

# Township Manager's 2017 Annual Report



William Broughton  
Township Manager

May 15, 2018



# TABLE OF CONTENTS

Welcome.....	4
Township Service Guide.....	6
Manager’s Message.....	7
Tax Infographic.....	8
Township Budget.....	9
User’s Guide.....	10
TOWNSHIP DEPARTMENTS.....	11
Police Department.....	14
Fire Department.....	21
Health & Human Services.....	26
Municipal Court.....	31
Public Works.....	35
Engineering.....	39
Tax Assessor.....	41
Building Department.....	44
Library.....	48
Recreation.....	51
Township Clerk’s Office.....	58
Finance.....	59
Legal.....	61
Purchasing.....	62
Human Resources.....	64
DEBT STATEMENT.....	66

# Welcome

The Township Manager's Annual Report for 2017 chronicles a year of hard work and success of an organization that provides municipal services and programs to support Teaneck's residents and businesses. From world-class recreation facilities and special events to street maintenance and emergency response, this report highlights just some of the important work provided year-round by the dedicated employees of the Township.

We thank you for your time in reading this report about your Township at work. We invite you to learn more about us by browsing through the Teaneck Township website at [www.teanecknj.gov](http://www.teanecknj.gov). Furthermore, you are welcome to attend in person or watch our Township Council meetings on Cablevision Channel 77 or on FIOS Channel 47, the Township's public access TV channels. If you need to ask us a question, request a service or report an issue, visit our website or call us at (201) 837-1600.

What you will discover is that we're here to help and to provide innovative excellence in service to ensure that we keep Teaneck as one of the nation's best places to live, work, learn, play and do business.



## TEANECK TOWNSHIP ADMINISTRATION

William Broughton, Township Manager  
Dean B. Kazinci, Deputy Manager / Human Resources  
Issa A. Abbasi, Township Clerk  
James R. Tighe, Tax Assessor  
Mark Bocchino, Construction Official  
Craig Ferdinand, Court Administrator  
Farah Gilani, Township Engineer  
Chief Financial Officer  
Jordan Zaretsky, Fire Chief  
Ken Katter, Health Officer  
Glenn M. O'Reilly, Chief of Police  
Jonna Davis, Acting Director of Public Library  
Fran Wilson, Director of Public Works  
Simona Casian-Sirbu, Purchasing Agent  
Glenna D. Crockett, Superintendent of Recreation  
John L. Shahdanian II, Township Attorney

[www.teanecknj.gov](http://www.teanecknj.gov)

(201) 837-1600

---

*The earliest use of the word “Teaneck” was in reference to a series of Lenni Lenape Native American camps near the ridge formed by what became Queen Anne Road. It’s a diverse, liveable community known across the centuries for its beautiful homes, parks, trees and schools.*

---

## TOWNSHIP COUNCIL

The Teaneck Township Council is a diverse group of civic leaders and professionals with a deep respect for Teaneck's rich history. Council members are dedicated to their important role as elected policy makers, who guide Township government and help to maintain Teaneck as a vibrant community.

The Council is comprised of seven members, elected at large, of which one is elected by the Council as Mayor and two are elected by the Council as Deputy Mayors. Council members are elected for staggered four year terms with elections occurring every two years.

The Township Council generally meets on the second and fourth Tuesday of each month. Meetings are held in the Municipal Building at 818 Teaneck Road. Council agendas and meeting information are posted on the Township's website, [www.teanecknj.com](http://www.teanecknj.com), and on the bulletin board in the Municipal Building. The public is always welcome.



**Mohammed Hameeduddin**  
Mayor  
201-362-5863  
[m.Hameed@teanecknj.gov](mailto:m.Hameed@teanecknj.gov)



**Elie Y. Katz**  
Deputy Mayor  
201-715-5179  
[katz07666@teanecknj.gov](mailto:katz07666@teanecknj.gov)



**Henry J. Pruitt**  
Deputy Mayor  
201-370-8099  
[hpruitt@teanecknj.gov](mailto:hpruitt@teanecknj.gov)



**Jason Castle**  
Council Member  
201-744-3733  
[jcastle@teanecknj.gov](mailto:jcastle@teanecknj.gov)



**Gervonn Romney Rice**  
Council Member  
201-837-1600, Ext. 1028  
[grice@teanecknj.gov](mailto:grice@teanecknj.gov)



**Mark J. Schwartz**  
Council Member  
201-837-1600, Ext. 1028  
[mschwartz@teanecknj.gov](mailto:mschwartz@teanecknj.gov)



**Alan Sohn**  
Council Member  
201-837-1600 Ext. 1028  
[asohn@teanecknj.gov](mailto:asohn@teanecknj.gov)

# Township Service Guide

(201) 837-1600 (for emergencies, dial 9-1-1)

Manager's Office:.....William Broughton, MAS, CPM, RMC, Township Manager.....twspmanager@teanecknj.gov  
Deputy Manager/Human Resources: .....Dean B. Kazinci, Deputy Manager/Human Resource Director .....dkazinci@teanecknj.gov  
Building Department:.....Mark Bocchino, Construction Official/Plumbing Subcode Official.....building@teanecknj.gov  
Clerk's Office:.....Issa A. Abbasi, MPA, RMC, Township Clerk.....clerk@teanecknj.gov  
Engineering Department: .....Farah Gilani, PE, PP, CME, Township Engineer.....engineering@teanecknj.gov  
Finance Department:.....finance@teanecknj.gov  
Fire Department 201-808-8080:.....Jordan Zaretsky, Fire Chief.....jzaretsky@teanecknj.gov  
Health & Human Services Department:....Kenneth Katter, M.A., CPM, Health Officer.....health@teanecknj.gov  
Library 201-837-4171:.....Jonna Davis, Acting Library Director.....jonna.davis@teaneck.bccls.org  
Municipal Court:.....Craig Ferdinand, CMCA, Court Administrator.....court@teanecknj.gov  
Police Department 201-837-2600:.....Glenn M. O'Reilly, Chief of Police.....goreilly@teaneckpolice.org  
Public Works Department:.....Fran Wilson, CPWM, CRP, Director of Public Works.....dpw@teanecknj.gov  
Purchasing Department:.....Simona Casian-Sirbu, QPA, Purchasing Agent.....purchasing@teanecknj.gov  
Recreation Department 201-837-7130:....Glenna D. Crockett, CPRP, R.A., Superintendent of Recreation .....recreation@teanecknj.gov  
Tax Assessor's Office:.....James R. Tighe, CTA, SCGREA, Assessor.....assessor@teanecknj.gov

## **Hours of Operation**

**MUNICIPAL BUILDING:** Monday, Wednesday, Thursday & Friday 8 a.m. to 5:15 p.m.; Tuesday 8 a.m. to 7 p.m.

**DEPARTMENT OF PUBLIC WORKS:** Monday through Friday 7 a.m. to 3 p.m.

**RECYCLING DEPOT HOURS:** Friday, Saturday, and Sunday 7 a.m. to 2:45 p.m.

**RECREATION DEPARTMENT** (main office): Monday, Wednesday, Thursday & Friday 8 a.m. to 5:15 p.m.; Tuesday 8 a.m. to 7 p.m.

**POLICE AND FIRE DEPARTMENTS:** Open 24 hours

# Manager's Message



The 2017 Annual Report outlines the hard work of the men and women who comprise the Township's workforce. I would like to thank each and every employee and volunteer for their exceptional work. The Township is proud of its rich history of serving the community with pride and excellence.

In 2017, the Township celebrated its third consecutive year of maintaining municipal property taxes at the same level as the previous year. Working collaboratively with the Township Council, the administration achieved this milestone while maintaining our high quality services.

During the year, Township employees and contractors worked tirelessly to address the identified quality of life concerns of residents. Most significantly, road infrastructure concerns were addressed by repairing potholes and repaving over 25 roads. Additionally, staff in all departments successfully improved response time to residents' requests for service.

In 2018, we will continue to focus on those infrastructure issues, which impact the daily lives of residents and the quality of service the Township workforce provides. Notable projects for the year will include Teaneck Rd. Streetscape, rehabilitation of the Inclusive Playground, construction of the Votee Park Fieldhouse with bathrooms, road resurfacing and digitization of Township records for enhanced public access.

We look forward to working together to make Teaneck the best place to work, play, live and raise a family.

With sincere thanks,

William Broughton  
Township Manager

# Tax Infographic

At a glance, where property tax money goes.

## 2017 Property Tax Breakdown

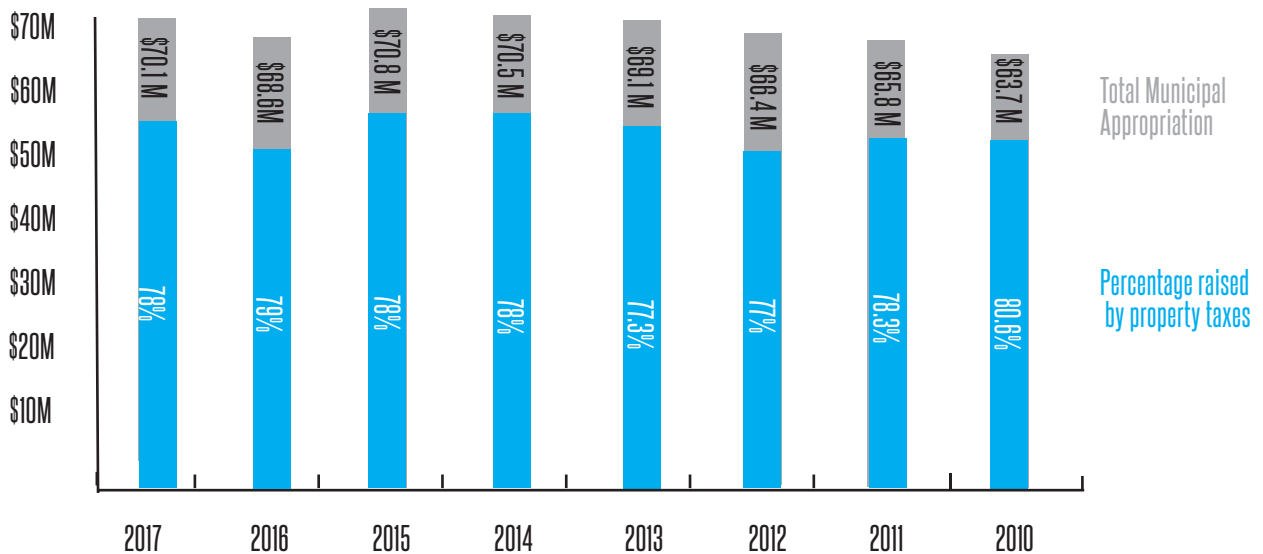
Property taxes raised \$156.1 million for the Board of Education, Township and Library, Municipal Open Space Trust and Bergen County. Of the average \$11,511 residential tax bill, more than half -- \$6,610 -- went to fund the Teaneck Public Schools.

Here's how every tax dollar is divided:



## Teaneck Municipal Budget

Township services, including the Teaneck Public Library, are funded by property taxes as well as other revenue, including state aid, grants and fees. The graph below shows Teaneck's total municipal budget appropriation and the percentage raised annually by property taxes since 2010.

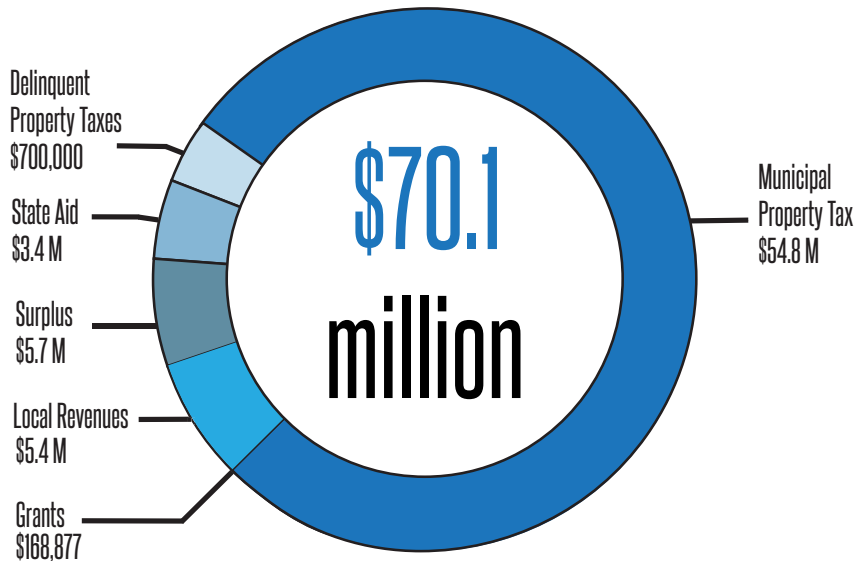




# Township Budget

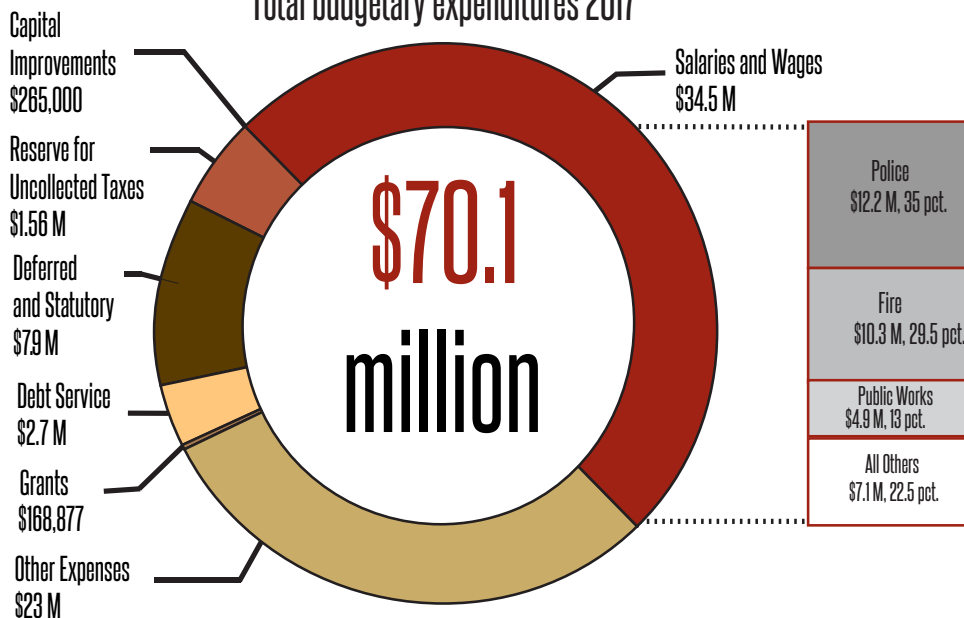
## Revenue

Total budgetary revenues 2017



## Spending

Total budgetary expenditures 2017





The Teaneck Township Manager's 2016 Annual Report covers the 12-month period January through December, and is designed to enhance public awareness of the operation of local government.

The report contains key statistical indicators reflecting department performance measures that represent the Municipal Council's and Township Manager's priorities.

Beyond the performance measures, the Manager's Annual Report presents for each department an overview of current and historical resources, including staffing levels, overtime, expenditures and revenue, where appropriate. These resources affect a department's ability to perform.

Here's a brief description of the components of the Teaneck Manager's Annual Report:

1. Scope of Operations - A quick summary of the department's purpose.
2. Key Public Service Areas - Overview of important services provided.
3. HIGHLIGHTS OF 2017 - Significant events or achievements of the past year.
4. Department Resources - An overview of the department's unaudited current and historical resources.
5. Performance Statistics - Key statistical measurements of the department's outputs, workload and results.
6. INITIATIVES IN 2018 - The department's priorities for the new year.

# TOWNSHIP DEPARTMENTS



# PROTECTION OF THE PEOPLE

# Police Department

Glenn M. O'Reilly, Chief of Police

## Scope of Operations

The mission of the Teaneck Police Department is to safeguard the lives and property of the people they serve, to reduce the incidence and fear of crime, and to enhance public safety, while working with diverse communities to improve their quality of life. Members of the department are committed to the highest ethical standards and to providing public service with honor, integrity and respect.

The department works in partnership with the community to prevent and solve crimes, providing residents with a high sense of security. The department strives to elevate the level of public safety through education, continuous training and technology.

## KEY PUBLIC SERVICE AREAS

The department is accredited by the New Jersey State Association of Chiefs of Police. The department has an authorized strength of 95 sworn officers, including the Chief, and is divided into three divisions: Operations, Investigations, and Service, under which there are several bureaus. Additionally, the department has nine dispatchers, six civilian support staff members, three parking enforcement officers, 25 school crossing guards, 15 Auxiliary Police volunteers, and is authorized for 2 Special Law Enforcement Officers.

### Patrol Bureau:

Approximately half of the department is assigned to patrol duties. These officers respond to various calls for service 24/7. Also, officers engage in preventative patrol using high visibility tactics to deter and detect criminal activity.

### Detective Bureau:

The Detective Bureau is broken down into four squads: General Investigations, Narcotics, Burglary, and Warrants.

The General Investigation Squad's primary responsibility is to investigate all adult-related crimes. Some examples include homicides, aggravated assaults, sex crimes, thefts, robberies, arsons, harassments, identity thefts, and credit card frauds. Detectives assigned to General Investigations have received specific/advanced training in these fields. Detectives utilize tactical crime analysis, innovative technology, creative investigative techniques, and partnerships with citizens, businesses, and other law enforcement agencies to effectively investigate criminal activity. In addition, the squad handles police and fire background investigations, confidential investigations, and assists with dignitary protection details. Detectives are available 24 hours a day through an "on call" status to respond as needed to conduct criminal investigations. Many investigations are either initiated or solved as part of a cooperative effort with members of the public. Detectives are available to speak with members of the public with information that would assist in investigating or preventing criminal activity.

