

# Section 1

**TOWNSHIP OF TEANECK**  
**Inter-Office Communication**

On January 10, 2013, I will provide a schedule of budget presentations and a list of department budgets to be reviewed over the four (4) budget meeting dates.

Three (3) copies of the proposed budget will be placed in the Teaneck Library on January 11th. Furthermore, the proposed budget will be posted on the website on January 11th. I look forward to our first budget review meeting on Thursday, January 10th.

# Section 2

# TOWNSHIP OF TEANECK

## INTER-OFFICE COMMUNICATION

TO: Council

FROM: William Broughton, Municipal Manager

SUBJECT: Summary of the Proposed 2013 Municipal Budget

DATE: December 27, 2012

Enclosed please find a copy of the proposed 2013 Municipal Budget and the Capital Improvement Fund. Below please find a summary and analysis of all expenditures.

	2013	2012	\$	%
Appropriation	Proposed	Adopted	Change	Change
Salaries and Wages*	34,463,197.00	33,399,784.00	1,063,413.00	3.18%
Other Expenses (OE) Departments	20,474,980.00	20,325,813.74	149,166.26	0.73%
Grants**	180,316.99	180,316.99	-	0.00%
Debt Service	2,153,916.32	1,880,879.05	273,037.27	14.52%
Capital Improvement Fund	196,505.00	326,740.00	(130,235.00)	-39.86%
Deferred & Statutory	7,625,400.46	7,161,955.78	463,444.68	6.47%
Subtotal Budget Expenditures	65,094,315.77	63,275,489.56	1,818,826.21	2.87%
Reserve for Uncollected Taxes***	3,300,000.00	3,130,000.00	170,000.00	5.43%
Total Expenditures	68,394,315.77	66,405,489.56	1,988,826.21	2.99%

\*S&W increased by 0.34% due to the reclassification of employee allowances. The actual budgeted salary increase is \$948,138 or 2.84 %

\*\*Figure subject to change as 2013 Grants are confirmed.

\*\*\*Estimated; will have actual once final year- end figures for 2012 are determined.

Public Input on the 2013 Budget was held on November 27, 2012 and December 18, 2012 (see tab 3).

In 2013, preliminary projections indicate one penny on the tax rate will raise approximately \$600,000 versus \$601,693 in 2012. Decrease is due to tax appeals, which resulted in reduction in the ratable base. Actual figures have been delayed by the county due to the record number of appeals filed in 2012.

The average assessed valuation of a home in Teaneck is \$462,000. The proposed municipal levy increase is 2.99%. The municipal tax on the average home will rise approximately \$150 with this proposed budget.

Final budget is dependent upon:

1. Council determined 2013 Municipal Budget Appropriations.
2. Fund Balance (surplus) available for 2013.
3. 2012 Municipal Revenues' Analysis and 2013 Revenue Anticipations.
4. State Aid allocations for 2013. Currently, we do not anticipate any decrease in aid, however, the possibility of a decrease exists.
5. Municipal Information Sheet to be issued by Division of Local Government Services.
6. BCUA 2013 budget and potential increase.

# Section 3

**TOWNSHIP OF TEANECK**  
**INTER-OFFICE COMMUNICATION**

TO: Council

FROM: William Broughton, Township Manager

SUBJECT: Public Input - 2013 Township Budget

DATE: December 27, 2012

A portion of the November 27, 2012 and December 18, 2012 Council meetings were designated for public input on the 2013 Township Budget.

Comments were as follows:

1. A citizen requested additional funds be allocated to the Recreation department.
2. A citizen expressed concern regarding legal fees.

# Section 4

# TOWNSHIP OF TEANECK

## INTER-OFFICE COMMUNICATION

TO: Council

FROM: William Broughton, Municipal Manager

SUBJECT: Summary of the Proposed 2013 Municipal Budget

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Other Expenses (OE) Departments	20,474,980.00	20,325,813.74	149,166.26	0.73%
Grants**	180,316.99	180,316.99	-	0.00%
Debt Service	2,153,916.32	1,880,879.05	273,037.27	14.52%
Capital Improvement Fund	196,505.00	326,740.00	(130,235.00)	-39.86%
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The average assessed valuation of a home in Teaneck is \$462,000. The proposed municipal levy increase is 2.99%. The municipal tax on the average home will rise approximately \$150 with this proposed budget.

Final budget is dependent upon:

1. Council determined 2013 Municipal Budget Appropriations.
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# **TOWNSHIP OF TEANECK**

## **INTER-OFFICE COMMUNICATION**

TO: Council

FROM: William Broughton, Municipal Manager

SUBJECT: Proposed 2013 Salaries and Wages Budget

DATE: December 27, 2012

The subject budget and supporting Tables of Organization are attached for your review.

### **I. Summary:**

The overall dollar increase in salaries from 2012 to 2013 is \$948,138 or 2.84%. The increase reflects contractual obligations and funding recommendations included in the Proposed 2013 Budget.

Furthermore, certain employee allowances must be accounted for in the Salaries and Wages Budget instead of in the Other Expenses Budget as done in previous years. As a result of this reclassification, these allowances, which are not a new budget item, add 0.34% to the salary and wages budget, making the total increase \$1,063,413 or 3.18%.

The Proposed 2013 Budget recommends and includes funding for vacant positions as indicated below:

- \$ 50,000 - (1) Police Officer @ \$50,000
- \$350,000 - (7) Police Civilian Dispatchers @ \$50,000
- \$ 50,000 - (1) Firefighter @ \$50,000
- \$ 45,000 - (1) DPW - Shop & Garage Laborer @ \$45,000
- \$ 45,000 - (1) DPW - Buildings & Grounds Laborer @ \$45,000
- \$ 90,000 - (2) DPW - Public Works Laborers @\$45,000

## **II. RECOMMENDED BUDGET CHANGES:**

### **1. Account 100 - Township Manager:**

#### **A. Recommended:**

The Deputy Manager's position is not funded in 2013. Funding for this position may be considered for 2014. The part-time receptionist position established in 2012 has been filled and is reflected in the 2013 budget.

### **2. Account 240 - Police Department:**

#### **A. Recommended:**

The authorized strength of the Police Department is 115 uniformed officers. I recommend that the number of uniformed officers in the department for 2013 be maintained at 96 officers. Currently, the department has 95 uniformed officers. Funding for 1 entry level police officer vacancy is included in this budget. Additionally, funding has been included for parking enforcement officers, 1 full-time (\$30,000) and 4 part-time (\$50,000).

### **3. Account 265 - Fire Department:**

#### **A. Recommended:**

The authorized strength of the Fire Department is 92 uniformed personnel and should be maintained at this level for 2013. Currently, the department has 91 uniformed officers. Funding for 1 entry level firefighter vacancy is included in this budget.

The following chart presents the total budgeted amount for all salaries and wages including full-time, part-time, overtime and allowances by department:

		2013	2013	2012	2012		
ACCT #	FUNCTION Department	Budget Proposed	Auth. Full-time Positions	Budget Full-time Adopted	Auth. Full-time Positions	\$ Amount Change	% Amount Change
110	Council	\$49,000	7	\$49,980	7	-980	-1.96%
120	Clerk	177,318	3	174,000	3	3,318	1.91%
100	Manager*	337,461	4	313,500	4	23,961	7.64%
105	Human Res.*	319,973	4	149,520	2	170,453	114.00%
130	Finance*	211,150	2	469,000	6	-257,850	-54.98%
145	Collection	213,363	3	211,600	3	1,763	0.83%
150	Assessor	182,116	2	177,500	2	4,616	2.60%
100-1	Purchasing	155,922	2	152,000	2	3,922	2.58%
155	Legal	71,000	1	71,000	1	0	0.00%
490	Court*	437,897	8	476,500	8	-38,603	-8.10%
265	Fire**	9,787,058	94	9,806,400	94	-19,342	-0.20%
240	Police***	12,349,421	136	11,680,000	136	669,421	5.73%
265-1	XingGuards	161,262	-	155,000	-	6,262	4.04%
195	Building*	888,463	12	811,200	12	77,263	9.52%
215	DPW Garage^	815,379	13	793,500	13	21,879	2.76%
310	Buildings & Grounds#	566,921	10	535,500	10	31,421	5.87%
300	PublicWorks+	3,398,673	45	3,328,100	45	70,573	2.12%
330	Health*	708,284	10	574,000	8	134,284	23.39%
370	Recreation	1,682,951	11	1,593,800	11	89,151	5.59%
390	Library	1,949,585	-	1,877,684	-	71,901	3.83%
						0	
	TOTALS	\$34,463,197	367	\$33,399,784	367	\$1,063,413	3.18%
	BUDGETED POSITIONS		339				

\*Authorized strength number does not necessarily reflect whether funded in 2013 budget either in full or part. Furthermore, increases and decreases may have occurred due to inter-department transfers.

\*\*Fire - Authorized strength is 92 uniformed personnel and 2 civilians. All authorized personnel are budgeted in 2013.

\*\*\*Police - Authorized strength per Township code (Sec 2-73) is 115 uniformed officers. Also authorized are 21 civilians. Only 96 uniformed officers and 21 civilians are budgeted in 2013.

^DPW Garage - Authorized strength is 13. Only 12 positions are budgeted in 2013.

#Buildings & Grounds - Authorized strength is 10. Only 9 positions are budgeted in 2013.

+Public Works - Authorized strength is 45. Currently, there are 40 employees in this division. 42 are budgeted in 2013.

The following chart presents the overtime budgeted by department:

		2013	2012	Spent		
ACCT	FUNCTION	Budget	Budget	Jan to Nov	\$ Amount	% Amount
#	Department	Proposed	Adopted	2012	Change	Change
120	Clerk	6,000	6,000	8,456	0	0.00%
105	Human Res.	5,000	5,000	16,608	0	0.00%
145	Collection	600	600	0	0	0.00%
150	Assessor	2,500	2,500	3,521	0	0.00%
490	Court	30,000	30,000	8,018	0	0.00%
265	Fire	425,000	400,000	418,568	25,000	6.25%
240	Police	425,000	400,000	479,922	25,000	6.25%
195	Building	17,200	17,200	11,862	0	0.00%
300	PublicWorks	320,000	295,000	335,988	25,000	8.47%
330	Health	7,500	7,500	9,741	0	0.00%
370	Recreation	18,000	18,000	1,546	0	0.00%
390	Library	97,945	97,945	68,321	0	0.00%
					0	
	TOTALS	\$1,354,745	\$1,279,745	\$1,362,552	\$75,000	5.86%

The following chart presents the part-time personnel budgeted by department:

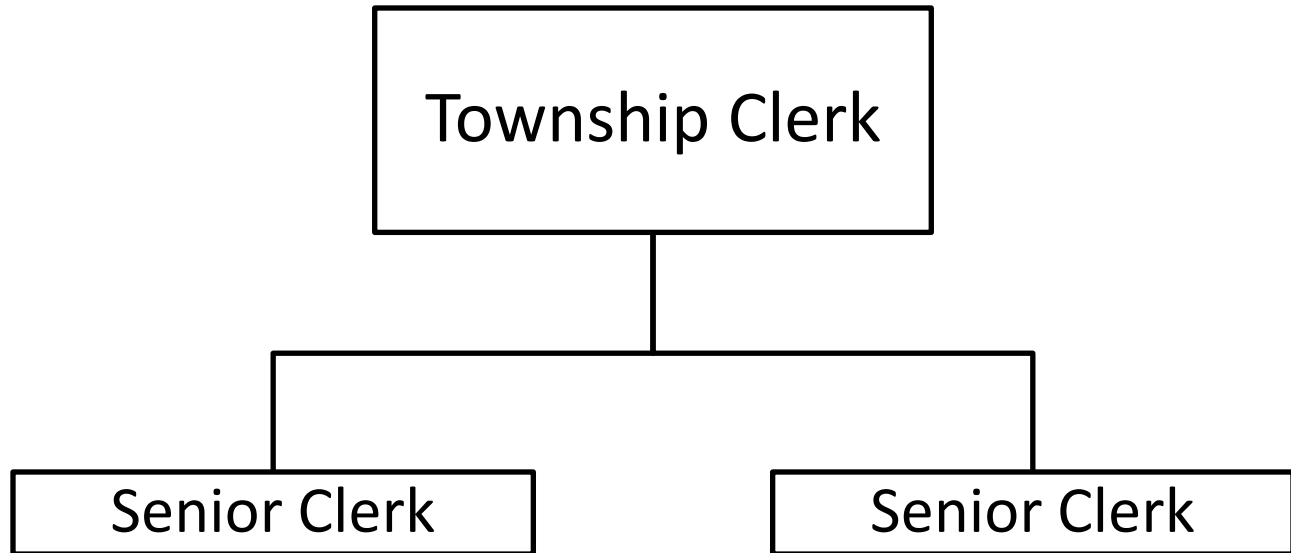
		2013	2012	Spent		
ACCT	FUNCTION	Budget	Budget	Jan to Nov	\$ Amount	% Amount
#	Department	Proposed	Adopted	2012	Change	Change
100	Manager	30,000	30,000	0	0	0.00%
105	Human Res.	11,520	11,520	0	0	0.00%
145	Finance	25,000	13,000	24,262	12,000	92.31%
145	Collection	15,000	15,000	0	0	0.00%
240	Police	50,000	0	21,594	50,000	#DIV/0!
265-1	XingGuards	161,262	155,000	141,938	6,262	4.04%
195	Building	50,000	75,000	44,661	-25,000	-33.33%
300	PublicWorks	275,800	275,800	227,335	0	0.00%
330	Health	18,500	18,500	14,780	0	0.00%
370	Recreation	959,280	934,800	859,274	24,480	2.62%
490	Court	4,500	4,500	2,743	0	0.00%
390	Library	229,379	220,472	164,643	8,907	4.04%
					0	
	TOTALS	\$1,830,241	\$1,753,592	\$1,501,229	\$76,649	4.37%

