



BOROUGH OF RED BANK
OPEN PUBLIC RECORDS ACT REQUEST FORM

90 Monmouth Street Red Bank, NJ 07701

PH: 732-530-2740 FAX: 732-530-2757

pborghi@redbanknj.org

Pamela Borghi, Municipal Clerk



Important Notice

The last page of this form contains important information related to your rights concerning government records. Please read it carefully.

Requestor Information – Please Print

First Name Jenna MI M Last Name Beatrice
 E-mail Address jbeatrice@genovaburns.com
 Mailing Address 494 Broad St.
 City Newark State NJ Zip 07095
 Telephone 973-533-0777 FAX 973-533-1112
 Preferred Delivery: Pick Up ☐ US Mail ☐ On-Site Inspect ☐ Fax ☐ E-mail ☒
 If you are requesting records containing personal information, please circle one: Under penalty of N.J.S.A. 2C:28-3, I certify that I HAVE / ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 08-08-2017

Payment Information

Maximum Authorization Cost \$ _____
 Select Payment Method
 Cash ☐ Check ☐ Money Order ☐
 Fees: Letter size pages - \$0.05 per page
 Legal size pages - \$0.07 per page
 Other materials (CD, DVD, etc) – actual cost of material
 Delivery: Delivery / postage fees additional depending upon delivery type.
 Extras: Special service charge dependent upon request.

Record Request Information: Please be as specific as possible in describing the records being requested. Also, please note that your preferred method of delivery will only be accommodated if the custodian has the technological means and the integrity of the records will not be jeopardized by such method of delivery.

Please see attached OPRA Request Letter.

AGENCY USE ONLY

Est. Document Cost _____
 Est. Delivery Cost _____
 Est. Extras Cost _____
 Total Est. Cost _____
 Deposit Amount _____
 Estimated Balance _____
 Deposit Date _____

AGENCY USE ONLY

Disposition Notes
 Custodian: If any part of request cannot be delivered in seven business days, detail reasons here.

In Progress ☐ Open ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information		Final Cost
Tracking # _____	Total _____	
Rec'd Date _____	Deposit _____	
Ready Date _____	Balance Due _____	
Total Pages _____	Balance Paid _____	
Records Provided		

Custodian Signature _____

Date _____



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ATTORNEYS-AT-LAW

Genova Burns LLC
30 Montgomery Street, 11th Floor, Jersey City, NJ 07302
Tel: 201.469.0100 Fax: 201.332.1303
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Jenna M. Beatrice, Esq.
Member of NJ and NY Bars
jbeatrice@genovaburns.com
Direct: 973-535-7125

August 9, 2017

VIA ELECTRONIC MAIL

Borough of Red Bank
Attn: Pamela Borghi, Borough Clerk
90 Monmouth Street
Red Bank, NJ 07701
pborghi@redbanknj.org

Re: Request Pursuant to N.J.S.A. 47:1A-1, et seq.

Dear Ms. Borghi:

Pursuant to N.J.S.A. 47:1A-1, et seq., enclosed please find a government-records request for the records of the Borough of Red Bank. Please provide us with copies, stored electronically or in hardcopy form, of the following records:

1. All fee and/or retainer agreements entered between the Borough of Red Bank and any law firm and/or legal counsel in 2014 with respect to representation and/or advice for property tax litigation for Riverview Medical Center, and any of its affiliates, subsidiaries, joint ventures or related entities.
2. All fee and/or retainer agreements entered between the Borough of Red Bank and any law firm and/or legal counsel in 2015 with respect to representation and/or advice for property tax litigation for Riverview Medical Center, and any of its affiliates, subsidiaries, joint ventures or related entities.
3. All fee and/or retainer agreements entered between the Borough of Red Bank and any law firm and/or legal counsel in 2016 with respect to representation and/or advice for property tax litigation for Riverview Medical Center, and any of its affiliates, subsidiaries, joint ventures or related entities.
4. All fee and/or retainer agreements entered between the Borough of Red Bank and any law firm and/or legal counsel in 2017 with respect to representation and/or advice for



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ATTORNEYS AT LAW

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- property tax litigation for Riverview Medical Center, and any of its affiliates, subsidiaries, joint ventures or related entities.
5. All invoices and/or bills submitted by any law firm and/or legal counsel to the Borough of Red Bank in 2014 with respect to representation and/or advice for property tax litigation for Riverview Medical Center, and any of its affiliates, subsidiaries, joint ventures or related entities.
 6. All invoices and/or bills submitted by any law firm and/or legal counsel to the Borough of Red Bank in 2015 with respect to representation and/or advice for property tax litigation for Riverview Medical Center, and any of its affiliates, subsidiaries, joint ventures or related entities.
 7. All invoices and/or bills submitted by any law firm and/or legal counsel to the Borough of Red Bank in 2016 with respect to representation and/or advice for property tax litigation for Riverview Medical Center, and any of its affiliates, subsidiaries, joint ventures or related entities.
 8. All invoices and/or bills submitted by any law firm and/or legal counsel to the Borough of Red Bank in 2017 with respect to representation and/or advice for property tax litigation for Riverview Medical Center, and any of its affiliates, subsidiaries, joint ventures or related entities.
 9. All receipts and/or documents reflecting payment made by the Borough of Red Bank to any law firm and/or legal counsel in 2014 with respect to representation and/or advice for property tax litigation for Riverview Medical Center, and any of its affiliates, subsidiaries, joint ventures or related entities.
 10. All receipts and/or documents reflecting payment made by the Borough of Red Bank to any law firm and/or legal counsel in 2015 with respect to representation and/or advice for property tax litigation for Riverview Medical Center, and any of its affiliates, subsidiaries, joint ventures or related entities.
 11. All receipts and/or documents reflecting payment made by the Borough of Red Bank to any law firm and/or legal counsel in 2016 with respect to representation and/or advice for property tax litigation for Riverview Medical Center, and any of its affiliates, subsidiaries, joint ventures or related entities.



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12. All receipts and/or documents reflecting payment made by the Borough of Red Bank to any law firm and/or legal counsel in 2017 with respect to representation and/or advice for property tax litigation for Riverview Medical Center, and any of its affiliates, subsidiaries, joint ventures or related entities.

Electronic copies of all responsive records are preferred, but, if that is not possible, please provide the anticipated cost of copies. Once you have had an opportunity to assess the copying costs for reproduction of the documents, please contact me and we will make arrangements for payment and delivery.

Thank you for your attention to this matter.

Very truly yours,

GENOVA BURNS LLC

JENNA M. BEATRICE

JXB/tc

Enclosure