The Narcotics Squad's primary mission is to identify, investigate, apprehend and prosecute those individuals involved in committing offenses of New Jersey's Controlled Dangerous Substance laws. The goal of the squad is to reduce overall criminal activity in the Township of Teaneck by proactively investigating the distribution of narcotics and by patrolling the streets in a plain-clothes capacity enabling the detectives to detect and interrupt crimes in progress,

POLICE DEPARTMENT RESOURCES				
	2014	2015	2016	2017
EXPENDITURES	\$12,394,178	\$11,873,286	\$12,587,604	\$12,713,912
REVENUES	\$59,449	\$47,807	\$29,447	\$26,618
UNIFORM	95	95	95	95
CIVILIAN (FT/PT)	13/02	16/02	16/2	16/2
OVERTIME PAID	\$598,750	\$526,058	\$654,983	\$618,608



thereby increasing the quality of life for those who live and work within the Township. Investigations include the sale, distribution, and use of narcotics, pharmaceutical crimes, prostitution, gambling, and money laundering. Narcotics investigations require officers to conduct surveillances, work in undercover capacities, execute search warrants, seize criminal assets, develop informant networks, and arrest both dealers and users of controlled dangerous substances. Narcotics investigations also require a high degree of cooperation and coordination with specialized law enforcement units on the local, state, and federal levels. Concerned citizens are encouraged to contact the Narcotics Squad with any tips they may have concerning criminal activity in their neighborhood.

The Burglary Squad's primary responsibility is to investigate reports of burglaries committed by adults in the Township of Teaneck. The goal of the squad is to reduce the number of burglaries being committed in the Township by deterring criminal activity and apprehending offenders. Burglary investigations require that detectives be proficient in a number of investigative skills; detectives must be able to recognize and identify criminal Modus Operandi (MO); they must be able to manage crime scenes where evidence needs to be identified and preserved; they must be skilled at interview and interrogation techniques; and detectives must be able to develop and utilize informant networks to identify criminals engaged in burglary activity. The Burglary Squad also works closely with law enforcement agencies from surrounding jurisdictions to share information and develop suspects based on discernible crime patterns. Members of the Burglary Squad frequently work on multi-jurisdictional task forces to investigate, surveil, and apprehend prolific burglars. The Burglary Squad is responsible for monitoring local retail establishments that purchase secondhand goods for compliance with state and local ordinances. The Burglary Squad also analyzes sales data from secondhand goods stores to develop suspects and recover stolen property. Members of the Burglary Squad are available to provide home and business security surveys.

Performance Statistics: Crime Reports				
	2014	2015	2016	2017
Homicide	0	2	0	0
Rape	3	4	10	5
Robbery	19	19	23	21
Assault	27	25	31	29
Simple Assault	179	175	245	192
Burglary	110	112	80	77
Larceny-Theft	343	314	330	299
Motor Vehicle Theft	16	12	14	14

The Warrant Squad's primary responsibilities consist of maintaining and processing criminal complaints generated by the department, executing arrest warrants and providing courtroom security when municipal court is in session. The squad is also responsible for preparing indictable cases for presentation to the Bergen County Prosecutor's Office.

The Detective Bureau continues to conduct warrant sweeps, which target individuals who are deemed





court absconders (fugitives). Previous “Sweeps” have resulted in numerous arrests and the collection of moneys owed to the court. The Detective Bureau also provides security for all open meetings conducted by the Township Council.

The Bureau continues to work closely with the “Tri-Community Crime Stoppers” program. Crime Stoppers will pay up to \$1,000 dollars for information leading to an arrest or conviction. The Bureau thoroughly investigates all calls received on the Crime Stoppers tip line (201-833-4222). All callers remain anonymous.

The focus of the Bureau continues to be on Hometown Security. The Bureau works in conjunction with Federal, State and County officials to ensure the highest level of security for our residents. The Detective Bureau maintains a liaison to the Office of Counter Terrorism. Intelligence information is received and evaluated on a daily basis. The Detective Bureau encourages residents to IMMEDIATELY contact the Teaneck Police Department to report suspicious activity at 201-837-2600.

In 2017, members of the Detective Bureau were assigned to conduct 700 criminal investigations. As of this writing 274 of those cases are still actively being investigated. Members of the Detective Bureau also conducted 29 employment background investigations, 2 liquor license background investigations, and 13 solicitor investigations. Members of the Detective Bureau also provided security for 175 court sessions and 26 Council/Budget Meetings.

#### The Juvenile Bureau:

The Juvenile Bureau is comprised of highly trained detectives who investigate matters involving juveniles, families and gangs. Furthermore, within the Township, the bureau administers Title 2A:4A, The New Jersey Code of Juvenile Justice. The purpose of this code is rehabilitation, accountability, preservation of family unity and the protection of the public interest. These goals are achieved by substituting certain statutory consequences of criminal behavior with adequate programs, supervision, care, rehabilitation, and a range of sanctions designed to promote accountability and protect the public.

The Juvenile Bureau works with the Division of Criminal Justice, the Division of Child Protection and Permanency, the Teaneck Board of Education and other agencies to ensure these goals are met.

Members of the Juvenile Bureau maintain close relationships and work collaboratively with our public and private schools to provide safe and secure learning environments. Presentations are made to students, parents, teachers and others on a wide range of topics, including the perils of gangs, alcohol and drug abuse. Additionally, a uniformed detective is assigned to Teaneck High School as the School Resource Officer.

During 2017, as in prior years, the Juvenile Bureau conducted three major events in conjunction with Teaneck High School and the Board of Education: the Teaneck High School Bonfire, the Teaneck High School Show Off, and the Teaneck High School graduation. In 2017, over 329 juvenile cases were received.

Other Juvenile Bureau programs include:



- Station House Adjustment (court diversion program)
- Curb Side Adjustment (minor infractions)
- Juvenile Conference Committee
- School Safety Drills, including “lock down” and evacuation of students and faculty
- Youth Counseling and family mediation
- High school student mentoring
- Participation in the high school’s annual career day program
- On-site reports taken by Teaneck High School Resource Officer
- Driver Education at the high school
- Referrals to local, county and state agencies for counseling
- Halloween safety talks
- Provide speakers to teacher/parent organizations on drug use, peer pressure, etc.
- Bias Awareness Training
- Megan’s Law registration and enforcement
- Anti-Bullying presentations
- Gang awareness presentations

#### Service Bureau:

Staffed by police officers and civilians, the bureau is charged with facilitating the department’s training, accreditation through NJSACOP, evidence collection, firearms licensing, alarm registration, police records management, as well as public records access.

#### Community Policing Bureau:

Officers assigned to this unit work to abate chronic quality of life issues by applying problem-solving techniques. The squad spearheads the police department’s community education effort, including addressing various contemporary issues through seminars, presentations, and events such as National Night Out. Members of the Community Policing Bureau are available to provide lectures on pedestrian safety, active shooter and hostile events preparedness, emergency preparedness, crime prevention and awareness, DWI/Alcohol awareness with Fatal Vision

Performance Statistics: Incident Response				
	2014	2015	2016	2017
Alarm: Burglar	2,737	2,974	2,765	2,540
Assist Motorist	526	470	493	427
Auto Accident	1,647	1,579	1,681	1,589
Auto: Pedestrian Struck	41	36	41	43
Pedestrian Fatalities	0	2	2	0
Auto Accident: Hit and Run	288	251	329	398
Building/Area Check	3,548	3,431	2,412	2,948
Business Check	3,278	2,863	3,053	2,600
Car Seat Inspections	43	55	67	71
Disturbance/Noise	1,543	1,547	1,583	1,483
Domestic Families & Child	263	271	276	257
Drunk Driver	44	50	38	27
Fight	55	70	60	48
Fire Alarm - Box/Other	581	657	568	416
House of Worship Check	5,427	5,187	3,959	3,802
Medical Emergency	3,260	3,252	3,116	3,115
Missing Person	47	89	97	87
Suspicious Auto	864	849	840	834
Suspicious Persons	687	651	664	571
Traffic/Motor Vehicle Stops	5,463	9,904	6,567	7,648
Unsecure	80	91	113	109



Goggles demonstrations, domestic violence awareness, bike safety, safe kids presentations, anti-bullying, au pair safety, and Car Fit for Seniors. Members of the Bureau also participate in the Chief for the Day program and the annual township holiday toy drive. Tours of police headquarters to groups and a ride-along with an Officer program are offered through Community Policing.

The Department hosts the Junior Police Academy. The academy is offered during the summer months to children between the ages of 11 and 14. This program is similar to the Citizen Police Academy, but specifically designed for younger audiences. The Police Department maintains a presence on social media with accounts on Facebook (Teaneck Police Department), Twitter (Teaneckpd) and Instagram (Teaneckpd) to engage the public. Use of social media provides the ability to post information, such as press releases, road closures, safety tips, and other items of interest to the community.

Within the Teaneck Police Department, “community policing” is a philosophy

and practice that guides the department. In short, everything done is with community policing in mind. The squad can be reached at (201) 837-8759 or via email [community-policing@teaneckpolice.org](mailto:community-policing@teaneckpolice.org).

#### Traffic Bureau:

The bureau is staffed by skilled police officers who specialize in working to ensure pedestrians and motorists can safely and conveniently maneuver throughout the Township. The Traffic Bureau educates residents on safety issues and enforces traffic laws. Additional areas of focus include DWI awareness and enforcement, pedestrian safety, auxiliary police, parking enforcement officer management, school crossing guards, traffic studies and recommendations, safety messages, maintain and analyze crash statistics, conduct radar and e-ticketing training, and handle logistics for large processions and funerals. The Traffic Bureau was chosen by AAA North Jersey as a 2017 recipient of the “Outstanding Achievement Award.”

The Traffic Bureau has participated

in a number of programs over the years, including:

**Crossing Guard Program** - The adult crossing guard program was implemented to protect children on their way to and from school.

**Pedestrian Safety Program** - Children and seniors are targeted for lectures in proper pedestrian safety. A minimum of 10 lectures is conducted yearly. Intersections maintaining a high number of



pedestrian accidents are targeted for strict enforcement.

**Child Safety Seat Program** - Officers trained in proper installation of child safety seats serve the residents of Teaneck by ensuring the correct seat is in use and is installed properly. Inspections are conducted at Police Headquarters by appointment only.

**Safety Patrol Program** - The Safety Patrol Program utilizes students within the Township's grammar schools to assist in maintaining a safe environment before and after school, as well as monitoring student behavior on school buses.

**National Night Out** - National Night Out allows the public to interact with members of the Police Department, as well as other departments and organizations, in a positive manner. Individuals are presented with safety literature and given demonstrations of services provided. National Night Out is held on the first Tuesday of August in Votee Park.

**55 Alive** - The Traffic Bureau is a sponsor of the 55 Alive program. This program is taught by the American Association of Retired Persons, and is a driver improvement program designed for senior citizens.

**AAA Defensive Driving** - This program is open to drivers of all age groups. Participants completing the 55 Alive or AAA Defensive Driving Class will be entitled to an insurance discount, as well as the removal of two DMV points from their driving record.

**CarFit for elderly adults** in conjunction with Hackensack University Medical Center (HUMC) – This is an educational program that offers older adults the opportunity to check how well their personal vehicles “fit” them.

**Fatal Vision** - Individuals experience the effects of alcohol by utilizing goggles, which simulate the impair-

Performance Statistics: Summonses & Mileage				
	2014	2015	2016	2017
Accident Scene Summonses	409	547	515	394
Patrol Miles Driven	416,306	414,775	395,930	462,313
Moving Violations Issued	4,918	8,035	4,651	5,909
Parking Violations	8,684	10,325	9,254	9,600
Snow Ordinance Violations	813	1,399	245	1,205
Cellular Telephone Violations	499	437	217	198



ment of intoxication.

**Stoned Cold** - A film presentation based on a DWI re-enactment, which incorporates segmented interviews with family members of DWI victims and trauma center personnel. An emotionally impactful program recommended for adults, high school students and children ages 12 to 15 accompanied by a parent.

**“OTTO” The Auto** - With the assistance of the American Automobile Association, a remote controlled talking police car, “Otto”, is utilized to engage children in the third grade. Officers are asked questions by “Otto” and seek the answers from the participants. Children learn about crossing the street, what color clothing they should wear, riding bicycles and general safety rules.

## HIGHLIGHTS OF 2017

In 2017, members of the department drove more than 464,313 miles patrolling Township streets. The department conducted more than 2,948 building checks, 2,596 business checks, and 3,802 house of worship checks. Teaneck police responded to more than 2,540 burglar alarms, 436 fire alarms, and 3,115 medical emergencies.

The department participates in Project Medicine Drop. Citizens deposit their unused or expired household pharmaceutical waste into the Project Medicine Drop box, 24 hours a day in the lobby of police headquarters. In 2017, 584 pounds of medication were turned in.

The department continued to install Panasonic Arbitrator in-car video systems in patrol vehicles. Back-end infrastructure was installed. The department plans to install additional in-car video solutions.

The department established a twitter account to enhance our social media presence and better serve our residents,

community, and the public.

A tourniquet program was implemented where officers received tourniquets and training via HUMC. Said devices may save the life of an officer or allow an officer to save the life of another officer or a civilian.

## INITIATIVES IN 2018

- Conduct active shooter training for police personnel and municipal employees.
- Reduce by 10% the number of pedestrians struck by vehicles. Strict enforcement will be used to help lower the number.



# Fire Department

Jordan Zaretsky, Fire Chief

## Scope of Operations

The mission of the Fire Department is to prevent fires through public education and enforcement of fire codes, and fire suppression, and to respond to medical and other emergencies in order to protect lives and property of Teaneck residents and visitors. The department advances public safety through its fire prevention efforts, investigation, and education programs. The timely delivery of these services enables the department to protect public safety and to enhance the quality of life in the community.

## KEY PUBLIC SERVICE AREAS

**FIRE PREVENTION BUREAU:** The Bureau is the enforcement agency for the Township's Fire Code, which is aimed at controlling fire hazards in all structures in the community. The Fire Code mandates periodic inspections, which include inspections of schools, local businesses, factories, hospitals, nursing homes, all commercial businesses, and industrial and office buildings in the community.

In 2017, the Teaneck Fire Department conducted 4,507 fire prevention-related activities/inspections. Of that number, 664 were to meet fire protection contractors for upgrades and repairs, 180 were complaint inspections, and 42 were unsafe condition re-inspections issued by fire suppression companies on emergency responses. Neighborhood fire companies conducted approximately 1,800 in-service inspections. The Bureau also performed 849 home smoke detector and carbon monoxide detector inspections and re-inspections for the resale of a one- or two-family home. The Bureau reminds residents that, due to the large volume of requests, one to two weeks' notice is required for a smoke detector and carbon monoxide inspection appointment.

Fire Prevention staff members responded to 48 fire responses throughout the year to assist fire suppression personnel with manpower needs and investigations. The Fire Prevention staff conducted 70 fire drills and fire safety education

talks with residents and businesses in Teaneck. The staff and members of the Fire Department were also part of community events, such as the Fourth of July celebration, National Night Out and the Bread Burning ritual at the Jewish Community Center of Teaneck, during which fire safety pamphlets and free fire safety materials were handed out. The Fire Prevention Bureau has speakers available for fire safety lectures. Please contact the Bureau of 201-808-8080, ext. 5206, to schedule a lecture for your group or organization.

**TRAINING BUREAU:** In 2017, the Teaneck Fire Department, a recognized New Jersey Division of Fire Safety Eligible Organization, conducted 13,084 man-hours of training. Many of the training courses delivered by the Training Bureau have been developed by the New Jersey Division of Fire Safety and/or the National Fire Academy. Other materials presented consisted of courses developed by the Federal Government or in-house, using resident subject-matter experts. In 2017, uniformed members of the department attended continuing education courses covering a broad variety of subjects, including: building construction; foam operations; fire pump/apparatus pump operations; night time aerial operations; emergency "bailout" evacuation devices and techniques; confined space operations; forcible entry/exit; HNMC building pre-plan and evacuation processes; UASI drill; fire-ground rehabilitation; blood-borne pathogens; triage for mass casualty incidents; large scale decontamination; cardio-pulmonary resuscitation (recertification); automatic external defibrillators (recertification; and first

FIRE DEPARTMENT RESOURCES				
	2014	2015	2016	2017
EXPENDITURES	\$9,978,172	\$10,162,305	\$10,421,645	\$10,446,670
REVENUES	\$51,471	\$54,570	\$53,194	\$52,021
CIVILIAN (FT/PT)	02/00	02/00	02/00	02/00
UNIFORMED	91	91	91	91
OVERTIME PAID	\$420,712	\$437,778	\$472,774	\$422,939

responder recertification. In addition, uniformed members attended classroom sessions on: SCBA breathing techniques/smoke inhalation; asbestos awareness; hazardous materials (refresher); specialized tool/equipment usage and care; incident management; cardiac emergencies; township workplace harassment training; and PEOSHA mandated annual training on workplace hazards.