# Teaneck Township Clerk's Office

2013 Table of Organization

## Personnel

Full-time: 3

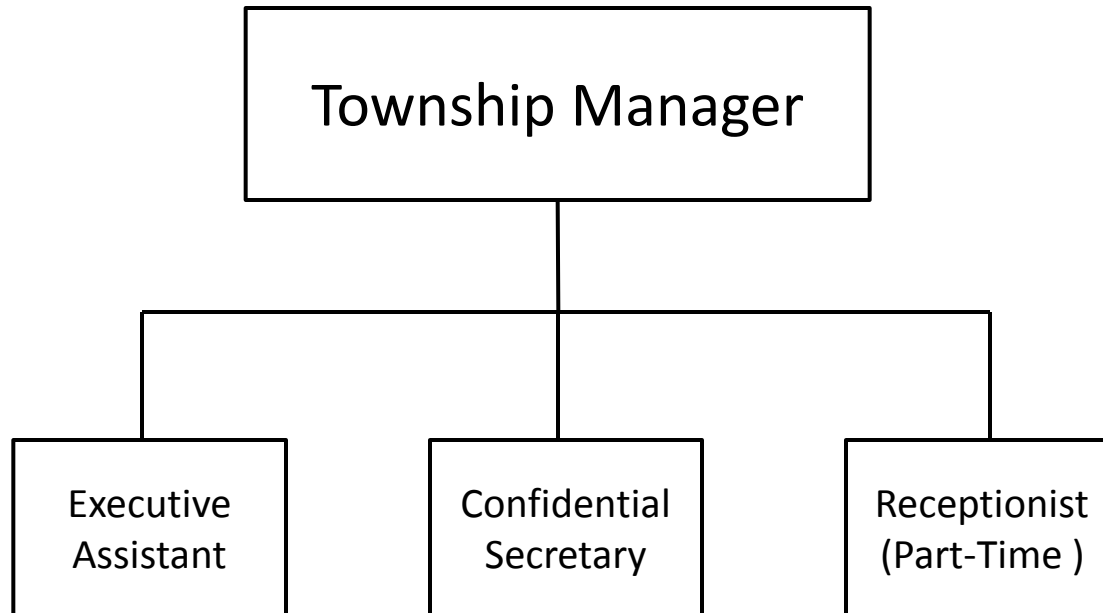


# Teaneck Township Manager's Office

## 2013 Table Of Organization

### Personnel

Full-time: 3  
Part-time: 1

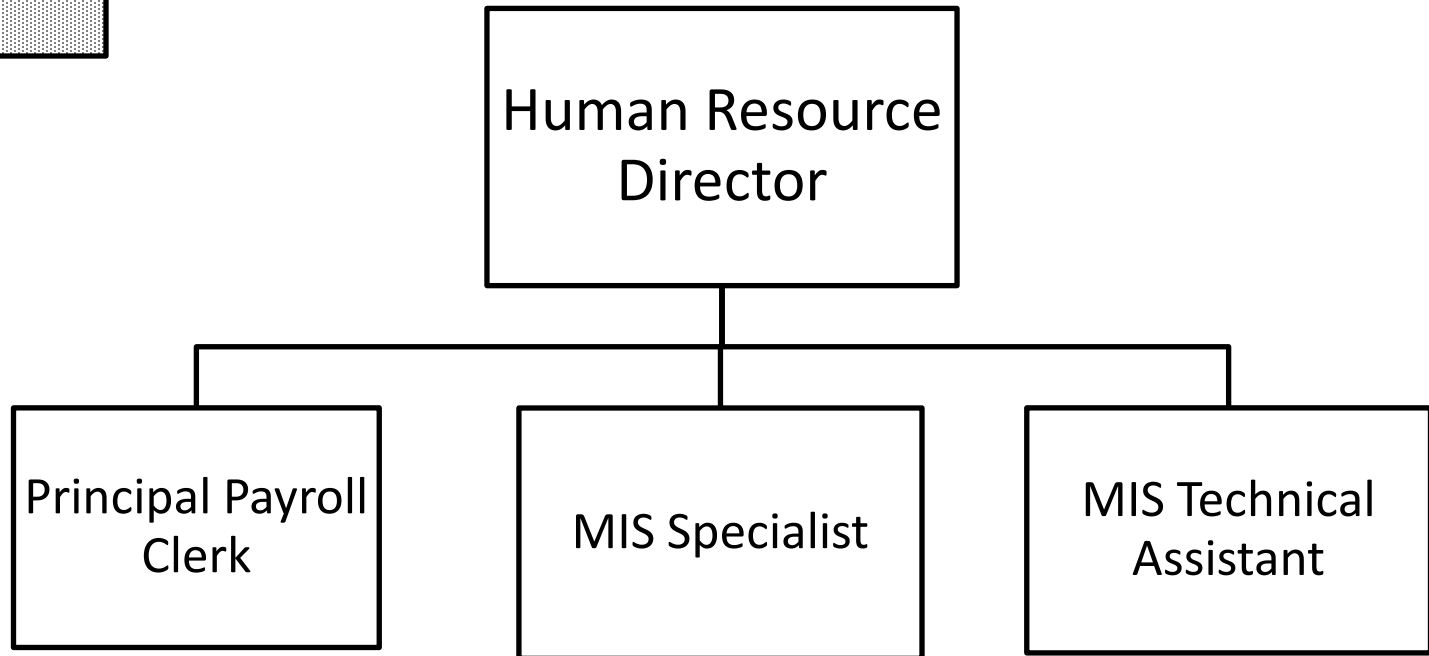


# Teaneck Human Resource Department

2013 Table of Organization

## Personnel

Full-time: 4

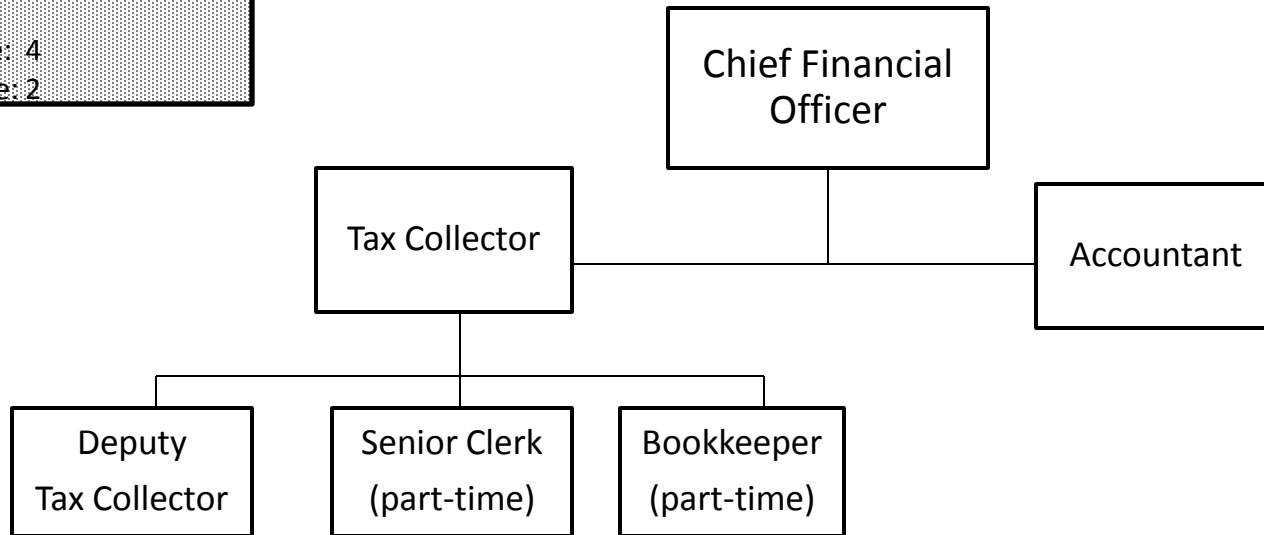


# Teaneck Finance Department

## 2013 Table of Organization

### Personnel

Full-time: 4  
Part-time: 2



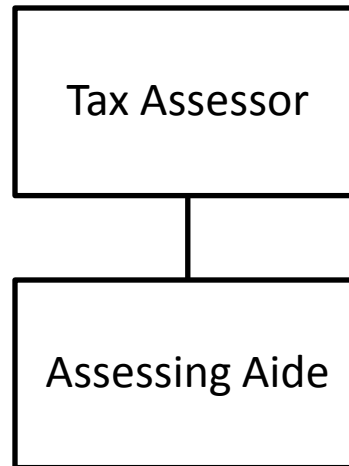


# Teaneck Tax Assessor's Department

## 2013 Table Of Organization

### Personnel

Full-time: 2

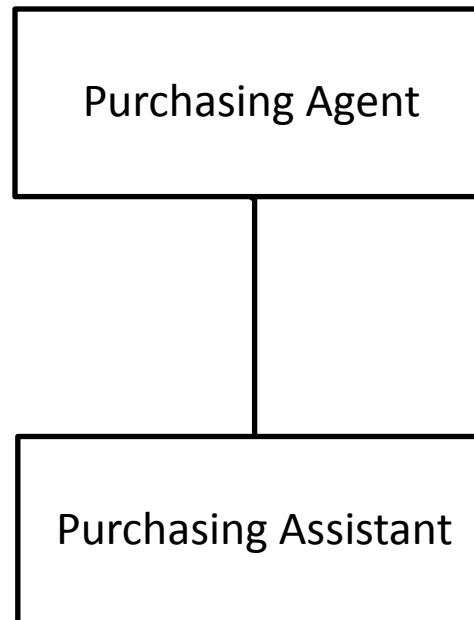


# Teaneck Purchasing Department

## 2013 Table Of Organization

### Personnel

Full-time: 2

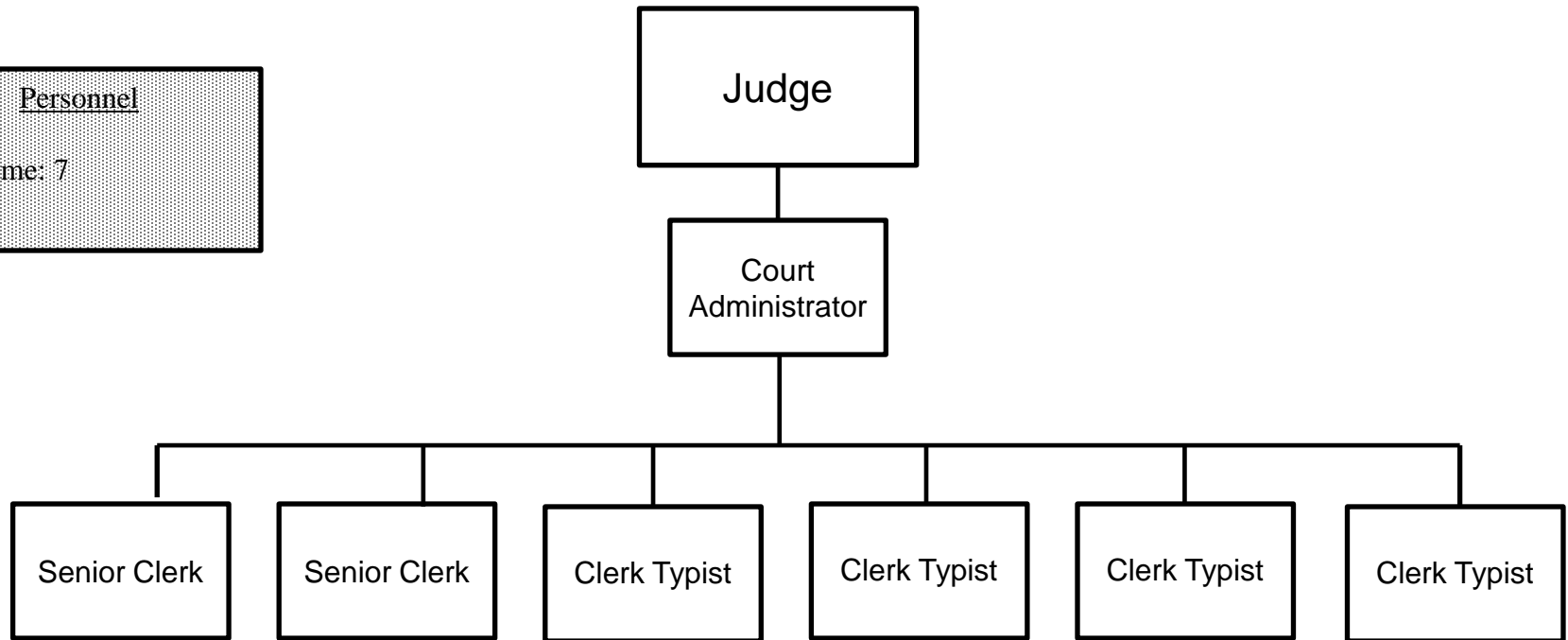


# Teaneck Municipal Court

## 2013 Table Of Organization

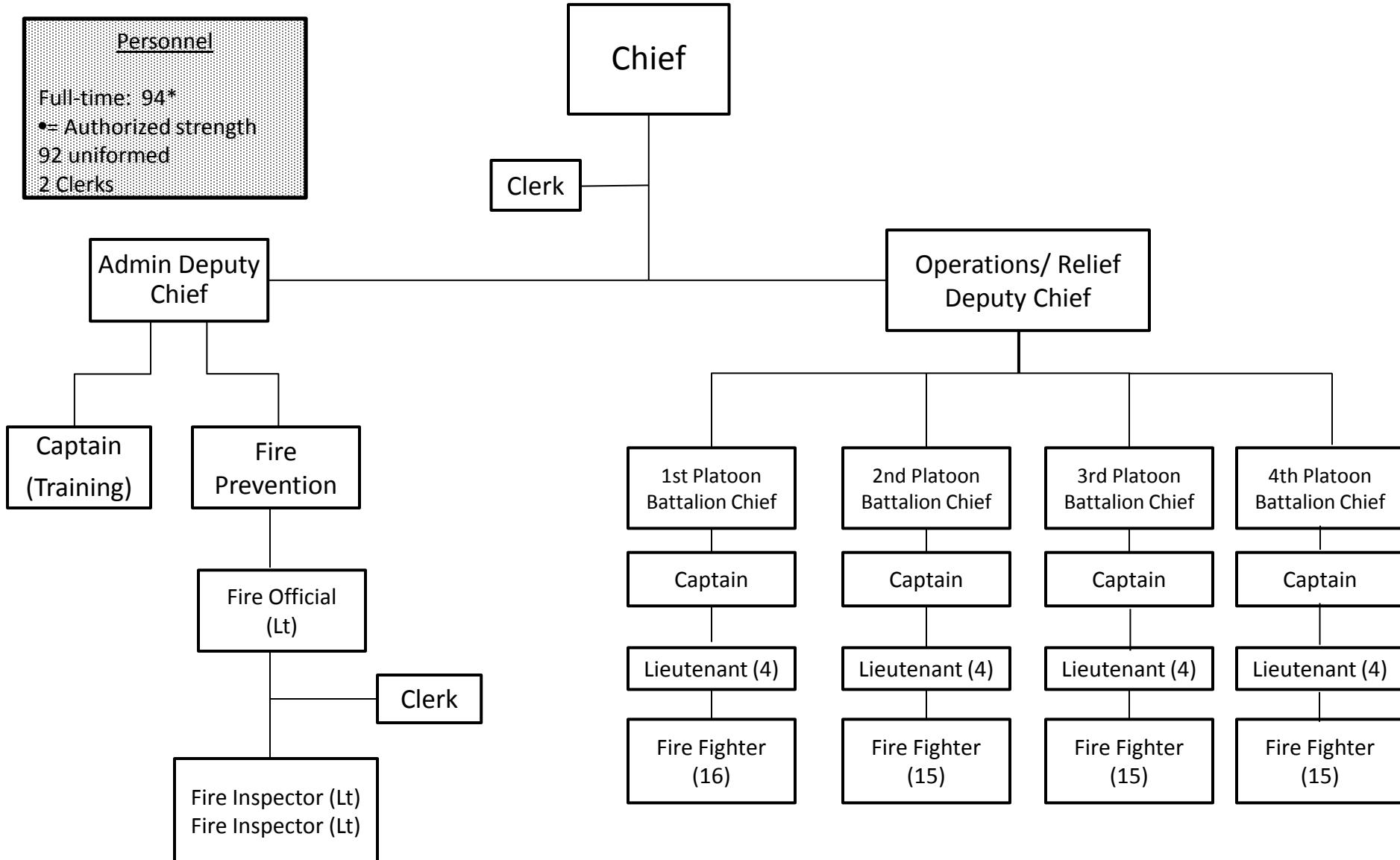
### Personnel

Full-Time: 7

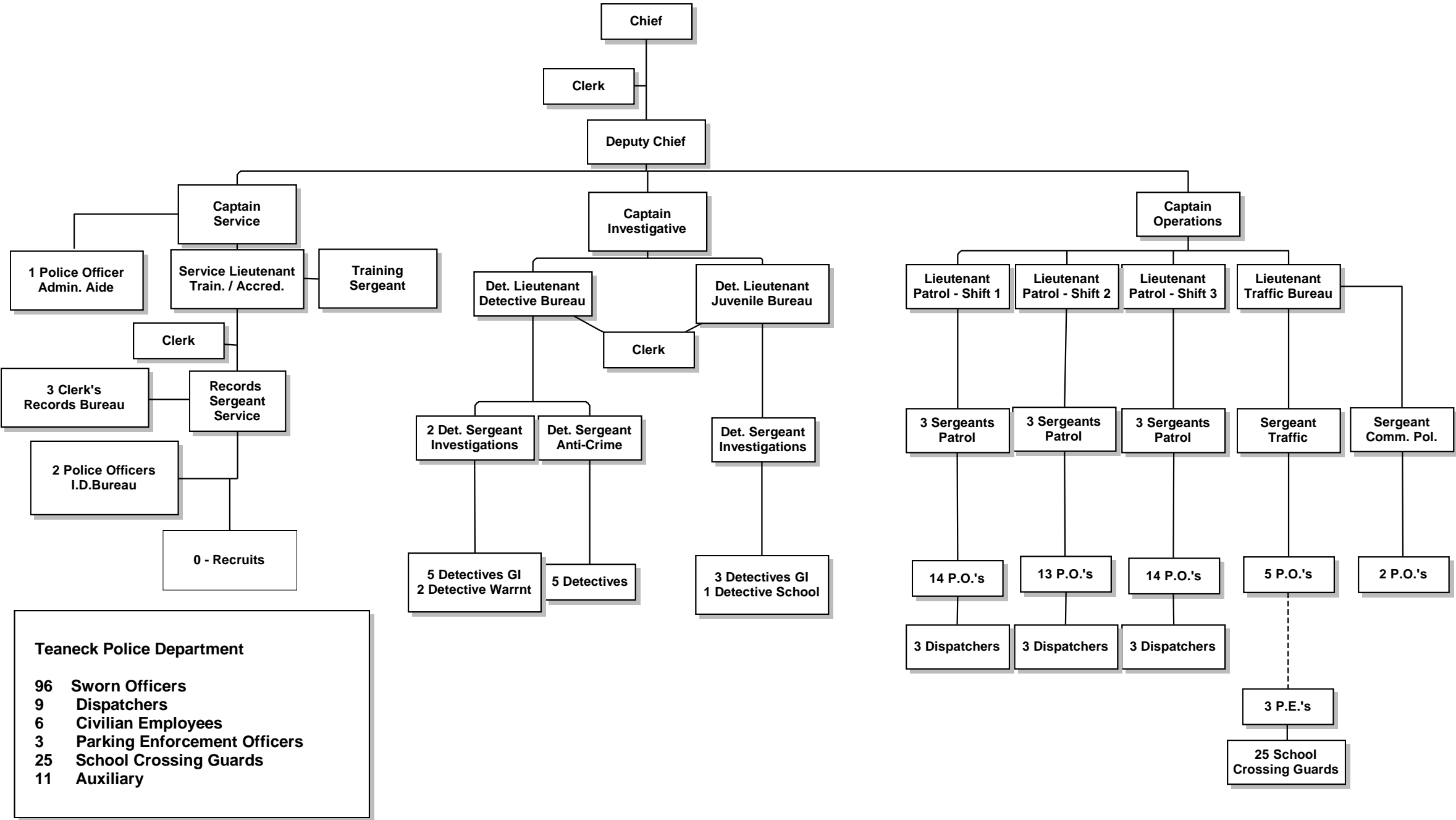


# Teaneck Fire Department

## 2013 Table of Organization



Teaneck Police Department  
2013 Table of Organization



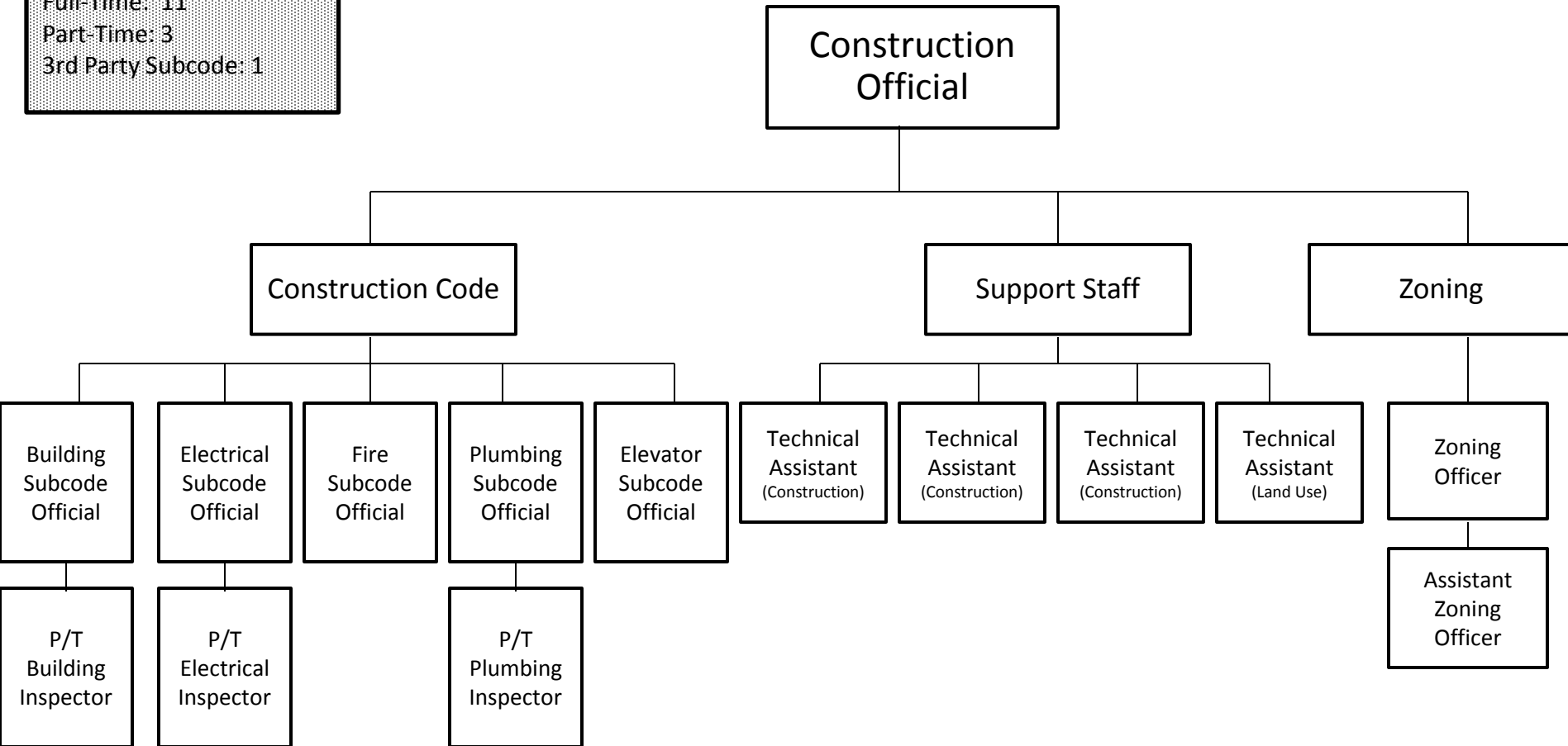
# Teaneck Building Department 2013 Table of Organization

## Personnel

Full-Time: 11

Part-Time: 3

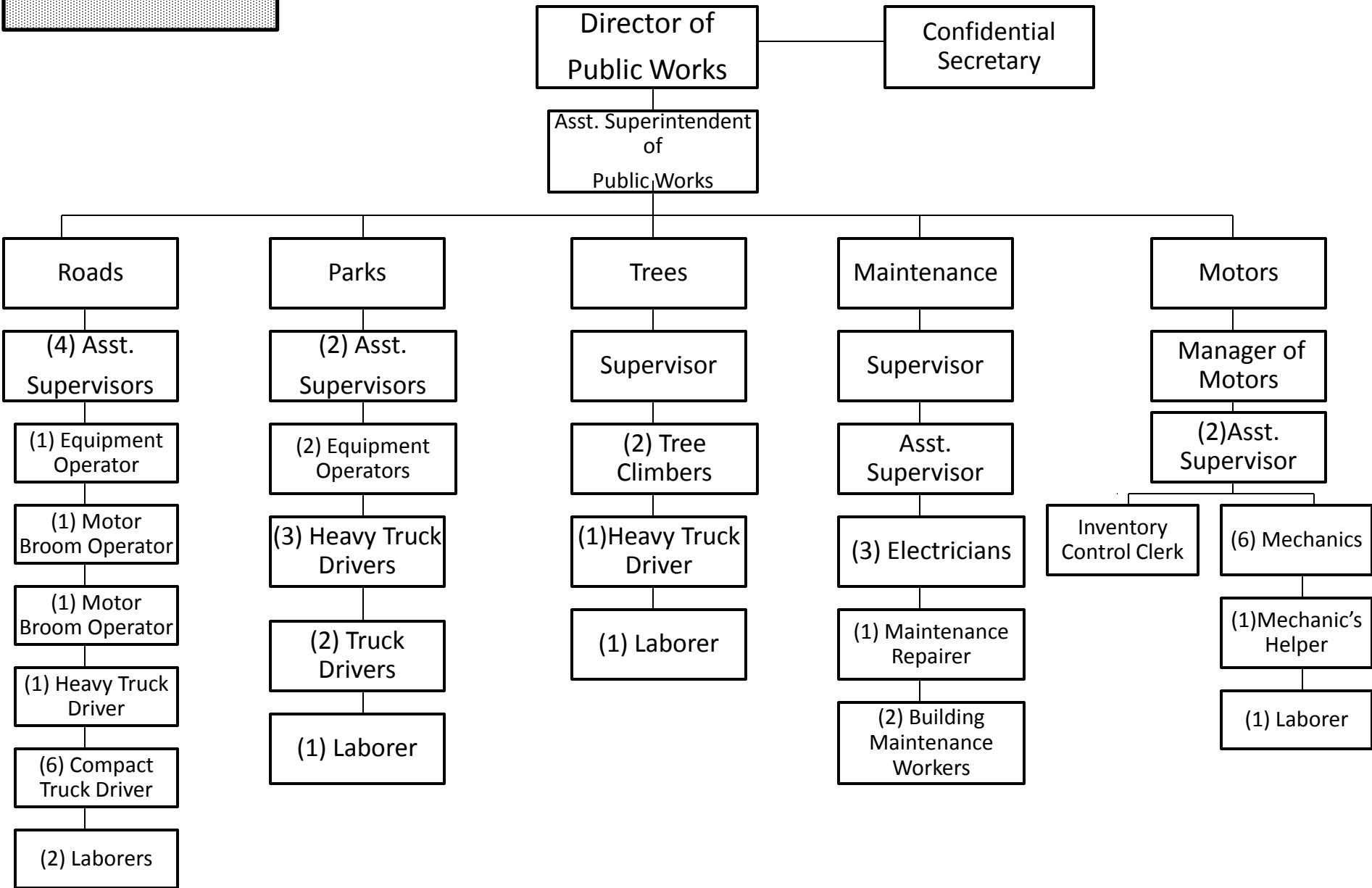
3rd Party Subcode: 1



Personnel  
Full-Time: 57

# Teaneck Public Works Department

## 2013 Table of Organization



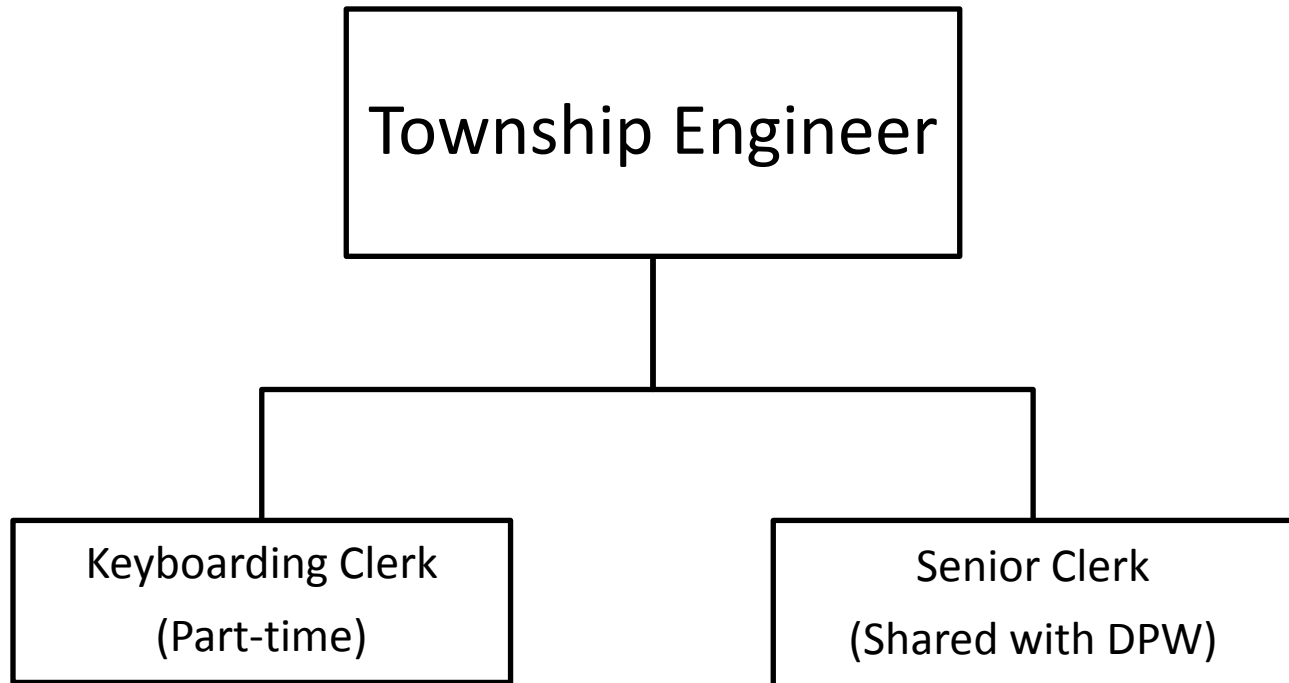
# Teaneck Engineering Department

2013 Table of Organization

## Personnel

Full-time: 2

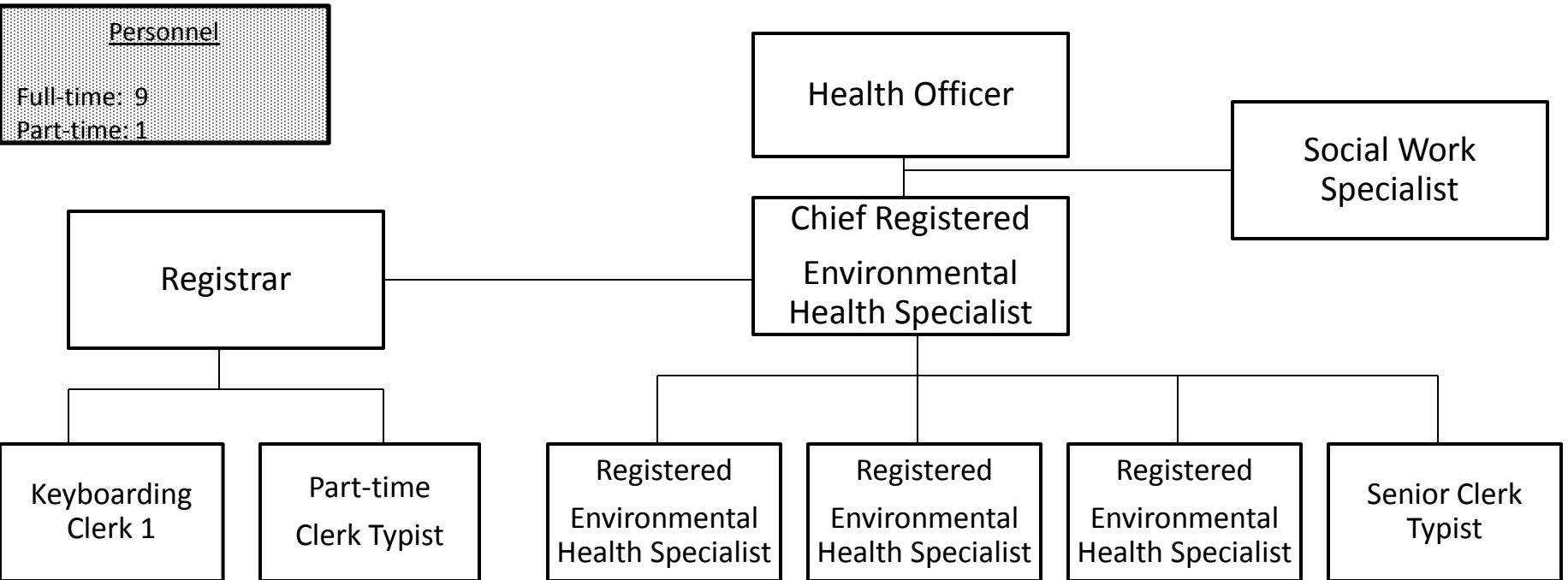
Part-time: 1





# Teaneck Health & Human Services

## 2013 Table of Organization



# Teaneck Recreation Department

## 2013 Table of Organization

### Personnel

Full-time: 11

Part-time Seasonal - 250

Superintendent  
of Recreation

Asst.  
Superintendent

Administration  
Division

Recreation  
Supervisor

Sr. Account  
Clerk

Keyboarding  
Clerk 1

Recreation  
Attendants  
(3)

Asst.  
Superintendent

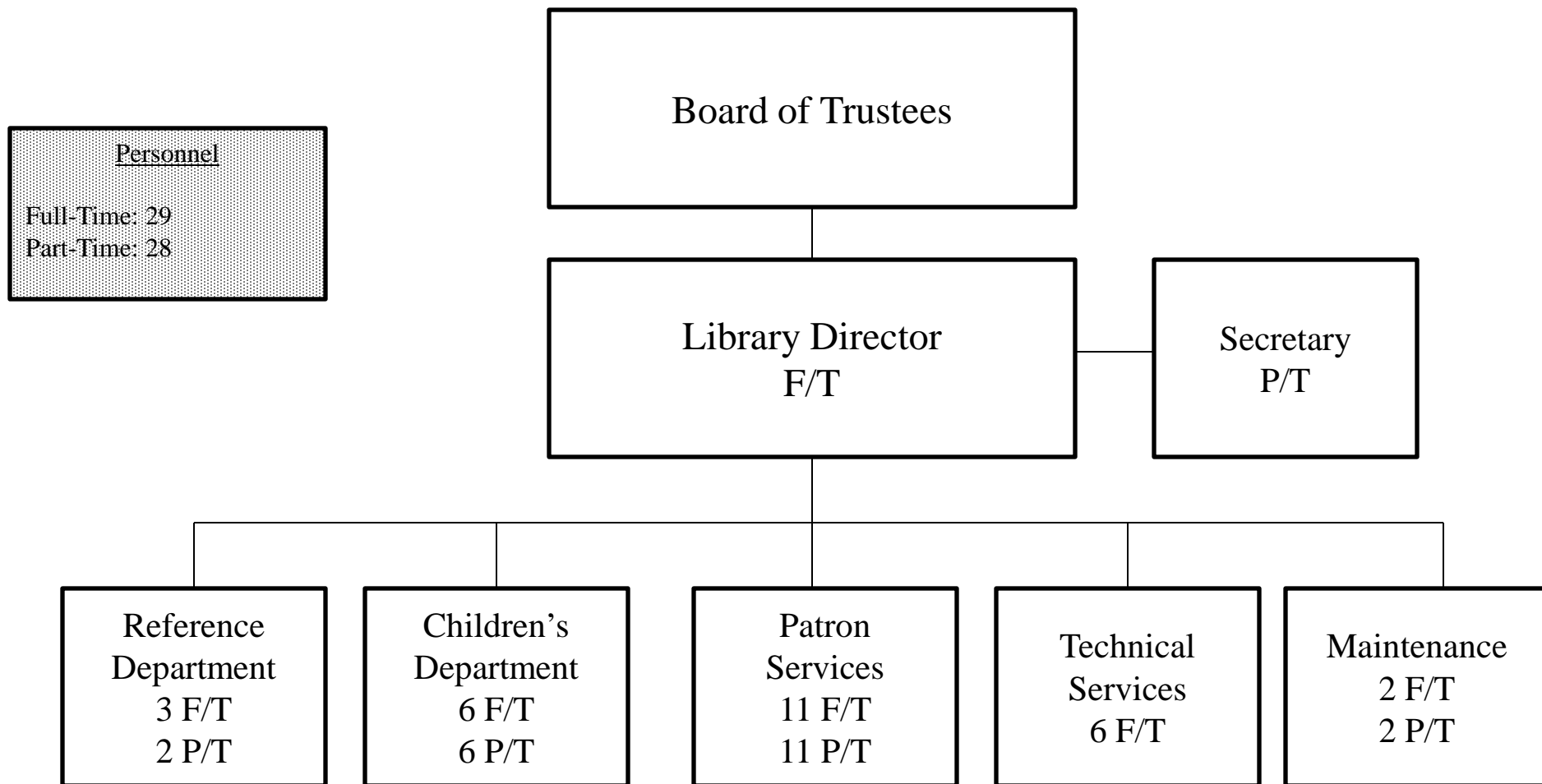
Youth Division

Program  
Coordinator

Senior Division

Supervisor  
Senior Citizen  
Activities

# Teaneck Public Library Organization Chart 2013



# Section 5

TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET

Department		Spent 2010	Spent 2011	Budget 2012	Spent Jan to Nov 2012	Estimate 2012	2013 Manager Recommended	\$ + OR - 2012	COUNCIL
100	MANAGER	22,258.00	17,547.00	49,725.00	24,997.24	24,047.24	60,725.00	11,000.00	
100-1	PURCHASING	3,370.00	3,579.00	3,830.00	2,560.12	3,418.16	3,830.00	-	
100-2	POSTAGE	73,200.00	67,230.00	78,000.00	57,460.68	62,060.68	78,000.00	-	
100-3	CENTRAL SUPPLY	46,966.00	39,984.00	53,300.00	36,352.75	38,717.41	53,300.00	-	
100-4	ADVERTISING	16,221.00	12,690.00	15,000.00	11,927.82	11,927.82	15,000.00	-	
100-5	ALLOWANCES	177,606.00	168,230.00	186,770.00	66,329.59	66,329.59	76,300.00	(110,470.00)	
105	HUMAN RESOURCES	0.00	10,443.00	53,100.00	23,819.59	24,359.50	51,350.00	(1,750.00)	
110	COUNCIL	20,559.00	26,201.00	32,500.00	29,632.59	29,632.59	32,500.00	-	
120	CLERK	104,613.00	40,189.00	144,425.00	70,842.27	70,848.61	84,175.00	(60,250.00)	
130	FINANCE	57,816.00	47,906.00	105,400.00	107,814.69	120,414.69	60,770.00	(44,630.00)	
135	AUDIT	56,000.00	47,125.00	89,750.00	86,973.75	86,973.75	86,000.00	(3,750.00)	
140	MIS	91,599.00	92,240.00	93,558.00	64,783.70	79,481.45	93,775.00	217.00	
145	TAX	7,125.00	6,952.00	7,125.00	6,405.30	6,405.30	7,875.00	750.00	
150	ASSESSOR	9,822.00	19,128.00	111,795.00	142,746.16	142,746.16	111,795.00	-	
155	LEGAL	1,204,572.00	1,135,594.00	929,800.00	669,113.83	700,000.00	929,800.00	-	
195	BUILDING	20,723.00	40,023.00	82,485.00	56,383.94	56,758.94	96,885.00	14,400.00	
210	SELF INSURANCE	1,100,000.00	950,000.00	1,050,000.00	1,050,000.00	1,050,000.00	1,110,000.00	60,000.00	
211	OTHER INSURANCE	192,500.00	192,500.00	252,500.00	192,500.00	192,500.00	256,500.00	4,000.00	
220	GROUP INSURANCE	4,920,930.00	4,920,432.00	5,812,200.00	5,444,857.87	5,898,002.59	6,033,100.00	220,900.00	
240	POLICE	166,047.00	182,880.00	216,967.00	168,635.68	184,996.65	218,459.00	1,492.00	
240-1	SCHOOL GUARDS	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	-	
240-2	POLICE CARS	184,500.00	195,600.00	195,700.00	190,134.84	190,134.84	195,000.00	(700.00)	
252	EMT	0.00	431.00	17,000.00	2,278.77	2,494.05	37,500.00	20,500.00	
260	AMBULANCE	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	-	
265	FIRE	93,913.00	97,233.00	132,204.00	73,279.27	573,694.55	126,464.00	(5,740.00)	
265-1	WATER	507,111.00	365,843.00	524,900.00	468,831.11	61,756.47	555,800.00	30,900.00	
215	GARAGE	480,862.00	516,964.00	447,245.00	415,168.35	434,141.89	470,795.00	23,550.00	
300	PUBLIC WORKS	1,669,350.00	1,269,378.00	1,920,165.00	1,065,398.63	1,158,030.05	1,774,715.00	(145,450.00)	
310	BUILDINGS AND GROUNDS	78,056.00	84,100.00	97,800.00	91,687.59	95,238.31	103,300.00	5,500.00	
330	HEALTH	244,244.00	234,495.00	255,632.00	217,254.89	217,350.47	258,202.00	2,570.00	
370	RECREATION	242,023.00	226,430.00	261,613.00	240,172.17	244,935.05	295,978.00	34,365.00	
390	LIBRARY	409,141.00	371,038.00	408,050.00	324,037.30	324,037.30	407,950.00	(100.00)	
410	DEFERRED CHARGES	276,025.00		363,878.32	167,195.32	363,878.32	751,940.00	388,061.68	
430	NATURAL GAS	537,533.00	457,948.00	202,700.00	64,286.49	77,711.63	140,500.00	(62,200.00)	
430-1	ELECTRIC	126,745.00	96,691.00	538,100.00	402,564.06	467,976.46	536,000.00	(2,100.00)	
430-2	STREET LIGHTING	534,775.00	433,575.00	555,000.00	406,217.16	491,374.56	510,000.00	(45,000.00)	
440	TELEPHONE	95,440.00	86,665.00	94,100.00	89,387.23	90,187.23	94,100.00	-	
447	HEATING OIL	15,149.00	18,515.00	34,500.00	18,872.74	23,374.41	22,000.00	(12,500.00)	
455	BCUA	3,864,950.00	4,122,575.00	4,424,938.14	4,424,937.18	4,424,937.18	4,690,000.00	265,061.86	
460	GASOLINE	157,120.00	198,471.00	275,500.00	198,209.56	219,584.40	243,500.00	(32,000.00)	
460-1	DEISEL	176,259.00	237,290.00	281,400.00	235,958.91	269,401.91	262,000.00	(19,400.00)	
470	CONTINGENT	19,198.00	6,819.00	20,000.00	12,248.83	13,452.83	20,000.00	-	
471	STATUTORY EXPENDITURES	6,624,170.00	8,483,178.00	6,798,077.46	6,543,401.11	6,595,204.40	6,873,460.46	75,383.00	
490	COURT	46,032.00	44,907.00	46,370.00	375,958.03	47,256.66	46,370.00	-	
900	DEBT SERVICE	1,635,768.00	1,843,947.00	1,880,879.05	1,880,879.02	1,880,879.02	2,153,916.32	273,037.27	
	TOTAL	26,380,291.00	27,483,966.00	29,214,981.97	26,293,496.13	27,187,653.12	30,100,629.78	885,647.81	

TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MANAGER 100**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
100		<b>Manager: Other Expenses</b>	\$ 60,725.00	\$ 60,725.00	\$ 49,725.00	\$ 24,997.13	\$ 11,000.00	22.12%
211	2	Stationery & Supplies	300.00	300.00	300.00	508.16	\$ -	0.00%
212	2	Petty Cash	200.00	200.00	200.00	-	\$ -	0.00%
213	2	Office Equip. Maintenan	100.00	100.00	100.00	177.32	\$ -	0.00%
214	3	Professional Affiliation	3,025.00	3,025.00	3,025.00	3,852.34	\$ -	0.00%
233	3	Strategic Plan	10,000.00	10,000.00	0.00	-	\$ 10,000.00	
245	3	Public Information	12,000.00	12,000.00	12,000.00	9,058.31	\$ -	0.00%
250	3	Training	14,100.00	14,100.00	14,100.00	11,201.00	\$ -	
251	4	Communications Training	1,000.00	1,000.00			\$ 1,000.00	
252	4	Computer Software	20,000.00	20,000.00	20,000.00	200.00	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MANAGER 100**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		Manager: Stationary & Supplies	\$ 300.00	\$ 300.00	\$ 300.00	\$ 508.16	\$ -	0.00%
	1	Stationary and Supplies	300.00	300.00	300.00	508.16	\$ -	0.00%

<b><u>Justifications</u></b>	
1	As needed

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
212		Manager: Petty Cash	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	\$ -	0.00%
	1	Tolls, meetings, etc.	200.00	200.00	200.00	0.00	\$ -	0.00%

<b><u>Justifications</u></b>	
1	As needed

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
213		Manager: Office Equipment Maint.	\$ 100.00	\$ 100.00	\$ 100.00	\$ 177.32	\$ -	0.00%
	1	Office Equipment Maintenance	100.00	100.00	100.00	177.32	\$ -	0.00%

<b><u>Justifications</u></b>	
1	As needed



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MANAGER 100**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		Manager: Prof. Affil. & Travel	\$ 3,025.00	\$ 3,025.00	\$ 3,025.00	\$ 3,852.34	\$ -	0.00%
		Dues - ICMA - Manager	1,400.00	1,400.00	1,400.00			
		Dues - NJMMA - Manager	225.00	225.00	225.00			
		NJ administrative Code Updates	150.00	150.00	150.00			
		ICMA Conference	1,000.00	1,000.00	1,000.00			
		Annual NJMVC Access	250.00	250.00	250.00			

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
233		Manager: Strategic Plan	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	
	1	Strategic Plan	10,000.00	10,000.00	0.00	0.00	\$ 10,000.00	

Justifications								
1		Professional services to develop a strategic plan for financing and completing capital projects.						

