



**TOWNSHIP OF WINFIELD RESOLUTION 26-50
COUNTY OF UNION, STATE OF NEW JERSEY
AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT TO
GARDEN STATE ADVISORY LLC FOR DEPUTY CHIEF FINANCIAL OFFICER AND
DEPUTY TAX COLLECTOR SERVICES FOR CALENDAR YEAR 2026, WITHOUT
COMPETITIVE BIDDING, PURSUANT TO N.J.S.A. 40A:11-5(1)(a)(i), AND
AUTHORISING BANKING SIGNATORY ACCESS**

WHEREAS, the Township of Winfield ("Township") currently has a vacancy in the day-to-day performance of the offices of Chief Financial Officer and Tax Collector; and

WHEREAS, the Township desires to engage Garden State Advisory LLC, a New Jersey limited liability company, acting through its principals Michael Yazdi, CMFO, QPA, and Jennifer Muscara, CTC, CMFO, to provide interim Deputy Chief Financial Officer and Deputy Tax Collector services to ensure continuity of statutory financial operations; and

WHEREAS, the Township Committee finds that the services to be provided require specialized knowledge, training, and certification, specifically, Certified Municipal Finance Officer (CMFO), Qualified Purchasing Agent (QPA), and Certified Tax Collector (CTC) certifications issued by the New Jersey Division of Local Government Services, which involve professional judgment, and are not otherwise available among current Township staff, such that these services constitute "professional services" within the meaning of N.J.S.A. 40A:11-2(6) and are exempt from public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, pursuant to N.J.S.A. 40A:11-15, a contract for professional services awarded under N.J.S.A. 40A:11-5(1)(a)(i) shall not exceed twelve (12) consecutive months in duration; and

WHEREAS, the Township Clerk has certified that funds in the amount of Eight Thousand Dollars (\$8,000.00) are available in the Township's current budget for this contract, representing the prorated combined monthly retainer from the contract's anticipated commencement date in September 2026 through December 31, 2026; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Winfield, County of Union, State of New Jersey, as follows:

1. The Township Committee hereby awards a contract to Garden State Advisory LLC, 18 Preston Ave, East Hanover, NJ 07936, for Interim Deputy Chief Financial Officer and Deputy Tax Collector services, as a professional service pursuant to N.J.S.A. 40A:11-5(1)(a)(i), without competitive bidding.
2. The term of this contract shall commence upon execution by both parties and shall not extend beyond December 31, 2026, in accordance with N.J.S.A. 40A:11-15, subject to annual renewal by resolution of the Township Committee.
3. Compensation under this contract for Calendar Year 2026 shall not exceed Eight Thousand Dollars (\$8,000.00), representing the prorated combined monthly retainer (at \$2,000.00 per month) from the contract's commencement date through December 31, 2026. The full annualized combined retainer of Twenty-Four Thousand Dollars (\$24,000.00) is set forth in the Professional Services Agreement; amounts attributable to Calendar Year 2027 and beyond shall be separately authorized and appropriated by subsequent resolution(s) of the Township Committee.
4. The Mayor and/or authorized designee of the Township Committee is hereby authorized to execute the Professional Services Agreement on behalf of the Township, and the Municipal Clerk is authorized to attest thereto.
5. The Municipal Clerk is directed to cause a brief notice of this contract award to be printed once in the official newspaper of the Township, stating the nature, duration, service, and amount of the contract, and stating that this resolution and the contract are on file and available for public inspection in the Office of the Municipal Clerk, as required by N.J.S.A. 40A:11-5(1)(a)(i).

6. A certified copy of this resolution shall be provided to Garden State Advisory LLC and retained on file with the contract documents in the Office of the Municipal Clerk.
7. Michael Yazdi, in his capacity as Deputy Chief Financial Officer of the Township of Winfield, is hereby designated and authorized as a signatory on the Township's bank and depository accounts, with authority to review account activity, initiate and approve electronic funds transfers, and sign disbursements on behalf of the Township, subject to any applicable Township internal control policies and any dual-signature requirements otherwise in effect.
8. Jennifer Muscara, in her capacity as Deputy Tax Collector of the Township of Winfield, is hereby designated and authorized as a signatory on the Township's bank and depository accounts related to tax collection and utility functions, with authority to review account activity and process deposits, adjustments, and related transactions on behalf of the Township, subject to any applicable Township internal control policies and any dual-signature requirements otherwise in effect.
9. The Township's financial institution(s) are authorized and directed to rely upon this resolution as evidence of the authority of Michael Yazdi and Jennifer Muscara to act as signatories on behalf of the Township of Winfield in their respective capacities described above, and such authority shall remain in effect until the applicable financial institution(s) receive written notice of revocation or modification by subsequent resolution of the Township Committee.

Dated: September 8, 2026

	MOVED	SECONDED	AYES	NAYS	ABSENT	ABSTAIN	
							I hereby certify that the above Resolution was adopted by the Township Committee of the Township of Winfield at a meeting held on September 8, 2026.  Melanie Slowik, Twp. Clerk
MAYOR ADAM D. KOOMER			✓				
COMM. JOSEPH P. BYRNE	✓		✓				
COMM. ROBERT A. CARSEY		✓	✓				