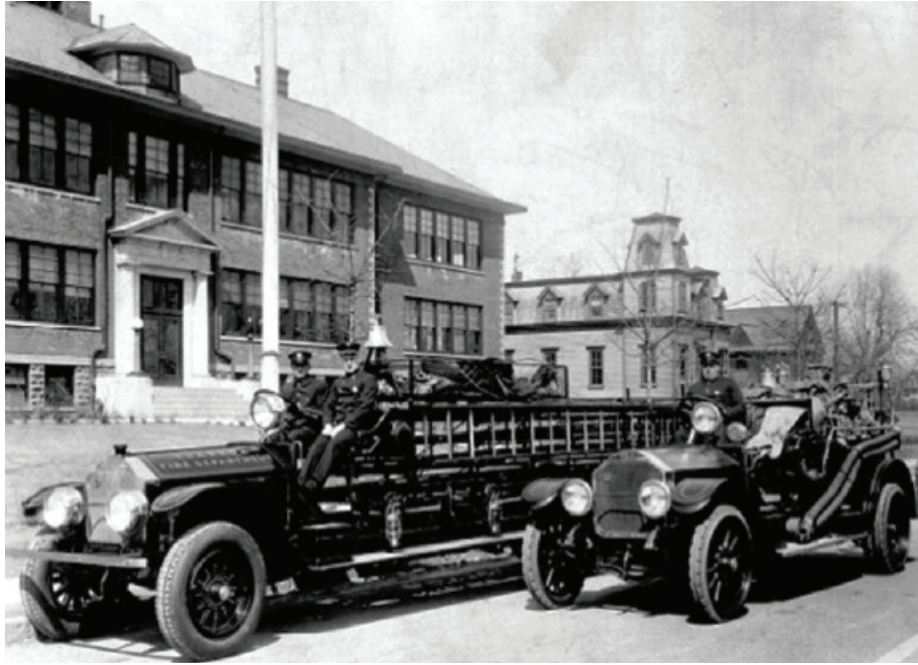
The Fire Department has continued to ensure that its members are capable of addressing emerging threats that are appearing nationally and globally. Members of the Fire Department participated in an on-site training program titled Responding to Terrorist Bombing Incidents. In 2017, this course was delivered to 7 members of the Teaneck Fire Department who have attended residential training at New Mexico Tech (EMRTC) sponsored by the Department of Homeland Security. Members have participated in Active Shooter classes, Bakken Fuel Emergencies classes, and MRI Safety in Fire Response.

The Fire Department conducted training seminars for senior management, specific to the changing response environment and supervisory requirements. Seasoned chief officers of major urban fire departments provided the command staff with leadership training in response to hazardous materials, energy storage, and fires involving alternative energy sources.

Individual members continued to expand their knowledge by attending advanced fire training programs outside the department. Many members attended regional training events simulating response to hydrocarbon emergencies, similar to events that would occur along the North Shore Rail Line. Additionally, members attended the Foam Firefighting School at Texas A&M TEEX. Once again, the Teaneck Fire Department has sent members to attend the Security and Emergency Response Training Center in Boulder, Colorado for advanced training in dealing with Rail Emergencies.



PERFORMANCE STATISTICS				
	2014	2015	2016	2017
Fires	279	255	261	182
Overpressure, Rupture, Explosion	12	4	23	24
Rescue/EMS/Medical	572	499	511	430
Hazardous Conditions	372	455	418	358
Service Calls	1,000	942	933	983
Good Intent	349	402	400	429
False Alarm/False Call	730	674	685	759
Severe Weather or Natural Disaster	1	0	1	1
Other Incidents	11	12	4	3
Vehicle Fires	40	49	41	33
Fire Code Inspections	1,737	1,737	1,933	1,703
Home Inspections	709	709	822	851



On a company level, uniformed members practiced ongoing refresher training on: ladder usage; firefighting tools and equipment; rope usage and knots; fire scene safety/effectiveness; hose selection and placement; driver training; and fire apparatus operation and care.

All fire department members are CPR and AED certified, and maintain certifications as either NJ Emergency Medical Technicians and/or Medical First Responders. All first-line fire apparatus carry an Automatic External Defibrillator, first aid bag, and cylinders of compressed medical oxygen positioned for quick response.

**FIRE ALARM BUREAU:** The municipal fire alarm system was used for each of Teaneck Fire Department's 3,162 runs. Warning taps are transmitted to fire station bells prior to the radio dispatch of alarms. The radio dispatch is not "supervised," meaning there is no automatic notification if any part of the system is inoperable. To ensure no Teaneck Fire Department units miss a dispatch, the wired municipal fire alarm system is used to activate bells and station lighting in each fire station, to cause all on-duty members to stand by for a dispatch. If the taps

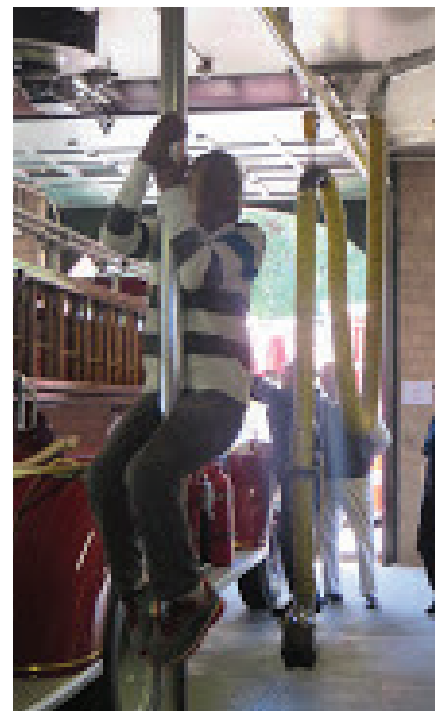
are received but there is no follow-up message, members know to call fire headquarters for further instruction. Alarms initiated from fire alarm boxes go directly and instantly to the stations without human intervention and digitally announce the location of the alarm.

There are 315 fire alarm boxes – most of which are dual use, allowing a passerby to manually signal for help, and also automatically relaying activations of sprinkler and smoke detector systems in schools, houses of worship, public buildings, and a wide variety of commercial buildings. This system gets the alarm to all on-duty firefighters instantly and has built-in reliability safeguards that far surpass telephone-based reporting systems. Alarms over the municipal system never leave Teaneck and are independent of the commercial electric power and telephone utilities, with three backup power supplies. The same cable used for this system also carries connections for the fixed radio infrastructure for police, fire, EMS, and Department of Public Works radio systems. It also provides wide area network computer communications for various township agencies and locations, as well as some municipal security functions.

There are significant cost savings to taxpayers as well as individual building owners, as recurrent fees to telephone providers and private alarm services are eliminated

Bureau activities in 2017 included running aerial cable to Ketah Torah Synagogue and Grace Lutheran

### SMOKE ALARMS SAVE LIVES!





Church, and beginning pole transfer of main police and fire trunk cable. Emergency batteries were replaced for several satellite locations of the Teaneck Police and Fire radio systems. Routine preventive maintenance was completed on Box Circuits.

Malicious false activations of fire alarm boxes continued to be a very minor problem. Less than 1% of Teaneck's Fire Departments runs in 2017 were malicious alarms, activated from fire alarm boxes.

**GOOD MORNING CHECKUP PROGRAM:** This program is designed for shut-ins and senior citizens who live alone and have no one to look in on them on a regular basis. The program provides subscribers with a telephone call service seven days a week, between the hours of 8 AM and 9 AM. A member of the Department calls the resident and asks if all is OK. If there is no answer to the first call, a second call is made about five minutes later. If there is no answer to the second call, a firefighter is dispatched to the house to make sure all is well. In the past, residents have been found in need of medical attention and sincerely appreciated the Fire Department's concern for their welfare. Before enrolling a new resident, a Department representative

interviews the applicant to obtain pertinent medical data and to find out whom they want called in case of emergency. A home fire safety check is also completed.

## HIGHLIGHTS OF 2017

In 2017, the Fire Department responded to 206 fires, of which 182 occurred in buildings. There were 15 working structure fires in Teaneck. Working fires are fires that have reached the flaming stage and are spreading upon the department's arrival. Of those, 14 caused significant damage and disruption to the families and businesses affected. The relatively low numbers speak well of the Teaneck Fire Department's code enforcement, public fire safety education, and fire investigation efforts. The fact that there were no fire deaths and a small number of civilian injuries speaks well of the fast, aggressive neighborhood-based fire suppression force. Once the Fire Department arrived, no fires spread beyond the area involved. The well-placed neighborhood fire stations, staffed by on-duty personnel, made sure each threatened home or business received Fire Department attention in five minutes or less.

Almost all fires were in one- or two-family dwellings. Commercial properties involved included a structural failure of the oven in a pizzeria, where the fire was discovered by the bread delivery man (the morning before anyone was in the shop). Another commercial oven fire occurred when insulation beneath the oven failed. None of the buildings involved in a structure fire were protected by automatic fire sprinklers, and few had working smoke alarms.

Fire causes were varied. Discarded smoking materials caused two of the house fires. Clothes dryers caused two fires, and electrical fire causes included two fires where furniture was placed on wiring, either causing an increase in resistance in the wire or arcing into the furniture. The most damaging fire in a home occurred where a nail had punctured an electrical wire in a wall and, over time, caused deterioration of the wire, leading to the fire.

These fires resulted in 18 residents suddenly being driven from their homes and losing some or all of their possessions. The pizzeria was forced to close as a result of the fire mentioned above. Anyone who has



ever experienced events like these will tell the listener that a fire is never a minor event in someone's life. Simple precautions, such as plugging appliances directly into a permanent electrical outlet, keeping dryer vents clear of lint, and having working smoke alarms, will help keep Teaneck even safer in the future.

## INITIATIVES IN 2018

- Mass Alerting System – the Township will complete installation of this system, which will provide for voice or tone alerting of all inhabitants of the Township during emergencies.
- Computer Aided Dispatch (CAD)/Records Management System (RMS) – the Fire Department will acquire and implement a CAD/RMS/Inspection Manager system. The system will allow for the consolidation of emergency services dispatching and inspections, reducing overall costs and enhancing efficiencies at the Fire Department.
- New iPads will be deployed in selected fire apparatus. The iPads will provide fire officials with access to valuable information on structures and local conditions during operations.

# Health & Human Services

Ken Katter, MA, CPM, Health Officer

## Scope of Operations

Protect the food, water, land and air quality of the residents of Teaneck through educational programming, public awareness and enforcement of laws, statutes and codes. Some of these activities include inspections of rental properties, restaurants, day-care centers, public bathing facilities and schools. Public nuisances are addressed through inspection and enforcement, as necessary. We also provide customer service in the form of public health nursing, health education, social services, animal control, vermin control on public grounds, rabies control, vital statistics and licensing.

## KEY PUBLIC SERVICE AREAS

### Public Health Nursing and Education:

Through a contract for services with Holy Name Medical Center, the department provided more than 120 flu vaccinations and 1,700 hypertension screenings for seniors. The Health Department audited all 34 schools and day care facilities to ensure immunizations were in compliance with State mandates. The department also conducted investigation and follow-up into 136 identified communicable disease cases. Childhood lead cases were investigated through the LEADTRAX Program. Health Education programs included a co-sponsored community health fair, a variety of lectures and a monthly Child Health Clinic at the hospital for under or uninsured children, K through 12. Also, staff handled inquiries, investigations and monitoring of Zika Virus during 2017.

### Rabies and Animal Control:

The program is provided all year, through agreements with two local veterinar-

ians and our Animal Control Provider. Vaccinations were provided to 224 residents' dogs and cats, free of charge, as part of our full year rabies clinic. This program works in conjunction with the Township's annual dog and cat licensing campaign, which requires up-to-date rabies vaccination, in order to receive a license. In 2017, the Health Department investigated a total of 35 animal bites, with no cases of rabies identified.

The Township contracts for Animal Control Services with Bergen County Humane Enforcement (BCHE). They are responsible for picking up stray dogs and cats, injured or sick wildlife, the housing of lost pets or those forfeited, and for treating animals eligible for care. BCHE assisted in the handling of various animal control issues, including the handling of turkey, coyote, bat and other wildlife concerns in Teaneck. They assist in educating our residents on various domestic animal and wildlife issues, including waste storage, safety measures, animal feeding and sightings. Additionally, Health Department staff regularly posted articles on the Township website regarding licensing reminders, wildlife control measures and other pertinent information.

### Property Maintenance & Environmental Services:

The Health Department staff followed up on all complaints regarding refuse, overgrown lawns, snow/ice removal, as well as corner view obstructions and blighted properties. The department looked to gain compliance through inspection and notification of the property owner. In 2017, the depart-

HEALTH AND HUMAN SERVICES DEPARTMENT RESOURCES				
	2014	2015	2016	2017
EXPENDITURES	\$890,769	\$924,327	\$943,614	\$943,703
REVENUES	\$122,623	\$138,091	\$221,152	\$213,295
PERSONNEL (FT/PT) *Includes Registrar	09/01*	09/01*	09/01*	09/01*
OVERTIME PAID	\$15,201	\$18,861	\$15,732	\$20,310

ment issued 164 summonses and had 54 summary abatements processed. In addition, the department collected a total of \$6,086 in fines for non-compliance with Township code.

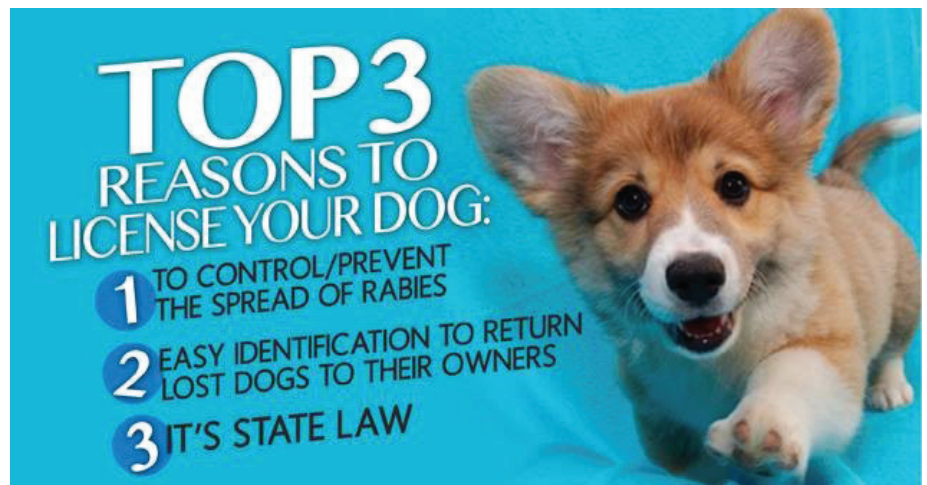
The Health Department maintains an Abandoned Property Registry, to identify non-compliance with the Property Maintenance Code and houses in need of rehabilitation. Over 200 vacant properties were evaluated to determine their status as to whether they qualified as abandoned.

In 2017, the Health Department conducted 315 retail food establishment inspections for routine sanitation and followed-up on 38 complaints. The department inspected 17 day-care facilities. Additionally, the department inspected and treated all public grounds and buildings to help prevent or control all sorts of vermin and pests.

## HIGHLIGHTS OF 2017

In 2017, the Health Department issued 247 retail food licenses, 1,639 dog and cat license tags, and 254 Certificates of Health Rental Certificates for single-family, rented rooms and superintendent apartment occupancy. Staff conducted 235 inspections for individual unit rentals in apartment buildings and 2-family and 3-family dwellings. Total revenue collected this year exceeded \$220,000. The Department of Vital Statistics issued a total of 4,791 licenses and certificates in matters of birth, marriage and death. The Social Service Coordinator had 1,050 client contacts for various resident issues to address public assistance to those in need, including food and toys during the holiday season, financial assistance for outstanding bills, where necessary, and counseling and referral services.

In 2017, the Department of Health and Human Services took over State Housing Inspections for Multi-Family Housing Units from the New Jersey Department of Community Affairs.



The department conducted 294 such inspections for compliance under the State Housing Code for Multiple Family and Hotel Units and received \$1,330 in inspection revenue.

The Department of Health and Human Services was audited in 2017 by the New Jersey State Department of Health, Office of Public Health. The auditor examined various areas of compliance including administration, staff development, program development, emergency preparedness capabilities, and New Jersey Practice Standard requirements for CORE Competencies in public health nursing, health education, environmental programs, technology, inspections and records retention. The Health Department received a 92% efficiency rating and very positive feedback in the State Auditor’s report, as noted, “the Department is a well-organized and well-run agency.”



### INITIATIVES IN 2018

- Engage residents to make “better health” a priority.
- On March 15th, at the Richard Rodda Center, a kick-off will be held for the Teaneck Town-wide Weight Loss Challenge. Residents will register to participate in a ten-week challenge to lose weight, eat healthier, and learn more about various aspects of living a better quality of life. The program will consist of bi-weekly weigh-ins, educational seminars, free one-month gym trial membership, a supermarket tour with a licensed dietician, and guidance to continue their path to a healthier life well after the program finale on June 7th. Prizes will be raffled to those completing the program. The Township looks to register over 150 participants and has a goal of losing 500 pounds collectively, as a community. STIGMA-FREE - Working with the Stigma Free Task Force the

PERFORMANCE STATISTICS: INSPECTIONS				
	2014	2015	2016	2017
Retail Food Establishments	306	377	316	315
Conditional Satisfactory Food Establishments	8	8	14	4
Unsatisfactory Food Establishments	0	0	0	0
Property Maintenance	1,010	1,452	1,144	1,599
Environmental	37	34	73	23
Heat Complaints	19	30	29	22
Dog and Cat Inspections	97	78	80	51
Vector and Infestation	85	70	82	73
Housing Complaints	84	88	81	78
Certificate of Health Rental	277	252	386	235
Day Care Centers	21	18	24	28
Air Conditioner and Sound	278	248	293	286
Zoning-Related	28	19	9	5
Bathing Facilities and Pools	40	39	43	42
Communicable Disease Investigations	150	138	170	136

Health Department will participate in the May 2017 kick-off of Teaneck's stigma free campaign, which aims to reduce the stigma associate.

- Implement a property maintenance and code enforcement program. The Township will hire a Code Enforcement Officer who will conduct inspections and investigate complaints of violations of the Township's Property Maintenance Code. The goal of this program is to ensure compliance with the Township code, in order to maintain the health, safety, cleanliness, and beauty of our community.

