/25	93 RFG GAS/ETHANOL 12.15.25	Open	5,777.27	0.00		
		25-03032	12/31/25	93 RFG GAS ETHANOL 12.29.25	Open	5,137.24	0.00		
		26-00176	01/15/26	WINTER DYED ULSD 1.13.26	Open	8,393.71	0.00		
						19,308.22			
APP002	GANNETT NJ NEWSPAPERS	26-00184	01/15/26	Legal Advertisements	Open	279.64	0.00		B
ARTIC005	ARTIC FALLS SPRING WATER INC	26-00312	01/29/26	HYDRATION STATION / COFFEE	Open	838.31	0.00		
BELOP005	BELO PIZZERIA	25-02438	10/22/25	RE-ORGINIZATION MEETING	Open	300.00	0.00		
BKHOL005	BK HOLDINGS	26-00202	01/16/26	Lien 25-00056 Redemption	Open	31,342.87	0.00		
CENTR015	CENTRAL JERSEY/CARBON URGENT	25-01957	08/29/25	Crossing Guard Physicals 2025	Open	100.00	0.00		
CHARL005	CHARLES WEST	25-03043	01/02/26	PHONE BILL REIMBURSEMENT	Open	120.00	0.00		
CINQ002	JASON CINQUEGRANA	26-00268	01/23/26	EYEGLASS REIMBURSMENT	Open	526.02	0.00		
CLE001	JOHN CLEARY	25-02762	11/25/25	MEDICARE REIMBURSEMENT 2025	Open	185.00	0.00		

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Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
CMAUT005	C&M AUTO PARTS LLC	25-02321	10/10/25	OPEN FOR 2025	Open	392.08	0.00		B
COF001	RICHARD COFFEY	26-00113	01/08/26	MEDICARE REIMBURSEMENT 2026	Open	405.80	0.00		
COMCA005	COMCAST- 8499052150124487	26-00414	02/10/26	BORO SPC VIDEO SERVICE	Open	199.67	0.00		
COMCA010	COMCAST-8499052150284679	26-00416	02/10/26	COMM CTR ONLINE SERVICES	Open	164.73	0.00		
COMCA015	COMCAST-8499052150284661	26-00415	02/10/26	PRESCHOOL ONLINE SERVICES	Open	194.73	0.00		
CRUNC005	CRUNCH TIME PRODUCTIONS LLC	25-00758	03/25/25	Eatontown Day Crunchy 9.6.25	Open	1,000.00	0.00		
DMV001	NJ DIVISION OF MOTOR VEHICLES	25-02992	12/23/25	NEW DPW 2025 CHEVY TAHOE	Open	60.00	0.00		
EDSON01	DREW EDSON	26-00177	01/15/26	PESTICIDE LICENSE RENEWAL	Open	82.34	0.00		
FILEB005	FILEBANK, INC	26-00194	01/15/26	Feb 2026 Storage	Open	608.28	0.00		
FINGE005	FINGERS RADIATOR HOSPITAL INC	25-01628	07/18/25	OPEN FOR 2025	Open	195.00	0.00		B
FMERA001	FMERA	26-00417	02/10/26	STREET LIGHTS RT 537 EXT	Open	382.20	0.00		
FOLEY002	FOLEY, INCORPORATED	25-00028	01/06/25	OPEN FOR 2025	Open	190.58	0.00		B
		25-00741	03/24/25	OPEN FOR 2025	Open	435.38	0.00		B
		25-01321	06/10/25	OPEN FOR 2025	Open	628.31	0.00		B
		26-00082	01/08/26	COUPLING-QDI	Open	516.70	0.00		
						1,770.97			
FOO001	SAKER SHOPRITES, INC.	26-00220	01/21/26	PUBLIC EVENTS SUPPLIES	Open	137.44	0.00		
FPMAT005	FP MAILING SOLUTIONS	26-00421	02/10/26	BORO POSTAGE METER LEASE	Open	162.00	0.00		