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
245		Manager: Public Information	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 9,058.31	\$ -	0.00%
		Teaneck Times/Recycling Calendar	12,000.00	12,000.00	12,000.00	9,058.31	\$ -	0.00%

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
250		Manager: Training	\$ 14,100.00	\$ 14,100.00	\$ 14,100.00	\$ 11,201.11	\$ -	0.00%
		All departments except Police, Fire	7,500.00	7,500.00	7,500.00			
		Diversity/Customer Service Training	3,600.00	3,600.00	3,600.00			
		Township Wide Mandated Training	3,000.00	3,000.00	3,000.00			

MANAGER 100

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MANAGER 100**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
251		Manager: Communications Training	\$ 1,000.00	\$ 1,000.00	\$ -	0.00	\$ 1,000.00	
		Media Training for Manager & Staff	\$ 1,000.00	\$ 1,000.00	\$ -	0.00	\$ 1,000.00	

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
252		Manager: Computer Software	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 200.00	\$ -	0.00%
		Inventory Control System	10,000.00	10,000.00	10,000.00		\$ -	0.00%
		Fees for Power Purchase Agreement	10,000.00	10,000.00	0.00	200.00	\$ 10,000.00	

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
PURCHASING 100-1**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
100-1		<b>Purchasing: Other Expenses</b>	3,830.00	3,830.00	3,830.00	2,560.12	\$ -	0.00%
211	6	Printing & Supplies	600.00	600.00	1,100.00	332.20	\$ (500.00)	-45.45%
213	6	Equipment & Maintenance	656.00	656.00	656.00	903.00	\$ -	0.00%
214	6	Prof. Affiliation & Travel	2,574.00	2,574.00	2,074.00	1,324.92	\$ 500.00	24.11%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
PURCHASING 100-1**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		<b>Purchasing: Printing and Supplies</b>	600.00	600.00	1,100.00	332.20	\$ (500.00)	-45.45%
	1	Printing and Supplies	600.00	600.00	1,100.00	332.20	\$ (500.00)	-45.45%

**Justifications**

1	Office supplies, toner and supplies for two fax machines, printing of business cards and Purchasing forms

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
213		<b>Purchasing: Equipment and Maintenance</b>	656.00	656.00	656.00	903.00	\$ -	-
	1	Equipment and Maintenance	656.00	656.00	656.00	903.00	\$ -	-

**Justifications**

1	Fax machine maintenance contracts for mailroom and purchasing units, yearly typewriter maintenance check-up

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		<b>Purchasing: Professional Affil. &amp; Travel</b>	\$ 2,574.00	\$ 2,574.00	\$ 2,074.00	\$ 1,324.92	\$ 500.00	24.11%
	1	Professional Affiliation & Travel	2,574.00	2,574.00	2,074.00	1,324.92	\$ 500.00	24.11%

**Justifications**

1	Dues for 2 individuals - National Institute of Government Purchasing Agents, and the NJ Government Purchasing Association, attendance at State Purchasing Conference, and various Purchasing training seminars.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
POSTAGE 100-2**

**Account Summary**

Account	Page	Account Description	Department Request	Manager Approved 2013	2012 Adopted Budget	2012 Spent	+ OR - 2012 \$	+ OR - 2012 %
100-2		<b>Postage</b>	\$ 76,200.00	\$ 78,000.00	\$ 78,000.00	\$ 57,460.68	\$ -	0.00%
221	7	Clerk	2,700.00	2,700.00	2,500.00	2,272.07	\$ 200.00	8.00%
222	7	Finance	2,500.00	2,500.00	2,400.00	2,314.07	\$ 100.00	4.17%
223	7	Tax Office	14,100.00	14,100.00	14,000.00	7,723.71	\$ 100.00	0.71%
224	7	Tax Assessor	3,900.00	3,900.00	4,000.00	4,280.69	\$ (100.00)	-2.50%
225	7	Purchasing	2,100.00	2,100.00	2,000.00	1,801.19	\$ 100.00	5.00%
226	7	Municipal Court	17,200.00	19,000.00	20,000.00	15,197.90	\$ (1,000.00)	-5.00%
227	7	Fire	400.00	400.00	500.00	339.47	\$ (100.00)	-20.00%
228	7	Police	5,700.00	5,700.00	5,500.00	5,034.60	\$ 200.00	3.64%
229	7	Building	1,900.00	1,900.00	1,500.00	1,718.38	\$ 400.00	26.67%
231	7	Public Works	900.00	900.00	1,300.00	913.01	\$ (400.00)	-30.77%
232	7	Health & Human Services	4,200.00	4,200.00	5,000.00	3,497.27	\$ (800.00)	-16.00%
233	7	Recreation	4,000.00	4,000.00	4,500.00	3,477.24	\$ (500.00)	-11.11%
234	7	Permits	350.00	350.00	375.00	380.00	\$ (25.00)	-6.67%
235	7	Postage Machine Rental	10,550.00	10,550.00	10,550.00	6,741.00	\$ -	0.00%
236	7	Postage Machine Supplies	500.00	500.00	500.00	212.45	\$ -	0.00%
237	7	Postage Increase	3,800.00	3,800.00	2,050.00	0.00	\$ 1,750.00	85.37%
238	7	Board of Adjustment	300.00	300.00	225.00	214.11	\$ 75.00	33.33%
239	7	Planning Board	100.00	100.00	50.00	1.80	\$ 50.00	100.00%
241	7	Environmental Commission	0.00	0.00	50.00	0.00	\$ (50.00)	-100.00%
242	7	Overnight Mailings	1,000.00	1,000.00	1,000.00	1,341.72	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CENTRAL SUPPLY 100-3**

**Account Summary**

		<b>Account Description</b>	<b>Department</b>	<b>Manager</b>	<b>2012 Adopted</b>	<b>2012</b>	<b>+ OR - 2012</b>	<b>+ OR - 2012</b>
<b>Account</b>	<b>Page</b>		<b>Request</b>	<b>Approved 2013</b>	<b>Budget</b>	<b>Spent</b>	<b>\$</b>	<b>%</b>
100-3		<b>Central Supply: Other Expenses</b>	\$ 53,300.00	\$ 53,300.00	\$ 53,300.00	\$ 36,352.75	0.00	0.00%
211	9	Copier Rentals	34,000.00	34,000.00	34,000.00	22,526.83	\$ -	0.00%
212	9	Excess Copy Charges	500.00	500.00	750.00	295.14	\$ (250.00)	-33.33%
213	9	Copier Paper & Supplies	10,000.00	10,000.00	9,765.00	8,274.18	\$ 235.00	2.41%
214	10	Stock Supplies	5,000.00	5,000.00	5,000.00	2,533.90	\$ -	0.00%
215	10	Stock Stationary/Envelopes	3,000.00	3,000.00	3,085.00	2,020.00	\$ (85.00)	-2.76%
218	10	Copier Maintenance Contract	800.00	800.00	700.00	702.70	\$ 100.00	14.29%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CENTRAL SUPPLY 100-3**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		<b>Central Supply: Copier Rentals</b>	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 15,753.13	\$ -	-
	1	Copier Rentals	34,000.00	34,000.00	34,000.00	15,753.13	\$ -	-

**Justifications**

1	Yearly costs of 16 copiers servicing municipal departments. All copiers have been procured through NJ State Cooperative cost per copy plan. supplies (except paper) and maintenance included up to a selected monthly volume.
---	---

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
212		<b>Central Supply: Excess Copy Charge</b>	\$ 500.00	\$ 500.00	\$ 750.00	\$ 38.00	\$ (250.00)	-33.33%
	1	Excess Copy Charge	500.00	500.00	750.00	38.00	\$ (250.00)	-33.33%

**Justifications**

1	Charges in excess of allowable set monthly copier volume
---	--

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
213		<b>Central Supply: Copier Paper &amp; Supplies</b>	\$ 10,000.00	\$ 10,000.00	\$ 9,765.00	\$ 4,869.00	\$ 235.00	2.41%
	1	Copier Paper and Supplies	10,000.00	10,000.00	9,765.00	4,869.00	\$ 235.00	2.41%

**Justifications**

1	Copier and printer paper for all municipal departments
---	--

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CENTRAL SUPPLY 100-3**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		Central Supply: Stock Office Supplies	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 1,527.00	\$ -	-
	1	Stock Office Supplies	5,000.00	5,000.00	5,000.00	1,527.00	\$ -	-

<u>Justifications</u>								
1	Stock supplies such as: staples, rubber bands, pens, paper clips, yellow pads, rulers, adding machine tapes, clips, markers, file folders, etc.							

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
215		Central Supply: Stock Stationary/Envelopes	\$ 3,000.00	\$ 3,000.00	\$ 3,085.00	\$ 1,527.00	\$ (85.00)	-2.76%
	1	Stock stationary/Envelopes	3,000.00	3,000.00	3,085.00	1,527.00	\$ (85.00)	-2.76%

<u>Justifications</u>								
1	Regular number 10 Teaneck envelopes, number 10 Teaneck window envelopes, Teaneck letterhead, Teaneck problem report forms, routing slips							

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
218		Central Supply: Copier Maintenance Contract	\$ 800.00	\$ 800.00	\$ 700.00	\$ 1,527.00	\$ 100.00	14.29%
	1	Risograph Maintenance Contract	800.00	800.00	700.00	1,527.00	\$ 100.00	14.29%

<u>Justifications</u>								
1	Risograph maintenance contract for Recreation's Risograph machine							



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
ADVERTISING 100-4**

**Account Summary**

		<b>Account Description</b>	<b>Department</b>	<b>Manager</b>	<b>2012 Adopted</b>	<b>2012</b>	<b>+ OR - 2012</b>	<b>+ OR - 2012</b>
<b>Account</b>	<b>Page</b>		<b>Request</b>	<b>Approved 2013</b>	<b>Budget</b>	<b>Spent</b>	<b>\$</b>	<b>%</b>
100-4		Advertising	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 11,927.82	\$ -	0.00%
251	12	Legal	10,000.00	10,000.00	10,000.00	10,158.04	\$ -	0.00%
252	12	Informational	3,000.00	3,000.00	3,000.00	1,241.78	\$ -	0.00%
253	12	Employment	2,000.00	2,000.00	2,000.00	528.00	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
ADVERTISING 100-4**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
251		<b>Advertising: Legal</b>	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,158.04	\$ -	0.00%
	1	Advertising - Legal	10,000.00	10,000.00	10,000.00	10,158.04	\$ -	0.00%

**Justifications**

1	Budget/Audit, Hearings, Notice to Bidders, Ordinances, Professional Services, Property Auctions, Resolutions-Planning/Zoning Boards, Tax Special Hearings, Municipal Election
---	---

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
252		<b>Advertising: Legal</b>	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,241.78	\$ -	0.00%
	1	Advertising - Informational	3,000.00	3,000.00	3,000.00	1,241.78	\$ -	0.00%

**Justifications**

1	Health Fair, Memorial Day, Fourth of July Parade, Recreation Seasonal Registration, Recreation Concert Series, Special Events
---	---

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
253		<b>Advertising: Employment</b>	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 528.00	\$ -	0.00%
	1	Advertising - Employment	2,000.00	2,000.00	2,000.00	528.00	\$ -	0.00%

**Justifications**

1	Classified advertising for temporary positions
---	--

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
EMPLOYEE ALLOWANCES 100-5**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
100-5		<b>Employee Allowances</b>	\$ 75,100.00	\$ 76,300.00	\$ 186,770.00	\$ 66,108.62	\$ (110,470.00)	-59.15%
211	-	Fire Department Clothes (trans. to S&W)	0.00	0.00	5,500.00	0.00	\$ (5,500.00)	-100.00%
212	-	Police Department Clothes (trans. to S&W)	0.00	0.00	68,100.00	0.00	\$ (68,100.00)	-100.00%
213	-	DPW Tool (trans. to S&W)	0.00	0.00	7,700.00	0.00	\$ (7,700.00)	-100.00%
214	-	DPW Clothing (trans. to S&W)	0.00	0.00	32,200.00	0.00	\$ (32,200.00)	-100.00%
215	13	Auto Allowance - Human Resources	7,200.00	7,200.00	1,800.00	350.00	\$ 5,400.00	300.00%
216	13	Auto Allowance - Finance	3,000.00	3,000.00	5,100.00	6,384.68	\$ (2,100.00)	-41.18%
217	13	Auto Allowance - Assessor	3,600.00	3,600.00	3,600.00	3,600.00	\$ -	0.00%
218	13	Auto Allowance - Building	25,000.00	25,000.00	24,720.00	23,428.94	\$ 280.00	1.13%
219	13	Auto Allowance - Engineer	3,000.00	3,000.00	3,000.00	3,000.00	\$ -	0.00%
221	13	Auto Allowance - Health	20,000.00	20,000.00	21,000.00	17,500.00	\$ (1,000.00)	-4.76%
222	13	Auto Allowance - Recreation	10,000.00	11,200.00	10,400.00	9,250.00	\$ 800.00	7.69%
223	13	Auto Allowance-Purchasing	900.00	900.00	900.00	900.00	\$ -	0.00%
224	13	Auto Allowance - Clerk	900.00	900.00	900.00	1,200.00	\$ -	0.00%
225	13	Cell Phone Allowance	1,500.00	1,500.00	600.00	495.00	\$ 900.00	150.00%
227	-	Shoe Allowance (trans. to S&W)	0.00	0.00	1,250.00	0.00	\$ (1,250.00)	-100.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
HUMAN RESOURCES 105**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
105		<b>Human Resources: Other Expenses</b>	\$ 55,150.00	\$ 51,350.00	\$ 53,100.00	\$ 23,819.59	\$ (1,750.00)	-3.30%
211	15	Stationery & Supplies	1,000.00	1,000.00	1,300.00	5,130.80	\$ (300.00)	-23.08%
212	15	Petty Cash	200.00	200.00	200.00	139.98	\$ -	0.00%
214	15	Professional Affiliation	2,500.00	2,500.00	800.00	235.00	\$ 1,700.00	212.50%
231	16	Equipment	3,500.00	200.00	200.00	0.00	\$ -	0.00%
233	16	Award Programs	8,450.00	8,450.00	10,600.00	8,750.00	\$ (2,150.00)	-20.28%
250	16	Training	1,500.00	1,000.00	1,000.00	509.00	\$ -	0.00%
252	17	HR Software	25,000.00	25,000.00	25,000.00	0.00	\$ -	0.00%
260	17	Bloodborne Pathogens	10,000.00	10,000.00	11,000.00	7,329.00	\$ (1,000.00)	-9.09%
290	17	Employee Wellness/EAP	3,000.00	3,000.00	3,000.00	1,725.81	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
HUMAN RESOURCES 105**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		<b>Human Resources: Stationary &amp; Supplies</b>	\$ 1,000.00	\$ 1,000.00	\$ 1,300.00	\$ 5,130.80	\$ (300.00)	-23.08%
	1	Stationary and Supplies	1,000.00	1,000.00	1,300.00	5,130.80	\$ (300.00)	-23.08%

**Justifications**

1	Replacement/update colored Pendaflex personnel files, labeling tape, Poster guard protection, ID card holders/lanyard

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
212		<b>Human Resources: Petty Cash</b>	\$ 200.00	\$ 200.00	\$ 200.00	\$ 139.98	\$ -	0.00%
	1	Petty Cash	200.00	200.00	200.00	139.98	\$ -	0.00%

**Justifications**

1	Tolls, meeting expenses, emergency supplies

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		<b>Human Resources: Profess. Affil. &amp; Travel</b>	\$ 2,500.00	\$ 2,500.00	\$ 800.00	\$ 235.00	\$ 1,700.00	212.50%
	1	Professional Affiliation and Travel	2,500.00	2,500.00	800.00	235.00	\$ 1,700.00	212.50%

**Justifications**

1	SHRM and NJ-RC yearly dues, NJ League of Municipalities Conference fees, SHRM Conference

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
HUMAN RESOURCES 105**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
231		Human Resources: Equipment	\$ 3,500.00	\$ 200.00	\$ 200.00	\$ -	\$ -	0.00%
	1	File Cabinets	3,500.00	200.00	200.00	0.00	\$ -	0.00%

<u>Justifications</u>	
1	2 HON FlameSafe 4 Drawer Vertical file cabinets; these are needed to store employee and Civil Service personnel files/records

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
233		Human Resources: Award Programs	\$ 8,450.00	\$ 8,450.00	\$ 10,600.00	\$ 8,750.00	\$ (2,150.00)	-20.28%
	1	Anniversary pins, watches, Employee BBQ	8,450.00	8,450.00	10,600.00	8,750.00	\$ (2,150.00)	-20.28%

<u>Justifications</u>	
1	Replacement employee anniversary pins, 25 year anniversary watches (11), employee appreciation barbeque

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
250		Human Resources: Training	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 509.00	\$ -	0.00%
	1	Various HR/ Employee seminars	1,500.00	1,000.00	1,000.00	509.00	\$ -	0.00%

<u>Justifications</u>	
1	Various Human Resources, health and pension benefits seminars, employee training/certifications (CPR/AED)

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
HUMAN RESOURCES 105**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
252		Human Resources: HR Software	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	0.00%
	1	Time and Attendance Software	25,000.00	25,000.00	25,000.00	0.00	\$ -	0.00%

**Justifications**

1	Human Resources component to existing payroll software for time and attendance tracking
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
260		Human Resources: Bloodborne Pathogens	\$ 10,000.00	\$ 10,000.00	\$ 11,000.00	\$ 7,329.00	\$ (1,000.00)	-9.09%
	1	Bloodborne Pathogens Program	10,000.00	10,000.00	11,000.00	7,329.00	\$ (1,000.00)	-9.09%

**Justifications**

1	Bloodborne Pathogens program for employees (Hepatitis shots)
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
290		Human Resources: Employee Wellness/EAP	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,725.81	\$ -	0.00%
	1	Employee Wellness and Appreciation Programs	3,000.00	3,000.00	3,000.00	1,725.81	\$ -	0.00%

**Justifications**

1	2 AEDs (Recreation & spare), employee wellness workshops, bulletin board, pamphlets, educational sessions, flu shots
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
COUNCIL 110**

**Account Summary**

		<b>Account Description</b>	<b>Department</b>	<b>Manager</b>	<b>2012 Adopted</b>	<b>2012</b>	<b>+ OR - 2012</b>	<b>+ OR - 2012</b>
<b>Account</b>	<b>Page</b>		<b>Request</b>	<b>Approved 2013</b>	<b>Budget</b>	<b>Spent</b>	<b>\$</b>	<b>%</b>
110		<b>Township Council: Other Expenses</b>	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00	\$ 29,632.59	\$ -	0.00%
219	19	Miscellaneous	2,000.00	2,000.00	2,000.00	1,067.54	\$ -	0.00%
221	19	Special Projects	26,500.00	26,500.00	26,500.00	27,065.05	\$ -	0.00%
245	19	Public Information	1,500.00	1,500.00	1,500.00	1,500.00	\$ -	0.00%
248	19	Community Relations	2,500.00	2,500.00	2,500.00	0.00	\$ -	0.00%



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
COUNCIL 110**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
219		<b>Township Coucil: Miscellaneous</b>	\$ 2,000.00	2,000.00	\$ 2,000.00	1,067.54	\$ -	0.00%
	1	Seminars & NJLM Annual Conference	2,000.00	2,000.00	2,000.00	1,067.54	\$ -	0.00%

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
221		<b>Township Coucil: Special Projects</b>	\$ 26,500.00	\$ 26,500.00	\$ 26,500.00	27,065.05	\$ -	0.00%
		Discretionary Funding	26,500.00	26,500.00	26,500.00	27,065.05	\$ -	0.00%

<b><u>Justifications</u></b>								
	1	Teaneck Comes Together (TCT), etc.						

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
245		<b>Township Coucil: Public Information</b>	\$ 1,500.00	1,500.00	\$ 1,500.00	1,500.00	\$ -	0.00%
		Website Maintenance	1,500.00	1,500.00	1,500.00	1,500.00	\$ -	0.00%

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
248		<b>Township Coucil: Community Relations</b>	\$ 2,500.00	2,500.00	\$ 2,500.00	0.00	\$ -	0.00%
		Special Projects	2,500.00	2,500.00	2,500.00	0.00	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CLERK 120**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
120		<b>Township Clerk: Other Expenses</b>	\$ 85,425.00	\$ 84,175.00	\$ 144,425.00	\$ 70,842.27	\$ (60,250.00)	-41.72%
211	21	Stationery & Supplies	4,100.00	4,100.00	4,100.00	6,937.67	\$ -	0.00%
212	21	Petty Cash	300.00	300.00	300.00	73.23	\$ -	0.00%
213	22	Office Equip. Maintenance	1,500.00	1,500.00	1,500.00	1,371.34	\$ -	0.00%
214	22	Professional Affiliation & Travel	3,775.00	3,775.00	3,775.00	3,099.00	\$ -	0.00%
219	22	Miscellaneous	1,000.00	350.00	350.00	1,452.00	\$ -	0.00%
221	23	Special Projects	750.00	750.00	500.00	1,584.49	\$ 250.00	50.00%
223	23	Election Expenses	38,300.00	38,300.00	98,800.00	54,110.53	\$ (60,500.00)	-61.23%
225	23	Appraisals	3,000.00	3,000.00	3,000.00	0.00	\$ -	0.00%
227	24	Statutory & Advisory Boards	1,000.00	1,000.00	1,000.00	1,019.01	\$ -	0.00%
228	24	Code Maintenance	10,200.00	10,200.00	10,200.00	1,195.00	\$ -	0.00%
231	24	Equipment	500.00	500.00	500.00	0.00	\$ -	0.00%
235	25	Clerk Software	21,000.00	20,400.00	20,400.00	0.00	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CLERK 120**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		<b>Clerk: Stationary &amp; Supplies</b>	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00	\$ 6,937.67	\$ -	0.00%
		Parking Decals	500.00	500.00	500.00			
		CD/DVD/Fax Toner	300.00	300.00	300.00			
		Development Regulation Books	300.00	300.00	300.00			
		Computer Supplies	1,000.00	1,000.00	1,000.00			
		Minute Book/frames/certificates	350.00	350.00	350.00			
		Street & Zoning Maps	500.00	500.00	500.00			
		Liquor License Renewal Applications	150.00	150.00	150.00			
1		Miscellaneous - Office Supplies	1,000.00	1,000.00	1,000.00			

**Justifications**

1	As needed

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
212		<b>Clerk: Petty Cash</b>	\$ 300.00	\$ 300.00	\$ 300.00	\$ 73.23	\$ -	0.00%
1		Council Meeting Refreshments, etc.	300.00	300.00	300.00	73.23	\$ -	0.00%

**Justifications**

1	Used to reimburse staff for purchases of supplies needed on an immediate basis.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CLERK 120**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
213		<b>Clerk: Office Equipment Maintenance</b>	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,371.34	\$ -	0.00%
	1	Recording System Maintenance Contract	1,500.00	1,500.00	1,500.00	1,371.34	\$ -	0.00%

**Justifications**

1	Monthly maintenance contract for the FTR Gold recording system located in Council Chambers and used by Township Clerk, Planning Board, Board of Adjustment Secretary, and Municipal Court to record meetings.
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		<b>Clerk: Professional Affil. &amp; Travel</b>	\$ 3,775.00	\$ 3,775.00	\$ 3,775.00	\$ 3,099.00	\$ -	0.00%
	1	Dues - NJ League of Municipalities	2,750.00	2,750.00	2,750.00			
	2	Dues - Bergen County League of Municipalities	150.00	150.00	150.00			
		Subscription - NJ State League Magazine	200.00	200.00	200.00			
	3	Subscription- Bergen Record	175.00	175.00	175.00			
		Miscellaneous - As Required	500.00	500.00	500.00			

**Justifications**

1	Annual Township dues to NJ League of Municipalities (membership and magazines)
2	Township dues to Bergen County League of Municipalities
3	Annual subscription to the <i>Bergen Record</i>

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
219		<b>Clerk: Miscellaneous</b>	\$ 1,000.00	\$ 350.00	\$ 350.00	\$ 1,452.00	\$ -	0.00%
		Business Cards for Councilmembers	1,000.00	350.00	350.00	1,452.00	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CLERK 120**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
221		Clerk: Special Projects	\$ 750.00	\$ 750.00	\$ 500.00	\$ 1,584.49	\$ 250.00	50.00%
	1	Memorial Day Tent	750.00	750.00	500.00	1,584.49	\$ 250.00	50.00%

<u>Justifications</u>								
	1	Memorial Day Tent Rental						

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
223		Clerk: Election Expenses	\$ 38,300.00	\$ 38,300.00	\$ 98,800.00	\$ 54,110.53	\$ (60,500.00)	-61.23%
	1	Primary and General Election Expenses	38,300.00	38,300.00	98,800.00	54,110.53	\$ (60,500.00)	-61.23%

<u>Justifications</u>								
	1	Non-municipal election resulted in decrease; costs include sample ballots, mailings, postage, troubleshooters, polling place rentals, signage, etc.						

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
225		Clerk: Appraisals	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	0.00%
	1	For Auction of Township Property	3,000.00	3,000.00	3,000.00	0.00	\$ -	0.00%

<u>Justifications</u>								
	1	To establish minimum bid to auction Township Property						

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CLERK 120**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
227		<b>Clerk: Statutory &amp; Advisory Boards</b>	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,019.01	\$ -	0.00%
	1	Statutory and Advisory Boards	1,000.00	1,000.00	1,000.00	1,019.01	\$ -	0.00%

<u>Justifications</u>	
1	Funding as needed

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
228		<b>Clerk: Code Maintenance</b>	10,200.00	10,200.00	10,200.00	1,195.00	\$ -	0.00%
		Code Supplements	9,100.00	9,100.00	9,100.00			
		Annual Software Subscription	750.00	750.00	750.00			
		E-Code Annual Maintenance	350.00	350.00	350.00			

<u>Justifications</u>	
	Annual codification, supplements, software subscription, and E-Code 360

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
231		<b>Clerk: Equipment</b>	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	\$ -	0.00%
	1	As needed	500.00	500.00	500.00	0.00	\$ -	0.00%

<u>Justifications</u>	
1	Replacement equipment as needed

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CLERK 120**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
231		Clerk: Clerk Software	\$ 21,000.00	\$ 20,400.00	\$ 20,400.00	\$ -	\$ -	0.00%
	1	Media and Minute Traq Software/Tablets	21,000.00	20,400.00	20,400.00	0.00	\$ -	0.00%

Justifications	
1	Software for Township Clerk (Media/Minute Traq) and Tablets for Council

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
FINANCE ADMINISTRATION 130**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
130		<b>Finance Administration: Other Expenses</b>	\$ 61,075.00	\$ 60,770.00	\$ 60,400.00	\$ 48,865.89	\$ 370.00	0.61%
211	27	Printing & Supplies	700.00	700.00	2,900.00	1,956.43	\$ (2,200.00)	-75.86%
213	27	Office Equip Maintenance	150.00	150.00	150.00	280.66	\$ -	0.00%
214	28	Prof. Affil. & Travel	2,125.00	1,820.00	1,050.00	585.00	\$ 770.00	73.33%
231	28	Equipment	100.00	100.00	300.00	120.00	\$ (200.00)	-66.67%
238	28	Payroll Processing	58,000.00	58,000.00	56,000.00	45,923.80	\$ 2,000.00	3.57%



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
FINANCE ADMINISTRATION 130**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		Finance Admin: Printing & Supplies	\$ 700.00	\$ 700.00	\$ 2,900.00	\$ 1,956.43	\$ (2,200.00)	-75.86%
	1	Stationary and Supplies	700.00	700.00	2,900.00	\$ 1,956.43	\$ (2,200.00)	-75.86%

**Justifications**

1	2012 budgeted was \$2,500 for Registrar and \$400 for Finance. In 2012, we needed approximately \$1,000 for new check stock and signature.