PERFORMANCE STATISTICS: VITAL RECORDS				
	2014	2015	2016	2017
Birth Certificates	3,384	3,672	3,754	3,780
Death Certificates	1,493	1,572	538	410
Marriage Certificates	295	309	386	539
Burial Permits	0	0	4	11

PERFORMANCE STATISTICS: ENFORCEMENT				
	2014	2015	2016	2017
Violations Notices and Letters Issued	2,684	2,285	2,121	1,545
Summary Abatements Issued	27	33	38	54
Summonses Issued	78	44	145	164
Assessed Court Fines	\$2,437	\$5,627	\$3,050	\$6,086
Social Service Clients	1,225	1,208	1,201	1,080

PERFORMANCE STATISTICS: LICENSES				
	2014	2015	2016	2017
Retail Food	227	231	235	247
Housing	240	282	247	256
Vending	18	18	17	17
Laundry	23	23	23	20
Bathing Facility	5	5	5	4



# Municipal Court

Craig Ferdinand, Municipal Court Administrator

## Scope of Operations

The mission of the Municipal Court is to achieve justice while remaining neutral and independent of the Executive and Legislative Branches of Government. This judicial independence is important to ensure confidence in the legal system by the litigants served. As part of the Judiciary's mission as a whole, this office continues to strive to ensure that core values incorporating independence, integrity, fairness and quality service are met on a daily basis when interacting with internal and external customers.

## KEY PUBLIC SERVICE AREAS

The Municipal Court continues to have jurisdiction over all traffic, criminal, and local offenses filed within the Township of Teaneck. Offenses of an indictable nature are turned over to the County Prosecutor's office for final disposition or potential downgrade back to the Municipal Court for adjudication. Also, Teaneck Municipal Court hears matters transferred by order of change of venue from other municipalities when required by the Assignment Judge.

The Municipal Court is automated, using the Statewide Automated Traffic System (ATS) and the Automated Criminal System (ACS). The ATS/ACS systems are connected with the New Jersey Motor Vehicle Commission for prompt reporting of court dispositions and driver's license suspensions of defendants who fail to pay assessed fines and costs, satisfy traffic summonses, or criminal disorderly persons' offenses.

The executive components of the Teaneck Municipal Court are the Honorable

Judge and the Certified Municipal Court Administrator, with support from the Deputy Court Administrator. The remaining Municipal Court support staff consists of two Senior Clerks and two Clerk Typists.

## HIGHLIGHTS OF 2017

The Municipal Court staff disposed of 17,137 traffic, parking and DWI cases and 1,557 criminal cases, which include offenses filed under Township ordinance violations during the calendar year. All summonses and offenses issued by both local and state police were processed by court staff under the direction of the Court Administrator and the Deputy Court Administrator.

Court staff processed 16,603 traffic, parking and DWI cases, and 2,345 criminal cases, which include offenses filed under Township ordinance violations.

The Township appointed Craig Ferdinand as certified Municipal Court Administrator in March 2017.

The court staff remitted \$701,712.06 in

MUNICIPAL COURT RESOURCES				
	2014	2015	2016	2017
EXPENDITURES	\$447,079	\$427,123	\$412,118	\$460,321
REVENUE	\$672,962	\$774,049	\$619,670	\$709,397
PERSONNEL (FT/PT)	6/2	6/2	6/1	6/1
OVERTIME PAID	\$15,826	\$15,568	\$17,357	\$11,983



finances and costs in 2017 to the Township, with the balance distributed to all other appropriate state and county agencies.

The Court installed a new filing system in the office adjacent to the new court offices on the first floor. This has allowed for better filing options for traffic and criminal matters, and allows court staff to obtain files more easily.

## INITIATIVES IN 2018

- Municipal Court staff will continue to focus on reducing case backlog and collecting outstanding fines and costs owed to Teaneck from prior years.
- The Court is working with the Township to contract with a collection agency to collect outstanding municipal court debt, which totals \$488,641.94, of which the Township of Teaneck would collect \$183,662.12, if all outstanding debt is collected. The implantation of such a contract is of no cost to the Township. Associated costs are paid by the defendant at a certain percentage rate established in the initial agreement when contracting for collections.
- The Court Administrator will continue to cross-train staff, so the Court office runs efficiently even in the absence of any particular employee(s).
- Municipal Court personnel will continue to have court files moved from the old basement offices to the new file room. The court staff will then work with management to determine where remaining files will need to be stored after the new file room has been used to its current capacity, and will organize these files in accordance with AOC standards.

PERFORMANCE STATISTICS: MUNICIPAL COURT				
	2014	2015	2016	2017
Traffic Tickets Issued	15,373	18,300	15,294	16,539
Traffic Tickets Disposed	16,280	20,211	17,180	17,069
Traffic Tickets to be Disposed	11,205	13,038	5,076	4,306
Criminal Cases Filed	770	658	881	2,345
Criminal Cases Disposed	1,228	1,300	1,206	1,557
Criminal Cases to be Disposed	1,188	1,375	916	847
DWI's Issued	58	73	70	64
DWI's Disposed	75	84	102	68
DWI's to be Disposed	42	48	33	24





# OPERATIONS

# Public Works

Fran Wilson, CPWM, CRP, Director

## Scope of Operations

The Public Works Department is responsible for the maintenance of public areas and facilities of the Township. The DPW endeavors to maintain the community's cleanliness, safety, and aesthetic appearance through execution of proactive and preventive maintenance programs. The DPW is divided into five divisions that provide a comprehensive array of services.

### Streets and Sanitation Division:

The Division is responsible for 124 miles of improved roadway and approximately two miles of unimproved roadway, including snow plowing and snow removal operations. This Division cleans and sweeps roadways and municipal parking lots, collects leaves, garden debris, and trash from public receptacles and provides curbside pickup of recyclables from residences. Additionally, the Division installs and maintains traffic signs, street signs, and roadway markings including crosswalks and parking stalls.

### Sewer Division:

The Division handles routine maintenance and repair of nearly 170 miles of sanitary and storm drain sewers and more than 5,700 manholes, catch basins, culverts, and head walls.

### Garage Division:

The Division provides preventive maintenance and repairs for 81 Public Works vehicles and 190 pieces of equipment; 65 Police vehicles and seven pieces of equipment; 35 Fire vehicles and 25 pieces of equipment; five Recreation vehicles and three pieces of equipment, and one Library vehicle. Additionally, the Division services 10 backup generators.

In an effort to reduce costs, employees continue to collect used vegetable oil from businesses in the Township to make our own bio-diesel fuel, which saves approximately 25 percent on the cost of diesel fuel.

Under a shared services agreement, Public Works serviced and maintained 33 Teaneck Board of Education vehicles and six additional pieces of equipment. This agreement reduced repair costs and increased vehicle in-service time for the Board of Education.

### Parks and Tree Division:

The Division maintains 25 local parks, encompassing approximately 225 acres and more than 20,000 trees along public streets, as well as the grounds of municipal facilities, including shrubs and flowers. Additionally, the Division maintains approximately 200 Township-owned lots, one in-ground pool, and one above-ground pool.

### Maintenance Division:

The Division provides maintenance for public facilities, including the maintenance of the following:

- Lighting in all municipal parking lots and athletic fields (basketball, tennis, soccer, and baseball)
- All public bus stop shelters
- Fire alarm systems in all municipal buildings
- Water lines at the Greenhouse, ball fields, and park water fountains
- All fire extinguishers in Township-owned buildings
- Parking meters
- Heating, air conditioning, plumbing and electrical systems in all municipal buildings
- Lightning detection systems in Township parks

DEPARTMENT OF PUBLIC WORKS RESOURCES				
	2014	2015	2016	2017
EXPENDITURES	\$7,047,471	\$6,267,120	\$ 6,351,916	\$6,379,824
REVENUES	\$11,860	\$126,328*	\$ 150,443	\$165,035
PERSONAL (FT/PT)	58/1	61/1	61/1	61/1
OVERTIME PAID	\$384,668	\$405,460	\$ 244,737	\$318,954
*Includes road opening permits				

## KEY PUBLIC SERVICE AREAS

- **Snow removal service:** During 2017, the Public Works Department was exceptionally busy with snow removal. There were 12 snow-related events, with a snow total of approximately 40 inches. During these snow events, Public Works applied approximately 2,980 tons of salt. In addition, Public Works applied 18,600 gallons of brine solution to roadways prior to the actual storms. In applying this brine solution, it drastically reduced the amount of salt that was used during each event.



- **Leaf removal:** During leaf season, Public Works efficiently and effectively removed approximately 18,765 cubic yards of leaves from roadways and Township Parks. Leaf removal is a monumental task that strains the resources of the DPW.

- **Recycling services:** Our enhanced program, which began in 2011, continues to be successful. In 2017, we collected more than 3,200 tons of recycling material through either curbside pickup or drop off at the recycling depot. Public Works also collected approximately 251 white goods/appliances from residents in front of their homes.

## HIGHLIGHTS OF 2017

The Maintenance Division renovated the second level at the Rodda Center, painting and repairing numerous rooms .

The Tree Division planted approximately 30 trees for the Trees of Love program in various parks.

The Sewer Division put the new sewer camera to work. During the course of the 2017 calendar year, the division visually inspected 39,821 feet of sewer line.

### PERFORMANCE STATISTICS: PARKS

	2014	2015	2016	2017
Work Orders	45	70	91	62
Work Orders Completed	38	45	77	52
Outstanding Work orders	0	5	3	10
Cubic Yards Waste Removed	1,140	1,257	932	790

### PERFORMANCE STATISTICS: RECYCLING

	2014	2015	2016	2017
Tons of Recyclable Paper Collected	1,751	1,745	1,744	1,791
Tons of Commingled Recyclables Collected	1,162	1,131	1,129	1,205
Tons of Electronic Recyclables Collected	67	61	66	45
Tons of Corrugated Recyclables Collected	130	138	123	123
Gallons of Waste Oil Collected	660	480	358	440



## INITIATIVES IN 2018

- **New DPW Complex:** In 2018, the Township will be moving forward with engineering/environmental studies to gauge the possibility of building a new DPW complex.

### PERFORMANCE STATISTICS: MAINTENANCE DIVISION

	2014	2015	2016	2017
Work Orders	1,301	1,380	1,404	1,457
Work Orders Completed	1,031	1,128	1,024	1,423
Outstanding Work orders	23	8	35	34

### PERFORMANCE STATISTICS: TREES

	2014	2015	2016	2017
Work Orders	566	610	617	676
Work Orders Completed	569	526	636	676
Number of Trees Removed	245	165	291	212
Outstanding Work Orders	6	22	47	0
Stumps Ground	211	163	291	144

PERFORMANCE STATISTICS: GARAGE				
	2014	2015	2016	2017
Work Orders	2,509	2,359	2,161	1,926
Work Orders Completed	2,108	1,763	1,693	1,905
Work Orders Outstanding	49	72	88	21
Preventative Maintenance Completed	426	369	339	279
Corrective Maintenance Completed	2,083	1,990	1,822	1,647
Tons of Salt Spread	3,272	3,665	1,359	2,980
Gallons of Brine Spread	15,700	42,900	9,200	18,600



PERFORMANCE STATISTICS: ROADS				
	2014	2015	2016	2017
Work Orders	1,120	1,661	680	831
Work Orders Completed	797	567	498	668
Sewer Calls	213	157	135	149
Residential Sewer Backups	150	133	133	126
Township Sewer Backups	48	23	22	21
Sewer Checks	2,832	2,809	2,637	2,964
Outstanding Work Orders	15	30	5	163
Street Sweeper Miles	9,440	6,005	6,921	11,246
Tons of Street Debris Collected	1,270	765	600	895
Tons of Sanitation Waste Collected	440	409	422	448
Potholes Filled	2,553	4,491	2,039	2,708
Tons of Fill Used	268	490	250	177

# Engineering

Farah Gilani, PE, PP, CME, Township Engineer

## Scope of Operations

The Engineering Department provides engineering services for the Township's infrastructure systems. The infrastructure includes storm drain systems, sanitary sewer systems, buildings, grounds, parks, roadway systems, traffic signals, and various services required for public works.

The department prepares capital improvement programs as they relate to the preparation of the capital budget and the implementation (engineering design and construction administration) of these programs. In addition, the department evaluates the impact new developments will have on the Township's infrastructure, such as traffic conditions, sanitary sewer, and storm water systems.

The department reviews residential plans and ensures that construction is completed according to the approved plans, with no adverse effect on adjoining properties.

The Township Engineer prepares and coordinates various Federal, State, and County grants for opportunities to fund various projects. The Engineer represents the Township on the Community Development Regional Committee and the Bergen County Open Space Trust Fund, Northern Valley Region.

The Engineering Department prepares resolutions for the Township Council's approval in connection with construction and other services, and coordinates contract administration. Additionally, the department prepares traffic regulation ordinances.

Currently, the duties of the Township Engineer have been outsourced to Fastech Consulting Engineers. The firm provides a full-time licensed engineer (Mrs. Farah Gilani, P.E., P.P., C.M.E. and David Garvel, P.E.) who operates from the Municipal Building. Additionally, the department has one full-time Clerk Typist, who is shared with the Public Works Department, and one part-time Clerk Typist.

The Township Engineer acts as the Township's storm water coordinator and submits an annual report to NJDEP for the Municipal storm water permit. Also, the Township Engineer attends monthly Environmental Commission and Township Council meetings, as required.

## HIGHLIGHTS OF 2017

- Repaving of Palisade Avenue, Sections 6 and 7
- 2017 Roadway Resurfacing plans - thirty (30) out of fifty-five (55) roadways were paved
- Design of Votee Park Field House, and paving of Votee Park walking path and Basketball courts.
- Traffic safety improvements along Palisade Avenue, including installation of Rectangular Rapid Flash Beacon and Flashing Speed Limit sign
- Green House structural repair
- Design of Police Headquarters HVAC improvements

- Traffic safety improvements and installation of Rectangular Rapid Flash Beacon at River Road near FDU
- Renovation of Votee Park Baseball Field #3
- Municipal Green topographic survey
- Emergency sewer repair at Wellington Avenue
- DPW building structural study and temporary repairs
- Renovation of the Tax Department.

## INITIATIVES IN 2018

- Construction of Teaneck Road Streetscape Improvements
- Construction of Votee Park Field House
- Design and construction of Votee Park inclusive playground Safety Surface
- Construction of Police headquarters HVAC Improvements
- Police Headquarters mold remediation
- Design and construction of Police Headquarters Firing Range
- Design of Rodda Center Roof and Façade Improvements
- Design of Municipal Building - windows replacement
- DPW Structural Repair and Monitoring
- Construction of Votee Park Splash Pad
- Beverly Road Rehabilitation
- Resurfacing of Palisade Avenue, Section 8
- 2018 Roadway Resurfacing Program
- Degraw Avenue - ADA Ramps and Resurfacing.

### Performance Statistics: 2017 Permits

Sidewalks and Curbs	374
Road Openings	243
Street Dumpsters	13

### Performance Statistics: Application Reviews

Board of Adjustment	N/A
Planning Board	9

### Performance Statistics: 2017 Licenses

Concrete Curb, Sidewalk and Apron	38
-----------------------------------	----

# DEVELOPMENT



# Tax Assessor

James R. Tighe, CTA, SCGREA, Tax Assessor

## Scope of Operations

The Tax Assessor is responsible for determining the ownership, taxability and assessed value of each property in the municipality. The Assessor's activities are performed under the direct supervision of the County Board of Taxation and the N.J. Division of Taxation. The Assessor is a municipal employee and is responsible to the municipality for observing local conditions of employment.

Responsibilities include: identifying, valuing and listing all taxable or exempt properties; creating and maintaining the central database of properties and property owners; reviewing and approving requests for Senior/Disabled and Veteran's tax deductions; reviewing building permits to determine the taxability of proposed work and assessing it upon completion; defending the Township at tax appeal hearings before the County Board of Taxation and the State Tax Court; preparing 200' radius lists of property owners for the Planning Board; reviewing and processing deeds for County Board of Taxation analysis; maintain the Township's Tax Map; and providing information to other Township departments, residents and professionals.

The Assessor's Office is staffed by the Assessor and an assistant. Outside contractors are employed to assist in inspecting new construction and defense of tax appeals, as needed.

The Tax Assessor also serves as chairman of the Self Insurance Commission, acting as a liaison between the risk administrator and the Township. Tort claim notices and other documents received by the Township are logged and forwarded to the risk administrator for action. The Tax Assessor is the first point of contact for most liability claims against Teaneck.

TAX ASSESSOR RESOURCES				
	2014	2015	2016	2017
EXPENDITURES	\$227,879	\$197,474	\$277,110	\$295,920
REVENUES	N/A	N/A	N/A	N/A
PERSONNEL (FT/PT)	2/0	2/0	2/0	2/0
OVERTIME PAID	\$5,064	\$6,909	0	\$6,865

- Customer service - Assisting the public with data retrieval and information is a key function in the Assessor's Office. Hundreds of phone calls, emails and personal visits are received annually in the Assessor's Office requesting various types of information. The Assessor's Office also assists all other municipal departments in identifying property owners, locations, and providing physical descriptions of properties.
- Generate 200' radius property lists for Board of Adjustment related matters. Assessor's Office is responsible for determining all properties located within 200' of subject property and providing ownership information so notices can be served on affected property owners.
- Process tax deductions for Senior Citizens and Veterans.
- Process and review Building Permits. All Building Permits issued are reviewed by the Assessor's Office to determine the taxability and value of the construction being performed. Values of taxable construction are entered into an annual Added Assessment List with a special billing issued in the 4th Quarter of the Tax Year. This process results in hundreds of thousands of additional taxes collected in each tax year.
- Process and reviewing Deeds.
- Conduct residential and commercial property inspections.