FSS002	FIRE & SAFETY SERVICES, LTD	25-02474	10/24/25	FIRE DEPARTMENT EQUIPMENT	Open	2,115.89	0.00		
GENAC001	BOROUGH OF EATONTOWN GENERAL A	26-00227	01/21/26	PAY PERIOD 1/30/25 POLICE O/S	Open	13,344.00	0.00		

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Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
GLO001	GLOBE PETROLEUM, INC.	25-00005	01/06/25		Open	500.28	0.00		B
HARRA001	HARRAH'S RESORT AC	26-00138	01/13/26	Harrah's Hotel Rec Conference	Open	195.08	0.00		
HEYERGRU	HEYER GRUEL & ASSOCIATES, PA	25-02997	12/26/25	Tinton Villas Escrow 1706	Open	1,560.00	0.00		
HOFF004	HOFFMAN SERVICE, INC.	25-02560	11/05/25	LIFTS FOR BOROUGH GARAGE	Open	29,776.00	0.00		
IDENT001	IDENTIFIX INC	25-02330	10/10/25	1 YEAR SUBSCRIPTION DIAGNOSIS	Open	1,428.00	0.00		
IMA003	MARCO TECHNOLOGIES, LLC	26-00422	02/10/26	BORO COPIER LEASE	Open	895.97	0.00		
IMP001	IMPRINT SHOP LLC	25-02373	10/15/25	FIRST AID MEMBERS APPAREL	Open	6,210.00	0.00		
		25-02374	10/15/25	FIRST AID REFLECTIVE JACKETS	Open	4,375.00	0.00		
						10,585.00			
JACK003	CHARLES JACKSON	25-03027	12/30/25	WOOBOOT REIMBURSEMENT	Open	264.99	0.00		
JAMES016	JAMES MARTIN, SR	26-00116	01/09/26	MEDICARE REIMBURSEMENT 2026	Open	595.26	0.00		
JERS001	JCP&L	26-00418	02/10/26	BORO MONTHLY ELECTRIC USAGE	Open	1,222.23	0.00		
		26-00419	02/10/26	BORO MONTHLY ELECTRIC USAGE	Open	383.68	0.00		
						1,605.91			
JORGE001	JORGE GONZALEZ	26-00269	01/23/26	EYEGLASS REIMBURSEMENT	Open	722.86	0.00		
JSPOT01	JOHNNY ON THE SPOT, LLC	25-02203	09/29/25	OPEN FOR 2025	Open	94.50	0.00		B
		25-02861	12/04/25	250 PINEBROOK RD 11/13-12/10	Open	384.00	0.00		
						478.50			
KEPWE005	KEPWE SPRING WATER CO, INC	25-01558	07/10/25		Open	162.50	0.00		B
LECK001	LECKSTEIN & LECKSTEIN, LLC	26-00144	01/14/26	Salnick Escrow 1710	Open	2,000.00	0.00		
LINK002	THE LINK NEWS	26-00188	01/15/26	Legal Advertisements	Open	250.00	0.00		
LPAV005	L&L PAVING COMPANY, INC	26-00271	01/23/26	#1678 ESCROW PAYMENT #4	Open	307,835.09	0.00		

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Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
MATTH015	MATTHEW PAONESSA								
		26-00192	01/15/26	EYEGLOSS REIMBURSEMENT	Open	195.97	0.00		
MAZ003	MAZZA RECYCLING SERVICES INC								
		26-00066	01/07/26	IMCOMING RECYCLING	Open	2,239.20	0.00		
MCMAN006	MCMANIMON, SCOTLAND & BAUMANN								
		25-03034	12/31/25	#1720 NETFLIX	Open	30,000.00	0.00		