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
213		Finance Admin: Office Equipment & Maint.	\$ 150.00	\$ 150.00	\$ 150.00	\$ 280.66	\$ -	0.00%
	1	Office Equipment and Maintenance	150.00	150.00	150.00	\$ 280.66	\$ -	0.00%

**Justifications**

1	As needed

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
FINANCE ADMINISTRATION 130**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		<b>Finance Admin: Professional Affil. &amp; Travel</b>	\$ 2,125.00	\$ 1,820.00	\$ 1,050.00	\$ 585.00	\$ 770.00	73.33%
	1	AICPA Dues	310.00	310.00	225.00			
	1	NJSCPA Dues	235.00	235.00	0.00			
	1	RMA Dues	75.00	75.00	0.00			
	1	Continuing Ed. Requirements 40 credits @ \$25 per	1,000.00	1,000.00	0.00			
	1	Staf Training	200.00	200.00	0.00			
		Travel	305.00	0.00	140.00			

**Justifications**

1	Memberships to GFOA (\$340) and Treasurer's Association (\$100) were dropped for 2013 but charged in 2012. Registrar's associations (\$70) were moved to Health and Human Services.
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
231		<b>Finance Admin: Equipment</b>	\$ 100.00	\$ 100.00	\$ 300.00	\$ 120.00	\$ (200.00)	-66.67%
	1	Small equipment, as needed	100.00	100.00	300.00	120.00	\$ (200.00)	-66.67%

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
238		<b>Finance Admin: Payroll Processing</b>	\$ 58,000.00	\$ 58,000.00	\$ 56,000.00	\$ 45,923.80	\$ 2,000.00	3.57%
	1	Payroll processing costs	50,000.00	50,000.00	48,000.00			
		Unemployment service cost	2,500.00	2,500.00	2,500.00			
		Year end processing	5,500.00	5,500.00	5,500.00			

**Justifications**

1	Prior budgeted amount did not account for increased payroll costs for summer workers.
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
ANNUAL AUDIT 135**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
135		<b>Annual Audit</b>	\$ 86,000.00	\$ 86,000.00	\$ 89,750.00	\$ 86,973.75	\$ (3,750.00)	-4.18%
290	30	Audit	41,000.00	41,000.00	41,000.00	41,000.00	\$ -	0.00%
291	30	Additional Work as required	45,000.00	45,000.00	48,750.00	45,973.75	\$ (3,750.00)	-7.69%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
ANNUAL AUDIT 135**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
290		Annual Audit: Audit	\$ 41,000.00	\$ 41,000.00	\$ 41,000.00	\$ 41,000.00	\$ -	0.00%
		Audit for 2013	38,500.00	38,500.00	38,500.00	38,500.00	\$ -	0.00%
		Secondary Market Disclosure	2,500.00	2,500.00	2,500.00	2,500.00	\$ -	0.00%

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
291		Annual Audit: Addt'l Work as Required	\$ 45,000.00	\$ 45,000.00	\$ 15,000.00	\$ 40,598.57	\$ 30,000.00	200.00%
		AFS/ADS	7,500.00	7,500.00	7,500.00			
		Budget Prep	7,500.00	7,500.00	7,500.00			
		Other Potential Studies	30,000.00	30,000.00	0.00			

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MGMT. INFO. SYSTEMS 140**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
140		<b>Mgmt. Info. Systems: Other Expenses</b>	\$ 99,953.00	\$ 93,775.00	\$ 93,558.00	\$ 64,783.70	\$ 217.00	0.23%
201	32	Internet & Web Hosting Services	3,000.00	5,160.00	3,240.00	2,868.97	\$ 1,920.00	59.26%
203	32	Equipment Repairs & Upgrades	3,000.00	3,000.00	3,500.00	671.29	\$ (500.00)	-14.29%
204	33	Software Contracts & Purchases	41,023.00	39,015.00	39,015.00	26,370.76	\$ -	0.00%
211	33	Supplies	10,700.00	10,700.00	11,000.00	5,285.67	\$ (300.00)	-2.73%
213	34	Equipment Maintenance	19,300.00	19,300.00	20,203.00	18,128.34	\$ (903.00)	-4.47%
231	34	New Equipment Purchases	22,930.00	16,600.00	16,600.00	11,458.67	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MGMT. INFO. SYSTEMS 140**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
201		<b>MIS: Internet &amp; Web Hosting Services</b>	\$ 5,160.00	\$ 5,160.00	\$ 3,240.00	\$ 2,868.97	\$ 1,920.00	59.26%
	1	Cablevision	3,560.00	3,560.00	3,240.00			
	1	Verizon FiOs	1,600.00	1,600.00	0.00			

**Justifications**

1	Municipal Building internet connection, additional cable boxes at Rodda Center and Police Department
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
203		<b>MIS: Equipment Repair &amp; Updates</b>	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	\$ 671.29	\$ (500.00)	-14.29%
	1	Repairs and updates for hardware	3,000.00	3,000.00	3,500.00	\$ 671.29	\$ (500.00)	-14.29%

**Justifications**

1	Repairs and upgrades for PCs, printers, switches, and various equipment.
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MGMT. INFO. SYSTEMS 140**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
204		<b>MIS: Software Contracts &amp; Purchases</b>	\$ 41,023.00	\$ 39,015.00	\$ 39,015.00	\$ -	\$ -	0.00%
		AP Technologies - Acuprint Inc.	\$ -	\$ -	695.00			
		Arcmail Technology - Email Archiver	1,618.00	1,618.00	1,618.00			
		Domain Registry of America	95.00	95.00	95.00			
		DOTGOV.DOT	125.00	125.00	125.00			
		Edmunds & Associates, Inc.	13,000.00	11,671.00	6,300.00			
		Enforsys Fire Systems	1,350.00	1,350.00	1,350.00			
		Fra Technologies	600.00	600.00	600.00			
		Gilbarco Inc. DBA Gasboy	175.00	175.00	175.00			
		Gov Connection	4,300.00	4,300.00	5,330.00			
		IT Radix	3,078.00	2,400.00	2,400.00			
		Micro Systems	1,500.00	1,500.00	1,500.00			
		Mitchell Humphrey	5,955.00	5,955.00	5,955.00			
		Munidex, Inc.	663.00	663.00	650.00			
		Notify Technology Corporation	75.00	75.00	75.00			
		QQest Asset Management	864.00	863.00	863.00			
		Surfside Software	125.00	125.00	125.00			
		Mitchell Humphrey	7,500.00	7,500.00	7,500.00			
		Veramark	0.00	0.00	670.00			
		West Group	0.00	0.00	2,989.00			

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		<b>MIS: Supplies</b>	\$ 10,700.00	\$ 10,700.00	\$ 11,000.00	5,285.67	\$ (300.00)	-2.73%
		Printer toner, ribbons, maintenance kits	10,000.00	10,000.00	9,500.00			
		Tools and test equipment	350.00	350.00	800.00			
		Backup tapes and tape drive cleaner cartridges	350.00	350.00	500.00			
		Miscellaneous - As Required	0.00	0.00	200.00			

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MGMT. INFO. SYSTEMS 140**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
213		<b>MIS: Equipment Maintenance</b>	\$ 19,300.00	\$ 19,300.00	\$ 20,203.00	\$ 18,128.34	\$ (903.00)	-4.47%
		AS/400 Maintenance Contract	2,900.00	2,900.00	3,203.00			
		Johnston - Phone System Main Contract	13,400.00	13,400.00	13,700.00			
		Telephone & WAN Hardware Replacement	3,000.00	3,000.00	3,300.00			

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
231		<b>MIS: New Equipment Purchases</b>	\$ 22,930.00	\$ 16,600.00	\$ 16,600.00	\$ 11,458.67	\$ -	0.00%
		Computers replaced on 5 year schedule	12,000.00	12,000.00	13,000.00			
		Laser Printers - 3 out station printers & Chief Verley	2,200.00	2,200.00	1,200.00			
		Laptops - Chief Verley & Kevin Lynch	1,800.00	1,800.00	2,400.00			
		Sonicwall Firewall	6,930.00	600.00	0.00			



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
TAX COLLECTION 145**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
145		<b>Tax Collection: Other Expenses</b>	7,875.00	7,875.00	7,125.00	6,394.30	\$ 750.00	10.53%
211	36	Printing & Supplies	5,775.00	5,775.00	5,775.00	4,284.60	\$ -	0.00%
213	36	Office Equipment Maintenance	50.00	50.00	50.00	914.15	\$ -	0.00%
214	36	Professional Affiliations	2,050.00	2,050.00	1,300.00	1,195.55	\$ 750.00	57.69%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
TAX COLLECTION 145**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		<b>Tax Collection: Printing and Supplies</b>	\$ 5,775.00	\$ 5,775.00	\$ 5,775.00	\$ 4,284.60	\$ -	0.00%
		Office Supplies	550.00	550.00	550.00			
		Estimated tax bills and/or Homestead Rebate bill	1,500.00	1,500.00	1,500.00			
		Tax bills, delinquent notices, and other forms	3,725.00	3,725.00	3,725.00			

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
213		<b>Tax Collection: Office Equipment Maint.</b>	\$ 50.00	\$ 50.00	\$ 50.00	\$ 914.15	\$ -	0.00%
		Repairs as needed	\$ 50.00	\$ 50.00	\$ 50.00	\$ 914.15	\$ -	0.00%

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		<b>Tax Collection: Profess. Affil. &amp; Travel</b>	\$ 2,050.00	\$ 2,050.00	\$ 1,300.00	\$ 1,195.55	\$ 750.00	57.69%
		Dues - NJ Tax Collectors Assn., Collector & Deputy	150.00	150.00	150.00			
		Dues - Bergen Tax Collectors Assn., Collector & Deputy	150.00	150.00	150.00			
		State and NJLM Collector and Deputy Alternate	1,500.00	1,500.00	750.00			
		Travel, mileage, and miscellaneous	250.00	250.00	250.00			

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
ASSESSMENT OF TAXES 150**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
150		<b>Assessment of Taxes: Other Expenses</b>	\$ 111,795.00	\$ 111,795.00	\$ 111,795.00	\$ 142,746.16	\$ -	0.00%
211	38	Stationery & Supplies	100.00	100.00	100.00	106.97	\$ -	0.00%
213	38	Equipment & Repair	200.00	200.00	200.00	73.04	\$ -	0.00%
214	38	Prof. Affil. & Travel	1045.00	1045.00	1045.00	340.00	\$ -	0.00%
217	39	Tax Roll Books	1000.00	1000.00	1000.00	994.00	\$ -	0.00%
218	39	Professional Service	106300.00	106300.00	106300.00	137200.00	\$ -	0.00%
219	39	Miscellaneous	100.00	100.00	100.00	0.00	\$ -	0.00%
243	40	Data Processing Service	2300.00	2300.00	2300.00	2125.15	\$ -	0.00%
247	40	Tax Map Maintenance	750.00	750.00	750.00	1907.00	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
ASSESSMENT OF TAXES 150**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		<b>Tax Assessments: Stationary &amp; Supplies</b>	\$ 100.00	\$ 100.00	\$ 100.00	\$ 106.97	\$ -	0.00%
	1	Stationary and Supplies	\$ 100.00	\$ 100.00	\$ 100.00	\$ 106.97	\$ -	0.00%

**Justifications**

1	Routine acquisitions of office incidentals
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
213		<b>Tax Assessments: Equipment &amp; Repair</b>	\$ 200.00	\$ 200.00	\$ 200.00	\$ 73.04	\$ -	0.00%
	1	Equipment & Repair	\$ 200.00	200.00	200.00	73.04	\$ -	0.00%

**Justifications**

1	Routine maintenance of existing machinery.
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		<b>Tax Assessments: Prof. Affil. &amp; Travel</b>	\$ 1,045.00	\$ 1,045.00	\$ 1,045.00	\$ 340.00	\$ -	0.00%
		Dues - IAAO (local and state chapters)	200.00	200.00	200.00			
		Dues - AMANJ	165.00	165.00	165.00			
		West Pocket Parts	55.00	55.00	55.00			
		Rutgers Annual Conference	500.00	500.00	500.00			
		NJ Tax Court Reports	125.00	125.00	125.00			

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
ASSESSMENT OF TAXES 150**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
217		<b>Tax Assessments: Tax Roll Books</b>	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 994.00	\$ -	0.00%
	1	Covers for Tax Roll Books (Municipal and County)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 994.00	\$ -	0.00%

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
218		<b>Tax Assessments: Professional Services</b>	\$ 106,300.00	\$ 106,300.00	\$ 106,300.00	\$ 137,200.00	\$ -	0.00%
	1	Professional Services	\$ 106,300.00	106,300.00	106,300.00	137,200.00	\$ -	0.00%

<b>Justifications</b>								
1		Appraisals for defense of Tax Appeals, Inspection Services, and for Added Assessments						

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
219		<b>Tax Assessments: Miscellaneous</b>	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	0.00%
	1	Miscellaneous	\$ 100.00	100.00	100.00	0.00	\$ -	0.00%

<b>Justifications</b>								
1		Purchase of miscellaneous items necessary for completion of statutory duties or special projects						

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
ASSESSMENT OF TAXES 150**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
243		<b>Tax Assessments: Data Processing</b>	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00	\$ 2,125.15	\$ -	0.00%
	1	Data Processing Service	\$ 2,300.00	2,300.00	2,300.00	2,125.15	\$ -	0.00%

<b><u>Justifications</u></b>	
1	Annual software maintenance contract for Assessor's CAMA system

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
247		<b>Tax Assessments: Tax Map Maintenance</b>	\$ 750.00	\$ 750.00	\$ 750.00	\$ 1,907.00	\$ -	0.00%
	1	Tax Map Maintenance	\$ 750.00	750.00	750.00	1,907.00	\$ -	0.00%

<b><u>Justifications</u></b>	
1	Redrawing maps for address changes, block and lot changes, subdivisions, consolidations, etc.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
LEGAL SERVICES & COSTS 155**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
155		<b>Legal Services &amp; Costs</b>	\$ 934,703.00	\$ 929,800.00	\$ 929,800.00	\$ 671,913.83	\$ -	-
210	-	TTL Liquidation	0.00	0.00	0.00	25,099.96	\$ -	
220	42	Labor Negotiations	236,503.00	300,000.00	475,000.00	11,297.82	\$ (238,497.00)	-50.21%
230	42	Legal Fees & Expenses	698,200.00	629,000.00	454,000.00	632,716.05	\$ 244,200.00	53.79%
240	-	Rent Board	0.00	0.00	0.00	0.00	\$ -	
250	-	Redevelopment	0.00	0.00	0.00	0.00	\$ -	
260	-	Citizen Complaint Review Board (CCRB)	0.00	800.00	800.00	0.00	\$ (800.00)	-100.00%
270	-	Judgment	0.00	0.00	0.00	0.00	\$ -	
280	-	Appraisals for Tax Appeals	0.00	0.00	0.00	2,800.00	\$ -	

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
LEGAL SERVICES & COSTS 155**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
220		<b>Legal: Labor Counsel/Negotiations</b>	\$ 236,503.00	\$ 300,000.00	\$ 475,000.00	\$ 11,297.82	\$ (175,000.00)	-36.84%
	1	Labor Counsel/Negotiations	236,503.00	300,000.00	475,000.00	11,297.82	\$ (175,000.00)	-36.84%

**Justifications**

1	Genova, Burns legal services for labor matters and negotiations, billed at \$200/hour

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
230		<b>Legal: Legal Fees &amp; Expenses</b>	\$ 698,200.00	\$ 629,000.00	\$ 454,000.00	\$ 632,716.05	\$ 175,000.00	38.55%
	1	Legal Fees & Expenses	698,200.00	629,000.00	454,000.00	632,716.05	\$ 175,000.00	38.55%

**Justifications**

1	Ferrara, Turitz, et. Al., legal services including retainer, counsel on insurance, general matters , county tax, and State tax court appeals. Billed at \$150/hour.



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDING 195**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
195		<b>Building: Other Expenses</b>	\$ 96,885.00	\$ 96,885.00	\$ 82,485.00	\$ 56,383.94	\$ 14,400.00	17.46%
211	44	Supplies & Printing	2,400.00	2,400.00	2,400.00	2,380.20	\$ -	0.00%
213	45	Equipment & Repairs	1,520.00	1,520.00	1,520.00	1,197.52	\$ -	0.00%
214	46	Professional Affiliation & Travel	4,980.00	4,980.00	4,970.00	2,564.60	\$ 10.00	0.20%
250	47	Elevator Inspections	800.00	800.00	800.00	75.00	\$ -	0.00%
260	48	Board of Adjustment	30,375.00	30,375.00	30,175.00	30,688.09	\$ 200.00	0.66%
270	49	Planning Board	37,570.00	37,570.00	37,370.00	19,108.40	\$ 200.00	0.54%
280	50	Planner - Non Board	4,000.00	4,000.00	4,000.00	0.00	\$ -	0.00%
NEW	50	On-line Permit Software	14,400.00	14,400.00	0.00	0.00	\$ 14,400.00	
290	51	Communications - Cellular	840.00	840.00	1,250.00	370.13	\$ (410.00)	-32.80%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDING 195**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		<b>Building: Supplies &amp; Printing</b>	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,380.20	\$ -	0.00%
	1	Printing of Forms	1,800.00	1,800.00	1,800.00			
	2	Office Supplies	600.00	600.00	600.00			

**Justifications**

1	N.J.A.C. 5:23-4.5(b) mandates the use of standardized forms by all local enforcing agencies, N.J.A.C. 5:23-4.1( c) 2 iii provides for the payment of these expenses through collected enforcing agency fees. The total annual expenditure is dependent on the level of construction activity which is anticipated to remain consistent with the projected 2012 level of 2,400 permits issued. Each permit issued required the use of standardized forms and is not necessarily related to the level of revenues received.
2	N.J.A.C. 5:23-4.17(c) for the payment of these expenses through collected enforcing agency fees. Items included are in addition to central office supply consumables.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDING 195**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
213		<b>Building: Equipment &amp; Repairs</b>	\$ 1,520.00	\$ 1,520.00	\$ 1,520.00	\$ 1,197.52	\$ -	0.00%
	1	Office Equipment	500.00	500.00	800.00			
	2	Safety/Inspection equipment	820.00	820.00	520.00			
	3	Maintenance per schedule	200.00	200.00	200.00			

<b>Justifications</b>	
1	N.J.A.C. 5:23-4.17(c) 2 iii provides for the payment of these expenses through collected enforcing agency fees. Items include replacement of consumable battery replacements which are approaching their expected lifecycle date. The department maintains two-way radios programmed with Township frequencies allowing use by other agencies in the event of emergencies.
2	N.J.A.C. 5:23-4.25 establishes the Emergency building inspection program pursuant to N.J.S.A. 52:27D-126.3. N.J.A.C. 5:23-4.17(c) 2 iii provides for the payment of these expenses through collected enforcing agency fees. Updated safety equipment to be provided to staff members responsible for emergency response requests from local and county OEM. Item also includes specialized inspection equipment necessary to provide required inspections (continuing program).
3	N.J.A.C. 5:23-4.17 ( c ) 2 iii provides for the payment of these expenses through collected enforcing agency fees. Provides for the repair or upgrade of damaged or outdated equipment to keep inventory in serviceable condition, including radios and electronic inspection devices.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDING 195**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		<b>Building: Professional Affil. &amp; Travel</b>	\$ 4,980.00	\$ 4,980.00	\$ 4,970.00	\$ 2,564.60	\$ 10.00	0.20%
	1	Dues - NJ Building Officials Association	150.00	150.00	150.00		\$ -	0.00%
	2	Dues - Municipal Construction Officials Assoc.	50.00	50.00	100.00			
	3	Dues - Bergen/Passaic Municipal Inspectors Assoc.	150.00	150.00	150.00			
	4	Dues - Bergen/Passaic Technical Assistants Assoc.	120.00	120.00	120.00			
	5	Monthly meeting expenses	360.00	360.00	300.00			
	6	Code books and standards	1,050.00	1,050.00	1,050.00			
	7	Building Safety Conference of NJ	1,600.00	1,600.00	1,500.00			
	8	ICC Code Change Hearings	1,000.00	1,000.00	1,000.00			
	9	NJ League of Municipalities	500.00	500.00	600.00			

**Justifications**

1	N.J.A.C. 5:23-4.17(c) 2 iv provides for the payment of expenses through collecting enforcing agency fees. Membership is provided for two (2) staff members. Participation in the organization provides timely information on important statewide issues affecting the department's activities.
2	N.J.A.C. 5:23-4.17(c) 2 iv provides for the payment of expenses through collecting enforcing agency fees. Membership is provided for two (2) staff members. Participation in the organization provides timely information on important statewide issues affecting the department's activities.
3	N.J.A.C. 5:23-4.17(c) 2 iv provides for the payment of expenses through collecting enforcing agency fees. Membership is provided for three (3) staff members. Participation in the organization provides timely information on important statewide issues affecting the department's activities.
4	N.J.A.C. 5:23-4.17(c) 2 iv provides for the payment of expenses through collecting enforcing agency fees. Membership is provided for three (3) staff members. Participation in the organization provides timely information on important statewide issues affecting the department's activities.
5	N.J.A.C. 5:23-4.17(c) 2 iv provides for the payment of expenses through collecting enforcing agency fees. Item provides reimbursement to the Construction Official for expenses associated with attendance at State and Regional meetings and for Teaneck's hosting of the Regional meeting of the Municipal Construction Officials Association meeting and seminar.
6	N.J.A.C. 5:23-4.17(c) 2 iv provides for the payment of expenses through collecting enforcing agency fees. The State of New Jersey is scheduled to adopt the 2012 ICC codes in the Fall of 2012 with an effective date of Spring 2013 requiring the purchase of the adopted codes and standards. These will include the International Building Code, International Residential Code, National Standard Plumbing Code, International Energy, Conservation Code, International Mechanical Code, and International Fuel Gas Code. Referenced standards and commentaries must also be obtained to effectively enforce the regulations.
<b>Continued on Next Page</b>	

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDING 195**

<b><u>Justifications (Continued)</u></b>	
<b>7</b>	N.J.A.C. 5:23-4.17(c) 2 iv provides for the payment of expenses through collecting enforcing agency fees. Funds are provided to staff members attending the State sponsored, annual NJ Building Safety Conference. Staff members earn required CEU's necessary for the renewal of their licenses.
<b>8</b>	N.J.A.C. 5:23-4.17(c) 2 iv provides for the payment of expenses through collecting enforcing agency fees. Funds are provided to the Construction Official for attendance at the ICC National and Regional Code Change Hearings, allowing input into the development of construction codes as they affect the constituents of the local enforcing agency. Attendance at these events allows involvement at the national level strengthening, New Jersey's position in the areas of interest pertaining to health, safety, and welfare of the state's residents and businesses.
<b>9</b>	N.J.A.C. 5:23-4.17(c) 2 iv provides for the payment of expenses through collecting enforcing agency fees. Staff members attend state association meetings and participate in joint sessions with other municipal agencies. Staff members holding zoning certificates required CEUs towards the renewal of the certificates. Participants are exposed to key issues affecting municipal governments and options for improving services.

<b>Sub</b>	<b>Justification</b>	<b>Account Description</b>	<b>Department</b>	<b>Manager</b>	<b>2012 Adopted</b>	<b>2012</b>	<b>+ OR - 2012</b>	<b>+ OR - 2012</b>
<b>Account</b>			<b>Request</b>	<b>Approved 2013</b>	<b>Budget</b>	<b>Spent</b>	<b>\$</b>	<b>%</b>
<b>250</b>		<b>Building: Elevator Inspections</b>	\$ 800.00	\$ 800.00	\$ 800.00	\$ 75.00	\$ -	0.00%
	<b>1</b>	Exempt Property Inspections	800.00	800.00	800.00	75.00	\$ -	0.00%

<b><u>Justifications</u></b>	
<b>1</b>	Funds are for the semi-annual inspection of municipally owned elevator devices at the Richard Rodda Recreation Center and the Teaneck Police Department and are not costs associated with the operation of the local enforcing agency.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDING 195**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
260		<b>Building: Zoning Board of Adjustment</b>	\$ 30,375.00	\$ 30,375.00	\$ 30,175.00	\$ 30,688.09	\$ 200.00	0.66%
	1	Computer and office supplies	500.00	500.00	500.00			
	2	Stenographer services	3,600.00	3,600.00	3,600.00			
	3	Board members seminars - State mandated	250.00	250.00	250.00			
	4	Dues - NJ Planning and Zoning Administrators	225.00	225.00	225.00			
	5	NJ League of Municipalities Conference	800.00	800.00	600.00			
	6	Attorney Fees	25,000.00	25,000.00	25,000.00			

**Justifications**

1	Items included are in addition to central office supply consumables. Items are necessary for the processing, evaluation, and recording of applications under the NJ Municipal Land Use Law, N.J.S.A. 40:55D and has been reduced based on a decline in the number of applications anticipated.
2	Services of a stenographer are provided at Zoning Board of Adjustment meetings as a service to applicants. This was a policy decision determined necessary by the Board.
3	N.J.S.A. 40:55D-23.3 requires all Board members to acquire the minimum educational standards for the effective discharge of their duties.
4	Membership is provided for three (3) staff members including the Zoning Officer, Assistant Zoning Officer, and the Technical Assistant - Land Use. Attendance at meetings and seminars allow the staff to remain current in industry and legal conditions affecting the services they provide.
5	Staff members attend state association meetings and earn CEUs necessary for the renewal of their licenses and certifications. Participants are exposed to key land use issues affecting municipal governments and options for improving services.
6	Funds for payment of services of the Board attorney have been re-allocated to this budget area.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDING 195**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
270		<b>Building: Planning Board</b>	\$ 37,570.00	\$ 37,570.00	\$ 37,370.00	\$ 19,108.40	\$ 200.00	0.54%
	1	Office Supplies	500.00	500.00	500.00			
	2	Dues - NJ Planning Officials	520.00	520.00	520.00			
	3	Planning services as needed	2,500.00	2,500.00	2,500.00			
	4	Board members seminars	250.00	250.00	250.00			
	5	Planning Services	8,000.00	8,000.00	8,000.00			
	6	NJ League of Municipalities Conference	800.00	800.00	600.00			
	7	Attorney Fees	25,000.00	25,000.00	25,000.00			

<b>Justifications</b>	
1	Items included are in addition to central office supply consumables. Items are necessary for the processing, evaluation, and recording of applications under the NJ Municipal Land Use Law, N.J.S.A. 40:55D and has been reduced based on a decline in the number of applications anticipated.
2	Membership is provided to both the Planning Board and Zoning Board of Adjustment to remain current on issues affecting their responsibilities.
3	Funds are provided for the contract services of the Township Planner for input on issues or questions which arise during the course of the Board's activities.
4	N.J..A. 40:55D-23.3 requires all Board members to acquire minimal educational standards for the effective discharge of their duties.
5	Municipal Planner - funds are provided for the contract services of the Township Planner for input on special planning and zoning issues affecting the Township. Budget year 2012 funds were included to cover the cost of services relative to COAH submission requirements. Additional funds were placed in this account to cover the cost of Professional Planner services for proposed zoning ordinance amendments.
6	Staff members attend state association meetings and earn CEUs necessary for the renewal of their licenses and certifications. Participants are exposed to key land use issues affecting municipal governments and options for improving services.
7	Funds for payment of services of the Board Attorney have been reallocated to this budget area.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDING 195**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
280		Building: Planner- Non Board Related	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -	0.00%
	1	Planning services as needed	4,000.00	4,000.00	4,000.00	0.00	\$ -	0.00%

**Justifications**

1 Funds are provided here for the contract services of the Township for input on issues affecting the revision or amendment of the Development Regulations. Use of these funds are dependent on revisions to land use issues as discussed by the Planning Board, Zoning Board of Adjustment, Zoning Subcommittee, or the Township Council and are not directly related to the enforcing agency's expenditures.

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
NEW		Building: Online Permit Software	\$ 14,400.00	\$ 14,400.00	\$ -	\$ -	\$ 14,400.00	
	1	Mitchell Humphreys Online Permit Software	\$ 14,400.00	\$ 14,400.00	\$ -	0.00	\$ 14,400.00	

**Justifications**

1 Upgraded software package will allow customers to file permit applications online.



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDING 195**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
290		Building: Communications	\$ 840.00	\$ 840.00	\$ 1,250.00	\$ 370.13	\$ (410.00)	-32.80%
	1	Cellular Phone - Construction Official	840.00	840.00	1,250.00	370.13	\$ (410.00)	-32.80%

<u>Justifications</u>	
1	N.J.A.C. 5:23-4.17(c) 2 iv provides for the payment of expenses through collecting enforcing agency fees. Advances in technology and changes in how business is conducted requires the timely exchange of information. The ability to send and receive email messages, communicate with other municipal officials and receive notifications from local, county, and state agencies durnig non-business hours is important in maintaining the health,safety, and welfare of the public.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CONTRIBUTION TO SELF INS. 210**

**Account Summary**

		<b>Account Description</b>	<b>Department</b>	<b>Manager</b>	<b>2012 Adopted</b>	<b>2012</b>	<b>+ OR - 2012</b>	<b>+ OR - 2012</b>
<b>Account</b>	<b>Page</b>		<b>Request</b>	<b>Approved 2013</b>	<b>Budget</b>	<b>Spent</b>	<b>\$</b>	<b>%</b>
210		<b>Contributions to Self Insurance Fund</b>	\$ 1,110,000.00	\$ 1,110,000.00	\$ 1,050,000.00	\$ 1,050,000.00	\$ 60,000.00	5.41%
210	53	General	560,000.00	560,000.00	500,000.00	500,000.00	\$ 60,000.00	12.00%
220	54	Worker's Compensation	550,000.00	550,000.00	550,000.00	550,000.00	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CONTRIBUTION TO SELF INS. 210**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
220		Contributions to Self Insurance: General	\$ 560,000.00	\$ 560,000.00	\$ 500,000.00	\$ 500,000.00	\$ 60,000.00	12.00%
	1	General	560,000.00	560,000.00	500,000.00	500,000.00	\$ 60,000.00	12.00%

**Justifications**

- 1** \$300,000 for payment of insurance deductible in general liability, police professional, employment practices and public officials cases.  
\$200,000 for storm or other damage not fully covered by FEMA. Excess insurance of \$5 million per claim over self-insured retention of \$300,000.  
Premiums are estimated to increase by 20% for 2013

**Self Insurance Fund Analysis**

**General Self Insurance Fund**

Beginning Balance January 1, 2012:	977,553.21
Interest Earned:	0.00
2012 Budget Appropriation:	500,000.00
Refunds	35,763.27
Insurance claims paid	-591,243.12
Insurance Claims Not Yet Paid:	-1,227.01
Excess Insurance Premium	-319,811.22
Legal Fees and Other:	<u>-206,574.47</u>
<b>Estimated Balance December 31, 2012</b>	<b><u>394,460.66</u></b>

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CONTRIBUTION TO SELF INS. 210**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
220		Contributions to Self Insurance: Worker's Co	\$ 550,000.00	\$ 550,000.00	\$ 550,000.00	\$ 550,000.00	\$ -	0.00%
	1	Worker's Compensation	550,000.00	550,000.00	550,000.00	550,000.00	\$ -	0.00%

<u>Justifications</u>	
1	Current contract to D&H Consultants \$11,750 per quarter (\$47,000/annual)
	Outstanding reserves for potential claims as of 12/31/12 to be determined.
<u>Self Insurance Fund Analysis</u>	
<u>Worker's Compensation Self Insurance Fund</u>	
	Beginning Balance January 1, 2012 493,708.26
	Interest Earned: 0.00
	2012 Budget Appropriation: 550,000.00
	Other 0.00
	Claims and Awards -920,116.09
	Administration -37,750.00
	<b>Estimated Balance December 31, 2012 85,842.17</b>

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
OTHER INSURANCE PREMIUMS 211**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
211		<b>Other Insurance Premiums</b>	\$ 256,500.00	\$ 256,500.00	\$ 252,500.00	\$ 252,500.00	\$ 4,000.00	1.58%
210	56	Automobile	205,000.00	205,000.00	170,500.00	192,500.00	\$ 34,500.00	20.23%
220	56	Fire	26,500.00	26,500.00	22,000.00	0.00	\$ 4,500.00	20.45%
230	56	Unemployment Contribution Fund	25,000.00	25,000.00	60,000.00	60,000.00	\$ (35,000.00)	-58.33%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
OTHER INSURANCE PREMIUMS 211**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
210		Other Insurance: Automobile	\$ 205,000.00	\$ 205,000.00	\$ 170,500.00	\$ 192,500.00	\$ 34,500.00	20.23%
	1	Automobile	205,000.00	205,000.00	170,500.00	192,500.00	\$ 34,500.00	20.23%

**Justifications**

1	Bodily injury, property damage, and uninsured motorist(s) up to \$6 million single limit.

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
220		Other Insurance: Fire	\$ 26,500.00	\$ 26,500.00	\$ 22,000.00	\$ -	\$ 4,500.00	20.45%
	1	Fire	26,500.00	26,500.00	22,000.00	0.00	\$ 4,500.00	20.45%