## HIGHLIGHTS OF 2017

A significant amount of new construction, renovation and remodeling occurred during 2017. This resulted in the levying of 316 Added Assessments which generated \$611,486 in additional taxes. Of this total, \$557,983.99 was owed to the Township and \$53,502.81 was owed to the County of Bergen. (The amount owed to the Township from 2017 Added Assessments exceeded one tax point.) The 2018 Aggregate Assessable Value was increased by a total of \$33,836,900 as a result of these efforts. (Increases in the tax base serve to moderate future tax rate increases.)

### Tax Appeals:

One hundred sixty (160) appeals were filed with the Bergen County Board of Taxation. The aggregate value under appeal was \$75,333,600. Total reductions in assessed value were \$4,528,700 and refunds totaled \$142,201.

Eighty-eight (88) appeals were filed with the Tax Court of New Jersey, having an aggregate assessed value of \$409,192,400. (Almost half of the total value under appeal consists of the eight properties comprising the "Glenpointe" office/hotel complex. This complex has appeals pending back to Year 2006.) Of the 88 filings, 3 have since been withdrawn, and 7 have been settled. Assessment reductions from STC judgments totaled \$1,619,900 in 2017.

The Glenpointe case, covering Tax Years 2007-2010 only, continued throughout 2017 with no judgment being issued. This case originally commenced in 2015 and will continue into 2018.

TAX YEAR 2017 PROPERTY SNAPSHOT				
	PARCELS	% of Total #	% of Total \$	Assessed Value
Residential	11,095	94.8%	84.2%	\$4,248,567,100
Commercial	385	3.3%	9.9%	\$501,407,900
Industrial	14	<1%	<1%	\$34,805,600
Apartments	62	<1%	4.6%	\$229,331,700
Vacant Land	136	1.2%	<1%	\$28,885,600
<b>TOTAL</b>	<b>11,692</b>			<b>\$5,035,997,900</b>

2016 PROPERTY SNAPSHOT: BERGEN TAX BOARD CASES				
	2014	2015	2016	2017
Total Assessed Valuation	\$5,816,567,200	\$5,016,422,000	\$5,025,294,700	\$5,035,997,900
Cases Filed	1,122	153	153	160
Value Contested	\$5,823,115,000	\$99,735,285	\$118,186,600	\$75,333,600
Pct. Total Value Contested	10%	2%	2.5%	1.5%
Reductions Awarded	\$552,782,000	\$2,146,915	\$5,354,685	\$4,528,700
Pct. Total Assessed Valuation	<1%	<1%	<1%	<1%
State Tax Court Appeals	103	83	107	88

## INITIATIVES IN 2018

- Further maximize assessable value by inspecting and listing all completed construction on 2018 Added Assessment List. Several large projects are on course to be completed in 2018 and should contribute significantly to the tax list totals.
- Review and identify documents that can be removed and destroyed in accordance with the Records Retention Schedule issued by the Division of Archives and Records Management. This will streamline office operations, reduce clutter, and create space for new records.

### PERFORMANCE STATISTICS: INSPECTIONS AND ASSESSMENTS

	2014	2015	2016	2017
Number of Veterans/Senior Deductions	42	38	89	112
Number of 200' Property Owners' Lists	87	137	109	162
Number of Permits Processed	1,771	2,143	2,562	2,321
Number of Deeds Processed	516	534	563	702
Number of Properties Inspected	59	130	201	393
Number of Added Assessments	142	112	411	316
Full Assessed Value Added	\$18,122,600	\$9,428,300	\$28,732,000	\$ 33,836,900



# Building Department

Mark Bocchino, Construction Official

---

## Scope of Operations

The Building Department is responsible for the administration of the New Jersey Uniform Construction Code (U.C.C.), the Township's zoning ordinances, and the New Jersey Municipal Land Use Law (MLUL). The department executes these duties through the review of development and land use applications, field inspections, and by issuing permits and certificates of occupancy. In addition, the department responds to emergency scenes to assist the Fire and Police departments in evaluating the suitability of structures for occupancy.

Here in detail is the Building Department's mission:

- Protect the health, safety and welfare of all users of buildings and structures within the Township of Teaneck through the enforcement of the Uniform Construction Code of the State of New Jersey.
- Ensure the adequate maintenance of buildings and structures throughout the Township by active enforcement of the Uniform Construction Code of the State of New Jersey.
- Provide and maintain a pleasing visual environment through the application and enforcement of the Township's Development Regulations.
- Assist in the orderly development of the township by applying the rules and regulations established by the Township Council.
- Assist the Township Council in providing a better community by recommending the elimination of unnecessary or obsolete regulations, the alteration of regulations to recognize new and innovative technologies and the establishment of new regulations to address changing lifestyles and objectives.
- Assist applicants in the process of obtaining necessary approvals for use

and development of properties within the Township.

- Provide assistance to property owners and users in times of crisis to minimize disturbance of life and livelihood. The Construction Official is responsible for supervision of the daily activities of the department, which currently has 11 full-time and one part-time staff member.

## KEY PUBLIC SERVICE AREAS

Application processing:

An increasing number of applications are processed by three Building Department staffers, who also coordinate reviews and approvals with other Township departments, such as the Fire Department, Engineering Department, and the Department of Health and Human Services.

Zoning applications and inspections:

The Township's Zoning Officer and Assistant Zoning Officer manage all applications for zoning. Additionally, they investigate complaints and take enforcement actions as needed to ensure compliance with Teaneck codes. While the New Jersey Municipal Land Use Law allows 10 business days for review of applications, the Township last year processed 93% of applications within two business days.

Land Use Applications:

A single staff member processes paperwork required by the Planning

BUILDING DEPARTMENT RESOURCES				
	2014	2015	2016	2017
EXPENDITURES	\$941,381	\$987,720	\$916,259	\$926,870
REVENUES	\$1,156,307	\$1,353,619	\$1,860,641	\$1,170,874
PERSONNEL FT/PT	10/04	10/4	11/2	11/3
OVERTIME PAID	\$19,251	\$14,199	\$12,014	\$12,019

Board and Zoning Board of Adjustment, which involves collection of documents and fees, reviews by various Township departments, and coordination with applicants, attorneys, and design professionals.

Construction applications and inspections:

These activities are performed by the Building Subcode, Electric Subcode, Plumbing Subcode, Fire Subcode and Elevator Subcode officials. Inspections are supplemented by part-time employees. Throughout the year, many inspection requests were handled on a same-day or next-day basis. Several staff members hold licenses in multiple disciplines, allowing greater flexibility and alternate coverage.

Open Public Records Act (OPRA):

The department's fulfillment of OPRA requests provide the public with valuable information on properties within the Township. Historical data retrieved from the archives has provided both current owners and prospective purchasers with essential information during a change of ownership in real property. Background information allows an owner to prepare their property for sale, while the same information helps create an informed buyer.

## HIGHLIGHTS OF 2017

Coordination of services provided to the public by the Township's departments has been a key component of improving overall customer service. By acting as the clearinghouse for submissions, reviews and approvals, the Building Department's counter staff has reduced the need for repetitive trips to Town Hall by applicants. Also, the ability to transmit information electronically has reduced wait times and the need for repeat in-person visits.

A change in the staff inspection schedule has resulted in the ability to offer a greater variety of appointments to permit holders. With full-time inspectors supplemented by part-timers, more days were available when all needed inspectors could be scheduled to work on the same days. This new scheduling pattern gives inspectors greater ability to perform re-inspections on a fast turn-around basis.

The process of archiving closed permit applications continued. Once a file was closed and a Certificate issued, the project data was entered into the electronic archive and the paper records stored. Currently, more than 400 cartons of records have been entered into the database, covering almost 20 years of activity. The ability to retrieve historic records from the database results in timely responses to OPRA requests, providing the public with critical information quickly and efficiently. The Building Department processed 572 OPRA requests in 2017.

Due to the several large projects beginning in 2016, they have begun to hit their stride 2017, resulting in

an increase in inspections on these projects. Several more large projects are anticipated to begin in 2018.

Inspector Calvin King was chosen as Plumbing Inspector of the Year 2017 by the New Jersey Plumbing Inspectors Association.

## INITIATIVES IN 2018

- The department will prepare educational material and checklists to assist the public with filing various permit applications. The information will be available in the office and on the Township's website.
- The department will offer project consultation meetings with the Construction Official or his designee by appointment. The meetings will assist the public in learning the code requirements of their project. Furthermore, participants will learn what to expect during the construction process and will be better able to manage their project.
- The Department of Public Works



has begun to relocate archived records to the Municipal Building from two offsite locations. When complete, retrieval of these records to fulfill OPRA requests within the required time frame will be significantly enhanced.

PERFORMANCE STATISTICS: UCC ACTIVITIES				
	2014	2015	2016	2017
Applications	2,804	2,868	2,898	2,616
Reviews	2,830	3,342	3,231	3,029
Permits	2,761	2,845	2,861	2,505
Building Inspections	4,565	4,336	5,562	5,005
Plumbing Inspections	5,383	5,413	5,420	4,908
Electrical Inspections	2,617	2,416	2,710	2,844
Fire Inspections	1,616	1,361	1,470	1,519
<b>Total Inspections Performed</b>	<b>14,181</b>	<b>13,526</b>	<b>15,162</b>	<b>14,281</b>

PERFORMANCE STATISTICS: ZONING/LAND USE				
	2014	2015	2016	2018
Applications	731	858	806	763
Reviews	1,214	1,721	1,181	1,028
Permits	651	738	714	624
Planning Board Appeals	23	27	25	26
Zoning Board Appeals	59	70	54	47
Planning Board Applications	27	36	23	30
Zoning Board Applications	68	73	49	50
<b>Zoning / Land Use Revenues</b>	<b>\$158,715</b>	<b>\$167,816</b>	<b>\$114,316</b>	<b>\$125,582</b>

# SUSTAINABILITY

# Library

Jonna Davis, Acting Director of Public Library

## Scope of Operations

The Mission of the Teaneck Public Library (TPL) is to provide modern library resources and services necessary to meet the evolving educational, recreational and informational needs of the public, thus enhancing individual and community life.

### KEY PUBLIC SERVICE AREAS

**Services to children:** To promote a love of reading and the library as a lifelong destination for educational and recreational interests. The library sponsored a summer reading club that involved more than 800 children. Staff, including three librarians with master's degrees, conduct story times and organize programs and activities year round to stimulate interest.

**Lending materials:** The library offers both print and audiovisual materials, and, increasingly, online materials, to satisfy public demand for reading and information across the spectrum of human interests. TPL is an active participant in the Bergen County Cooperative Library System (BCCLS), ensuring access to the collections of 77 public libraries via walk-in borrowing privileges or delivery service. Beyond the bestseller list, TPL takes pride in offering current materials in a host of subjects from travel guides to test prep. The library has large collections of DVDs and music CDs; buys materials in Spanish and Hebrew regularly; provides videogames for Wii, Xbox and PS4; and offers recorded lectures from Great Courses and the Teaching Company.

**Research:** TPL serves as the community's study center, Wi-Fi and Internet access hub, and traditional reference center. We provide a robust Wi-Fi network, PCs that were updated in the summer of 2016, printers, and a scanner for public use. TPL's staff maintains a collection of reference print sources and a select set of electronic databases, including Ancestry, Mango and Learning Express. Training sessions in using the computer catalog and the basics of the Internet are held year round. Residents can bring their electronics to learn how to use

tablets, readers, etc., in a scheduled session or by appointment.

**Programming:** The library is a year-round venue for informative and entertaining programs. Often held in conjunction with the Friends of the Library, concerts, film showings, lectures, and other events are scheduled. The Museum Pass program offers free admission to 10 major attractions in the metropolitan area, including the Intrepid and the American Museum of Natural History. The Children's Department hosted reading clubs, a Read to Dogs program, story times, and a gamers' club. Puppet shows continued to be a big draw.

**Local history:** The library seeks to expand and enhance its resources concerning the history of Teaneck. Biographical summaries were written for the 20th century soldiers from Teaneck – all who perished in World War II, Korea and Vietnam, as well as all who served in World War I. The tombstone of the Revolutionary War soldier did not go on display as we planned, but it will be on view in 2017.

### INITIATIVES IN 2018

- The Library Board retained the architectural firm of Arcari & Iovino to lay the groundwork for an application for state funding of major interior renovations. After a statewide referendum was passed in November 2017, a grant process for the \$115 million will be announced in late spring. It provides 1:1 funding with local funds matching those from the state. Public restrooms would be re-located to the main floor, new small meeting spaces would be created, and collections would be re-configured.

LIBRARY RESOURCES				
	2014	2015	2016	2017
EXPENDITURES	\$2,910,480	\$2,862,732	\$2,947,145	\$2,211,624
REVENUES	\$20,025	\$20,872	\$17,271	\$16,919
PERSONAL (FT/PT)	21/27	20/27	20/29	19/27
OVERTIME PAID	\$80,473	\$84,117	\$74,314	\$39,031



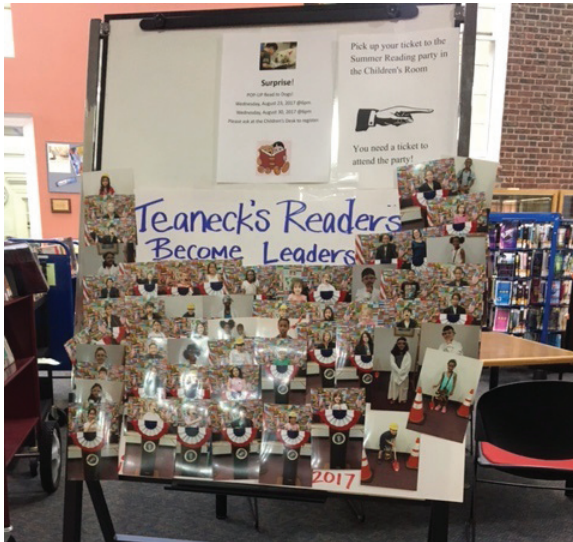
PERFORMANCE STATISTICS: RESOURCES				
	2014	2015	2016	2017
BOOKS	100,724	100,456	101,364	95,194
AUDIOBOOKS	3,263	3,654	3,804	3,662
DVDS	14,484	14,217	14,446	13,650
MUSIC CDs	7,491	7,267	6,294	5,590
MAGAZINES/NEWSPAPERS	1,787	2,072	2,797	2,881
TOTAL ITEMS	138,181	132,116	129,500	121,942

PERFORMANCE STATISTICS: RESOURCES ADDED				
	2014	2015	2016	2017
BOOKS	8,104	8,620	9,719	9,473
AUDIOBOOKS	523	546	624	580
DVDS	2,567	2,731	2,500	2,161



- The Library is collaborating on the Garden to Nurture Human Understanding project on the Municipal Green. Library trustees serve on the overall committee, which includes the Enslaved Africans Memorial and the Holocaust Memorial committees. TPL is committed to providing space for a computer kiosk and meeting space for small groups as these memorials are developed.
- The Public Library's role and services continue to evolve as the digital age penetrates more aspects of daily life. Staff will monitor the size of the physical collection, pondering whether 122,000 items are needed, or is a collection of 100,000 more appropriate? The amount of funds expended on digital products versus traditional print must be evaluated. Interior space continues to be adapted to provide more reader seats. Can space be found to add more Internet computers? These are some questions to be answered in conjunction with the architect's study mentioned above.
- Finally, the Library's Board of Trustees will be seeking a new Library Director, as a result of the retirement of Michael McCue. The new person will only be the fifth Director in the library's almost 100-year history.



PERFORMANCE STATISTICS: PATRONS AND CIRCULATION

	2014	2015	2016	2017
Library Use	10,652	10,336	10,030	10,054
Total Registration	25,029	26,123	27,025	28,246
Percentage of Population registered	63%	66%	68%	71%
Annual Circulation	530,125	504,800	484,912	464,017

# Recreation

Glenna D. Crockett, Superintendent

## Scope of Operations

The mission of the Department is to provide year-round leisure time activities and quality recreational programming for residents, ages eighteen months to one hundred plus years, with the goal of enhancing the quality of life for residents while contributing positively to their "Teaneck Life Experience." The department has concluded its seventy-third year as a professional department with a great deal of pride. Teaneck is considered a staple in the forefront of the field of Recreation and one of the state's largest and most progressive in regard to state-of-the-art facilities, with an unwavering commitment to excellence in programming. The department is vital to the community in terms of providing a myriad of healthy outlets that facilitate interaction and camaraderie amongst neighbors while fostering a sense of community for a broad spectrum of residents. The department strives to provide and insure a positive, safe and wholesome environment through recreational activities, conducive to building healthy communities within the Township.

The Richard Rodda Community Center serves as the central hub and venue for residents, community-based organizations, sports organizations, etc. The facility supports the department's goals and is the catalyst that unites the entire community, irrespective of religious, cultural or ethnic diversity. The facility assists in bridging the gap between multiple generations and is the common denominator that melds and blends the community together in harmony.

The department manages twenty five parks, both active and passive, with Milton Votee being the largest active park encompassing 40 acres. The Votee Park Sportsplex has brought widespread recognition to the Township. Within the Richard Rodda Community Center the department operates the Youth Division, which includes a Montessori-Based Learning Center for three- and four-year olds, an After School Child Care Program for students K thru Middle School, and a Summer Day Camp for ages 3-8. The Senior Division, offering a plethora of

educational, physical fitness and social recreational programs, is one of the largest most popular and progressive Senior Centers for active adults in the state. All other programs for youth and adults, transportation for senior and disabled residents, town-wide special events and facility reservations are administered by the Administrative Division.