MCT001	MONMOUTH COUNTY TREASURER								
		25-02921	12/12/25	MUNCIPAL WASTE	Open	1,443.86	0.00		
		26-00231	01/21/26	SALT	Open	17,585.35	0.00		
						19,029.21			
MICHA010	MICHAEL HREHA								
		26-00232	01/21/26	M HREHA PHONE REIMBURSEMENT	Open	180.00	0.00		
MIDAT001	MID ATLANTIC TRUCK CENTRE, INC								
		25-00047	01/06/25	OPEN FOR 2025	Open	155.82	0.00		B
		25-01139	05/13/25	OPEN FOR 2025	Open	129.65	0.00		B
		25-01635	07/18/25	OPEN FOR 2025	Open	1,384.27	0.00		B
		26-00081	01/08/26	DPW#31 WIPER BLADES/HEADLIGHTS	Open	960.68	0.00		
						2,630.42			
MOB001	MOBILITY ELEVATOR, INC								
		25-02411	10/20/25		Open	855.00	0.00		B
MOTCT016	MOTCTA C/O CONSETTA ELLISON								
		26-00229	01/21/26	TAX COLLECTOR MEMBERSHIP 2026	Open	80.00	0.00		
MOTO001	MOTOROLA SOLUTIONS, INC								
		25-02964	12/18/25	4 Chevy Tahoe Veh Builds	Open	1,074.66	0.00		
MRK001	MR KEYS INC								
		25-02995	12/26/25		Open	11,932.00	0.00		
MU002	MONMOUTH UNIVERSITY								
		25-02951	12/16/25	FEDERAL WORK STUDY PROGRAM	Open	451.35	0.00		
		25-02975	12/18/25	FEDERAL WORK STUDY PROGRAM	Open	487.91	0.00		
		25-02984	12/22/25	FEDERAL WORK STUDY PROGRAM	Open	321.30	0.00		
						1,260.56			
NEWJE010	NEW JERSEY STATE POLICE								
		26-00147	01/15/26	FY2026 Semi Annual	Open	5,917.50	0.00		
NJDL003	NJ DEPT OF LABOR & WORKFORCE D								
		26-00302	01/28/26	NJ UNEMPLOYMENT COMP FUND	Open	1,271.98	0.00		
NJLE001	NJ LEAGUE OF MUNICIPALITIES								
		26-00191	01/15/26	2026 Membership Dues	Open	1,162.00	0.00		
		26-00313	01/29/26	2026 Membership Dues	Open	600.00	0.00		
						1,762.00			

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
NJN001	NJ NATURAL GAS CO.								
		26-00420	02/10/26	BORO MONTHLY GAS USUAGE	Open	12,560.33	0.00		
NJRPA005	NJRPA								
		26-00121	01/09/26	NJRPA2026 Conf Fee- Grasso	Open	470.00	0.00		
		26-00137	01/13/26	NJRPA Conference Reg Ticket	Open	620.00	0.00		
						1,090.00			
NJSHD001	NEW JERSEY STATE VET HEALTH DE								
		26-00358	02/02/26	January 2026 Dog Report	Open	307.80	0.00		
NOR002	NORTHWIND MECHANICAL SYSTEMS								
		25-01822	08/13/25		Open	1,996.00	0.00		B
		25-02821	12/02/25		Open	196.29	0.00		B
						2,192.29			
NOREG005	NOREGON SYSTEMS LLC								
		25-02414	10/20/25	15' USB CABLE	Open	47.17	0.00		
		25-02869	12/05/25	JPRO REPAIRS - ANNUAL RENEWAL	Open	2,199.00	0.00		
						2,246.17			
OLIVIO05	OLIVIA'S II								
		25-02437	10/22/25	RE-ORGANIZATION MEETING	Open	300.00	0.00		