**Justifications**

1	Building and contents insurance against fire and other weather related damage (\$1,000 deductible).

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
230		Other Insurance: Unemployment Contrib. Fund	\$ 25,000.00	\$ 25,000.00	\$ 60,000.00	\$ 60,000.00	\$ (35,000.00)	-58.33%
	1	Unemployment Contribution Fund	25,000.00	25,000.00	60,000.00	60,000.00	\$ (35,000.00)	-58.33%

**Justifications**

1	Self insurance for unemployment claim(s).

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
GROUP INS. FOR EMPLOYEES 220**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
220		<b>Group Insurance for Employees</b>	\$ 6,033,100.00	\$ 6,033,100.00	\$ 5,812,200.00	\$ 5,444,857.87	\$ 220,900.00	3.80%
210	57	Health Benefits	5,250,000.00	5,250,000.00	5,071,000.00	4,769,616.14	\$ 179,000.00	3.53%
220	57	Delta Dental Plan	335,000.00	335,000.00	335,000.00	323,926.56	\$ -	0.00%
230	57	Flexible Spend	4,500.00	4,500.00	4,500.00	4,570.50	\$ -	0.00%
240	57	Vision Care	6,600.00	6,600.00	6,000.00	5,752.83	\$ 600.00	10.00%
250	57	Retiree Health	112,000.00	112,000.00	101,700.00	102,104.76	\$ 10,300.00	10.13%
260	57	Medical Opt-Out	325,000.00	325,000.00	294,000.00	238,887.08	\$ 31,000.00	10.54%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

**Account Summary**

Account	Page	Account Description	Department Request	Manager Approved 2013	2012 Adopted Budget	2012 Spent	+ OR - 2012 \$	+ OR - 2012 %
240		<b>Police: Other Expenses</b>	\$ 218,459.00	\$ 218,459.00	\$ 216,967.00	\$ 168,635.68	\$ 1,492.00	0.69%
210	59	First Aid	5,150.00	5,150.00	5,200.00	2,742.79	\$ (50.00)	-0.96%
211	60	Printing & Supplies	3,150.00	3,150.00	3,000.00	2,942.15	\$ 150.00	5.00%
213	61	Machine Maintenance	66,233.00	66,233.00	67,283.00	42,683.39	\$ (1,050.00)	-1.56%
219	62	Miscellaneous	3,850.00	3,850.00	3,400.00	2,167.40	\$ 450.00	13.24%
220	63	Tuition, Training, Dues	28,300.00	28,300.00	28,050.00	23,428.74	\$ 250.00	0.89%
230	64	Pre-employment Screening	7,000.00	7,000.00	7,000.00	7,564.00	\$ -	0.00%
231	65	Equipment	20,450.00	20,450.00	20,850.00	21,247.56	\$ (400.00)	-1.92%
239	66	Personal Equipment	1,400.00	1,400.00	1,400.00	1,318.82	\$ -	0.00%
244	67	Communications Maintenance	22,026.00	22,026.00	21,564.00	17,817.58	\$ 462.00	2.14%
250	68	Photo & I.D.	6,500.00	6,500.00	6,550.00	4,977.54	\$ (50.00)	-0.76%
251	69	Supplies	19,250.00	19,250.00	19,250.00	13,278.96	\$ -	0.00%
260	70	Bldg. Maintenance & Supplies	15,000.00	15,000.00	14,320.00	9,269.16	\$ 680.00	4.75%
270	71	Ammunition & Armory Supplies	10,000.00	10,000.00	8,900.00	14,889.39	\$ 1,100.00	12.36%
271	72	Outside Maintenance	3,750.00	3,750.00	3,800.00	1,947.50	\$ (50.00)	-1.32%
280	72	Special Investigations	2,000.00	2,000.00	2,000.00	240.50	\$ -	0.00%
290	73	Auxiliary Police	2,400.00	2,400.00	2,400.00	964.95	\$ -	0.00%
292	73	Parking Enforcement Officers	2,000.00	2,000.00	2,000.00	1,155.25	\$ -	0.00%



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>210</b>		Police: First Aid	\$ 5,150.00	\$ 5,150.00	\$ 5,200.00	\$ 2,742.79	\$ (50.00)	-0.96%
	<b>1</b>	First Aid Supplies & Kits	2,000.00	2,000.00	2,000.00			
	<b>2</b>	Oxygen Refills & Repairs	1,000.00	1,000.00	1,000.00			
	<b>3</b>	Disposable Blankets (40)	150.00	150.00	150.00			
	<b>4</b>	Defibrilator Pads	2,000.00	2,000.00	2,050.00			

**Justifications**

<b>1</b>	First aid supplies and kits
<b>2</b>	Oxygen refills and repairs
<b>3</b>	40 Disposable Blankets
<b>4</b>	Defibrilator pads and batteries

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		<b>Police: Printing &amp; Supplies</b>	\$ 3,150.00	\$ 3,150.00	\$ 3,000.00	\$ 2,942.15	\$ 150.00	5.00%
	1	Printing forms, reports, etc.	1,600.00	1,600.00	1,600.00			
	2	Updates 2C, Title 39 manuals	100.00	100.00	150.00			
	3	3M Detective Case Envelopes	350.00	350.00	350.00			
	4	Fax Supplies	400.00	400.00	400.00			
	5	Office Supplies	700.00	700.00	500.00			
	6	Alarm Books	0.00	0.00	0.00			

<b><u>Justifications</u></b>	
1	Printing forms, reports, etc. - to purchase and/or replenish such items as OT cards, Record books, business cards, wall calendars, and other essential materials.
2	Updates 2C, Title 39 manuals - to stay current on changes to the Criminal (2C) and Motor Vehicle Laws (Title 39) and purchase new books/updates and/or discs to install on the computer
3	Detective case envelopes, 3M- to maintain each investigative case (including Detective and Juvenile Bureaus, NCIC) and file/store accordingly. Approximately 4,000 envelopes are required each year.
4	Fax Supplies - to purchase cartridges, toner, and/or other supplies needed for the four (4) fax machines that are currently in operation within the department.
5	Office supplies - general office supplies needed for day-to-day operations to include but not be limited to envelopes, stationary, paper clips, staples, staplers, glue sticks, liquid paper, pens, pencils, markers, tape, file folders, memo pads, hole punchers, pins,
6	Not used anymore by the Records Bureau.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

Sub Account	Justification	Account Description	Department Request	Manager Approved 2013	2012 Adopted Budget	2012 Spent	+ OR - 2012 \$	+ OR - 2012 %
213		<b>Police: Machine Maintenance</b>	\$ 67,124.83	\$ 66,233.00	\$ 66,283.00	\$ 42,683.39	\$ (1,050.00)	-1.56%
	1	Video Equip. - Stmt Room - Det. & Juv Bureau	1,500.00	1,500.00	1,550.00			
	2	Contract - CODY	24,000.00	24,000.00	25,000.00			
	3	Contract - Datacard ID Card Machine	1,500.00	1,500.00	1,500.00			
	4	\$318.20/Month	3,900.00	3,900.00	3,900.00			
	5	Contract - 911 System - KML Technology, INC.	8,533.00	8,533.00	8,533.00			
	6	MicroStrategies (Recorder)	3,700.00	3,700.00	3,700.00			
	7	Contract - Info-Cop Licensing	5,250.00	5,250.00	5,250.00			
	8	Processing Machine	3,241.83	2,350.00	1,350.00			
	9	Radar & Alcotest Maintenance	2,500.00	2,500.00	2,500.00			
	10	GTBM - Server Support - Cad & Record	13,000.00	13,000.00	13,000.00			

<b><u>Justifications</u></b>	
1	Upgrade & Maintenance - Video Equipment (Statement Room, Det & Juv Bureaus). Video: Guidelines require that statements be documented and recorded
2	Contract - CODY - required licensing and support for our records' management and CAD systems. Needed for reports and the day-to-day operation of the Police Department.
3	Contract - DATACARD- Maintenance/service - ID Card Machine - for our data system, ID Card System. Includes service calls, parts and labor. Machine located in our ID Bureau, was recently purchased for approximately \$8,000. ID cards generate revenue. They are produced for solicitors, liquor ID, Parking Enforcement Officers, Township employees (PD, FD, DPW, Municipal), retired police officers, and others.
4	Contract - Maintenance Telephone system (Avaya) @ \$318.20/month - required to keep our in-house telephone system in operation at all times.
5	Contract - 9-1-1 System, KML Technology, INC. - The Teaneck Police Department is a 9-1-1 PSAPI a first responding answering point. As such, calls are fielded for Teaneck, surrounding towns, wireless (phase 1 & 2 compliant) and the highways (Route 4/80/95). This contract is required to maintain the 9-1-1 system 24 hours a day, 365 days a year and helps protect against failure. Technical support is also offered via telephone. System to be replaced.
<b><u>Continued on next page</u></b>	

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

<b><u>Justifications (continued)</u></b>	
<b>6</b>	Recorder - Mandatory that the phone lines and radio transmissions be recorded and saved. System needs to be replaced.
<b>7</b>	Contract - Info - Cop Licensing - Required to maintain licenses and keep the software on our department's mobile computers operational.
<b>8</b>	Contract - Maintenance - Morpho Trak (formerly Sagem Morpho) - Fingerprint processing - required to maintain our fingerprint machine. Arrests, domestic violence, mug camera, etc. Processing is mandatory.
<b>9</b>	Radar & Alcotest - Maintenance as required - required to maintain, certify, and/or purchase related equipment and supplies to ensure operation of our radar units and Alcotest machine. Must be functional and up-to-date for Discovery and court.
<b>10</b>	Server support - CAD & Records Management System - GTBM Inc. - required for server support/CAD and Records Management System. Repairs, upgrades, replacement parts as needed.

Sub Account	Justification	Account Description	Department Request	Manager Approved 2013	2012 Adopted Budget	2012 Spent	+ OR - 2012 \$	+ OR - 2012 %
<b>219</b>		<b>Police: Miscellaneous</b>	\$ 3,850.00	\$ 3,850.00	\$ 3,400.00	\$ 1,188.40	\$ 450.00	13.24%
	<b>1</b>	Prisoner Meals	250.00	250.00	250.00	108.40	\$ -	0.00%
	<b>2</b>	Range Officer Certifications	3,100.00	3,100.00	2,650.00	1,062.00	\$ 450.00	16.98%
	<b>3</b>	Cell Block Management	500.00	500.00	500.00	18.00	\$ -	0.00%

<b><u>Justifications</u></b>	
<b>1</b>	Prisoner Meals: As per Department of Corrections, the Township of Teanck, and other directives and/or policies, meals must be provided when a prisoner is kept through a meal period. This consists of a hand held sandwich from a designated vendor.
<b>2</b>	Range Officer Certifications: We utilize an indoor range and currently have nine (9) range officers. All officers must qualify twice a year. As such, our range officers are required to complete annual hearing examinations and lead testing which consists of a blood test by HNH Occupational Health followed by an exam at an authorized hearing testing facility. (\$344 x 9 = \$3,096)
<b>3</b>	Contingent on additional funds necessary and/or required items for cell block management and to provide for safe housing for incarcerated individuals.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

Sub Account	Justification	Account Description	Department Request	Manager Approved 2013	2012 Adopted Budget	2012 Spent	+ OR - 2012 \$	+ OR - 2012 %
<b>220</b>		<b>Police: Tuition, Training, Dues</b>	\$ 28,300.00	\$ 28,300.00	\$ 28,050.00	\$ 23,428.74	\$ 250.00	0.89%
	<b>1</b>	Dues - International Assn. Police Chiefs	120.00	120.00	150.00			
	<b>2</b>	Dues - NJ Police Chiefs Association	400.00	400.00	200.00			
	<b>3</b>	Dues - BC Police Chiefs Association	300.00	300.00	400.00			
	<b>4</b>	Dues - NJ & County Traffic Officers Association	200.00	200.00	200.00			
	<b>5</b>	Association	70.00	70.00	70.00			
	<b>6</b>	Dues - NJ Narcotics Enforcement Officers	90.00	90.00	90.00			
	<b>7</b>	Dues - Special Organizations as needed	150.00	150.00	150.00			
	<b>8</b>	Internet Search Engine for Investigations	2,700.00	2,700.00	2,520.00			
	<b>9</b>	NENA 911 Conference	485.00	485.00	485.00			
	<b>10</b>	Juvenile Officers Conference	400.00	400.00	400.00			
	<b>11</b>	Narcotic Officers Conference	650.00	650.00	650.00			
	<b>12</b>	NJ Chiefs Conference	400.00	400.00	400.00			
	<b>13</b>	Training, Seminars, Meetings	10,000.00	10,000.00	10,000.00			
	<b>14</b>	Hosting of Community Oriented Meetings	1,000.00	1,000.00	1,000.00			
	<b>15</b>	Accreditation - Power DMS Software Package	4,350.00	4,350.00	4,350.00			
	<b>16</b>	Accreditation Fees	5,000.00	5,000.00	5,000.00			
	<b>17</b>	Membership/Conference	1,985.00	1,985.00	1,985.00			

<b><u>Justifications</u></b>	
<b>1</b>	Dues: International Association of Police Chiefs
<b>2</b>	Dues: NJ Police Chiefs Association
<b>3</b>	Dues: Bergen County Police Chiefs Association
<b>4</b>	Dues: NJ & County Traffic Officers Association
<b>5</b>	Dues: NJ & County Juvenile Officers Association
<b>6</b>	Dues: NJ Narcotics Enforcement Officers Association
<b>7</b>	Dues: Special organizations as needed
<b>8</b>	Required investigative tool used by the Bureaus. Provides critical information not otherwise available. Scheduled to switch to Clear.
<b><u>Continued on next page</u></b>	

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

<b><u>Justifications (continued)</u></b>	
<b>9</b>	NENA 9-1-1 Conference
<b>10</b>	Juvenile Officers Conference
<b>11</b>	Narcotics Officers Conference
<b>12</b>	NJ Chiefs Conference
<b>13</b>	Training, Seminars, Meetings
<b>14</b>	Hosting of Community Oriented Meetings
<b>15</b>	Accreditation - Power DMS Software Package - to assist with our Department's Accreditation and Training efforts. Reported to "substantially cut Department's training costs while enhancing the quality of training and reducing agency's exposure to liability." Includes DMS, TEST, SURVEY, and TRAINING, and annual licenses for 125 clients.
<b>16</b>	Accreditation Fees/on-going expenses to maintain accreditation
<b>17</b>	Accreditation Program - PAC Membership/Conferences, related expenses

<b>Sub Account</b>	<b>Justification</b>	<b>Account Description</b>	<b>Department Request</b>	<b>Manager Approved 2013</b>	<b>2012 Adopted Budget</b>	<b>2012 Spent</b>	<b>+ OR - 2012 \$</b>	<b>+ OR - 2012 %</b>
<b>230</b>		<b>Police: Pre-Employment Screening</b>	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,564.00	\$ -	0.00%
<b>1</b>		Replacement Officers (4 @ \$1,750)	7,000.00	7,000.00	7,000.00			

<b><u>Justifications</u></b>	
<b>1</b>	We currently have 95 sworn officers. At this point in time, we are only aware of two (2) officers who have advised of their intention to retire. The Township of Teaneck, TPD, BCL&PSI require potential police recruits to successfully complete a full physical examination prior to attending the Police Academy. Each candidate is required to undergo a complete medical screening examination including Bruce Protocol 100% Maximal HR Stress Test. BMI Screening and Agility Screening at Hackensack University Medical Center's Center for Occupational Medicine. This is the only acceptable medical/stress test screening for the Academy and the only facility authorized to perform this specialized testing. In addition, each candidate must successfully complete a psychological examination. 2013 authorized strength of 96 sworn officers.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>231</b>		<b>Police: Equipment</b>	\$ 20,450.00	\$ 20,450.00	\$ 20,850.00	\$ 21,247.56	\$ (400.00)	-1.92%
	<b>1</b>	Decals, reflective tape, etc.	2,000.00	2,000.00	2,500.00			
	<b>2</b>	Repaint (3) unmarked vehicles	1,500.00	1,500.00	2,400.00			
	<b>3</b>	Replacement Dispatcher Chairs	3,000.00	3,000.00	2,000.00			
	<b>4</b>	Flag Replacement	650.00	650.00	650.00			
	<b>5</b>	Cell Phones	300.00	300.00	300.00			
	<b>6</b>	Computers - Annual	10,000.00	10,000.00	10,000.00			
	<b>7</b>	Contingency	3,000.00	3,000.00	3,000.00			

<b><u>Justifications</u></b>	
<b>1</b>	Decals, reflective tape, etc. - needed for the marking of patrol and stealth vehicles, in particular, new purchases for our fleet. Consists of required markings such as police patch, car number, and 911 information.
<b>2</b>	Re-paint unmarked vehicles (3) - listed as mandated if provided. Provides an option of repainting older marked motor patrol cars so they can be transferred over to the Detective Bureau, Juvenile Bureau, Traffic Bureau, or Community Policing and serve in an unmarked capacity.
<b>3</b>	Dispatcher chairs (replacements) - replace chairs due to excessive use and wear as they are utilized 24 hours a day, seven days a week. These funds can be used to replace broken and/or outdated office chairs.
<b>4</b>	Flag - replacement - to replace the American and State of New Jersey flags.
<b>5</b>	Cell phone replacement/parts
<b>6</b>	Computer replacement plan
<b>7</b>	Contingent on additional funds needed for the above and other related items and equipment.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
239		Police: Personal Equipment	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	1,318.82	\$ -	0.00%
	1	Badges, nameplates, insignias	1,400.00	1,400.00	1,400.00			

**Justifications**

1	Badges, nameplates, and hat shields to be purchased due to promotions and retirements (police officers, supervisors).
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

Sub Account	Justification	Account Description	Department Request	Manager Approved 2013	2012 Adopted Budget	2012 Spent	+ OR - 2012 \$	+ OR - 2012 %
<b>244</b>		<b>Police: Communications Maintenance</b>	\$ 22,026.00	\$ 22,026.00	\$ 21,564.00	\$ 17,817.58	\$ 462.00	2.14%
	<b>1</b>	Orbacom Radio Maintenance Contract @ \$188.00/month	2,256.00	2,256.00	2,256.00			
	<b>2</b>	Fixed Radio Maintenance Contract @ \$235/month	2,820.00	2,820.00	1,800.00			
	<b>3</b>	Portable Radio Replacement Program	3,800.00	3,800.00	3,800.00			
	<b>4</b>	Technical Services for Vehicles	2,400.00	2,400.00	2,400.00			
	<b>5</b>	Radio repairs not included in contract	3,500.00	3,500.00	3,458.00			
	<b>6</b>	Radio consultant	1,250.00	1,250.00	1,250.00			
	<b>7</b>	COBRA.net	6,000.00	6,000.00	6,600.00			

<b><u>Justifications</u></b>	
<b>1</b>	Pagecom - Orbacom radio maintenance @ \$188/month - required to service our radios in the Dispatch Center
<b>2</b>	Contract - fixed radio maintenance - TPD's share (monthly) of the Township's monthly maintenance fee for radio service. Goosetown.
<b>3</b>	Portable Radio Replacement Program - required to replace portable radios to ensure safety and communication. Enables us to purchase approximately five (5) per year. State contract pricing.
<b>4</b>	Technical services for vehicles - required to help maintain systems. Covers what is not included in other Service Contracts and agreements.
<b>5</b>	Radio repairs not included in contract - required to help maintain systems. Covers what is not included in other service contracts and agreements.
<b>6</b>	Radio Consultant - needed to cover any communication issues included but not limited to problems with the lines and repeaters and other technical issues.
<b>7</b>	Maintenance - CODY COBRAN.NET - Required contract as per the Bergen County Prosecutor's Office.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>250</b>		<b>Police: Photo &amp; I.D.</b>	\$ 6,500.00	\$ 6,500.00	\$ 6,550.00	4,977.54	\$ (50.00)	-0.76%
	<b>1</b>	Narcotics Evidence Bags	200.00	200.00	200.00	0.00	\$ -	0.00%
	<b>2</b>	ID Bureau Supplies	4,000.00	4,000.00	4,000.00	1,941.11	\$ -	0.00%
	<b>3</b>	Photos, Digital, Processing	800.00	800.00	750.00	750.00	\$ 50.00	6.67%
	<b>4</b>	Destruction of Old Evidence	500.00	500.00	500.00	0.00	\$ -	0.00%
	<b>5</b>	Evidence Shelving & Storage	1,000.00	1,000.00	1,100.00	745.44	\$ (100.00)	-9.09%

***Mandatory: Attorney General Guideline (Property and Evidence Function)***

*The property and evidence function is an integral part of every law enforcement agency. Every day, police officers come into custody of lost or stolen property, contraband, and any manner of evidence. The law enforcement agency is charged with establishing a system for the secure and efficient classification, inventory, retrieval, and disposition of these items. To accomplish this goal, the law enforcement agency must specially:*

- \* Establish a system of documentation to track property from its receipt to its eventual disposition*
- \* Establish a secure and orderly storage facility to meet the needs of the particular agency.*
- \* Establish a property officer to be responsible for the Department's property and evidence function.*
- \* Provide for periodic and special audits of the contents of the property storage facility to ensure continuing accuracy.*
- \* Provide for the proper and timely disposition of property and evidence.*
- \* Provide policy, training, and adequate supplies for the consistent marking and packaging of property.*
- \* Establish a written uniform policy and procedure to be followed by the police officers in all aspects of property handling.*

<b><u>Justifications</u></b>	
<b>1</b>	Narcotics evidence bags - to properly log and record evidence and/or seized/found property.
<b>2</b>	I.D. Bureau supplies
<b>3</b>	Photos - Digital processing, memory cards, discs, and related items.
<b>4</b>	Destruction - To continue with destruction of old evidence as permitted by law.
<b>5</b>	Evidence shelving and storage material.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>251</b>		<b>Police: Supplies</b>	\$ 19,250.00	\$ 19,250.00	\$ 19,250.00	\$ 13,278.96	\$ -	0.00%
	<b>1</b>	25 Gross Flares	3,800.00	3,800.00	3,800.00	0.00	\$ -	0.00%
	<b>2</b>	Computer Supplies	10,000.00	10,000.00	10,000.00	5,096.74	\$ -	0.00%
	<b>3</b>	Community Policing Program	1,500.00	1,500.00	1,500.00	326.89	\$ -	0.00%
	<b>4</b>	Emergency No Parking Signs	200.00	200.00	200.00	200.00	\$ -	0.00%
	<b>5</b>	Fire Extinguisher Refills	250.00	250.00	250.00	0.00	\$ -	0.00%
	<b>6</b>	National Night Out	500.00	500.00	500.00	500.00	\$ -	0.00%
	<b>7</b>	Supplies as Needed	3,000.00	3,000.00	3,000.00	800.95	\$ -	0.00%

<b><u>Justifications</u></b>	
<b>1</b>	Flares (25 gross)
<b>2</b>	Computer supplies and ink/toner
<b>3</b>	Community Policing Program
<b>4</b>	Emergency "No Parking" signs
<b>5</b>	Fire Extinguisher Refills
<b>6</b>	National Night Out
<b>7</b>	Supplies as needed - contingent on items not being listed for and/or provided by other categories

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>260</b>		<b>Police: Bldg. Maintenance &amp; Supply</b>	\$ 15,000.00	\$ 15,000.00	\$ 14,320.00	\$ 9,269.16	\$ 680.00	4.75%
	<b>1</b>	Paper Towels	1,400.00	1,400.00	1,400.00			
	<b>2</b>	12 Cases Toilet Paper	600.00	600.00	420.00			
	<b>3</b>	Janitorial Supplies	2,000.00	2,000.00	1,500.00			
	<b>4</b>	Pistol Range Clean-up Supplies	6,000.00	6,000.00	6,000.00			
	<b>5</b>	Building Maintenance/Repair	5,000.00	5,000.00	5,000.00			

Minimum needed to cover basic maintenance and repair for Police Headquarters.

<b><u>Justifications</u></b>	
<b>1</b>	Paper hand towels
<b>2</b>	Toilet paper
<b>3</b>	Janitorial supplies
<b>4</b>	Pistol range - maintenance - Blejwas Associates - filters, cleaning, and service.
<b>5</b>	Building maintenance/repair

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>270</b>		<b>Police: Ammunition/Armory Supplies</b>	\$ 10,000.00	\$ 10,000.00	\$ 8,900.00	\$ 14,889.39	\$ 1,100.00	12.36%
	<b>1</b>	Ammunition	9,000.00	9,000.00	7,500.00			
	<b>2</b>	Targets, Cleaning equipment, and accessories	1,000.00	1,000.00	1,400.00			

***Mandatory: Attorney General Guideline (Semi-Annual Firearms Qualification and Requalification Standards) division of Criminal Justice, Bergen County Prosecutor's Office***

In compliance with the Attorney General and pursuant to the Criminal Justice Act of 1970, N.J.S.A. 52:17B-97 et. Seq., effective January 1, 1991 and subsequent revisions, it is directed that all New Jersey Law Enforcement officers shall follow the Semi-Annual Firearms Qualification and Requalification Standards and all New Jersey law enforcement agencies shall adopt such standards as agency policy.

Officers must continue to qualify twice annually following the procedures and requirements contained in the manual. These procedures do not prevent individual agencies from conducting additional in-service firearms testing. Agencies are encouraged to conduct supplemental training to meet special needs of their personnel. This directive is being issued to ensure the safety of law enforcement officers as well as promote the public safety and ensure a high level of public confidence and integrity of our law enforcement personnel in the performance of their official functions. This directive is to be distributed to and adopted by all law enforcement personnel within the state.

<b><u>Justifications</u></b>	
<b>1</b>	Ammunition, lead-free, Winclean 40 caliber, qualification rounds (31,800 rounds), Ammunition, outdoor, leaded, 40 caliber, qualification rounds, MP5 (19,200 rounds). Ammunition, service, Ranger 40, 30 caliber, hollow point (21,000 rounds), Ammunition, qualifying, shotgun, 00 buckshot (1,000 rounds). Reference - rounds, and/or additional rounds as needed (similar brand). *Pricing 2012. Estimate; price increase is anticipated.
<b>2</b>	Targets, paper (3), cleaning equipment and accessories. Accessories to include eye and ear protection, disposable ear protections, magazine pouch replacement, glock magazine replacements, night sight sets and replacements, LED MP5 gun light replacements. Red guns, first aid kits, flashlights, bags, pepper spray and holster paddles. *Pricing 2012. Increase from the 2012 budget due to price increases, needs, replacement of outdated equipment (such as pepper spray). Ammunition is budgeted for our officers qualifying twice per year. In addition, officers qualify twice per year with MP5 sub-gun and shotgun.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
271		<b>Police: Outside Maintenance</b>	\$ 3,750.00	\$ 3,750.00	\$ 3,800.00	\$ 1,947.50	\$ (50.00)	-1.32%
	1	500 Car Washes (\$4.50/each)	2,250.00	2,250.00	2,250.00			
	2	Special Cleaning	1,500.00	1,500.00	1,550.00			

To help maintain our fleet and enhance the life and appearance of our vehicles.

<b><u>Justifications</u></b>	
1	Car washes (500 @ \$4.50/each)
2	Special Cleaning

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
280		<b>Police: Special Investigations</b>	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 240.50	\$ -	0.00%
	1	Special Investigations	2,000.00	2,000.00	2,000.00	\$ 240.50	\$ -	0.00%

<b><u>Justifications</u></b>	
1	Essential. For extraordinary investigations and operations. Required for special operations. Funds are utilized to cover covert surveillance and undercover operations and include such items as "buy money" for vice (prostitution) and narcotics (drugs). Also used to purchase necessary equipment not currently budgeted for.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>290</b>		<b>Police: Auxiliary Police</b>	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 964.95	\$ -	0.00%
	<b>1</b>	Program Maintenance	2,400.00	2,400.00	2,400.00	269.95	\$ -	0.00%

<b>Justifications</b>								
<b>1</b>	TPD provides: 2 long sleeve black shirts, 2 short sleeve black shirts, 2 gray pants, with black stripe, 1 tie clip, 1 black Blauer jacket, 1 rain coat, 2 black 9-point hat, 1 hat badge, 1 shirt badge, 1 black/orange rain hat cover, 1 black basket weave duty belt, 1 black basket weave Garrison belt, 4 black basket, weave belt keepers, 1 flash light, 1 black basket weave flashlight holder, 1 wooden night stick, 1 night stick holder, 1 night stick stopper, 1 chrome whistle, 1 silver whistle holder chain, 1 silver whistle clip, 1 pair orange traffic gloves, 1 pair handcuffs, 1 black basket weave, handcuff holder, 1 name tag, 1 reflective "Police" traffic vest, to each member.							

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>292</b>		<b>Police: Parking Enforcement Officers</b>	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,155.25	\$ -	0.00%
	<b>1</b>	Program Maintenance	2,000.00	2,000.00	2,000.00	1,155.25	\$ -	0.00%

<b>Justifications</b>								
<b>1</b>	Required to maintain equipment and uniforms.							