## KEY PUBLIC SERVICE AREAS

Provide recreational activities to the community for all ages that broaden and expand horizons and promote healthy leisure time opportunities, while fostering positive interactions among residents.

Facilities use and rentals. The unique existence of the Richard Rodda Community Center provides a tremendous public service to residents through hosting of events, programs, and providing space for community groups.

Provide transportation services to senior & disabled residents at no charge. The department is committed to administering this vital aide to everyday living for our older and/or disabled residents, which enables them to remain in the community and maintain their dignity and independence.

Provide Summer Day Camp for the youth in our community. In keeping with the recreational programmatic long-standing philosophy and practices, the department is committed to providing full- and half-day programs in a safe, well supervised environment for local youth once school dismisses for the year.

### RECREATION DEPARTMENT RESOURCES

	2014	2015	2016	2017
EXPENDITURES	\$1,917,733	\$1,948,002	\$2,034,370	\$2,055,693
REVENUES	\$769,951	\$783,000	\$781,216	\$732,011
PERSONNEL (FT/PT)	11/250+	11/250+	11/250+	11/250+
OVERTIME PAID	\$22,538	\$31,609	\$35,059	\$20,235

## HIGHLIGHTS OF 2017

The department continued its practice of providing regular news releases to local newspaper outlets, as well as providing a myriad of brochures, flyers etc. advertising and promoting the wide array of programs offered by the department year round. The Township website was continuously updated with program information, online registration forms, session dates, and all pertinent information related to the department's wide array of program offerings.

In the Senior Division, the numbers are at an all-time high with over 917 participants registered for the Fall Session and over 800 for the Spring Session. On average, 400 to 600 senior participants utilize our Senior Center on a daily basis. This is a staggering number of enthusiastic, older adults participating. Throughout the year, participants can avail themselves of a myriad of educational lectures sponsored by our county, local and state partners. Once again, Income Tax preparation was provided free of charge to local residents in February and March by former longtime Manager and Certified Public Accountant, Gary Saage. A Visual Arts and Performing Arts Showcase was held which featured displays and live performances from our many class offerings; a true highlight for the participants and the entire community. This annual event is outstanding and nothing shy of extraordinary!

Once again, the Teaneck Library displayed



PERFORMANCE STATISTICS: SENIORS				
	2014	2015	2016	2017
Educational	47	187	192	214
Residents Educational Enrollment	2,409	2,628	2,480	2,638
Fitness	120	351	385	360
Residents Fitness Enrollment	6,576	7,122	7,403	7,667
Non-Residents Fitness Enrollment	249	314	330	399
Social Recreation	45	105	90	96
Residents Social Recreation Enrollment	1,035	1,228	874	849
Non-Residents Social Recreation Enrollment	109	87	69	63
Congregate Meals (individual meals ordered)	5,852	6,534	6,322	5,785
Residents Attending Meals	886	784	812	985
Non-Residents Attending Meals	92	63	39	29
Senior Transportation (each way)	12,615	13,252	15,552	21,680

the exquisite works of our extremely talented artists during July. Additionally, in September there was a Senior Health & Resource Fair sponsored by the Township, Holy Name Center for Healthy Living and Age-Friendly Teaneck. The Fair was hosted at the Community Center which enabled Seniors to get lab work, pulmonary testing, and dialogue with representatives regarding Age-Friendly Teaneck.

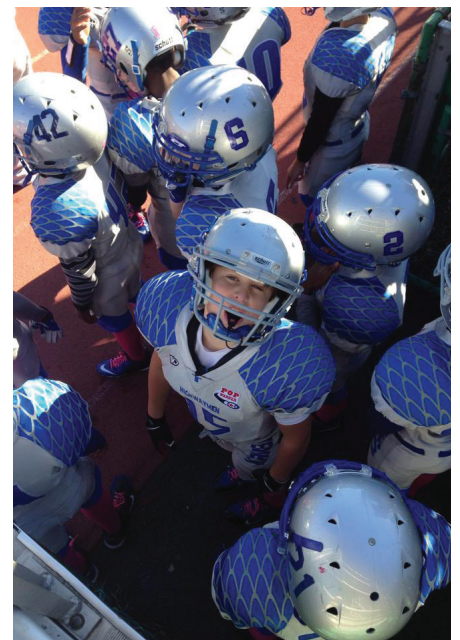
Without a doubt, the word is out on the free-of-charge phenomenal college level classes offered to residents 55 years and older. Retirees are signing up zealously to take advantage of the wide array of classes offered by some of the finest instructors in the area. The popularity of the program is undeniable and unparalleled, with over 200 new participants joining the center last year. The center is committed to promoting healthy aging through physical fitness, intellectual exchanges and via social recreational opportunities. The emphasis on healthy aging is predicated upon fostering independence, using avenues that promote and encourage remaining active, and exercising the "grey cells." The Division takes its responsibility seriously and continues to plan and provide excellence in programming while retaining the best professionals in their respective fields.



In the Administrative Division, new programs were introduced to attract additional residents, all of which were embraced most favorably. The following were added to our line-up; Primary Picassos, a painting class offered to children ages 5 – 8. Students were taught design elements, planning and technique. The use and application of acrylic and watercolor techniques were also incorporated in the lesson plan. A Music Mixing class was offered designed to teach the art of Disc Jockeying. Students were taught the fundamentals of mixing music in small groups of five, where they were encouraged to express originality and creativity in their projects. "Sculpt It" was another of the innovative classes added to our line-up. This class explored three-dimensional spaces. Students were provided instruction on how to handle various materials such as wood, clay, wire, recyclable materials, etc., as well as the proper use of the tools required to manipulate them. Projects were inspired by Alexander Caldor, Leonardo da Vinci, Giuseppe Arcimboldi, and other greats! Our ever popular Multi Sports Camp was expanded this year and provided organized and supervised activities for many after our respective day camps ended, answering our residents' calls for extended camps throughout August. The participants of this camp were taught a wide range of sports from around the world, including rugby, cricket, field hockey,

lacrosse and much more, a win-win for the campers, their parents and the department! The Department's children's programs continued to flourish, serving 6,525 children. The Forum Program continued to thrive, allowing 850 Teaneck High School students to take advantage of open gym and provided the opportunity for them to attend professional sporting events and other culturally enriching activities both locally and in New York City.

For the second time, in summer 2017, the department, in conjunction with the Sankofa Institute for Higher Achievement, launched a pilot program entitled "Express Yourself," a free art and



culturally enriching program for local youth ages 12 to 17. The focus was to encourage and support artistic and social expressions of middle and high school students through a series of interactive workshops. The workshops were designed to allow local youth to engage in activities that would expand and further enhance their critical thinking and social skills through artistic expression. The diverse groups of young people were able to select from a wide array of workshops offered, that included dance, music, art, spoken word, photography, and the use of technology. Approximately 60 students were enrolled and participated in one or more of the activities. Youth engaged in hands-on activities that allowed them to learn and develop new skills and enhance existing ones. The culminating public event was held in Votee Park, featuring the unveiling of a second completed mural, themed “famous people in Teaneck” at the Rotary Band Shell. The students and project director determined those designated for inclusion based on their contributions to the community. One of the more profound components of the Express Yourself program was the peer-to-peer mentorship that developed amongst the participants. This was accomplished by the expertise of the instructors and their ability to connect and develop positive relationships with the youth, that enabled successful outcomes of the project-based activities. The department proudly celebrated the 73rd season of the Teaneck Community Band Concert Series, co-sponsored by the Puffin Foundation, Ltd. and the Township. The department sponsored five consecutive, Wednesday night concerts, under the stars at the Rotary Band Shell in Votee Park, during July and the 1st week of August. In the event of inclement weather, concerts were held in the auditorium of Thomas Jefferson Middle School. The concerts, under the direction of maestro Evan Cooper, featured five professional soloists. The Concert Series’ grand finale was a riveting performance by the Barber Shop Quartet and the Blue Chip Chorus. The remarkable



PERFORMANCE STATISTICS: KIDS, TEEN AND ADULT PROGRAMS				
	2014	2015	2016	2017
Adult Programs	38	137	147	174
Adult Program enrollment	652	768	952	1,635
Summer Camp Enrollment	1,658	1,585	2,131	2,325
Learning Program Enrollment	112	680	117	118
After School Program Enrollment	223	1,307	250	271
Children's Programs	201	888	804	752
Children's Program Enrollment	6,366	6,346	5,564	6,404
Passport to Adventure Day Trips	4	0	5	4
Passport to Adventure Participants	167	0	212	160
Teen Night Attendees	1,857	2,418	2,505	150/wk
Forum Participants	1,111	1,024	981	777

a cappella harmony resonated and provided nostalgic moments for all in attendance! All concerts were well-attended and thoroughly enjoyed by an intergenerational and diverse audience of music enthusiasts.

Teen Nite, our popular Friday night program for resident teens ages 13 to 18, continued. The average nightly attendance was 110, affording local youth with proper identification a safe haven and gathering spot to come together for basketball, billiards, ping pong and foosball in a conducive atmosphere. The program continued to provide stability and organization through pro-active and fail-safe policies that included home address and home phone numbers of attendees, which are kept on file. The existence of such policies has provided parent's piece of mind while their teens participate in our program. Over the year, teens were treated to a Halloween Costume Party featuring a DJ and photo booth, a holiday party with a photo booth and a snowflake project utilizing coffee filter cutout, and Jenga Championship games (a wood stack-up game where players stack up pieces then

pull pieces from the stack successfully, avoiding allowing the pieces to fall or crash)

The department once again held the Annual July 4th Community Celebration featuring face painters, clown balloonist, various inflatables, pony rides, food, a rockin' DJ and more. This past year was graced with the strong presence of the Townships' leadership team. Attendance at all planned events was strong, and the programs were well received and embraced wholeheartedly by the community. The department continued its quest to provide additional venues during August, where the community and families could come together and enjoy a relaxed free adventure with the "Movies Under The Stars" series. Once again residents returned to view popular movies on the big screen, listen to music and watch the children dance, prior to start, bringing snacks, lawn chairs and blankets to lay on the lawn to enjoy a late summers eve and partake of the free popcorn, while communing with friends and neighbors.

The Youth Division continued its alliance with Farleigh Dickinson University's Education Department geared at recruiting and providing employment for its students in our Child Care Programs. The After School Child Care program plays an essential role in the lives of single and working parents. It provides a safe haven for students K through Middle School, and provides homework assistance, organized play, and healthy initiatives such as maintaining an anti-bully environment and the practice of utilizing a buddy system that pairs special needs students with mainstream children. The division continued participation in the "Let's Move" initiative, which is an ongoing venture throughout the entire division which has been embraced by the Township and the Board of Education alike. The division hired new counselors from our local Board of Education for the After School Care Child Program, thereby strengthening the staffing makeup. "Continue DEAR", our drop everything and read program, blossomed with children reading for thirty minutes each Friday. Some other scheduled highlights for the year were Star Lab Portable Planetarium System, which brings the universe to our students, which is an exceptional learning opportunity. Additionally, children were

#### PERFORMANCE STATISTICS: RODDA CENTER AND POOLS

	2014	2015	2016	2017
Rodda Center Rentals to Community Organizations (ind. reserv.)	676	781	1,183	1,694
Rodda Center Rentals to Paid Organizations (individual use)	504	489	496	426
In-Ground Swimming Pool Passes	1,126	1,796	1,343	1,576
Guest Swimming Pool Passes	555	631	712	813
Portable Swimming Pool Passes	54	98	134	116

exposed to “Snakes & Scales,” a reptile program featuring snakes, turtles, alligators, etc. and they were treated to a field trip to Rye Playland Amusement Park. A “Chef It Up Kids” opportunity was provided which translates into a cooking party for children and, last but certainly not least, the children participated in a “Healthy Barn”, a Children’s Nutrition Education Assembly, which is a really well thought-out and innovative program! New Jersey Ask State Exam study groups continued, and an ongoing dialogue continued addressing anger and bullying. This interactive program emphasized and stressed the values of honesty, tolerance, and open communication. The Montessori-based Learning Center continued building upon its original foundation by incorporating geography, math, life skills, social studies, and science.

The senior and disabled transportation service continued to provide round trip rides to medical appointments, food shopping, mall trips, the library and miscellaneous local errands. Residents were transported to dialysis, physical therapy, chemotherapy as well as regularly scheduled medical appoint-

ments. The impact of this much needed public service is unparalleled and much appreciated by the recipients and their families. The program continued to be in demand and heavily utilized, providing round trip and some one-way rides for the Township’s senior and disabled residents over the past year. We applaud and praise our Drivers who go above and beyond; treating the riders with dignity, respect and compassion. Transportation for older adults is the number one challenge in Bergen County. The department has remained steadfast in its commitment to provide this service to our most frail and vulnerable residents.

Users of the Rodda Center span the gamut from Township boards, the Camera Club, the Garden Club, the Blue Chip Chorus, the Teaneck Community Band, the Bergen County Philharmonic, and the Board of Education. The facility accommodated and was available for use by all of the above and by local qualifying groups. Over the past year, staff coordinated 1,694 facility reservations for the center.

Our award-winning Sportsplex and ball fields were fully utilized by local sports organizations, Teaneck High School’s

athletic department, Manhattan-based Yeshiva High School and University, as well as the Community School.

## INITIATIVES IN 2018

- Implement new recreation software to allow for online registration.
- Begin design phase for renovation of the exterior of the Rodda Center. Design specifications include details for roof repair/replacement and improvements to the façade.
- Renovation of the Inclusive Playground’s safety surfacing.
- Installation of the new Splash Pad at the north end of Votee Park.





# GENERAL GOVERNMENT

# Township Clerk's Office

Issa A. Abbasi, MPA, RMC, Township Clerk

## Scope of Operations

The Township Clerk is appointed by Township Council. The Township Clerk serves as the Secretary to the Municipal Corporation, the Secretary to the Governing Body, Chief Administrative Officer of Elections, Chief Registrar of Voters, Administrative Officer with respect to applications and issuance of licenses and permits, Records Coordinator, and Records Manager.

The Township Clerk works closely with the municipality's Bond Counsel to certify proper advertising, filing of Supplemental Debt Statements, and that no protests have been filed with the municipality as to the adoption of bond ordinances.

The Township Clerk's Office provides various other services to the public, including: resident, visitor, commuter and merchant parking decals; taxi, limousine, towing, amusement game, movie theatre, gem dealer, solicitor, liquor license and raffle licensing; government records requests; board applications; and processing of offers to purchase Township property.

The Township Clerk's Office is tasked with the maintenance of records, fulfillment of Open Public Records Act (OPRA) requests, administering elections in the Township, preparing agendas and minutes for Township Council Meetings, and handling requests from members of the Township Council.

## HIGHLIGHTS OF 2017

In 2017, the Township Clerk's Office staff focused on handling an influx of OPRA requests in addition to administering the Primary and General Elections. The staff also furthered their knowledge of municipal government by completing formal course work in the Registered Municipal Clerk courses offered by Rutgers University's Center for Government Services.

In addition, the Township Clerk's Office renewed 30 liquor licenses, fulfilled 554 OPRA requests, issued 17 raffle licenses, 328 parking permits, five solicitor permits, and one towing license.

## INITIATIVES IN 2018

- Purchase and implement software to digitize appropriate Township records to enhance archiving, maintenance, retrieval and public access.
- Review Township documents' useful life in accordance with the Division of Archive and Records Management's Records Retention Schedule and begin process of legally disposing of same.

PERFORMANCE STATISTICS: MUNICIPAL CLERK 2017		
	Volume	Revenue
Street Maps	1	\$10
Parking Decals	328	\$16,400
Weddings	7	105
Limousine Annual Letters/ Consent Fees	39	\$390
OPRA: Paper / Digital	554	\$106
Solicitor Permits	5	\$1,000
Notarizations	66	\$330
Raffle Licenses	17	\$900
Liquor License Annual Renewals	30	\$66,161
Liquor License Transfers	0	N/A
Zoning Maps	0	N/A
Film Permit	0	N/A
Towing Operator License	1	\$550
<b>TOTAL REVENUE</b>		<b>\$85,952</b>

# Finance

## Michael Mariniello, Acting Chief Financial Officer

### Scope of Operations

As Chief Financial Officer, my mission is to serve as the Township's chief fiscal policy consultant and to foster long-term economic sustainability and responsible resource allocation.

The Department of Finance oversees the operations of Finance and Tax Collection, which are responsible for effectively maintaining the financial administration of the municipality and overseeing its resources. The fiscal responsibilities of this department include maintaining and managing the general ledger, financial records and reports, grant records and compliance, debt service and investments, accounts payable/receivable, as well as administration of the municipal budget and supervising the tax collection process.

Specific responsibilities include: Maintain central accounts and records; control expenditures; pre-audit bills and claims; custody of securities and investments; invest surplus funds; prepare the annual budget; prepare financial statements; payroll; render tax bills; receive and collect taxes and fees; manage tax-foreclosed property; and conduct tax sales on delinquent properties and assignment of liens.

FINANCE DEPARTMENT RESOURCES				
	2014	2015	2016	2017
EXPENDITURES*	\$525,549	\$479,295	\$467,796	\$487,013
REVENUES	N/A	N/A	N/A	N/A
PERSONNEL (FT/PT)	05/01	5/01	6/1	6/1
OVERTIME PAID*	\$25,523	\$2,481	\$5,172	\$6,251

\*2014 required an unusual demand in manpower to process tax appeal credits and refunds and two tax sales within a short period of time.

### KEY PUBLIC SERVICE AREAS

- Provides key financial information for all Township departments, the general public and regulatory agencies
- Billing and collection of property taxes
- Billing and collection of sewer and other special charges
- Providing advice and monitoring budget, trust, grant and capital spending

### HIGHLIGHTS OF 2017

The Acting Chief Municipal Financial Officer (CMFO) worked extensively with existing personnel to cross-train staff in order to provide enhanced support for the CMFO and to assume some of the CMFO's duties during an absence.