MEG002	OMEGA GRAPHICS								
		26-00168	01/15/26	Business Cards Williams	Open	90.00	0.00		
		26-00169	01/15/26	Business Cards Quackenbush	Open	90.00	0.00		
		26-00228	01/21/26	BUSINESS CARDS EATONTOWN	Open	80.00	0.00		
						260.00			
PARAL005	PARALLEL ARCHITECTURAL GRP LLC								
		25-00991	04/22/25	ARCHITECTURE/DESIGN BORO HALL	Open	30,000.00	0.00		B
		25-01219	05/28/25	SERVICES AT BOROUGH FIREHOUSE	Open	6,000.00	0.00		B
		25-01427	06/25/25	DPW INVESTIGATION/FEASIBILITY	Open	2,000.00	0.00		B
						38,000.00			
PASHSTEI	PASHMAN STEIN WALDER HAYDEN								
		25-03006	12/29/25	COUNCIL SERVICES	Open	10,084.17	0.00		B
PATRI020	PATRICIA R. DOMINACH								
		25-00374	02/06/25	Chair Yoga Classes 2025	Open	50.00	0.00		B
PETRO02	PETRO KING SERVICE								
		25-02896	12/08/25	EMERGENCY SERVICE FOR FUEL PUM	Open	565.00	0.00		
PMCAS005	PMC ASSOCIATES								
		25-02966	12/18/25	Vehicle Chargers 12v	Open	139.93	0.00		
PRIME016	PRIMEPOINT								
		25-02429	10/21/25	Digital Files - Borough	Open	6,082.50	0.00		B
AD004	ANNE MARIE RADEMACHER								
		26-00118	01/09/26	MEDIACARE REIMBURSEMENT 2025	Open	2,220.00	0.00		

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Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
REP001	REPUBLIC SERVICES								
		26-00217	01/21/26	JAN & FEB 2026 RESI SERVICES	Open	191,677.90	0.00		
REPT001	REPUBLIC SERVICES								
		26-00219	01/21/26	JANUARY 2026 TONNAGE	Open	19,937.93	0.00		
RSUNJ001	RUTGERS, STATE UNIVERSITY OF N								
		25-02985	12/23/25	LANDSCAPE INTEGRATED PEST MANA	Open	790.00	0.00		
RTLFN005	RTL-F-NJ II LLC								
		26-00136	01/13/26	Lien 25-00032 Redemption	Open	720.28	0.00		
		26-00267	01/23/26	Lien 25-00034 Redemption	Open	1,745.73	0.00		
						2,466.01			
SCH001	T&M ASSOCIATES								
		25-02525	10/31/25	Mon Plaza Ent Escrow #1491	Open	250.00	0.00		
		25-02643	11/14/25	T&M 2025	Open	2,679.00	0.00		B
		25-02999	12/26/25	40 Byrnes Escrow 1698	Open	321.30	0.00		
		25-03000	12/26/25	Minas Grill Escrow 1520	Open	600.00	0.00		
		25-03001	12/26/25	Surrey Escrow 1618	Open	1,413.16	0.00		
		26-00195	01/15/26	12.2025 Road Open Escrow 5555	Open	40,543.21	0.00		
		26-00226	01/21/26	IJR Eatontown Escrow 1709	Open	1,358.60	0.00		
						47,165.27			
SEAVI005	SEA VIEW AUTO CORP								
		25-00055	01/06/25	OPEN FOR 2025	Open	80.96	0.00		B
		25-01638	07/18/25	OPEN FOR 2025	Open	248.60	0.00		B
						329.56			
SHORE002	THE HOSE SHOP, INC.								