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
SCHOOL GUARDS 240-1**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
240-1		School Guards	1,000.00	1,000.00	1,000.00	1,000.00	0.00	0%
	74	Personal Equipment	1,000.00	1,000.00	1,000.00	1,000.00	\$ -	0%



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
PURCHASE OF POLICE CARS 240-2**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Requested	Approved 2013	Budget	Spent	\$	%
240-2		Purchase of Police Cars	\$ 195,000.00	\$ 195,000.00	\$ 195,700.00	\$ 190,134.84	\$ (700.00)	-0.36%
231	75	Equipment	195,000.00	195,000.00	195,700.00	190,134.84	\$ (700.00)	-0.36%

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
231		Purchase of Police Cars	\$ 195,000.00	\$ 195,000.00	\$ 195,700.00	\$ 190,134.84	\$ (700.00)	-0.36%
1		Equipment	195,000.00	195,000.00	195,700.00	190,134.84	\$ (700.00)	-0.36%

**Justifications**

1	Purchase of six (6) police cars under State contract including associated equipment at \$32,500 per vehicle as part of annual replacement schedule
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
EMERGENCY MANAGEMENT 252**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
252		<b>Emergency Management: Other Expenses</b>	37,500.00	37,500.00	17,000.00	2,278.77	\$ 20,500.00	120.59%
231	76	Equipment - Various	2,000.00	2,000.00	2,000.00	847.50	\$ -	0.00%
236	76	Police Department	3,500.00	3,500.00	3,500.00	0.00	\$ -	0.00%
237	76	Fire Department	3,500.00	3,500.00	3,500.00	303.27	\$ -	0.00%
241	76	Other Departments	3,500.00	3,500.00	3,000.00	1,128.00	\$ 500.00	16.67%
NEW	77	Resident Manual	20,000.00	20,000.00	0.00	0.00	\$ 20,000.00	
249	77	Hazmat Physicals	5,000.00	5,000.00	5,000.00	0.00	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
EMERGENCY MANAGEMENT 252**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>NEW</b>		Emergency Management: Resident Manual	\$ 20,000.00	\$ 20,000.00	\$ -	0.00	\$ 20,000.00	
	<b>1</b>	Resident Manual	\$ 20,000.00	\$ 20,000.00	\$ -	0.00	\$ 20,000.00	

**Justifications**

<b>1</b>	Design, printing, mailing of Resident Emergency Preparedness/Procedures manual

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>249</b>		Emergency Management: HAZMAT Physicals	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	0.00%
	<b>1</b>	HAZMAT Physicals	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	0.00%

**Justifications**

<b>1</b>	PEOSHA requirement- mandatory

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
VOLUNTEER AMBULANCE CORP 260**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
260		<b>Volunteer Ambulance Corps</b>	70,000.00	70,000.00	70,000.00	70,000.00	\$ -	-
	78	Ambulance - Lump Sump Payment	70,000.00	70,000.00	70,000.00	70,000.00	\$ -	0%

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
		<b>Volunteer Ambulance Corps</b>	70,000.00	70,000.00	70,000.00	70,000.00	\$ -	-
	1	Ambulance - Lump Sum Payment	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	70,000.00	\$ -	0.00%

**Justifications**

1	Lump sum payment after receipt of prior year's financial statement. \$70,000 is legal limit by State Statute N.J.S.A. 40:5-2
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
FIRE 265**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
265		<b>Fire: Other Expenses</b>	\$ 126,464.00	\$ 126,464.00	\$ 132,204.00	\$ 73,279.27	\$ (5,740.00)	-4.34%
210	80	Fire Prevention Code	2,735.00	2,735.00	2,735.00	1,488.68	\$ -	0.00%
211	80	Printing, Stationery, Forms	2,100.00	2,100.00	2,100.00	1,629.99	\$ -	0.00%
214	80	Professional Affil & Travel	1,564.00	1,564.00	1,564.00	1,095.80	\$ -	0.00%
219	81	Miscellaneous	5,430.00	5,430.00	4,820.00	4,192.60	\$ 610.00	12.66%
220	81	House Supplies & Furnishings	7,500.00	7,500.00	7,000.00	4,775.79	\$ 500.00	7.14%
221	81	Special Projects	4,220.00	4,220.00	4,220.00	1,946.80	\$ -	0.00%
230	82	Protective Gear	5,500.00	5,500.00	5,500.00	2,688.25	\$ -	0.00%
239	82	Personal Equipment	500.00	500.00	500.00	0.00	\$ -	0.00%
240	82	New Employees	12,525.00	12,525.00	20,875.00	8,778.30	\$ (8,350.00)	-40.00%
244	83	Communications Maintenance	17,900.00	17,900.00	17,900.00	9,841.39	\$ -	0.00%
250	83	Replacement Uniforms	5,000.00	5,000.00	5,000.00	3,383.22	\$ -	0.00%
260	84	Training	16,000.00	16,000.00	16,000.00	15,598.29	\$ -	0.00%
270	84	Firefighting Supplies	16,390.00	16,390.00	14,890.00	10,270.76	\$ 1,500.00	10.07%
271	85	Mandated PEOSHA Screenings	14,000.00	14,000.00	14,000.00	1,992.20	\$ -	0.00%
290	85	Firefighting Equip & Repair	15,100.00	15,100.00	15,100.00	5,597.20	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
FIRE 265**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
210		<b>Fire: Fire Prevention Code</b>	\$ 2,735.00	\$ 2,735.00	\$ 2,735.00	\$ 1,488.68	\$ -	0.00%
		2 NJ State Uniform Code Subscriptions 2 @ \$30	60.00	60.00	60.00			
		NFPA Codes & Standards Subscription Service	715.00	715.00	715.00			
		Fire Prevention & Investigation Materials/Educ	1,360.00	1,360.00	1,960.00			
		Miscellaneous Fire Prevention Equip & Supplies	600.00	600.00	0.00			

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		<b>Fire: Printing, Stationary, Forms</b>	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	\$ 1,629.99	\$ -	0.00%
		Office Supplies	1,000.00	1,000.00	1,000.00			
		Fire journals	500.00	500.00	500.00			
		Various forms, 2 part	300.00	300.00	300.00			
		Miscellaneous	300.00	300.00	300.00			

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		<b>Fire: Professional Affil. &amp; Travel</b>	\$ 1,564.00	\$ 1,564.00	\$ 1,564.00	\$ 1,095.80	\$ -	0.00%
		Department Dues - Mid Bergen Mutual Aid Assoc.	400.00	400.00	400.00			
		Dues - NJ Career Fire Chiefs Association	250.00	250.00	250.00			
		Dues - International Fire Chief Assoc. (Eastern)	204.00	204.00	204.00			
		NJ Chiefs Monthly Meetings	160.00	160.00	160.00			
		National Fire Protection Association (NFPA)	250.00	250.00	250.00			
		Conference - Eastern Division NY/NJ Chiefs	100.00	100.00	100.00			
		Subscription - Fire Engineering (4)	100.00	100.00	100.00			
		NJ Emergency Managers Association	75.00	75.00	75.00			
		Dept. Dues - Bergen County Fire Prevention Assoc.	25.00	25.00	25.00			

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
FIRE 265**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
219		<b>Fire: Miscellaneous</b>	\$ 5,430.00	\$ 5,430.00	\$ 4,820.00	\$ 4,192.60	\$ 610.00	12.66%
		Box 54 Supplies	1,400.00	1,400.00	2,000.00			
		Box 54 Fuel	600.00	600.00	0.00			
	1	Fire alarm wire crossing at CSX 2304370, 380,385	850.00	850.00	850.00			
		Mid-Bergen Mutual Aid, host 2 meetings @ \$75/ea.	150.00	150.00	150.00			
	2	OSHA required ground ladder testing 41 ladders @ \$50/ea.	2,050.00	2,050.00	1,440.00			
		Miscellaneous	380.00	380.00	380.00			

<b>Justifications</b>	
1	Wires are shared with FD, PD, DPW and only paid by FD.
2	Added 3 ladders and cost increased by \$10 per ladder.

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
220		<b>Fire: House Supplies &amp; Furnishings</b>	\$ 7,500.00	\$ 7,500.00	\$ 7,000.00	\$ -	\$ 500.00	7.14%
		Station upgrades - paper towels/janitorial supp	5,000.00	5,000.00	5,000.00			
	1	Disinfectant	2,500.00	2,500.00	2,000.00			

<b>Justifications</b>	
1	Due to the greater need to decontaminate equipment and wash hands after <b>every</b> call, not just MVAs, and EMS runs.

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
221		<b>Fire: Special Projects</b>	\$ 4,220.00	\$ 4,220.00	\$ 4,220.00	\$ 1,946.80	\$ -	0.00%
		Special Projects - Special equipment as needed	4,220.00	4,220.00	4,220.00	1,946.80	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
FIRE 265**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
230		Fire: Protective Turn Out Gear	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 2,688.25	\$ -	0.00%
	1	PPE - Turn Out Uniform Replacement/Repair	5,500.00	5,500.00	5,500.00	2,688.25	\$ -	0.00%

**Justifications**

1 Pursuant to Labor Agreement

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
239		Fire: Personal Equipment	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	\$ -	0.00%
		Personal Equipment badges and name plates	500.00	500.00	500.00	0.00	\$ -	0.00%

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
240		Fire: New Employees (3)	\$ 12,525.00	\$ 12,525.00	\$ 20,875.00	\$ 8,778.30	\$ (8,350.00)	-40.00%
		3 New employee physicals @ \$250/each	750.00	750.00	1,250.00			
		3 Psychological examinations @ \$325/each	975.00	975.00	1,625.00			
1		Protective Gear	10,800.00	10,800.00	18,000.00			

**Justifications**

1 Turnout coat, bunker pants, helmet, goggles, boots, gloves, hood, SCBA face mask and work station uniforms with proper marking, patches, insignias, etc. (3 @ \$3,600 per person). We anticipate 3 retirements in 2013. This will keep FD at Council authorized staffing level.



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
FIRE 265**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
244		<b>Fire: Communications Maintenance</b>	\$ 17,900.00	\$ 17,900.00	\$ 17,900.00	\$ 9,841.39	\$ -	0.00%
		Radio maintenance contract (same as 2009)	3,330.00	3,330.00	3,330.00			
	1	Repair/Replacement not in contract	5,820.00	5,820.00	5,820.00			
		Alarm system replacement wire/equipment	1,500.00	1,500.00	1,500.00			
		Teknikat Contractor - troubleshoot PD/FD cable plant	6,000.00	6,000.00	6,000.00			
	2	Teknikat Contractor - trouble shoot PD/FD/DPW Radio System	1,250.00	1,250.00	1,250.00			

**Justifications**

1	Includes portable radios not in contract, batteries, antennas, microphones, cases, and other radio equipment.
2	Prices have not changed for the radio maintenance and Teknikat contracts.

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
250		<b>Fire: Replacement Uniforms</b>	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,383.22	\$ -	0.00%
	1	Uniform - Replacement/Repair	5,000.00	5,000.00	5,000.00	3,383.22	\$ -	0.00%

**Justifications**

1	Workstation uniform replacement/repair
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
FIRE 265**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
260		<b>Fire: Training/Fire Safety</b>	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 15,598.29	\$ -	0.00%
	1	Training manuals, courses, aids, supplies	5,400.00	5,400.00	5,400.00			
	2	Required & Supervisor/Manager Training	5,000.00	5,000.00	5,000.00			
	3	Rental of Bergenfield Fire Training Facility	5,600.00	5,600.00	5,600.00			

**Justifications**

1	Training manuals, courses, aids, supplies, and equipment
2	Required and Supervisor/Managers Training for all personnel
3	Rental of Bergenfield Fire Training Facility - "Live Burn" and "Smoke House" training (8 days x \$700/day)

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
270		<b>Fire: Firefighting Supplies</b>	\$ 15,890.00	\$ 15,890.00	\$ 14,890.00	\$ -	\$ 1,000.00	6.72%
		Dry Sorb	1,200.00	1,200.00	1,200.00			
		Hand light batteries/repairs	300.00	300.00	300.00			
	1	Breathing mask repairs	9,500.00	9,500.00	8,500.00			
	2	First Aid	1,500.00	1,500.00	1,500.00			
		Air Purification Maintenance	1,000.00	1,000.00	1,000.00			
	3	Miscellaneous	2,390.00	2,390.00	2,390.00			

**Justifications**

1	SCBA units are now out of warranty leading to a cost for items previously covered.
2	TFD responds to hundreds of EMS calls a year assisting TVAC and EMS at MVA sites. Money is used for medical gloves, refilling of oxygen tanks, oxygen masks, gauze, cervical collars, band aids, and other medical supplies.
3	Foam inventory, if needed, will be purchased with these funds.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
FIRE 265**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
271		<b>Fire: Mandated PEOSHA Screenings</b>	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 1,992.00	\$ -	0.00%
	1	Annual Screening	14,000.00	14,000.00	14,000.00	1,992.00	\$ -	0.00%

**Justifications**

1	PEOSHA's Annual Respiratory Protection Program - Medical screening component to include questionnaires, x-rays, exams
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
290		<b>Fire: Fire Fighter Equipment &amp; Repair</b>	\$ 15,100.00	\$ 15,100.00	\$ 15,100.00	\$ 5,597.20	\$ -	0.00%
	1	Defibrillator Service	888.00	888.00	888.00			
	2	Hose testing, replacement & hose appliances	12,200.00	12,200.00	12,200.00			
		Miscellaneous as needed	2,012.00	2,012.00	2,012.00			

**Justifications**

1	Repairs, batteries, defibrillator pads
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2	Hose appliances (nozzles, fittings, etc.)
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
WATER 265-1**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
265-1		<b>Water</b>	\$ 555,800.00	\$ 555,800.00	\$ 524,900.00	\$ 468,831.11	\$ 30,900.00	5.89%
205	86	Hydrants	490,000.00	490,000.00	465,000.00	446,588.78	\$ 25,000.00	5.38%
210	86	Municipal Building	2,300.00	2,300.00	1,300.00	2,158.89	\$ 1,000.00	76.92%
220	86	Rodda Community Center	4,000.00	4,000.00	4,200.00	3,893.81	\$ (200.00)	-4.76%
230	86	Green House	1,000.00	1,000.00	1,200.00	849.52	\$ (200.00)	-16.67%
240	86	PAL Building	100.00	100.00	100.00	33.35	\$ -	0.00%
250	86	Public Library	3,500.00	3,500.00	3,300.00	3,188.78	\$ 200.00	6.06%
260	86	Fire House	6,300.00	6,300.00	6,300.00	5,457.70	\$ -	0.00%
270	86	Police Headquarters	5,200.00	5,200.00	4,600.00	3,864.60	\$ 600.00	13.04%
280	86	Public Works Garage	2,000.00	2,000.00	900.00	682.44	\$ 1,100.00	122.22%
290	86	Glenwood Park Pump Station	400.00	400.00	500.00	275.09	\$ (100.00)	-20.00%
300	86	Park Facilities	39,000.00	39,000.00	33,500.00	0.00	\$ 5,500.00	16.42%
310	86	Old Recreation Center	2,000.00	2,000.00	4,000.00	1,838.15	\$ (2,000.00)	-50.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MAINTENANCE 26-215**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
215		<b>DPW Maintenance: Other Expenses</b>	\$ 470,795.00	\$ 470,795.00	\$ 447,245.00	\$ 415,168.35	\$ 23,550.00	5.27%
210	88	Parts - Repair Fund	120,000.00	120,000.00	110,000.00	140,547.95	\$ 10,000.00	9.09%
220	88	Parts - Inventory	50,000.00	50,000.00	50,000.00	29,847.69	\$ -	0.00%
230	88	Parts - Other	170,000.00	170,000.00	160,000.00	145,469.60	\$ 10,000.00	6.25%
240	89	Tires & Tubes	70,000.00	70,000.00	70,000.00	53,756.22	\$ -	0.00%
250	89	Batteries	7,000.00	7,000.00	6,000.00	6,490.99	\$ 1,000.00	16.67%
260	89	Oils, Fluids, Antifreeze	28,050.00	28,050.00	25,500.00	19,563.91	\$ 2,550.00	10.00%
270	90	Shop Office & Repairs	2,700.00	2,700.00	2,700.00	347.96	\$ -	0.00%
280	90	Shop Equip, Repairs	9,400.00	9,400.00	9,400.00	9,822.33	\$ -	0.00%
290	90	Tools	450.00	450.00	450.00	261.40	\$ -	0.00%
295	91	Siren and Light Maintenance	2,000.00	2,000.00	2,000.00	682.10	\$ -	0.00%
296	91	Shop Supplies	9,850.00	9,850.00	9,850.00	7,354.99	\$ -	0.00%
297	91	Building Supplies	1,345.00	1,345.00	1,345.00	1,023.21	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MAINTENANCE 26-215**

**Justification Summary**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
210		Maintenance Garage: Parts - Repair Fund	\$ 120,000.00	\$ 120,000.00	\$ 110,000.00	140,547.95	\$ 10,000.00	9.09%
	1	Parts/Repair Fund	120,000.00	120,000.00	110,000.00	140,547.95	\$ 10,000.00	9.09%

**Justifications**

1 Parts to make repairs on vehicles on an as needed basis. Cost increase reflects increase of vehicles.

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
220		Maintenance Garage: Parts - Inventory	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	29,847.69	\$ -	0.00%
	1	Parts/Inventory	50,000.00	50,000.00	50,000.00	29,847.69	\$ -	0.00%

**Justifications**

1 Stock parts

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
230		Maintenance Garage: Parts - Other	\$ 170,000.00	170,000.00	160,000.00	145,469.60	\$ 10,000.00	6.25%
	1	Parts/Other	170,000.00	170,000.00	160,000.00	145,469.60	\$ 10,000.00	6.25%

**Justifications**

1 Parts to make repairs on vehicles as needed.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MAINTENANCE 26-215**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
240		Maintenance Garage: Tires & Tubes	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 53,756.22	\$ -	0.00%
	1	Tires/Tubes	70,000.00	70,000.00	\$ 70,000.00	53,756.22	\$ -	0.00%

**Justifications**

1 Tire replacements

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
250		Maintenance Garage: Batteries	\$ 7,000.00	\$ 7,000.00	\$ 6,000.00	\$ 6,490.99	\$ 1,000.00	16.67%
	1	Batteries	7,000.00	7,000.00	6,000.00	6,490.99	\$ 1,000.00	16.67%

**Justifications**

1 Battery replacements

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
260		Maintenance Garage: Oils, Fluids, Antifreeze	\$ 28,050.00	\$ 28,050.00	\$ 25,500.00	\$ 19,563.91	\$ 2,550.00	10.00%
	1	Oils, Fluids, Antifreeze	28,050.00	28,050.00	25,500.00	19,563.91	\$ 2,550.00	10.00%

**Justifications**

1 Oils, Fluids, and Antifreeze used to service and maintain fleet as needed.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MAINTENANCE 26-215**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
270		Maintenance Garage: Shop/Office Repairs	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ 347.96	\$ -	0.00%
	1	Shop/Office Repairs	2,700.00	2,700.00	2,700.00	347.96	\$ -	0.00%

**Justifications**

1 Repairs as needed

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
280		Maintenance Garage: Shop/Equipment, Repairs	\$ 9,400.00	\$ 9,400.00	\$ 9,400.00	\$ 9,822.33	\$ -	0.00%
	1	Shop/Equipment Repairs	9,400.00	9,400.00	9,400.00	9,822.33	\$ -	0.00%

**Justifications**

1 Price reflects equipment needs for the garage

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
290		Maintenance Garage: Tools	\$ 450.00	\$ 450.00	\$ 450.00	\$ 261.40	\$ -	0.00%
	1	Tools	450.00	450.00	450.00	261.40	\$ -	0.00%

**Justifications**

1 Special tools as needed



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
MAINTENANCE 26-215**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
295		Maintenance Garage: Siren & Light Maint.	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 682.10	\$ -	0.00%
	1	Siren and Light Maintenance	2,000.00	2,000.00	2,000.00	682.10	\$ -	0.00%

**Justifications**

1	Emergency light and siren repair
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
296		Maintenance Garage: Shop Supplies	\$ 9,850.00	\$ 9,850.00	\$ 9,850.00	\$ 7,354.99	\$ -	\$ -
	1	Shop Supplies	9,850.00	9,850.00	9,850.00	7,354.99	\$ -	0.00%

**Justifications**

1	Supplies needed for mechanics to make repairs
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
297		Maintenance Garage: Building Supplies	\$ 1,345.00	\$ 1,345.00	\$ 1,345.00	\$ 1,023.21	\$ -	0.00%
	1	Building Supplies	1,345.00	1,345.00	1,345.00	1,023.21	\$ -	0.00%

**Justifications**

1	Janitorial supplies as needed
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
PUBLIC WORKS 300**

**Account Summary**

<b>Account</b>	<b>Page</b>	<b>Account Description</b>	<b>Department Request</b>	<b>Manager Approved 2013</b>	<b>2012 Adopted Budget</b>	<b>2012 Spent</b>	<b>+ OR - 2012 \$</b>	<b>+ OR - 2012 %</b>
300		<b>Public Works: Other Expenses</b>	\$ 1,996,715.00	\$ 1,774,715.00	\$ 1,920,165.00	\$ 1,065,398.63	\$ (145,450.00)	-7.57%
210	93	Contract Services	895,300.00	686,300.00	836,300.00	381,132.27	\$ (150,000.00)	-17.94%
213	93	Office Exp/Equip Repair	3,600.00	3,600.00	3,600.00	2,982.31	\$ -	0.00%
214	94	Professional Affil & Travel	1,300.00	1,300.00	1,300.00	298.00	\$ -	0.00%
219	95	Miscellaneous	24,100.00	24,100.00	24,100.00	11,858.08	\$ -	0.00%
220	95	Outside Engineering Service	69,000.00	59,000.00	59,000.00	18,102.50	\$ -	0.00%
230	96	Disposal Costs	660,000.00	657,000.00	657,000.00	391,825.53	\$ -	0.00%
239	96	Personal Safety Equipment	11,850.00	11,850.00	11,850.00	7,249.89	\$ -	0.00%
240	97	Streets/Sewer Supplies	132,135.00	132,135.00	132,135.00	69,897.63	\$ -	0.00%
241	97	Environmental Commission	750.00	750.00	5,500.00	0.00	\$ (4,750.00)	-86.36%
250	98	Parks/Grounds/Tree Supplies	43,005.00	43,005.00	43,005.00	31,046.22	\$ -	0.00%
251	99	Signs, Posts, Etc.	23,300.00	23,300.00	14,000.00	14,173.76	\$ 9,300.00	66.43%
260	99	Traffic Materials	6,000.00	6,000.00	6,000.00	7,212.70	\$ -	0.00%
270	100	Equipment, Tools, Repair	26,375.00	26,375.00	26,375.00	14,095.04	\$ -	0.00%
280	100	Outside Repairs	100,000.00	100,000.00	100,000.00	115,524.70	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
PUBLIC WORKS 300**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>210</b>		<b>Public Works: Contract Service</b>	\$ 895,300.00	\$ 686,300.00	\$ 836,300.00	\$ 381,132.27	\$ (150,000.00)	-17.94%
	<b>1</b>	Snow plowing and removal	250,000.00	241,000.00	241,000.00			
		Sewer breakdowns	180,000.00	180,000.00	180,000.00			
		Leaf Removal	210,000.00	210,000.00	160,000.00			
		Private lot cleaning	1,000.00	1,000.00	1,000.00			
	<b>1</b>	Tree planting	50,000.00	0.00	50,000.00			
	<b>1</b>	Tree trimming	150,000.00	0.00	150,000.00			
		Port-O-Let Depot	1,000.00	1,000.00	1,000.00			
	<b>1</b>	Port-O-Let - Leaf Transfer	200.00	200.00	200.00			
		Municipal Grounds Maintenance Contract	32,000.00	32,000.00	32,000.00			
		Contracts Runners for DPW Offices	1,100.00	1,100.00	1,100.00			
		Other emergency needs	20,000.00	20,000.00	20,000.00			

**Justifications**

<b>1</b>	Decrease reflects off year for tree trimming and planting program, which is done every other year.
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>213</b>		<b>Public Works: Office Equipment</b>	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 2,982.31	\$ -	0.00%
		Tolls	100.00	100.00	100.00			
	<b>1</b>	Outside printing, blueprints, etc.	1,200.00	1,200.00	1,200.00			
	<b>1</b>	Field Supplies	100.00	100.00	100.00			
	<b>1</b>	Office & Computer Supplies	800.00	800.00	800.00			
		Equipment Repairs	1,400.00	1,400.00	1,400.00			

**Justifications**

<b>1</b>	Printing, blueprints, office and field supplies
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		Public Works: Professional Affil. & Travel	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 298.00	\$ -	0.00%
	1	Dues - Shade Tree Federation	100.00	100.00	100.00			
	1	Dues - NJ Municipal Engineering Society (1)	300.00	300.00	300.00			
	1	Dues - American Public Works Association	200.00	200.00	200.00			
	1	Dues - NJ APWA (4)	100.00	100.00	100.00			
	1	Dues - NJ Public Works Association (1)	100.00	100.00	100.00			
	1	Dues - Bergen County Public Works Assn. (1)	75.00	75.00	75.00			
	1	Subscription - Engineering News Record	100.00	100.00	100.00			
	1	APWA/NJSME Meetings	200.00	200.00	200.00			
	1	Books, meetings, etc.	125.00	125.00	125.00			

<u>Justifications</u>	
1	Professional affiliation, books

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>219</b>		<b>Public Works: Miscellaneous</b>	\$ 24,300.00	\$ 24,300.00	\$ 24,100.00	\$ 11,858.08	\$ 200.00	0.83%
	1	CSX lease crossings	410.00	410.00	410.00			
	1	State reg. fees for 10 vehicles	2,000.00	2,000.00	2,000.00			
	1	20 Roll-off Containers State Registration	440.00	440.00	440.00			
		Beepers	360.00	360.00	360.00			
	1	Recycling Calendar	1,000.00	1,000.00	1,000.00			
	1	Annual clean-up committee	90.00	90.00	90.00			
	1	Stormwater Awareness Program	7,500.00	7,500.00	7,500.00			
	1	Municipal Services Agreement - Glenpointe	700.00	700.00	700.00			
	1	Municipal Stormwater Permit Fee	8,700.00	8,700.00	8,700.00			
	1	Backflow Permit Fee	600.00	600.00	600.00			
	1	1400 River Road Tideland License	200.00	200.00	0.00			
	1	Underground Storage Tank Red (NJ)	300.00	300.00	300.00			
	1	Boiler Registration & Inspection	2,000.00	2,000.00	2,000.00			

<b>Justifications</b>	
1	Various State registrations and fees, Municipal service agreements, storm-water and recycling awareness programs

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>220</b>		<b>Public Works: Outside Engineering Services</b>	\$ 64,000.00	\$ 59,000.00	\$ 59,000.00	\$ 18,102.50	\$ -	0.00%
	1	Outside Engineering	34,000.00	29,000.00	29,000.00			
	1	Alcohol & Drug Testing	3,000.00	3,000.00	3,000.00			
	1	C-3 Sanitary Sewer License	6,000.00	6,000.00	6,000.00			
	1	Training Classes	10,000.00	10,000.00	10,000.00			
	1	Weather Service	1,000.00	1,000.00	1,000.00			
	1	TV Sewer Inspection/Bergenfield	10,000.00	10,000.00	10,000.00			

<b>Justifications</b>	
1	Professional services, CDL testing, sewer video inspections, weather service subscription, and training

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
230		<b>Public Works: Disposal Costs</b>	\$ 660,000.00	\$ 657,000.00	\$ 657,000.00	\$ 391,825.53	\$ -	0.00%
	1	Garden Debris	154,000.00	154,000.00	154,000.00			
	1	Leaf Disposal	285,000.00	285,000.00	285,000.00			
	1	Tiping Fees	60,000.00	60,000.00	60,000.00			
	1	Street Sweeping	86,000.00	85,000.00	85,000.00			
	1	Recycling Center Bin Blocks	1,200.00	1,200.00	1,200.00			
	1	Roll-off Tarps	800.00	800.00	800.00			
	1	Tree stumps, unsuitable wood	45,000.00	43,000.00	43,000.00			
	1	Catch Basin cleaning - Stare Required	20,000.00	20,000.00	20,000.00			
		Emergency Needs	8,000.00	8,000.00	8,000.00			

**Justifications**

1	Disposal cost associated with garden debris, leaves, street sweeping, and municipal waste increase in contact services for street sweeping, tree stump, and unsuitable wood.
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
239		<b>Public Works: Personal Safety Equipm</b>	\$ 11,850.00	\$ 11,850.00	\$ 11,850.00	7,249.89	\$ -	0.00%
	1	Vests	800.00	800.00	800.00			
	1	Gloves	200.00	200.00	200.00			
	1	Barricades	1,350.00	1,350.00	1,350.00			
	1	Miscellaneous	1,500.00	1,500.00	1,500.00			
	1	Signs	3,500.00	3,500.00	3,500.00			
	1	Cones	3,000.00	3,000.00	3,000.00			
	1	Roof Fall Protection	1,500.00	1,500.00	1,500.00			

**Justifications**

1	Miscellaneous safety equipment required for personnel
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
240		<b>Public Works: Street/Sewer Supplies</b>	\$ 132,135.00	\$ 132,135.00	\$ 132,135.00	69,897.63	\$ -	0.00%
	1	Road & winter mix, tacky tar	16,700.00	16,700.00	16,700.00			
	1	Shoulder stone	5,000.00	5,000.00	5,000.00			
	1	Calcium Chloride	4,500.00	4,500.00	4,500.00			
	1	Rock Salt (1,546 tons @ \$53.98/ton)	83,435.00	83,435.00	83,435.00			
	1	Degreaser - 275 gallons	6,000.00	6,000.00	6,000.00			
	1	Street Cleaning Brooms	12,000.00	12,000.00	12,000.00			
	1	Lumber - barricades & sideboards	1,000.00	1,000.00	1,000.00			
	1	Wrenches & Spoons - Sewer Division	500.00	500.00	500.00			
	1	Rhoma Sol	3,000.00	3,000.00	3,000.00			

<u>Justifications</u>	
1	Pothole repair, road salt, and various equipment for Streets and Sewer Division

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
241		<b>Public Works: Environmental Commis</b>	\$ 750.00	\$ 750.00	\$ 500.00	0.00	\$ 250.00	50.00%
		ANJEC Dues	420.00	420.00	420.00			
		Training (includes webinars and Road Shows)	250.00	250.00	0.00			
		Travel expenses for training	80.00	80.00	80.00			

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
250		Public Works: Parks/Grounds/Tree Supplies	\$ 43,005.00	\$ 43,005.00	\$ 43,005.00	31,046.22	\$ -	0.00%
	1	Athletic field fertilizer	6,000.00	6,000.00	6,000.00			
	1	Ballfield clay - 200 tons	7,500.00	7,500.00	7,500.00			
	1	Topsoil	3,000.00	3,000.00	3,000.00			
	1	800 lbs. rye seed	700.00	700.00	700.00			
	1	Roll chain - swings	540.00	540.00	540.00			
	1	Toiler tissue - 3 cases	145.00	145.00	145.00			
	1	Padlocks, hasps. Keys	200.00	200.00	200.00			
	1	Building flag replacements	300.00	300.00	300.00			
	1	Spray paint	360.00	360.00	360.00			
	1	6 Plastic barrels	300.00	300.00	300.00			
	1	Miscellaneous as needed	1,960.00	1,960.00	1,960.00			
	1	US flag utility pole replacement	500.00	500.00	500.00			
	1	Park signs	750.00	750.00	750.00			
	1	Crushed stone for walking trail - NEW	750.00	750.00	750.00			
	1	Fall zone fiber replacement 1,000 cy @ \$	20,000.00	20,000.00	20,000.00			

<u>Justifications</u>	
1	Miscellaneous supplies for parks/athletic fields and playground equipment



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
251		<b>Public Works: Signs, Posts, Etc.</b>	\$ 23,300.00	\$ 23,300.00	\$ 14,000.00	14,173.76	\$ 9,300.00	66.43%
		Clips, butts, bolts, stripping, etc.	2,500.00	2,500.00	2,500.00			
		Blank sign plates	2,600.00	2,600.00	3,000.00			
	1	Material for sign making machine, ink cartridges	16,700.00	16,700.00	7,000.00			
		Channel posts	1,000.00	1,000.00	1,000.00			
		Miscellaneous	500.00	500.00	500.00			

<u>Justifications</u>	
1	Sign replacement, channels, ink cartridges, various high intensity prismatic paper, sign blanks, etc.