### INITIATIVES IN 2018

- Analyze key fiscal policies to identify and initiate methods to improve accuracy, effectiveness, and transparency.
- Continuously review workflow routines in order to develop and/or upgrade systems, applications, and processes to achieve greater efficiencies within Finance and other departments.
- Explore emerging technologies to make data and information easily accessible to the governing body and the public.

- Continuously review workflow routines in order to develop and/or upgrade systems, applications, and processes to achieve greater efficiencies within Finance and other departments.
- Explore emerging technologies to make data and information easily accessible to the governing body and the public.



PERFORMANCE STATISTICS: TAX REVENUE				
	2014	2015	2016	2017
Percentage of Tax Collection	98.2 %	99.5 %	98.4%	98.4%
Delinquent Tax Notices Issued	4,198	3,585	2,361	2,726
Municipal Hotel and Motel Occupancy Taxes Received	\$476,468	\$521,456	\$487,786	\$493,448

# Legal

JOHN L. SHAHDANIAN II, Esq., Township Attorney

## Scope of Operations

The Township's Legal Department comprises attorneys serving the Township, Planning Board, Zoning Board of Adjustment, Civilian Complaint Review Board, Environmental Commission, and Historic Preservation Commission, as well as a Labor Attorney, Municipal Prosecutor, and Public Defender. Each of these attorneys is in private practice and serves the Township on a consulting basis. The Township Code of Ethics bars each of the appointed attorneys, and other members of their firms, from appearing before any Township agency, board or department on behalf of private clients.

Apart from litigation, members of the department serve the municipal government in a number of ways. They attend meetings of the boards to which they are assigned, render advisory opinions to municipal appointed and elected officials, and facilitate the business of government, including drafting public contracts and local laws. The Municipal Prosecutor attends all sessions of the Municipal Court, where the Prosecutor presents all criminal charges on behalf of the Township and the Police Department. The Public Defender assists those defendants who cannot afford legal counsel.

Additionally, the Township Attorney serves as counsel to the Self-Insurance Commission, which administers the Township's insurance program. The program has been in existence since 1976 and now supplements insurance coverage the Township successfully acquired in 2010. As of 2015, the Township is insured, in part, with the Public Entity Joint Insurance Fund (PEJIF). The Insurance Commission continues to coordinate with our insurance consultant and insurance companies.

## HIGHLIGHTS OF 2017

Following is a brief summary of significant pending litigation as of December 31, 2017:

- Fung v. Teaneck. civil rights claim
- Elie Jones v. Teaneck, civil rights claim
- Teaneck v. Elie Jones, OPRA matter
- Thompkins v. Teaneck, civil rights claim
- Sowa-Maldarelli v. Teaneck, slip and fall
- Covington v. Teaneck, slip and fall
- JP Morgan Chase Bank v. Frazier
- Casper Real Estate v. Construction Board of Appeals
- Acoustic Technology v. Township of Teaneck, Breach of Contract
- Township of Teaneck v. Purdue Pharma, Opioid Litigation
- Carni Meir v. Teaneck, slip and fall
- Virgil Cilli v. Teaneck, slip and fall
- Glenpointe Associates v. Township of Teaneck

## Notices of Tort Claims:

- As of December 31, 2017, there were approximately 14 Notices of Tort Claim on which the statute of limitations for filing suits has not expired.

## Tax Appeals:

- There were 157 County Tax Appeals and Added Assessment appeals filed in 2017, down from 222 County tax appeals filed in 2016
- There were an additional 89 Tax Appeals filed in 2017 with the New Jersey Tax Court. In 2016, 115 Tax Appeals were filed with the Tax Court. There are approximately 200 tax appeal cases pending in the Tax Court.

# Purchasing

Simona N. Casian-Sirbu, , QPA, Purchasing Agent

## Scope of Operations

The Purchasing Department is responsible for the procurement of all Township equipment, supplies and services, supports the Finance Department in monitoring budgets and departmental spending, and serves as one of two Township departments that serve as accounts payable liaisons with vendors.

The Purchasing Department monitors the Township's compliance with the Local Public Contracts law, helps develop bid specifications and Request for Proposals (RFPs), and oversees all Public Bid Openings. All current bid and proposal announcements can be viewed on the Township's website and are advertised in the Township's official newspapers. . Some RFPs for Professional Services

are also advertised on the NJ League of Municipalities website.

The Purchasing Department conducts and oversees public auctions of surplus Township vehicles, equipment and supplies. The Purchasing Agent is the Township's liaison to the New Jersey State Cooperative Purchasing Program, the Bergen County Cooperative Purchasing System, the Houston/Galveston Area Council's Cooperative Purchasing System, the Hunterdon County Educational Services Commission's Purchasing Cooperative, and the National Joint Powers Alliance.

The Purchasing Agent oversees compliance with State Affirmative Action contract regulations, New Jersey Prevailing Wage requirements, New Jersey State regulations pertaining to New Jersey Business Registration Certifications, and assists with compliance with Pay to Play Laws.

The Purchasing Agent also serves as the Public Agency Compliance Officer for the Township and is the Township's interface with the State Controller's Office on large contracts. The Purchasing Agent works closely with the Township Attorney on complex legal concerns in specification development and issues that arise during Public Bidding.

## KEY PUBLIC SERVICE AREAS

The Purchasing Department services all Township departments in meeting their daily demands for services, equipment and supplies within the confines of the New Jersey Public Contracts Law, so their goals, including services to the public, will be achieved.

PURCHASING DEPARTMENT RESOURCES				
	2014	2015	2016	2017
EXPENDITURES-(Purchasing & Central Supply)	\$160,896	\$165,745	\$216,164	\$ 190,426
REVENUES	N/A	N/A	N/A	N/A
PERSONNAL (FT/PT)	2/0	2/0	2/0	2/0
OVERTIME PAID	N/A	\$1,823	\$2,862	\$66
PERFORMANCE STATISTICS: PURCHASES PROCESSED				
	2014	2015	2016	2017
Requisitions Received	2,080	2,053	1,940	1,893
Purchase Orders	2,200	2,147	2,127	2,031
Dollar Value of Purchase Orders	\$2,717,559	\$3,237,891	\$3,233,814	\$ 2,850,956
Numbers of Checks Processed for Purchase	1,330	1,473	1,432	1,335
Dollar Value of Checks Processed	\$2,854,523	\$3,056,646	\$2,742,310	\$ 2,924,126
Public Auction Revenue	\$43,711	\$2,413	\$2,161	N/A

## HIGHLIGHTS OF 2017

In 2017, the Purchasing Department processed 13 Public Bids and Requests for Proposals that were publicly advertised in accordance with the requirements of the New Jersey L.P.C.L. 40A:11-23 and Pay to Play Law N.J.S.A. 19:44A-20.4 et seq. The bids and RFPs processed through the Purchasing Department help ensure that various departments of the Township of Teaneck meet their key public service areas

### PROJECTS BID IN 2017

- Removal & Disposal of Street Sweepings - awarded
- Animal Control Services - awarded
- Teaneck Library Holiday Room Renovation - awarded
- 2017 Street Resurfacing - awarded
- Palisades Avenue, Sections 6 and 7 Improvements - awarded
- Construction of Splash Pad at Votee Park - awarded
- Rental of Equipment for Leaf & Snow Plowing and Removal - awarded
- Recycling of Garden Debris - awarded
- Landscape Maintenance of Municipal Properties
- Teaneck Police Department HVAC - improvements awarded.

## INITIATIVES IN 2018

- Continue to identify products and services needed by various departments that the Township would benefit by acquiring through the bidding process.
- Continue to convert the bids and requests for proposals library of the Purchasing Department into an electronic format to create faster and better access to it and to help reduce paper usage.
- Continue career training of the Purchasing Assistant by registering her in Public Procurement Courses that are being offered by the Rutgers Center for Government Services, courses that will enhance her knowledge of the New Jersey public procurement laws..

# Human Resources

Dean B. Kazinci, Director

## Scope of Operations

The mission of the Human Resources Department is to support the goals and objectives of the Township of Teaneck by providing services which promote a work environment that is characterized by fair treatment of staff, open communications, personal accountability, trust and mutual respect. The department provides solutions to workplace issues that support and optimize the operating principles of the Township. The Human Resources Department provides the following quality services:

- Recruitment of qualified individuals
- Coordination of employee training, development and education to promote individual success and to increase employee value to the organization
- Promotion of a safe and healthy working environment through inspection, supervision and analysis of workplace conditions
- Inspire and encourage a high level of employee morale through recognition, effective communication and delivery of constant feedback
- Provide resources for administering benefits, policies and procedures
- Manage employee grievance and discipline processes
- Monitor employee relations and conduct personnel investigations
- Administration of the payroll/time and attendance systems

Additionally, Human Resources maintains all employee personnel records; administers the employee benefits program; maintains the pay and classification system; implements and insures adherence to personnel policies and procedures; and ensures compliance with all Federal, State and local employment regulations.

The Township's Management Information System, also known as MIS, falls under the responsibility of Human Resources. The MIS Department is responsible for managing the Township's information technology, phone systems, ensuring stability and smooth operation of all IT functions, supervising security efforts to prevent breaches, and maintaining connectivity between nine buildings. Also, the MIS Department repairs and maintains most of the Township's computer equipment.

## HIGHLIGHTS OF 2017

Maintained safety program and meetings for the Township to ensure that all

work environments are safe.

Maintained the Senior Greeter Program which allows a staff of eight civilians to act as receptionists/greeters for the municipal building. Greeters provide information, direction, and assistance to residents and visitors.

Maintained oversight of the Community Emergency Response Team (CERT). The CERT program educates people about disaster preparedness for hazards that may impact their neighborhood and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, incident command, first aid, and disaster medical operations.

Provided input, guidance and advice to high school and college students on government job opportunities, Civil Service testing announcements, interview and resume building tips, and related questions as it pertains to required work and educational experience for certain positions.

Completed training for municipal employees on the prevention of harassment in the workplace and effective customer service. Completed training for supervisors that focused on supervisory duties and responsibilities to prevent harassment in the workplace.

Provided defensive driving training to municipal employees through our Public Entity Joint Insurance Fund.

Initiated Active Shooter Awareness training for the Teaneck workforce.

Focused on employee wellness initiatives. Monthly newsletters were distributed and employees participated in various employee wellness challenges.

The Township was recognized by our



Joint Insurance Fund as a leader in promoting employee wellness. As a result of our efforts, the Township was awarded \$1,000 dollars.

The Township was recognized for promoting safety in the workplace. Because of our efforts in reducing claims, we were awarded \$1,000 dollars by the Joint Insurance Fund.

Settled several collective bargaining agreements.

Issued new identification cards to our workforce that reflect an updated five-year expiration date.

Launched a new Township website with enhanced functionality and content.

Installed a new state-of-the-art telephone system at the Police Department.

Installed a new email archiver for Township email.

Upgraded 20 computers running on Windows XP 7 and 8 to Windows version 10.

Worked with the Department of Homeland Security to evaluate the Township's network security.

- Continue to establish an Employee Wellness program in 2018 that provides immediate access to Emergency Consultation Referrals, Conflict Resolution, Support Services, Problem Solving, Professional Coaching and Crucial Incident Intervention. All services would be provided by licensed and certified behavioral health professionals.
- In cooperation with the Police Department, Human Resources trains our workforce on how to react to an active shooter scenario. This includes classroom and practical exercises.
- Complete implementation of the "Report-It" mobile application, which allows citizens to easily report concerns to Township officials.

## INITIATIVES IN 2018

- Provide workshop training for all Township supervisors, that focuses on the "Day to Day Interactions of Supervisors under the Harassment and Discrimination Law" given by the Employment Association of New Jersey.
- Provide workshop training for all municipal employees that focuses on the prevention of harassment in the workplace given by the Employment Association of New Jersey.
- Conduct a complete review and update of the Township's Policy Manual.

# DEBT STATEMENT

# State of New Jersey

## Department of Community Affairs

### Annual Debt Statement

0260 **0260 Teaneck Township - County of Bergen** Date Prepared: **25-Jan-2017**

Budget Year Ending: **31-Dec-2016** (Month-DD) 2016 (year)

Name: Michael Mariniello	Phone:	(201)837-1600
Title: Chief Financial Officer	Fax:	(201)837-1222
Address: 818 Teaneck Road		<a href="mailto:mmariniello@teanecknj.gov">mmariniello@teanecknj.gov</a>
Teaneck, NJ 07666		N0235

**Michael Mariniello, being duly sworn, deposes and says: Deponent is the Chief Financial Officer of 0260 Teaneck Township - County of Bergen here and in the statement hereinafter mentioned called the local unit. This Annual Debt Statement is a true statement of the debt condition of the local unit as of the date therein stated above and is computed as provided by the Local Bond Law of New Jersey.**

TRUE By checking this box, I am swearing that the above statement is true.  
(The Email function will not work until you acknowledge the above statement as true)

	Gross Debt	Deduction	Net Debt
<b>Total Bonds and Notes for Local School Purposes</b>	\$ 16,085,000.00	\$ 16,085,000.00	\$ -
<b>Total Bonds and Notes for Regional School Purposes</b>	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
<b>Municipal/County General Obligations</b>	\$ 36,244,639.36	\$ 3,444,131.86	\$ 32,800,507.50
<b>Total</b>	52,329,639.36	\$ 19,529,131.86	\$ 32,800,507.50

Equalized valuation basis (the average of the equalized valuations of real estate, including improvements and the assessed valuation of class II railroad property of the local unit for the last 3 preceding years).

**Year**

Equalized Valuation Real Property with Improvements plus assessed valuation of Class II	\$ 5,147,860,165.00
<u>2014</u>	\$ 5,280,444,211.00
Equalized Valuation Real Property with Improvements plus assessed valuation of Class II	\$ 5,473,205,022.00
<u>2015</u>	\$ 5,300,503,132.67
Equalized Valuation Real Property with Improvements plus assessed valuation of Class II	\$ 5,300,503,132.67
<u>2016</u> RR Property	\$ 5,300,503,132.67
Equalized Valuation Basis - Average of (1), (2) and (3).....	\$ 5,300,503,132.67

Net Debt expressed as a percentage of such equalized valuation basis is: % 0.619%

## BONDS AND NOTES FOR LOCAL SCHOOL PURPOSES

Local School District Type (select one):	<b>Type II</b>	
1 Term Bonds	\$	-
2 Serial Bonds		
(a) Issued	\$	16,085,000.00
(b) Authorized but not issued	\$	-
3 Temporary Notes		
(a) Issued	\$	-
(b) Authorized but not issued	\$	-
4 Total Bonds and Notes		\$ 16,085,000.00

### DEDUCTIONS APPLICABLE TO BONDS AND NOTES - FOR SCHOOL PURPOSES

Amounts held or to be held for the sole purpose of paying bonds and notes included above.

5 Sinking funds on hand for bonds shown as Line 1 but not in excess of such bonds.	\$	-
6 Funds on hand in those cases where such funds cannot be diverted to purposes other than the payment of bonds and notes included in Line 4.	\$	-
7 Estimated proceeds of bonds and notes authorized but not issued where such proceeds will be used for the sole purpose of paying bonds and notes included in Line 4.	\$	-
8% of average of equalized valuations	\$ 5,300,503,132.67	4.00% \$ 212,020,125.31
Use applicable per centum as follows:		
2.50% Kindergarten or Grade 1 through Grade 6		
3.00% Kindergarten or Grade 1 through Grade 8		
3.50% Kindergarten or Grade 1 through Grade 9		
4.00% Kindergarten or Grade 1 through Grade 12		
9 Additional State School Building Aid Bonds (NJSA 18A:58-33.4(d))	\$	-
10 Total Potential Deduction		\$ 212,020,125.31
<b>Total Allowable Deduction</b>		<b>\$ 16,085,000.00</b>

# BONDS AND NOTES FOR REGIONAL SCHOOL PURPOSES 1

Regional School District

1 TERM BONDS				
2 SERIAL BONDS				
(a) Issued	\$	-		
(b) Authorized but not issued	\$	-		
3 TEMPORARY BONDS AND NOTES				
(a) Issued	\$	-		
(b) Authorized but not issued	\$	-		
4 TOTAL OF REGIONAL SCHOOL BONDS AND NOTES			\$	-

NJSA 40A:2-43 reads in part as follows: " Gross debt of a municipality shall also include that amount of the total of all the bonds and notes issued and authorized but not issued by any school district including the area of the municipality, which results from the application to such total of the ratio which the equalized valuation basis of the municipality bears to the sum of the equalized valuation basis of each municipality in any such school district."

## COMPUTATION OF REGIONAL AND/OR CONSOLIDATED SCHOOL DISTRICT DEBT

% OF VALUATIONS APPORTIONED TO EACH MUNICIPALITY

APPORTIONMENT OF DEBT - Dec. 31 2013

Municipality	Average Equalized Valuations	%	Serial Bonds Issued	Temp. Bond-Notes Issued	Authorized But not Issued
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
Totals	-\$	0.00%	-\$	-\$	-\$

## BONDS AND NOTES FOR REGIONAL SCHOOL PURPOSES 2

Regional School District

1 TERM BONDS				
2 SERIAL BONDS				
(a) Issued	\$	-		
(b) Authorized but not issued	\$	-		
3 TEMPORARY BONDS AND NOTES				
(a) Issued	\$	-		
(b) Authorized but not issued	\$	-		
4 TOTAL OF REGIONAL SCHOOL BONDS AND NOTES			\$	-

NJSA 40A:2-43 reads in part as follows: " Gross debt of a municipality shall also include that amount of the total of all the bonds and notes issued and authorized but not issued by any school district including the area of the municipality, which results from the application to such total of the ratio which the equalized valuation basis of the municipality bears to the sum of the equalized valuation basis of each municipality in any such school district."