		25-00040	01/06/25	OPEN FOR 2025	Open	48.76	0.00		B
		25-00743	03/24/25	OPEN FOR 2025	Open	132.64	0.00		B
		25-02325	10/10/25	OPEN FOR 2025	Open	717.80	0.00		B
						899.20			
SL001	STAR LEDGER								
		26-00186	01/15/26	Legal Advertisements	Open	137.19	0.00		
STAP003	STAPLES ADVANTAGE								
		25-02868	12/05/25	Year End 2025 Supplies	Open	507.60	0.00		B
		25-02878	12/05/25	BLANKET PO	Open	259.02	0.00		B
		25-03023	12/30/25	BUILDING DEPT OFFICE SUPPLIES	Open	146.89	0.00		
		25-03036	01/02/26	BUILDING DEPT OFFICE SUPPLIES	Open	71.90	0.00		
		25-03038	01/02/26	MAILROOM OFFICE SUPPLIES	Open	53.85	0.00		
						1,039.26			
TARGE005	TARGETED TECHNOLOGIES LLC								
		26-00026	01/07/26	Adobe Acrobat Pro- Clerks Off.	Open	793.75	0.00		
		26-00127	01/12/26	Two laptops for Clerk's Office	Open	3,252.00	0.00		
		26-00252	01/22/26	BORO MONTHLY IT SERVICES	Open	8,605.20	0.00		
		26-00253	01/22/26	POLICE MONTHLY IT SERVICES	Open	4,806.91	0.00		

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Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
TARGE005 TARGETED TECHNOLOGIES LLC Continued								
	26-00270	01/23/26	ACER CHROMEBOOK COUNCIL	Open	11,400.00	0.00		
					28,857.86			
TCLAY001 THOMAS CLAYTON								
	26-00119	01/09/26	MEDICARE REIMBURSEMENT 2025	Open	1,238.90	0.00		
TEPS001 STATE OF NJ-DEPT OF TREASURY								
	26-00356	02/02/26	PFRS EMPLOYEE CONTRIBUT 2026	Open	61,800.78	0.00		
	26-00357	02/02/26	PERS EMPLOYEE CONTRIB 2026	Open	35,863.32	0.00		
					97,664.10			
TRE001 TREASURER, STATE OF NEW JERSEY								
	26-00130	01/12/26	COMPOST SITE AIR QUALITY PERMI	Open	2,585.00	0.00		
TRIUS001 TRIUS, INC								
	25-00059	01/06/25	OPEN FOR 2025	Open	1,199.12	0.00		B
	25-01641	07/18/25	OPEN FOR 2025	Open	1,111.50	0.00		B
	26-00292	01/27/26		Open	7,931.52	0.00		
					10,242.14			
ULINE001 ULINE								
	25-02659	11/17/25	TRASH LINERS	Open	757.68	0.00		
UNIFI005 UNIFIRST CORPORATION								
	26-00030	01/07/26	OPEN FOR 2026	Open	220.46	0.00		B
UNITE010 UNITED SUPPLY OF NJ CORP								
	25-01711	07/28/25	OEM PURCHASE RADIOS	Open	626.94	0.00		
USPOS005 US POSTAL SERV CMRS-FP								
	26-00309	01/28/26	REPLENISH BORO POSTAGE	Open	8,000.00	0.00		
VECT005 VECTOR SOLUTIONS								
	26-00149	01/15/26	Annual Guardian Tracking	Open	2,931.00	0.00		
VER003 V.E. RALPH & SON, INC.								
	25-02739	11/24/25	FIRST AID MEDICAL SUPPLIES	Open	1,505.80	0.00		
WALTE005 WALTER SMITH								
	26-00115	01/09/26	MEDICARE REIMBURSEMENT 2026	Open	370.00	0.00		
WCEM001 WIRELESS ELECTRONICS INC								
	25-02899	12/08/25	Service Contract	Open	24,000.00	0.00		
WWG001 GRAINGER INC								
	25-02854	12/04/25	STORAGE TANK (360 GAL)	Open	5,512.73	0.00		
WWG010 W.W. GRAINGER, INC.								
	25-02654	11/17/25		Open	462.91	0.00		B

Total Purchase Orders: 142 Total P.O. Line Items: 0 Total List Amount: 1,042,039.01 Total Void Amount: 0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND:	5-01	101,606.31	0.00	101,606.31	0.00	0.00	101,606.31
CURRENT FUND:	6-01	397,259.39	0.00	397,259.39	0.00	0.00	397,259.39
GENERAL CAPITAL F	C-04	106,336.61	0.00	106,336.61	0.00	0.00	106,336.61
GRANT FUND	G-02	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
	T-12	307.80	0.00	307.80	0.00	0.00	307.80
	T-15	48,647.54	0.00	48,647.54	0.00	0.00	48,647.54
	T-17	384,881.36	0.00	384,881.36	0.00	0.00	384,881.36
Year Total:		433,836.70	0.00	433,836.70	0.00	0.00	433,836.70
Total of All Funds:		1,042,039.01	0.00	1,042,039.01	0.00	0.00	1,042,039.01