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
260		<b>Public Works: Traffic Materials</b>	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	7,212.70	\$ -	0.00%
	1	120 gallons white paint	3,200.00	3,200.00	3,200.00			
	1	70 gallons yellow paint	810.00	810.00	810.00			
	1	10 gallons blue paint - handicapped space	100.00	100.00	100.00			
	1	Reflectorized road cones	400.00	400.00	400.00			
	1	Traffic signal parts	1,490.00	1,490.00	1,490.00			

<u>Justifications</u>	
1	Road markings and traffic signal parts

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
270		<b>Public Works: Equipment, Tools, Repairs</b>	\$ 26,375.00	\$ 26,375.00	26,375.00	14,095.04	\$ -	0.00%
	1	Sewer Jet hoses	7,000.00	7,000.00	7,000.00			
	1	Sewer Jet nozzles	1,300.00	1,300.00	1,300.00			
	1	Backpack blowers (3) replacements	1,275.00	1,275.00	1,275.00			
	1	Chainsaw replacement (2)	1,200.00	1,200.00	1,200.00			
	1	Chainsaw bar replacement	80.00	80.00	80.00			
	1	Heavy duty steel brooms	1,370.00	1,370.00	1,370.00			
	1	Rakes, shovels, spades, hoes, and loppers	2,000.00	2,000.00	2,000.00			
	1	Maintenance tools - various	1,500.00	1,500.00	1,500.00			
	1	Equipment repairs per schedule	100.00	100.00	100.00			
	1	Tools for radio repairs	500.00	500.00	500.00			
	1	Portable radios - replacements	1,800.00	1,800.00	1,800.00			
	1	Snow Blower	2,400.00	2,400.00	2,400.00			
	1	Line Trimmer replacement (6 trimmers)	1,800.00	1,800.00	1,800.00			
	1	Miscellaneous as needed	4,050.00	4,050.00	4,050.00			

<u>Justifications</u>	
1	Various equipment and tools required for Public Works Department

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
280		<b>Public Works: Outside Repairs</b>	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	115,524.70	\$ -	0.00%
		Continued upgrading municipal facilities	80,000.00	80,000.00	80,000.00			
		Air conditioning, heating, etc.	10,000.00	10,000.00	10,000.00			
		Pump station maintenance	7,000.00	7,000.00	7,000.00			
		Center line re-striping	3,000.00	3,000.00	3,000.00			

<u>Justifications</u>	
	Upkeep for various municipal facilities

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDINGS & GROUNDS 310**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
310		<b>Bldgs &amp; Grounds: Other Expenses</b>	\$ 103,300.00	\$ 103,300.00	\$ 97,800.00	\$ 91,687.59	\$ 5,500.00	5.62%
230	102	Maintenance Supplies	60,000.00	60,000.00	54,500.00	62,241.82	\$ 5,500.00	10.09%
260	103	Swimming Pool Supplies	13,700.00	13,700.00	13,700.00	12,480.60	\$ -	0.00%
270	104	Outside Maintenance	29,600.00	29,600.00	29,600.00	16,965.17	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDINGS & GROUNDS 310**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
230		Building & Grounds: Maintenance Supplies	\$ 60,000.00	\$ 60,000.00	\$ 54,500.00	\$ 62,241.82	\$ 5,500.00	10.09%
	1	Lamps & Electrical supplies	18,000.00	18,000.00	18,000.00			
	1	Lumber & Building Supplies	8,000.00	8,000.00	8,000.00			
	1	Hardware, gas pumps, etc. supplies	6,000.00	6,000.00	6,000.00			
	1	Plumbing, HVAC supplies	8,000.00	8,000.00	8,000.00			
	1	Contract - fixed radio equipment @ \$136/mo.	1,636.00	1,636.00	1,636.00			
	1	Paint, rollers, etc.	2,000.00	2,000.00	2,000.00			
	1	Janitorial	1,200.00	1,200.00	1,200.00			
	1	Bus stop shelter, bench	900.00	900.00	900.00			
	1	Holiday lighting and decorations	700.00	700.00	700.00			
	1	Guardrail and barricade posts	400.00	400.00	400.00			
	1	Miscellaneous	480.00	480.00	480.00			
	1	Shooting range filters	2,500.00	2,500.00	2,500.00			
	1	Radio consultant- Wired Communications System	625.00	625.00	625.00			
	1	Energy efficient traffic lens - replacement as needed	1,000.00	1,000.00	1,000.00			
	1	Radio repairs - mobile/vehicle - not under contract	3,059.00	3,059.00	3,059.00			
	1	Lightning Detection Supplies	5,500.00	5,500.00	0.00			

**Justifications**

1	Maintenance supplies - Electrical supplies, building supplies, hardware, plumbing supplies/HVAC, radio equipment (contract), paint supplies, janitorial supplies, bus stop shelter and bench, Holiday lighting, guardrail and barricade posts, miscellaneous, shooting range filters, radio consultant, traffic lens as needed, mobile/vehicle radio repairs not under contract, supplies for lightning detection system.
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDINGS & GROUNDS 310**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
260		Building & Grounds: Swimming Pool Supplies	\$ 13,700.00	\$ 13,700.00	\$ 13,700.00	\$ 12,480.60	\$ -	0.00%
	1	<b>Above Ground Pool (Hawthorne) \$4,500</b>						
	1	Filter	1,000.00	1,000.00	1,000.00			
	1	Clamps, plugs, etc.	500.00	500.00	500.00			
	1	Chlorine Discs	1,200.00	1,200.00	1,200.00			
	1	Earth (Filter)	190.00	190.00	190.00			
	1	PH increaser	110.00	110.00	110.00			
	1	Deck repairs	1,500.00	1,500.00	1,500.00			
		<b>Inground Pool (Votee Park) \$9,200</b>						
	1	Chorine	3,000.00	3,000.00	3,000.00			
	1	Test kits, miscellaneous	200.00	200.00	200.00			
	1	Painting of pools	3,000.00	3,000.00	3,000.00			
	1	Miscellaneous	3,000.00	3,000.00	3,000.00			

<b>Justifications</b>	
1	Supplies for above ground pool (Hawthorne) and inground pool (Votee Park)

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BUILDINGS & GROUNDS 310**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
270		Building & Grounds: Outside Maintn. Contracts	\$ 29,600.00	\$ 29,600.00	\$ 29,600.00	16,965.17	\$ -	0.00%
	1	Police HQ & Rodda Center - HVAC	15,000.00	15,000.00	15,000.00			
	1	Police HQ & Rodda Center - Elevator	4,700.00	4,700.00	4,700.00			
	1	Police HQ - Termites	250.00	250.00	250.00			
	1	Fire Station 4 - Termites	150.00	150.00	150.00			
	1	Backflow testing - PD HQ, Rodda Cntr, Glenpointe Pump Sta	2,000.00	2,000.00	2,000.00			
	1	Sprinkler System - Police HQ, Rodda Building	2,000.00	2,000.00	2,000.00			
	1	Fire alarm inspection at DPW complex	500.00	500.00	500.00			
	1	Pump Station inspection and maintenance	2,000.00	2,000.00	2,000.00			
	1	Generator testing & inspection - FHQ, Fire/Pump Stations	3,000.00	3,000.00	3,000.00			

**Justifications**

1	Police HQ, Rodda Center HVAC, Police & Rodda Center elevator, Police HQ & TFD Station 4 termites, backflow testing, sprinkler system, fire alarm inspection, pump station inspection and maintenance, generator testing and inspection.
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
HEALTH & HUMAN SERVICES 330**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
330		<b>Health: Other Expenses</b>	\$ 255,632.00	\$ 258,202.00	\$ 255,632.00	\$ 217,254.89	\$ 2,570.00	1.01%
201	106	Inoculation Fees	3,000.00	3,000.00	3,000.00	1,322.00	\$ -	0.00%
210	106	FORUM Counseling	50,000.00	50,000.00	50,000.00	50,000.00	\$ -	0.00%
211	107	Stationery & Supplies	1,800.00	4,300.00	1,800.00	1,619.59	\$ 2,500.00	138.89%
213	107	Equipment & Repairs	500.00	500.00	500.00	407.10	\$ -	0.00%
214	108	Professional Affiliations	1,324.00	1,394.00	1,324.00	1,650.00	\$ 70.00	5.29%
220	108	CHC Supplies & E	300.00	300.00	300.00	71.66	\$ -	0.00%
230	109	Litter Patrol	300.00	300.00	300.00	206.30	\$ -	0.00%
240	109	Extermination	9,000.00	9,000.00	9,000.00	13,802.40	\$ -	0.00%
241	109	Mental Health Contract	15,000.00	15,000.00	15,000.00	15,000.00	\$ -	0.00%
250	110	Nursing Services	130,808.00	130,808.00	130,808.00	130,808.00	\$ -	0.00%
270	110	Film Processing	600.00	600.00	600.00	520.02	\$ -	0.00%
280	110	Animal Control Contract	40,000.00	40,000.00	40,000.00	0.00	\$ -	0.00%
290	111	Health Detection	1,000.00	1,000.00	1,000.00	920.82	\$ -	0.00%
292	111	Drug & Alcohol Programs	2,000.00	2,000.00	2,000.00	927.00	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
HEALTH & HUMAN SERVICES 330**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
201		Health: Inoculation Fees	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,322.00	\$ -	0.00%
	1	Rabies Clinics	3,000.00	3,000.00	3,000.00	1,322.00	\$ -	0.00%

**Justifications**

1	Cost to have free rabies shots/clinics/vaccinations administered (provision required under State Law)
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
210		Health: FORUM Counseling	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ -	0.00%
	1	Student Assistance Counselor at THS	50,000.00	50,000.00	50,000.00	50,000.00	\$ -	0.00%

**Justifications**

1	Funding of Student Assistance Counselor at the FORUM - THS (assists with student issues including drug/alcohol education and programs)
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
HEALTH & HUMAN SERVICES 330**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
210		<b>Health: Stationary and Supplies</b>	\$ 4,300.00	\$ 4,300.00	\$ 1,800.00	1,619.59	\$ 2,500.00	138.89%
	1	Inspector Field Supplies	300.00	300.00	300.00			
	2	Dog & Cat License Tags	700.00	700.00	700.00			
	3	Office supplies, printing, envelopes, forms, etc	800.00	800.00	800.00			
	4	Registrar Supplies, printings, certificates, etc.	2,500.00	2,500.00	0.00			

<b><u>Justifications</u></b>	
1	Necessary to perform field inspections for food, pool, and property maintenance inspections
2	Required by NJ State Statute to be provided with issuance of animal license
3	Supplies necessary to produce licenses and certificates, print forms, and applicable envelopes, etc.
4	New Item - Registrar Supplies now added to Health Department's budget from Finance Budget (2013 figures are the same as 2012 figures)

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
213		<b>Health: Equipment and Repairs</b>	\$ 500.00	\$ 500.00	\$ 500.00	\$ 407.10	\$ -	0.00%
	1	Fax Machine Maintenance Contract	250.00	250.00	250.00			
	2	Equipment & Service Schedule	250.00	250.00	250.00			

<b><u>Justifications</u></b>	
1	Maintenance agreement for blast fax machine
2	Parts & Service for Health Department equipment

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
HEALTH & HUMAN SERVICES 330**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		<b>Health: Professional Affiliation &amp; Travel</b>	\$ 1,394.00	\$ 1,394.00	\$ 1,324.00	1,650.00	\$ 70.00	5.29%
	1	NJHOA Membership	200.00	200.00	200.00			
	2	NJEHA Membership	150.00	150.00	150.00			
	3	BCHOS Membership	75.00	75.00	75.00			
	4	NASW Membership	200.00	200.00	200.00			
	5	Other Training, CEU's, etc.	699.00	699.00	699.00			
	6	Registrar's Memberships	70.00	70.00	0.00			

<b><u>Justifications</u></b>	
1	Required under NJ State Practice Standards for Health Officer
2	NJ Environmental Health Association Membership for Health Officer
3	Bergen County Health Officers' Association Membership for inspectors and Health Officer
4	NASW Membership
5	Other Training, CEU's, etc.
6	New item - Registrar's Travel and affiliation budget was transferred to the Health Department's budget for 2013, same amount charge as 2012

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
220		<b>Health: CHC Supplies</b>	\$ 300.00	\$ 300.00	300.00	\$ 71.66	\$ -	0.00%
	1	Report/Data Cards and Health Handouts	300.00	300.00	300.00	71.66	\$ -	0.00%

<b><u>Justifications</u></b>	
1	Cards for data retention at the CHC (clinic for un-insured school aged children) and health promotional handouts)

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
HEALTH & HUMAN SERVICES 330**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
230		Health: Litter Patrol	\$ 300.00	\$ 300.00	\$ 300.00	\$ 206.30	\$ -	0.00%
	1	Gloves, trash pickers, trash bafs, garden supp	300.00	300.00	300.00	206.30	\$ -	0.00%

**Justifications**

1	Supplies to operate Teen Clean Program
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
240		Health: Extermination	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 13,802.40	\$ -	0.00%
	1	Service Agreement	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 13,802.40	\$ -	0.00%

**Justifications**

1	Necessary to treat all public areas for vermin (roaches, mice, ants. Etc.). In 2012, line was overspent due to additional service for termites @ TPD.
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
241		Health: Mental Health Contract	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ -	0.00%
	1	Vantage Health Systems Agreement	15,000.00	15,000.00	15,000.00	15,000.00	\$ -	0.00%

**Justifications**

1	Financial support of the VHS program (which offers mental health services and counseling, based in Englewood), to Teaneck residents (nearly 200 annually). This item is paid by a voucher at the end of the year following the audit report.
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
HEALTH & HUMAN SERVICES 330**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
250		<b>Health: Nursing Services</b>	\$ 130,808.00	\$ 130,808.00	\$ 130,808.00	\$ 130,808.00	\$ -	0.00%
	1	Annual Nursing Contract w/ Holy Name Med. Ctr.	130,808.00	130,808.00	130,808.00	130,808.00	\$ -	0.00%

**Justifications**

1	Public Health Nursing is required under NJ State Practices Standards. These services include screenings, health education, health fair/flu clinic, disease investigation, Child Health Conference, blood lead tests, school immunization, audits, etc. Annual contract paid monthly.
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
270		<b>Health: Film Processing</b>	\$ 600.00	\$ 600.00	\$ 600.00	\$ 520.02	\$ -	0.00%
	1	Sample kits, testing equipment, supplies, lab fees	600.00	600.00	600.00	520.02	\$ -	0.00%

**Justifications**

1	Sample kits for lead testing, water testing, bathing analysis, noise meter calibration, etc. for inspector field work
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
280		<b>Health: Animal Control</b>	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	0.00%
	1	Annual Contract Agreement	40,000.00	40,000.00	40,000.00	0.00	\$ -	0.00%

**Justifications**

1	Animal Control is required under State law. Difference of amount budgeted and full cost comes from animal licensing fee fund, as approved by CFO.
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
HEALTH & HUMAN SERVICES 330**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
290		Health: Health Detection	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 920.82	\$ -	0.00%
	1	Promotional Materials	400.00	400.00	400.00			
	2	Health Fair and Flu Clinics	500.00	500.00	500.00			
	3	Public Health Infrastructure	100.00	100.00	100.00			

**Justifications**

1	Pamphlets, handouts, displays, posters, etc. for the Health Department service area
2	Supplies needed to operate the Health Fair and Flu Clinics
3	Mandated participation in the Public Health Partnership Infrastructure as per NJ State Practice Standards

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
292		Health: Drug & Alcohol Programs	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 927.00	\$ -	0.00%
	1	Purchase of materials and supplies	2,000.00	2,000.00	2,000.00	927.00	\$ -	0.00%

**Justifications**

1	Purchase of alcohol, tobacco, drug etc. supplies in promoting a healthy lifestyle and living to be given out at the Health Department service area and events.
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
370		<b>Recreation: Other Expenses</b>	295,978.00	295,978.00	255,513.00	240,172.17	40,465.00	15.84%
201	113	Recreation Programs	59,323.00	59,323.00	51,603.00	41,773.10	\$ 7,720.00	14.96%
210	116	Recreation Equip & Supplies	29,185.00	29,185.00	29,185.00	20,741.22	\$ -	0.00%
211	117	Printing & Office Supplies	6,800.00	6,800.00	6,775.00	5,120.25	\$ 25.00	0.37%
212	118	School Based Youth Programs	15,000.00	15,000.00	15,000.00	14,010.00	\$ -	0.00%
214	118	Professional Affil & Travel	910.00	910.00	690.00	550.00	\$ 220.00	31.88%
219	119	Miscellaneous	3,100.00	3,100.00	2,800.00	1,415.61	\$ 300.00	10.71%
220	120	Summer Camp Programs	39,290.00	39,290.00	39,290.00	36,025.13	\$ -	0.00%
230	121	Portable Toilets - Parks	12,000.00	12,000.00	12,000.00	8,130.00	\$ -	0.00%
231	121	Equipment	13,780.00	13,780.00	12,280.00	28,080.97	\$ 1,500.00	12.21%
240	121	Holiday Events	20,500.00	20,500.00	20,500.00	20,916.05	\$ -	0.00%
249	122	Movies in the Park	5,500.00	5,500.00	5,500.00	4,848.00	\$ -	0.00%
250	123	Bldg. Maintenance & Equip	29,840.00	29,840.00	19,490.00	25,446.90	\$ 10,350.00	53.10%
251	124	Cleaning Service	30,000.00	30,000.00	30,000.00	23,194.99	\$ -	0.00%
NEW	124	Software	20,000.00	20,000.00			\$ 20,000.00	
270	125	Registration Materials	4,450.00	4,450.00	4,100.00	3,476.58	\$ 350.00	8.54%
280	125	Uniforms	6,300.00	6,300.00	6,300.00	6,443.37	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
201		<b>Recreation: Recreation Programs</b>	\$ 59,323.00	59,323.00	54,803.00	41,773.10	\$ 4,520.00	8.25%
	1	Senior Crafts	2,700.00	2,700.00	2,700.00			
	2	Senior Consumable	1,750.00	1,750.00	1,500.00			
	3	Senior Training Program	1,500.00	1,500.00	1,500.00			
	4	Senior File Cabinet	320.00	320.00	0.00			
	5	Senior CD Player	400.00	400.00	0.00			
	6	Senior Exercise Equipment	250.00	250.00	0.00			
	7	Senior Parties	1,750.00	1,750.00	1,500.00			
	8	Senior Staff Shirts	125.00	125.00	125.00			
	9	Senior YMCA Rental	9,265.00	9,265.00	9,265.00			
	10	Senior Miscellaneous	935.00	935.00	935.00			
	11	Youth Crafts	5,000.00	5,000.00	5,000.00			
	12	Youth Snacks, etc.	23,000.00	23,000.00	23,000.00			
	13	Youth Manipulative Materials	500.00	500.00	500.00			
	14	Youth Pool & Table Tennis Supplies	200.00	200.00	200.00			
	15	Youth Board Games	500.00	500.00	500.00			
	16	Youth Montessori Materials	800.00	800.00	800.00			
	17	Youth Yeaf End Party	750.00	750.00	750.00			
	18	Youth Holiday Parties	350.00	350.00	350.00			
	19	Youth Staff Uniforms	1,300.00	1,300.00	1,300.00			
	20	Youth Literacy Materials	500.00	500.00	500.00			
	21	Youth Sports Equipment	600.00	600.00	600.00			
	22	Youth Special Events	1,500.00	1,500.00	1,500.00			
	23	Youth Resource Materials	450.00	450.00	450.00			
	24	Youth Life Hazard Registration Fee	170.00	170.00	170.00			
	25	Youth Television Replacement	700.00	700.00	0.00			
	26	Youth TV Security Cabinet	850.00	850.00	0.00			
	27	Youth Classroom Area Rug Replacements	1,500.00	1,500.00	0.00			
	28	Youth Miscellaneous	770.00	770.00	770.00			
	29	Trophies	588.00	588.00	888.00			
	30	Challenger Snacks	300.00	300.00	0.00			

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

<b><u>Justifications</u></b>	
<b>1</b>	Materials for classes
<b>2</b>	Paper products, food, etc. for senior events
<b>3</b>	Consultants/instructors for programs
<b>4</b>	Storage for program/personnel records
<b>5</b>	Replacement/update sound system for senior classes - various locations
<b>6</b>	Additional dumbbells for fitness classes
<b>7</b>	Food and entertainment for quarterly senior birthday and holiday parties
<b>8</b>	Staff shirts for Senior Staff
<b>9</b>	Senior YMCA pool rental and fitness classes
<b>10</b>	Senior Center miscellaneous items as required
<b>11</b>	Youth activity crafts
<b>12</b>	Youth Division program snacks, paper products, and program food supplies
<b>13</b>	Youth division supplies for fine motor skills and hand-eye coordination
<b>14</b>	Youth Division supplies for billboards and table tennis
<b>15</b>	Youth Division games for strategy, concentration, camaraderie, and sportsmanship
<b>16</b>	Youth Division supplies for Montessori approach to learning
<b>17</b>	Youth Division end of school year and beginning of summer celebration
<b>18</b>	Youth Division Learning Center consumable supplies for diverse holiday celebrations
<b>19</b>	Youth Division staff uniform shirts
<b>20</b>	Youth Division Reading Development Foundation
<b>Continued on next page</b>	



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

<b><u>Justifications (Continued)</u></b>	
<b>21</b>	Youth Division balls, hoops, and other sports equipment for physical activities
<b>22</b>	Youth Division holiday appreciation and awareness events
<b>23</b>	Youth Division teaching and exploration aids
<b>24</b>	Life Hazard Fee - State of NJ (mandated)
<b>25</b>	Youth Division teaching aid and storytelling media device
<b>26</b>	Youth Division lockable security cabinet for television
<b>27</b>	Youth Division Rugs where children sit daily and learn alphabet, geography, and math designed on the rugs
<b>28</b>	Youth Division miscellaneous as required
<b>29</b>	Trophies for basketball and track programs
<b>30</b>	Snacks for Challenger camp

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
210		<b>Recreation: Equipment &amp; Supplies</b>	\$ 29,185.00	\$ 29,185.00	\$ 29,185.00	\$ 20,741.22	\$ -	\$ -
	1	Sports Organizations	9,000.00	9,000.00	9,000.00			
	2	Sports Equipment	4,500.00	4,500.00	4,500.00			
	3	Challenger Supplies	700.00	700.00	700.00			
	4	Preschool Supplies	500.00	500.00	500.00			
	5	Table & Board Games	350.00	350.00	350.00			
	6	Park Equipment Parts	2,000.00	2,000.00	2,000.00			
	7	Crafts & Ceramic Supplies	5,000.00	5,000.00	5,000.00			
	8	First Aid	1,200.00	1,200.00	1,200.00			
	9	Digital Camera Supplies	150.00	150.00	150.00			
	10	Pool Supplies	2,500.00	2,500.00	2,500.00			
	11	Employee ID Supplies	400.00	400.00	400.00			
	12	Cellular Minutes	150.00	150.00	150.00			
	13	Wading Pool Phone Minutes	400.00	400.00	400.00			
	14	Football Trailer Rental	1,335.00	1,335.00	1,335.00			
	15	Miscellaneous	1,000.00	1,000.00	1,000.00			

<b><u>Justifications</u></b>	
1	Program Supplies and/or equipment for sports organizations (9)
2	Department sports equipment for sports programs
3	Supplies for Challenger Programs
4	Supplies for kindergym, toddlekins, creative dance, and movement classes
5	Board games for various department programs
6	Miscellaneous park equipment supplies (swing seats, chain, etc.)
7	Supplies for art classes
8	Assorted developmental first aid supplies
9	Paper, memory cards, etc. for digital camera
<b>Continued on Next Page</b>	

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

<b>Justifications (Continued)</b>	
<b>10</b>	Assorted State mandated pool supplies for inground and above ground pools
<b>11</b>	Blank cards for part-time employee badges
<b>12</b>	Prepaid minutes for swimming pools - emergency equipment State mandated
<b>13</b>	Prepaid minutes for wading pool emergency cell phone equipment
<b>14</b>	Storage rental for football program
<b>15</b>	Miscellaneous recreation supplies (keys, locks, duffle bags, etc.)

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>211</b>		<b>Recreation: Printing &amp; Office Supplies</b>	\$ 6,800.00	\$ 6,800.00	\$ 6,775.00	5,120.25	\$ 25.00	0.37%
	<b>1</b>	Duplicator Paper	2,450.00	2,450.00	2,450.00			
	<b>2</b>	Calendars	350.00	350.00	350.00			
	<b>3</b>	Supplies	2,400.00	2,400.00	2,375.00			
	<b>4</b>	Envelopes	1,600.00	1,600.00	1,600.00			

<b>Justifications</b>	
<b>1</b>	Paper for program flyers creation on digital duplicator
<b>2</b>	Calendars for staff
<b>3</b>	Computer, duplicator, copier, and office supplies
<b>4</b>	Blank assorted sized envelopes

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
212		Recreation: School Based Youth Programs	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	14,010.00	\$ -	0.00%
	1	School Based Youth Programs	15,000.00	15,000.00	15,000.00	14,010.00	\$ -	0.00%

**Justifications**

1	FORUM programs: bus fees and admission tickets
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		Recreation: Professional Affil. & Travel	\$ 910.00	\$ 910.00	\$ 690.00	550.00	\$ 220.00	31.88%
	1	Dues, NJPRA	660.00	660.00	440.00			
	2	Dues, NRPA	150.00	150.00	100.00			
	3	State Conference	100.00	100.00	150.00			

**Justifications**

1	State Recreation Annual Dues (Crockett, Gillispie, Skulnik)
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2	National Recreation Dues (Crockett)
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3	State Recreation Conference (Crockett)
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
219		Recreation: Miscellaneous	\$ 3,100.00	\$ 3,100.00	\$ 2,800.00	\$ 1,415.61	\$ 300.00	10.71%
	1	State License Renewal	300.00	300.00	1,000.00			
	2	Van Cleaning & Supplies	500.00	500.00	500.00			
	3	Consultants/Training	1,000.00	1,000.00	1,300.00			
	4	Music Agreement	300.00	300.00	0.00			
	5	Staff Training	1,000.00	1,000.00	0.00			

<u>Justifications</u>	
1	Youth Division State Mandated License Fee (every 3 years)
2	Transportation vans: cleaning and supplies
3	Staff Training and workshops
4	Music reproduction license agreement, annual
5	State mandated Youth Division Staff Training

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
220		<b>Recreation: Summer Camp Programs</b>	\$ 39,290.00	\$ 39,290.00	\$ 39,290.00	36,025.13	\$ -	0.00%
	1	Sports & Art Materials	6,000.00	6,000.00	6,000.00			
	2	Sports & Arts Camper Shirts	5,000.00	5,000.00	5,000.00			
	3	Sports & Arts Staff Shirts	600.00	600.00	600.00			
	4	Day Camp Materials	1,350.00	1,350.00	1,350.00			
	5	Day Camp Camper Shirts	2,800.00	2,800.00	2,800.00			
	6	Day Camp Bus Trip & Admissions	10,000.00	10,000.00	10,000.00			
	7	Day Camp Special Events	10,000.00	10,000.00	10,000.00			
	8	Day Camp Staff Shirts	1,000.00	1,000.00	1,000.00			
	9	Day Camp Bus Shuttle	1,200.00	1,200.00	1,200.00			
	10	Tent Camp Consumables	300.00	300.00	300.00			
	11	Tent Camp Program Supplies	600.00	600.00	600.00			
	12	Tent Camp Camper Shirts	440.00	440.00	440.00			

<b>Justifications</b>	
1	Sports & Art Camp program materials (art supplies, sports equipment, etc.)
2	Sports & Arts Camper t-shirts
3	Sports & Arts staff uniforms
4	Camp Sunsational Program Materials
5	Camp Sunsational camper t-shirts
6	Camp Sunsational bus fee and admission tickets for trips
7	Camp Sunsational special/rainy day events: clowns, magicians, end of session events
8	Camp Sunsational staff uniforms
9	Camp Sunsational bus shuttle to library, Puffin, local transport
10	Playground program (Tent Camp) consumables
11	Playground program (Tent Camp) supplies
12	Playground program (Tent Camp) camper shirts

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
230		Recreation: Portable Toilets - Parks	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	8,130.00	\$ -	0.00%
	1	Portable Toilet Rentals - Parks	12,000.00	12,000.00	12,000.00	8,130.00	\$ -	0.00%

**Justifications**

1	Portable toilet rentals for various parks
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
231		Recreation: Equipment	\$ 13,780.00	\$ 13,780.00	\$ 12,280.00	28,080.97	\$ 1,500.00	12.21%
		Maintenance Contract - Telephone System	5,000.00	5,000.00	5,000.00			
		Pool table (3) & foosball repair	1,150.00	1,150.00	1,150.00			
		Piano tuning	660.00	660.00	660.00			
		Lightening Detection Monitoring	4,200.00	4,200.00	4,200.00			
		Maintenance - Office, Bldg, Equip & Software	1,270.00	1,270.00	1,270.00			
		Light Controller Service for Votee Park Lights	1,500.00	1,500.00	0.00			

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
240		Recreation: Holiday Events	\$ 20,500.00	\$ 20,500.00	20,500.00	20,916.05	\$ -	0.00%
	1	July 4th Bands	7,100.00	7,100.00	7,100.00			
	2	July 4th Community Celebration	12,500.00	12,500.00	12,500.00			
	3	Wreaths	900.00	900.00	900.00			

**Justifications**

1	Bands for July 4th Parade
2	Inflatables, clowns, face painters, music for Community Celebration
3	Wreaths for Memorial Day and Veterans Day Services

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
249		Recreation: Movies in the Park	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	4,848.00	\$ -	0.00%
	1	Movies in the Park	5,500.00	5,500.00	5,500.00	4,848.00	\$ -	0.00%