### COMPUTATION OF REGIONAL AND/OR CONSOLIDATED SCHOOL DISTRICT DEBT

% OF VALUATIONS APPORTIONED TO EACH MUNICIPALITY

APPORTIONMENT OF DEBT - Dec. 31 2013

Municipality	Average Equalized Valuations	%	Serial Bonds Issued	Temp. Bond-Notes Issued	Authorized But not Issued
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
	-\$	0%	-\$	-\$	-\$
Totals	-\$	0.00%	-\$	-\$	-\$

## BONDS AND NOTES FOR UTILITY FUND

### IV. None Utility

1. Term bonds	\$	-
2. Serial bonds (a) Issued		
(b) Authorized but not issued	\$	-
3 Bond Anticipation Notes (a)	\$	-
Issued		
(b) Authorized but not issued	\$	-
4 Capital Notes (N.J.S.A. 40A:2-8) (a)	\$	-
Issued		
(b) Authorized but not issued	\$	-
5 Other (a) Issued	\$	-
(b) Authorized but not issued	\$	-
	\$	-
	\$	-
6 Total		\$ -

### DEDUCTIONS APPLICABLE TO BONDS AND NOTES FOR SELF-LIQUIDATING PURPOSES

#### Self-Liquidating Utility Calculation

1. Total Cash Receipts from Fees, Rents or Other Charges for Year		-
2. Operating and Maintenance Cost	-\$	
3. Debt Service		
(a) Interest	-\$	
(b) Notes	-\$	
(c) Serial Bonds	-\$	
(d) Sinking Fund Requirements	-\$	
4. Debt Service per Current Budget (N.J.S.A. 40A:2-52)		
(a) Interest on Refunding Bonds	-\$	
(b) Refunding Bonds	-\$	
5. Anticipated Deficit in Dedicated Assessment Budget	-\$	
6. Total Debt Service	\$ -	
		-\$
		-\$
		-\$
		-\$
		-\$

If Excess in Revenues (Line 8) all Utility Debt is Deductible

(a) Gross <u>None</u> System Debt	\$	-
(b) Less: Deficit ( <u>Capitalized at 5%</u> ), (Line 9 or line 11)		
\$ - times 20	\$	-
(c) Deduction	\$	-
(d) Plus: Cash held to Pay Bonds and Notes included in 2 (a) above		
(e) Total Deduction (Deficit in revenues)	\$	-
(f) NonDeductible Combined GO Debt		

## BONDS AND NOTES FOR UTILITY FUND

### IV. None Utility

1. Term bonds	\$	-
2. Serial bonds (a) Issued		
(b) Authorized but not issued	\$	-
3 Bond Anticipation Notes (a)	\$	-
Issued		
(b) Authorized but not issued	\$	-
4 Capital Notes (N.J.S.A. 40A:2-8) (a)	\$	-
Issued		
(b) Authorized but not issued	\$	-
5 Other (a) Issued	\$	-
(b) Authorized but not issued	\$	-
	\$	-
	\$	-
6 Total	\$	-

### DEDUCTIONS APPLICABLE TO BONDS AND NOTES FOR SELF-LIQUIDATING PURPOSES

#### Self-Liquidating Utility Calculation

1. Total Cash Receipts from Fees, Rents or Other Charges for Year		-
2. Operating and Maintenance Cost	-\$	
3. Debt Service		
(a) Interest	-\$	
(b) Notes	-\$	
(c) Serial Bonds	-\$	
(d) Sinking Fund Requirements	-\$	
4. Debt Service per Current Budget (N.J.S.A. 40A:2-52)		
(a) Interest on Refunding Bonds	-\$	
(b) Refunding Bonds	-\$	
5. Anticipated Deficit in Dedicated Assessment Budget	-\$	
6. Total Debt Service	\$	-
		-\$
		-\$
		-\$
		-\$
		-\$

If Excess in Revenues (Line 8) all Utility Debt is Deductible

(a) Gross <u>None</u> System Debt	\$	-
(b) Less: Deficit ( <u>Capitalized at 5%</u> ), (Line 9 or line 11)		
\$ - times 20	\$	-
(c) Deduction	\$	-
(d) Plus: Cash held to Pay Bonds and Notes included in 2 (a) above		
(e) Total Deduction (Deficit in revenues)	\$	-
(f) NonDeductible Combined GO Debt		



## BONDS AND NOTES FOR UTILITY FUND

### IV. None Utility

1. Term bonds	\$	-
2. Serial bonds (a) Issued		
(b) Authorized but not issued	\$	-
3 Bond Anticipation Notes (a)	\$	-
Issued		
(b) Authorized but not issued	\$	-
4 Capital Notes (N.J.S.A. 40A:2-8) (a)	\$	-
Issued		
(b) Authorized but not issued	\$	-
5 Other (a) Issued	\$	-
(b) Authorized but not issued	\$	-
	\$	-
	\$	-
6 Total		\$ -

### DEDUCTIONS APPLICABLE TO BONDS AND NOTES FOR SELF-LIQUIDATING PURPOSES Self-Liquidating Utility Calculation

1. Total Cash Receipts from Fees, Rents or Other Charges for Year		-
2. Operating and Maintenance Cost	-\$	
3. Debt Service		
(a) Interest	-\$	
(b) Notes	-\$	
(c) Serial Bonds	-\$	
(d) Sinking Fund Requirements	-\$	
4. Debt Service per Current Budget (N.J.S.A. 40A:2-52)		
(a) Interest on Refunding Bonds	-\$	
(b) Refunding Bonds	-\$	
5. Anticipated Deficit in Dedicated Assessment Budget	-\$	
6. Total Debt Service	\$ -	
		-\$
		-\$
		-\$
		-\$
		-\$

If Excess in Revenues (Line 8) all Utility Debt is Deductible

(a) Gross <u>None</u> System Debt	\$	-
(b) Less: Deficit (Capitalized at 5%), (Line 9 or line 11)		
\$ - times 20	\$	-
(c) Deduction	\$	-
(d) Plus: Cash held to Pay Bonds and Notes included in 2 (a) above		
(e) Total Deduction (Deficit in revenues)	\$	-
(f) NonDeductible Combined GO Debt		

# BONDS AND NOTES FOR UTILITY FUND

## IV. **None** Utility

1. Term bonds	\$	-
2. Serial bonds (a) Issued		
(b) Authorized but not issued	\$	-
3 Bond Anticipation Notes (a)	\$	-
Issued		
(b) Authorized but not issued	\$	-
4 Capital Notes (N.J.S.A. 40A:2-8) (a)	\$	-
Issued		
(b) Authorized but not issued	\$	-
5 Other (a) Issued	\$	-
(b) Authorized but not issued	\$	-
	\$	-
	\$	-
6 Total		\$ -

### DEDUCTIONS APPLICABLE TO BONDS AND NOTES FOR SELF-LIQUIDATING PURPOSES Self-Liquidating Utility Calculation

1. Total Cash Receipts from Fees, Rents or Other Charges for Year		-
2. Operating and Maintenance Cost	-\$	
3. Debt Service		
(a) Interest	-\$	
(b) Notes	-\$	
(c) Serial Bonds	-\$	
(d) Sinking Fund Requirements	-\$	
4. Debt Service per Current Budget (N.J.S.A. 40A:2-52)		
(a) Interest on Refunding Bonds	-\$	
(b) Refunding Bonds	-\$	
5. Anticipated Deficit in Dedicated Assessment Budget	-\$	
6. Total Debt Service	\$ -	
		-\$
		-\$
		-\$
		-\$

If Excess in Revenues (Line 8) all Utility Debt is Deductible

(a) Gross <b>None</b> System Debt	\$	-
(b) Less: Deficit (Capitalized at 5%), (Line 9 or line 11)		
\$ - times 20	\$	-
(c) Deduction	\$	-
(d) Plus: Cash held to Pay Bonds and Notes included in 2 (a) above		
(e) Total Deduction (Deficit in revenues)	\$	-
(f) NonDeductible Combined GO Debt		

(5)		-	
<b>Total Term Bonds</b>		<b>-</b>	<b>\$ -</b>
<b>2 SERIAL BONDS (state purposes separately)</b>			
<b>(a) Issued</b>			
(1)	General Improvements 2013	8,500,000.00	
(2)	General Improvements 2014	6,600,000.00	
(3)		-	
(4)		-	
(5)		-	
(6)		-	
(7)		-	
(8)		-	
(9)		-	
(10)		-	
(11)		-	
(12)		-	
(13)		-	
(14)		-	
(15)		-	
(16)		-	
(17)		-	
(18)		-	
(19)		-	
(20)		-	
(21)		-	
(22)		-	
(23)		-	
(24)		-	
(25)		-	
(26)		-	
(27)		-	
(28)		-	
(29)		-	
(30)		-	
(31)		-	
(32)		-	
(33)		-	
(34)		-	
(35)		-	
(36)		-	
(37)		-	
(38)		-	
(39)		-	
(40)		-	
(41)		-	
(42)		-	
(43)		-	
(44)		-	
(45)		-	
<b>Total Serial Bonds Issued</b>			<b>\$ 15,100,000.00</b>
<b>(b) Bonds Authorized but not Issued</b>			
(1)		-	
(2)		-	
(3)		-	
(4)		-	
(5)		-	
<b>Total Serial Bonds Authorized but not Issued</b>		<b>-</b>	<b>\$ -</b>
<b>3 Total Serial Bonds Issued and Authorized but not Issued</b>			<b>\$ 15,100,000.00</b>

**OTHER BONDS, NOTES AND LOANS - Page 2**

**4 BOND ANTICIPATION NOTES (state purposes separately)**

**(a) Issued**

(1)	4128 Refunding Bonds Judgment	
(2)	4204: Acq of DPW Trucks/Equipment	
(3)	4215: Install Fencing at Votee Park	
(4)	4217: Improv to GlenPointe Sewer Pump Station	
(5)	4222: Renov of Old Police Building	
(6)	4223: Various Public Improvements	
(7)	4235: Acq of Radio Comm Upgrade Equip	
(8)	4236: Acq of Fire Dept Vehicles & Equip	
(9)	4238: 2011 Road Resurf & Sidewalk & Curb Improv	
(10)	4239: Stormwater Drainage Improv - Various	
(11)	4240: Resurfacing of Var Municipal Parking Lots	
(12)	4242: Acq of Sign Making Equip for DPW	
(13)	4267: 2012 Road Surfacing	
(14)	4270/22-2013: Emergency Generator	
(15)	4273: Stormwater Drainage - Tokoloka & Dearborn	
(16)	6-2013: Fire Ladder Truck	
(17)	25-2014 Road Resurfacing & Curb Replacement	
(18)		
(19)		
(20)		
(21)		
(22)		
(23)		
(24)		
(25)		
(26)		
(27)		
(28)		
(29)		
(30)		
(31)		
(32)		
(33)		
(34)		
(35)		
(36)		
(37)		
(38)		
(39)		
(40)		
(41)		
(42)		
(43)		
(44)		
(45)		
(46)		
(47)		
(48)		

Bond Anticipation Notes Issued

\$ 12,355,000.00

**OTHER BONDS, NOTES AND LOANS - Page 3a**

**4 BOND ANTICIPATION NOTES (state purposes separately)**

**(b) Authorized but not issued**

(1)	4027: HVAC Upgrades for Library & Muni Bldg	
(2)	4270/22-2013: Emergency Generator	
(3)	3-2013: Votee Park Turf Field Project	
(4)	25-2014: Road Resurfacing	
(5)	26-2014: Stormwater Improvements	
(6)	28-2014: Audible Alert System	
(7)	29-2014: DPW Equipment	
(8)	23-2015: Various Improvements & Acquisitions	
(9)	44-2015: Various Improvements & Acquisitions	
(10)	18-2016: Various Improvements & Acquisitions	
(11)		
(12)		
(13)		
(14)		
(15)		
(16)		
(17)		
(18)		
(19)		
(20)		
(21)		
(22)		
(23)		
(24)		
(25)		
(26)		
(27)		
(28)		
(29)		
(30)		
(31)		
(32)		
(33)		
(34)		
(35)		
(36)		
(37)		
(38)		
(39)		
(40)		
(41)		
(42)		
(43)		
(44)		
(45)		

**OTHER BONDS, NOTES AND LOANS - Page 3b**

**4 BOND ANTICIPATION NOTES (state purposes separately)**

**(b) Authorized but not issued (Continued)**

(46)		
(47)		
(48)		
(49)		
(50)		
(51)		
(52)		
(53)		
(54)		
(55)		
(56)		
(57)		
(58)		
(59)		
(60)		
(61)		
(62)		
(63)		
(64)		
(65)		
(66)		
(67)		
(68)		
(69)		
(70)		
(71)		
(72)		
(73)		
(74)		
(75)		
(76)		
(77)		
(78)		
(79)		
(80)		
(81)		
(82)		
(83)		
(84)		
(85)		
(86)		
(87)		
(88)		

Bond Anticipation Notes Authorized but not Issued	\$	8,294,473.04
---	----	--------------

<b>5 Total Bond Anticipation Notes Issued and Authorized but not Issued</b>	<b>\$</b>	<b>20,649,473.04</b>
---	-----------	----------------------

## OTHER BONDS, NOTES AND LOANS - Page 4

### 6 MISCELLANEOUS BONDS, NOTES AND LOANS

(not including Tax Anticipation Notes, Emergency Notes, Special Emergency Notes and Utility Revenue Notes)

**(a) Issued**

(1)	Capital Notes (N.J.S.A. 40A:2-8)		
(2)	Bonds issued by another Public Body Guaranteed by the Municipality	\$	
			169,131.86
(4)	Infrastructure Trust	\$	
(5)	DCA Downtown Bus Improv Loan		126,034.46
(6)			
(7)		\$	
			200,000.00
<b>Miscellaneous Bonds, Notes and Loans Issued</b>			<b>\$ 495,166.32</b>

**(b) Authorized but not issued**

(1)	Capital Notes (N.J.S.A. 40A:2-8)		
(2)	Bonds issued by another Public Body Guaranteed by the Municipality		
(3)			
(4)			
(5)			
<b>Miscellaneous Bonds and Notes Authorized but not Issued</b>			<b>\$ -</b>

<b>Total Miscellaneous Bonds, Notes and Loans Issued and Authorized but not Issued</b>	<b>\$</b>	<b>495,166.32</b>
--	-----------	-------------------

## DEDUCTIONS APPLICABLE TO OTHER BONDS AND NOTES

1. Amounts held or to be held for the sole purpose of paying general bonds and notes included

(a) Sinking funds on hand for term bonds

(1)		\$	-	
				\$ -

(b) Funds on hand (including proceeds of bonds and notes held to pay other bonds and notes), in those cases where such funds cannot be diverted to purposes other than the payment of bonds and notes

(1)		-	-\$	
(2)			-\$	
(3)			-\$	
				\$ -

(c) Estimated proceeds of bonds and notes authorized but not issued where such proceeds will be used for the sole purpose of paying bonds and notes

(1)		-	-\$	
(2)			-\$	
(3)			-\$	
				\$ -

(d) Accounts receivable from other public authorities applicable only to the payment of any part of the gross debt not otherwise deductible

(1)	Refunding Bonds Judgment	-	-\$	
(2)			-\$	
(3)			-\$	
				\$ 3,275,000.00

2. Bonds authorized by another Public Body to be guaranteed by the municipality

\$ 169,131.86

3. Bonds issued and bonds authorized by not issued to meet cash grants-in-aid for housing authority, redevelopment agency or municipality acting as its local public agency [N.J.S.A. 55:14B-4.1(d)]

\$ -

4. Bonds issued and bonds authorized but not issued - Capital projects for County Colleges (N.J.S.A. 18A:64A-22.1 to 18A:64A-22.8)

\$ -

5. Refunding Bonds (N.J.S.A 40A:2-52)

(1)		\$	-	
(2)		\$	-	
				\$ -

**Total Deductions Applicable to Other Bonds and Notes**

\$ 3,444,131.86





**SPECIAL DEBT STATEMENT BORROWING POWER  
AVAILABLE UNDER NJSA 40A:2-7(f)**

1. Balance of debt incurring capacity December 31, 2012 (NJSA 40:1-16(d))		\$ -
2. Obligations heretofore authorized during 2013 in excess of debt limitation and pursuant to:		
(a) NJSA 40A:2-7, paragraph (d)	\$ -	
(b) NJSA 40A:2-7, paragraph (f)	\$ -	
(c) NJSA 40A:2-7, paragraph (g)	\$ -	
Total		\$ -
3. Less 2012 authorizations repealed during 2013		\$ -
4. Net authorizations during 2013		\$ -
5. Balance of debt incurring capacity December 31, 2013 (NJSA 40:1-16(d))		\$ -





# Teaneck Facts & Stats

Location: Bergen County, 12 miles northwest of Times Square in New York City, NY

Square miles: 6.05

Average temperature: 51 degrees

Founded: 1895

Population: 40,261 (U.S. Census estimate as of 01/01/2013)

Median age: 38.6 years

Total households: 13,683


Average household size: 2.89

Median household income: \$94,981 (U.S. Census Bureau, 2012 American Community Survey)

Median house or condo value: \$376,178

Total assessed property valuation for 2015: \$5.016 Billion, up by less than 1% from 2014.

\* Website: [www.teanecknj.gov](http://www.teanecknj.gov) \*



Teaneck Township Hall  
818 Teaneck Rd.,  
Teaneck NJ 07666  
Tel: (201) 837-4810