<u>Justifications</u>	
1	Movies, sound system, and screen rentals



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
250		<b>Recreation: Bldg. Maintenance &amp; Equip.</b>	\$ 29,840.00	\$ 29,840.00	\$ 19,490.00	25,446.90	\$ 10,350.00	53.10%
	1	Custodial Materials	5,000.00	5,000.00	5,000.00			
	2	Toilet Tissue & Paper Towels	6,000.00	6,000.00	6,000.00			
	3	Wood Floor Refinishing	2,500.00	2,500.00	2,500.00			
	4	Hood & Stove Steaming	3,500.00	3,500.00	1,750.00			
	5	Blind/Sign Replacement	500.00	500.00	500.00			
	6	Smoke Detector Cleaning	3,000.00	3,000.00	3,000.00			
	7	Carpet Extractor Replacement	2,000.00	2,000.00	0.00			
	8	Refrigerator Replacement	3,000.00	3,000.00	0.00			
	9	Vacuum Cleaner Replacement	400.00	400.00	0.00			
	10	Entry Mats Replacement	3,200.00	3,200.00	0.00			
	11	Miscellaneous	740.00	740.00	740.00			

<b>Justifications</b>	
1	Rodda Center custodial materials (cleaning supplies, etc.)
2	Rodda Center tissue and towels supplies
3	Annual gym 2 and dance studio floor refinishing
4	Exhaust hoods and stove steam cleaning (2 times per year exhaust hood cleanings)
5	Vertical blind and room/building sign replacements
6	Annual smoke detector cleaning
7	Carpet shampoo machine replacement
8	Youth Division refrigerator replacement (companion freezer replaced in 2012)
9	Replacements for 2 vacuum cleaners
10	Rodda Center weather entry mat replacement (current ones worn and frayed)
11	Rodda Center maintenance as needed

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
251		Recreation: Cleaning Service	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	23,194.99	\$ -	0.00%
	1	Cleaning Service	30,000.00	30,000.00	30,000.00	23,194.99	\$ -	0.00%

**Justifications**

1	Rodda Center bathroom and other area cleaning after hours, 5 days per week
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
NEW		Recreation: Software	20,000.00	20,000.00	0.00	0.00	\$ 20,000.00	
	1	Online Registration Software	20,000.00	20,000.00	0.00			

**Justifications**

1	CapturePoint or similar software. Allows users to register for various programs online.
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
270		<b>Recreation: Registration Materials</b>	\$ 4,450.00	4,450.00	4,100.00	3,476.58	\$ 350.00	8.54%
	1	Inground Pool materials	2,000.00	2,000.00	2,000.00			
	2	Above Ground Pool/Tennis badges	1,100.00	1,100.00	750.00			
	3	Guest Passes	600.00	600.00	600.00			
	4	Application Forms	750.00	750.00	750.00			

<b>Justifications</b>	
1	Materials for inground pool: registration software maintenance, equipment
2	Wrist and pin badges for above ground pool and tennis badges
3	Guest pass sheets for inground pool
4	Park and field permit forms

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
280		<b>Recreation: Uniforms</b>	\$ 6,300.00	6,300.00	6,300.00	6,443.37	\$ -	0.00%
	1	Program shirts	3,300.00	3,300.00	3,300.00			
	2	Summer staff shirts	1,800.00	1,800.00	1,800.00			
	3	Lifeguars & Driver Uniforms	1,200.00	1,200.00	1,200.00			

<b>Justifications</b>	
1	Recreation miscellaneous program t-shirts
2	Uniforms for summer staff
3	Lifeguard and Van Driver uniforms

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
LIBRARY 390**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
390		<b>Library: Other Expenses</b>	\$ 407,950.00	\$ 407,950.00	\$ 408,050.00	\$ 324,037.30	\$ (100.00)	-0.02%
210	127	Materials	263,500.00	263,500.00	264,500.00	201,393.80	\$ (1,000.00)	0%
220	127	Repairs & Maintenance	30,400.00	30,400.00	28,400.00	26,668.30	\$ 2,000.00	7%
230	128	Office Supplies	26,000.00	26,000.00	26,000.00	23,807.92	\$ -	0%
250	128	Janitorial Supplies	5,500.00	5,500.00	6,000.00	7,779.81	\$ (500.00)	-8%
260	128	Postage	4,000.00	4,000.00	5,000.00	2,319.08	\$ (1,000.00)	-20%
270	129	Telephone	7,000.00	7,000.00	6,300.00	6,607.30	\$ 700.00	11%
280	129	Equip & Contract Service	61,500.00	61,500.00	61,500.00	46,360.98	\$ -	0%
290	129	Education & Training	3,000.00	3,000.00	3,300.00	3,572.99	\$ (300.00)	-9%
292	130	Programs	1,500.00	1,500.00	1,500.00	1,257.17	\$ -	0%
293	130	Wagon Gas & Maintenance	350.00	350.00	350.00	101.95	\$ -	0%
294	130	Insurance	5,200.00	5,200.00	5,200.00	4,168.00	\$ -	0%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
LIBRARY 390**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>210</b>		<b>Library: Library Materials</b>	\$ 263,500.00	\$ 263,500.00	\$ 264,500.00	\$ 201,393.80	\$ (1,000.00)	0%
		Adult Books	83,000.00	83,000.00	83,000.00			
		Reference	33,000.00	33,000.00	33,000.00			
		Children	41,000.00	41,000.00	41,000.00			
		Periodicals	14,500.00	14,500.00	14,500.00			
		Non-Print	90,000.00	90,000.00	90,000.00			
		Binding and Microfilm	2,000.00	2,000.00	3,000.00			

**Justifications**

All costs flat except binding and microfilm, which is \$1,000 less than 2012.

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
<b>220</b>		<b>Library: Repairs and Maintenance</b>	\$ 30,400.00	\$ 30,400.00	\$ 28,400.00	\$ 26,668.30	\$ 2,000.00	7%
		Elevator	2,200.00	2,200.00	2,200.00			
		Typewriters	400.00	400.00	400.00			
		Microfilm readers/printers	600.00	600.00	600.00			
		BCCLS Computer equipment	5,700.00	5,700.00	5,700.00			
		Window Washing	1,500.00	1,500.00	1,500.00			
		HVAC System	4,000.00	4,000.00	2,000.00			
		General Repairs	7,000.00	7,000.00	7,000.00			
		Carpet Cleaning	5,000.00	5,000.00	5,000.00			
		Flooring and Public Restrooms	4,000.00	4,000.00	4,000.00			

**Justifications**

1 Increase is tied to the need to pay for service for the new HVAC equipment after installation contract provision expires.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
LIBRARY 390**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
230		Library: Office Supplies	26,000.00	26,000.00	26,000.00	23,807.92	\$ -	0.00%
	1	Assorted Office Supplies	26,000.00	26,000.00	26,000.00	23,807.92	\$ -	0%

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
250		Library: Janitorial Supplies	\$ 5,500.00	\$ 5,500.00	\$ 6,000.00	\$ 7,779.81	\$ (500.00)	-8.33%
	1	Janitorial Supplies	5,500.00	5,500.00	6,000.00	7,779.81	\$ (500.00)	-8.33%

<u>Justifications</u>								
	1	Slight reduction due to current usage of facilities.						

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
260		Library: Postage	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00	\$ 2,319.08	\$ (1,000.00)	-20%
	1	Postage	4,000.00	4,000.00	5,000.00	2,319.08	\$ (1,000.00)	-20%

<u>Justifications</u>								
	1	Entered 2012 with a large balance carried forward in the meter.						

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
LIBRARY 390**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
270		<b>Library: Telephone</b>	\$ 7,000.00	\$ 7,000.00	\$ 6,300.00	\$ 6,607.30	\$ 700.00	11.11%
	1	Telephone	7,000.00	7,000.00	6,300.00	6,607.30	\$ 700.00	11.11%

**Justifications**

1 Telephone (voice and computer) was underbudgeted in 2012

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
280		<b>Library: Equipment and Contract Services</b>	\$ 61,500.00	\$ 61,500.00	\$ 61,500.00	\$ 46,360.98	\$ -	0%
		BCCLS-10 Operating & Sharing Database Fee	42,500.00	42,500.00	42,500.00			
	1	Technical Procesing	19,000.00	19,000.00	19,000.00			

**Justifications**

1 Fees paid to book wholesalers for shelf ready materials

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
290		<b>Library: Education and Training</b>	\$ 3,000.00	\$ 3,000.00	\$ 3,300.00	\$ 3,572.99	\$ (300.00)	-9%
		Dues - American Library Association	200.00	200.00	200.00			
		Dues- NJ Library Trustee Association	125.00	125.00	125.00			
		Dues - NJ Library Association	150.00	150.00	150.00			
		Staff, seminars, meetings, etc.	2,525.00	2,525.00	2,825.00			

**Justifications**

1 Slight cut based on current usage

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
LIBRARY 390**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
292		Library: Programs	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,257.17	\$ -	0%
		As needed	1,500.00	1,500.00	1,500.00	1,257.17	\$ -	0%

**Justifications**

1 Speaker honorariums and refreshments at Friday morning events and those for children.

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
293		Library: Wagon Gas & Maintenance	\$ 350.00	\$ 350.00	\$ 350.00	\$ 101.95	\$ -	0.00%
		Gas & Maintenance	350.00	350.00	350.00	101.95	\$ -	0%

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
294		Library: Insurance	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	\$ 4,168.00	\$ -	0.00%
		Insurance	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	\$ 4,168.00	\$ -	\$ -

**Justifications**

1 Substantial savings achieved by switching carriers in 2012 - expect the policy for coverage of building contents to remain at this rate.



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
DEFERRED CHARGES 410**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
410		<b>Deferred Charges</b>	\$ 751,940.00	\$ 751,940.00	\$ 363,878.32	\$ 363,878.32	\$ 388,061.68	106.65%
217	131	Prior Year Bills	1,940.00	1,940.00	13,878.32			
222	131	Tax Appeal Reserve	600,000.00	600,000.00	200,000.00			
223	131	Severance Liability	150,000.00	150,000.00	150,000.00			

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
NATURAL GAS 430**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
430		<b>Natural Gas</b>	140,500.00	140,500.00	202,700.00	64,286.49	\$ (62,200.00)	-30.69%
210	132	Municipal Building	12,000.00	12,000.00	12,000.00	6,486.25	\$ -	0.00%
220	132	Public Library	15,000.00	15,000.00	22,000.00	6,292.75	\$ (7,000.00)	-31.82%
230	132	Green House	10,000.00	10,000.00	12,000.00	3,685.43	\$ (2,000.00)	-16.67%
240	132	Rodda Community Center	30,000.00	30,000.00	56,000.00	15,783.11	\$ (26,000.00)	-46.43%
250	132	Fire Stations	40,000.00	40,000.00	52,000.00	23,164.63	\$ (12,000.00)	-23.08%
260	132	Quonset Hut, DPW Office	12,000.00	12,000.00	15,000.00	5,580.15	\$ (3,000.00)	-20.00%
270	132	Old Rec. Center	3,000.00	3,000.00	14,000.00	158.99	\$ (11,000.00)	-78.57%
280	132	Police HQS	10,000.00	10,000.00	12,000.00	3,135.18	\$ (2,000.00)	-16.67%
291	132	Est. PSEG Increase calculated on entire budget	8,500.00	8,500.00	7,700.00	0.00	\$ 800.00	10.39%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
ELECTRIC 430-1**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
430-1		<b>Electric</b>	\$ 536,000.00	\$ 536,000.00	\$ 538,100.00	\$ 402,564.06	\$ (2,100.00)	-0.39%
210	133	Municipal Building, Records Cen	92,000.00	92,000.00	90,000.00	75,141.94	\$ 2,000.00	2.22%
220	133	Police Headquarters	102,000.00	102,000.00	104,000.00	80,378.29	\$ (2,000.00)	-1.92%
230	133	Parking Lots	12,000.00	12,000.00	15,000.00	9,779.14	\$ (3,000.00)	-20.00%
240	133	Flood Lights	1,400.00	1,400.00	1,300.00	1,021.32	\$ 100.00	7.69%
250	133	Greenhouse	1,600.00	1,600.00	1,400.00	1,260.68	\$ 200.00	14.29%
260	133	Old Recreation Ctr-DPW Uses	6,000.00	6,000.00	4,500.00	2,568.32	\$ 1,500.00	33.33%
270	133	Rodda Community Center	80,000.00	80,000.00	80,000.00	51,967.08	\$ -	0.00%
280	133	PAL Building	800.00	800.00	0.00	581.81	\$ 800.00	
290	133	Holiday Business Area	1,000.00	1,000.00	0.00	1,278.23	\$ 1,000.00	
300	133	Fire Stations	50,000.00	50,000.00	50,600.00	41,261.10	\$ (600.00)	-1.19%
310	133	Traffic Lights	50,000.00	50,000.00	53,300.00	41,537.08	\$ (3,300.00)	-6.19%
320	133	Recycling Center/Chl. Dispenser	2,200.00	2,200.00	2,500.00	1,755.38	\$ (300.00)	-12.00%
330	133	Public Works Garage	22,000.00	22,000.00	22,500.00	16,285.95	\$ (500.00)	-2.22%
340	133	Stationary Compactor	2,000.00	2,000.00			\$ 2,000.00	
350	133	Pump Station	14,000.00	14,000.00	13,000.00	11,196.51	\$ 1,000.00	7.69%
360	133	Park Facilities	84,000.00	84,000.00	85,000.00	66,551.23	\$ (1,000.00)	-1.18%
361	133	Est'd Increase	15,000.00	15,000.00	15,000.00	0.00	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
STREET LIGHTING 430-2**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
430-2		Street Lighting	\$ 510,000.00	\$ 510,000.00	\$ 555,000.00	\$ 406,217.16	\$ (45,000.00)	-8.11%
210	134	Street Lighting	510,000.00	510,000.00	555,000.00	406,217.16	\$ (45,000.00)	-8.11%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
TELEPHONE 440**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
440		<b>Telephone</b>	102,600.00	94,100.00	94,100.00	89,387.23	0.00	0.00%
210	135	New Horizon	38,000.00	38,000.00	30,500.00	32,702.87	\$ 7,500.00	24.59%
220	135	Pump Station	900.00	900.00	900.00	825.58	\$ -	0.00%
240	135	Police Headquarters	25,000.00	16,500.00	22,400.00	22,058.82	\$ (5,900.00)	-26.34%
250	135	Gasoline Readings	1,200.00	1,200.00	1,100.00	1,444.02	\$ 100.00	9.09%
270	135	Rodda Community Center	10,000.00	10,000.00	11,500.00	8,632.03	\$ (1,500.00)	-13.04%
271	135	Public Safety Cell Phones	25,000.00	25,000.00	25,300.00	21,734.97	\$ (300.00)	-1.19%
272	135	Court Video Conferencing	2,500.00	2,500.00	2,400.00	1,988.94	\$ 100.00	4.17%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
HEATING OIL 447**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
447		Heating Oil	22,000.00	22,000.00	34,500.00	18,872.74	\$ (12,500.00)	-36.23%
230	136	Public Works Garage	22,000.00	22,000.00	34,500.00	18,872.74	\$ (12,500.00)	-36.23%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
BCUA 455**

		<b>Account Description</b>	<b>Department</b>	<b>Manager</b>	<b>2012 Adopted</b>	<b>2012</b>	<b>+ OR - 2012</b>	<b>+ OR - 2012</b>
<b>Account</b>	<b>Page</b>		<b>Request</b>	<b>Approved 2013</b>	<b>Budget</b>	<b>Spent</b>	<b>\$</b>	<b>%</b>
455		Bergen County Utilities Authority	\$ 4,779,000.00	\$ 4,690,000.00	\$ 4,424,938.14	\$ 4,424,937.18	\$ 265,061.86	5.99%
210	137	Sewer	4,779,000.00	4,690,000.00	4,424,938.14	4,424,937.18	\$ 265,061.86	5.99%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
GASOLINE 460**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
460		<b>Gasoline</b>	\$ 235,000.00	\$ 243,500.00	\$ 275,500.00	\$ 198,209.56	\$ (32,000.00)	-11.62%
210	138	Fire	12,000.00	12,000.00	11,600.00	10,870.25	\$ 400.00	3.45%
220	138	Police	151,000.00	159,500.00	159,500.00	141,358.40	\$ -	0.00%
230	138	Public Works	60,000.00	60,000.00	95,700.00	35,978.08	\$ (35,700.00)	-37.30%
240	138	Recreation	12,000.00	12,000.00	8,700.00	10,002.83	\$ 3,300.00	37.93%



**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
DIESEL FUEL 460-1**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
460-1		<b>Diesel Fuel</b>	\$ 262,000.00	\$ 262,000.00	\$ 281,400.00	\$ 235,958.91	\$ (19,400.00)	-6.89%
210	139	Fire	38,000.00	38,000.00	36,300.00	33,879.63	\$ 1,700.00	4.68%
220	139	Public Works	200,000.00	200,000.00	220,500.00	181,202.24	\$ (20,500.00)	-9.30%
230	139	Recreation	5,000.00	5,000.00	5,700.00	3,881.37	\$ (700.00)	-12.28%
250	139	TVAC	19,000.00	19,000.00	18,900.00	16,995.67	\$ 100.00	0.53%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
CONTINGENT 470**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
470		Contingent: Other Expenses	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 12,248.83	\$ -	0.00%
210	140	Miscellaneous	20,000.00	20,000.00	20,000.00	12,248.83	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
STATUTORY EXPENDITURES 471**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
471		<b>Statutory Expenditures</b>	\$ 6,873,460.46	\$ 6,873,460.46	\$ 6,798,077.46	\$ 6,190,169.38	\$ 75,383.00	1.11%
212	141	PERS	1,007,061.00	1,007,061.00	989,772.00	989,772.00	\$ 17,289.00	1.75%
213	141	Soc. Security System	1,445,000.00	1,445,000.00	1,404,000.00	799,992.30	\$ 41,000.00	2.92%
214	141	Consol P&F Ret System	58,666.46	58,666.46	58,666.46	58,666.46	\$ -	0.00%
215	141	Pol & Fire Ret System	4,357,733.00	4,357,733.00	4,340,639.00	4,340,639.00	\$ 17,094.00	0.39%
220	141	DCRP	5,000.00	5,000.00	5,000.00	1,099.62	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
COURT 490**

**Account Summary**

		Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account	Page		Request	Approved 2013	Budget	Spent	\$	%
490		<b>Municipal Court: Other Expenses</b>	\$ 46,370.00	\$ 46,370.00	\$ 46,370.00	\$ 46,219.66	\$ -	0.00%
211	143	Books, Printing, Supplies	10,300.00	10,300.00	10,300.00	4,435.35	\$ -	0.00%
213	143	Equipment & Repair	1,000.00	1,000.00	1,000.00	14,292.20	\$ -	0.00%
214	144	Professional Affiliation & Travel	3,270.00	3,270.00	3,270.00	1,505.81	\$ -	0.00%
218	145	Professional Services	31,700.00	31,700.00	31,700.00	25,455.80	\$ -	0.00%
219	145	Miscellaneous	100.00	100.00	100.00	530.50	\$ -	0.00%

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
COURT 490**

**Account Justification**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
211		<b>Court: Books, Printing, Supplies</b>	\$ 10,300.00	\$ 10,300.00	\$ 10,300.00	\$ 4,435.35	\$ -	0.00%
	1	Pocket Parts	700.00	700.00	700.00			
	2	Law Library	400.00	400.00	400.00			
	3	Stationary and Supplies	7,500.00	7,500.00	7,500.00			
	4	Misc. as required	1,700.00	1,700.00	1,700.00			

**Justifications**

1	Pocket parts consist of any addendums or rule changes within the State to be permanently inserted to an existing law book as opposed to absorbing costs to print an entire book with updates.
2	Purchase of law books for the Judge.
3	Stationary and supplies for the Court Office.
4	Items as needed.

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
213		<b>Court: Equipment and Repair</b>	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 14,292.20	\$ -	0.00%
	1	Pager Rental	100.00	100.00	100.00			
	2	Miscellaneous	900.00	900.00	900.00			

**Justifications**

1	Pagers have been purchased for the 24-hour on-call services of the Judge, and Certified Municipal Court Administrator.
2	Funds are used to repair Court employees' Monroe/ Panasonic calculators, ACR Court recorder, Marantz Court Recorder, Sharp Fax Machine, Pitney Bowes Copier, Nashuatec Copier, and FTR Recorder System.

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
COURT 490**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
214		<b>Court: Professional Affil. &amp; Travel</b>	\$ 3,270.00	\$ 3,270.00	\$ 3,270.00	\$ 1,505.81	\$ -	0.00%
	1	Mileage	400.00	400.00	400.00			
	2	County Judges Dues	75.00	75.00	75.00			
	3	NJCMCA Association Dues	40.00	40.00	40.00			
	4	County CMCA Dues	40.00	40.00	40.00			
	5	NJCMCA Spring Conference	505.00	505.00	505.00			
	6	County Clerks Meeting	375.00	375.00	375.00			
	7	Principles of Municipal Court Adminsitrators Training	1,285.00	1,285.00	1,285.00			
	8	NJ League of Municipalities	550.00	550.00	550.00			

<b><u>Justifications</u></b>	
1	Mileage reimbursement as required
2	Membership dues for Bergen County Judges
3	Membership dues for NJ Municipal Court Administrators Association
4	Membership dues for County Certified Municipal Court Administrator Association
5	NJ Municipal Court Administrator Spring Conference
6	County Clerks Meeting is a line item for county updates/training
7	Mandatory training offered by the Administrative Office of the Courts (AOC)
8	Annual NJ League of Municipalities Conference Attendance

**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
COURT 490**

Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
218		<b>Court: Professional Services</b>	\$ 31,700.00	\$ 31,700.00	\$ 31,700.00	\$ 25,455.80	\$ -	0.00%
	1	Professional Services	\$ 31,700.00	\$ 31,700.00	\$ 31,700.00	\$ 25,455.80	\$ -	0.00%

**Justifications**

1	Certified court interpreters, replacement judges (in the absence of Judge Young), and replacement public defenders (in case of conflict between co-defendants.
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Sub	Justification	Account Description	Department	Manager	2012 Adopted	2012	+ OR - 2012	+ OR - 2012
Account			Request	Approved 2013	Budget	Spent	\$	%
219		<b>Court: Miscellaneous</b>	\$ 100.00	\$ 100.00	\$ 100.00	\$ 530.50	\$ -	0.00%
	1	Miscellaneous	100.00	100.00	100.00	530.50	\$ -	0.00%

**Justifications**

1	Includes \$2.00 fee payable to subpoenaed witnesses to testify as per court rule.
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**TOWNSHIP OF TEANECK  
2013 PROPOSED BUDGET  
DEBT SERVICE 900**

**Account Summary**

		<b>Account Description</b>	<b>Department</b>	<b>Manager</b>	<b>2012 Adopted</b>	<b>2012</b>	<b>+ OR - 2012</b>	<b>+ OR - 2012</b>
<b>Account</b>	<b>Page</b>		<b>Request</b>	<b>Approved 2013</b>	<b>Budget</b>	<b>Spent</b>	<b>\$</b>	<b>%</b>
900		Debt Service	\$ 2,153,916.32	\$ 2,153,916.32	\$ 1,880,879.05	\$ 1,880,879.02	\$ 273,037.27	14.52%
210	146	EDA Loan Principal	67,500.00	67,500.00	67,500.00	67,500.00	\$ -	0.00%
220	146	EDA Loan Interest	1,012.50	1,012.50	2,025.00	2,025.00	\$ (1,012.50)	-50.00%
230	146	Note Principal	1,060,987.00	1,060,987.00	968,924.00	968,924.00	\$ 92,063.00	9.50%
240	146	Note Interest	229,926.83	229,926.83	361,729.11	361,729.08	\$ (131,802.28)	-36.44%
250	146	Bond Principal	325,000.00	325,000.00	300,000.00	300,000.00	\$ 25,000.00	8.33%
260	146	Bond Interest	340,000.00	340,000.00	51,695.50	51,695.50	\$ 288,304.50	557.70%
270	146	NJ Downtown Bus Imp Fund Loan	40,000.00	40,000.00	40,000.00	40,000.00	\$ -	0.00%
280	146	BCIA Sublease Purch Prin	72,489.99	72,489.99	70,052.17	70,052.17	\$ 2,437.82	3.48%
290	146	BCIA Sublease Purch Interes	17,000.00	17,000.00	18,953.27	18,953.27	\$ (1,953.27)	-10.31%



# Section 6

<b>CAPITAL IMPROVEMENT FUND 2012 ACTION</b>		
<b>Beginning Balance - January 1, 2012</b>		627,327.09
<b><u>INCREASED BY</u></b>		
2012 Budget Appropriation		326,740.00
		<u>0.00</u>
		954,067.09
<b><u>DECREASED BY:</u></b>		
Ordinances Adopted:		
4267	2012 Road Program	99,350
4270	Generators	20,000
4272	Library Roof Drainage System	25,000
4273	Stormwater Tokoloka & Dearborn	9,000
Resolutions Adopted:		
107-12	State St Preliminary	19,000
113-12	Court Game Renovations	13,000
122-12	Glenwood Ave Preliminary	42,000
		<u>227,350.00</u>
<b>Ending Balance - December 31, 2012</b>		<u><b>726,717.09</b></u>
<b><u>Reserve for Project Downpayments:</u></b>		
Acquisition of Property		5,000.00
Reserve for 2012 Projects		143,390.00
Engineering Studies-prior years		
	Traffic Signal Improvements	8,025.00
	NJDOT-Fycke Lane	18,700.00
	Bergen County CD Resurfacing Projects	3,500.00
	TEA 21 Project-Ward Plaza Streetscape	32,750.00
	Glenpointe Pump Station Improvements	30,000.00
	Stormdrainage Improvements	1,500.00
	Pedestrian Bridge/CSX Railroad	70,000.00
	NJ DOT-Fycke Lane	16,000.00
	NJ DOT-State Aid Projects	11,500.00
	Bergen County CD-Resurfacing Projects	6,000.00
	Bergen County CD-Shepard Ave & Ardsley Ct.	15,000.00
	Bergen County Open Spaces	24,000.00
	Bergen County Open Spaces Recreation Projects	5,000.00
	NJ DOT-State Aid Projects	68,000.00
		<u>458,365.00</u>
<b>Available Balance</b>		<u><b>268,352.09</b></u>

# Section 7

**TOWNSHIP OF TEANECK**  
**INTER-OFFICE COMMUNICATION**

TO: Council

FROM: William Broughton, Municipal Manager

SUBJECT: Capital Budget 5 year history

DATE: December 27, 2012

For comparison purposes:

<b>Appropriation Into Capital Improvement Fund (CIF)</b>	<b>Dollar Amount</b>
2013 Proposed	\$196,505
2012 Budgeted	\$326,740
2011 Budgeted	\$533,626
2010 Budgeted	\$439,025
2009 Budgeted	\$392,050
2008 Budgeted	\$333,000

# Section 8

<b>2013 CAPITAL BUDGET</b>								
<u>Project</u>	<u>Total Amount</u>	<u>Capital Improvement Fund</u>	<u>Notes Authorized</u>	<u>Bergen County C.D.B.G.</u>	<u>Bergen County Open Space</u>	<u>N.J. D.O.T.</u>	<u>M.O.S.T.</u>	<u>Other Grants/Loans</u>
<b>DPW</b>								
Annual Road Resurfacing, Sidewalks & Curbs -								
Manhattan Avenue Resurfacing CDBG	\$131,000			131,000				
Resurfacing of Prospect Terrace from Madison to Lorraine and Other Area Roads CDBG	\$135,000			135,000				
West Englewood Avenue resurfacing from Sussex Rd to River Road NJ DOT	\$485,000					485,000		
Reserve for Paving Project Unfunded by Grants	\$400,000	20,000	380,000					
Sanitary Sewer Replacements -								
Sandra Place, Gail Court, Demarest Road	390,000	19,500	370,500					
Votee Park Turf Field and Drainage Improvements*	4,200,000	54,505	1,035,588		184,708		2,175,200	750,000
<b>DPW Engineering Studies</b>								
Downing Street Drainage Study	15,000	15,000						
<b>Public Buildings</b>								
Richard Rodda Center Security System	16,000	16,000						
Richard Rodda Center Kitchenette Replacement	15,000	15,000						
Richard Rodda Center Door Replacements (Internal)	18,500	18,500						
Richard Rodda Center Carpet Replacement	13,000	13,000						
<b>Emergency Management</b>								
Sign Boards approx 15 k x 6	100,000	5,000	95,000					
Light Towers 10k x 4	40,000	2,000	38,000					
Traffic Signal Stand-by Generators	60,000	3,000	57,000					
Town-wide Audible Alert System	300,000	15,000	285,000					

\$6,318,500      \$196,505    \$2,261,088    \$266,000    \$184,708    \$485,000    \$2,175,200      \$750,000

\* Reserve Authorization depending on final bid price, alternates selected, contingency amounts, and portion of MOST funds applied.

# Section 9

**TOWNSHIP OF TEANECK**  
**INTER-OFFICE COMMUNICATION**

TO: Council

FROM: William Broughton, Municipal Manager

SUBJECT: 2013 Budget Tax Levy Cap Analysis

DATE: December 27, 2012

The Division of Local Government Services implemented the Property Tax Levy Cap (P.L. 2007, c.62) at 2% subject to certain exclusions and variables. With the budget information available at the present time the Township is under our allowable cap levy by \$437,848.44. This number is expected to change as the budget process continues.

2012 Amount to be raised by Taxation for Municipal Purposes	49,527,772.00	
plus 2% Cap Increase	990,555.44	
Adjusted Tax Levy	<u>50,518,327.44</u>	
Exclusions:		
Allowable Debt Service Increase	273,037.00	
Additions		
2011 Levy Cap Bank	23,138.00	
2012 Levy Cap Bank	1,139,944.00	
New Ratables	<i>Unknown at this time</i>	
	<u>-</u>	
		<u>1,436,119.00</u>
MAX ALLOWABLE 2013		51,954,446.44
AMOUNT TO BE RAISED 2013		<u>51,516,598.00</u>
OVER/(UNDER)		(437,848.44)
		-0.84%



# Section 10

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This image shows a single page of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page, leaving small margins at the top and bottom. There are no vertical margin lines, text, or other markings on the page.

This image shows a full page of blank handwriting practice paper. It features approximately 28 horizontal blue lines spaced evenly down the page. There are no margins, text, or other markings present.

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This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

This image shows a single page of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page, typical of notebook paper. There are no margins, text, or other markings on the page.



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