



Table of Contents

Proposed 2016 Municipal Budget

prepared by

William Broughton
Township Manager

and

Christine Brown
Chief Financial
Officer

1	Summary of Proposed 2016 Municipal Budget
2	Summary by Major Category of Proposed 2016 Municipal Budget
3	2016 Proposed Budget Other Appropriations
4	2016 Proposed Budget Salaries and Wages
5	2016 Proposed Budget Other Expenses
6	2016 Proposed Capital Budget & 6 Year Capital Plan
7	Capital Improvement Fund 2015 Action
8	Capital Budget 5-Year History
9	Public Input on 2016 Municipal Budget
10	Notes

Section 1

Proposed 2016 Municipal Budget Summary

TOWNSHIP OF TEANECK

INTER-OFFICE COMMUNICATION

TO: Council

FROM: William Broughton, Township Manager

SUBJECT: Summary of the Proposed 2016 Municipal Budget

DATE: February 2, 2016

Enclosed please find a copy of the proposed 2016 Municipal Budget and the 2016 Capital Budget and 6 Year Capital Plan.

Below please find a summary and analysis of the 2016 Municipal Budget:

	2016	2015	\$	%
Appropriation	Proposed	Adopted	Change	Change
Total Expenditures	69,148,143.34	70,821,172.71	(1,673,029.37)	-2.36%
Surplus Anticipated	4,000,000.00	6,000,000.00	(2,000,000.00)	-33.33%
Miscellaneous Revenues	8,076,698.74	8,594,411.11	(517,712.37)	-6.02%
Receipts from Delinquent Taxes	800,000.00	1,200,000.00	(400,000.00)	-33.33%
Municipal Tax Levy*	56,264,444.60	55,019,761.60	1,244,683.00	2.26%
Total Revenues	69,141,143.34	70,814,172.71	(1,673,029.37)	-2.36%

*Includes the Municipal Library Tax Levy

The estimated average assessed valuation of a home in Teaneck is \$377,800.00. The proposed 2016 municipal levy increase is 2.26%. Preliminary calculations indicate that the combined annual municipal tax and municipal library tax on the average home will rise approximately \$95.00 in 2016 with this proposed budget.

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, preliminary analysis indicates that the proposed budget will be under our allowable cap.

Final budget is dependent upon:

1. Council determined 2016 Municipal Budget Appropriations.
2. Surplus available for 2016. Preliminary calculations indicate a potential Fund Balance of \$6,000,000.00 at the close of 2015. Surplus available for use will be determined after the filing of the Annual Financial Statement due to be filed on February 10, 2016.
3. State Aid allocations for 2016. Currently, we do not anticipate any decrease in aid, however, the possibility of a decrease exists.
4. BCUA 2016 budget and potential increase.

Section 2

Proposed 2016 Other Expenses Budget Increases by Major Category

TOWNSHIP OF TEANECK

INTER-OFFICE COMMUNICATION

TO: Council

FROM: William Broughton, Township Manager

SUBJECT: Summary by Major Category of the Proposed 2016 Municipal Budget

DATE: February 2, 2016

Below please find a summary and analysis of revenues:

	2016	2015	\$	%
	Proposed	Adopted	Change	Change
Surplus Anticipated	4,000,000.00	6,000,000.00	(2,000,000.00)	-33.33%
Sewer Use Charges	650,000.00	650,000.00	-	0.00%
Capital Surplus	-	222,512.37	(222,512.37)	-100.00%
State Aid	3,379,296.00	3,379,296.00	-	0.00%
Grants*	168,852.74	168,852.74	-	0.00%
Other Revenues	3,878,550.00	4,173,750.00	(295,200.00)	-7.07%
Receipts from Delinquent Taxes	800,000.00	1,200,000.00	(400,000.00)	-33.33%
Municipal Library Tax	1,761,710.11	1,717,499.56	44,210.55	2.57%
Local Municipal Tax	54,502,734.49	53,302,262.04	1,200,472.45	2.25%
Total Revenues	69,141,143.34	70,814,172.71	(1,673,029.37)	-2.36%

Below please find a summary and analysis of appropriations:

	2016	2015	\$	%
Appropriation	Proposed	Adopted	Change	Change
Salaries and Wages	35,251,424.59	34,870,724.86	380,699.73	1.09%
Other Expenses (OE) Departments	20,057,831.66	20,476,357.04	(418,525.38)	-2.04%
Capital Improvement Fund	312,950.00	87,400.00	225,550.00	258.07%
Debt Service	2,702,338.44	2,685,514.59	16,823.85	0.63%
Deferred Charges	1,596,159.40	2,191,353.50	(595,194.10)	-27.16%
Statutory Expenditures	7,236,586.51	7,611,084.84	(374,498.33)	-4.92%
Grants*	183,852.74	183,852.74	-	0.00%
Reserve for Uncollected Taxes	1,800,000.00	2,707,885.14	(907,885.14)	-33.53%
Total Expenditures	69,141,143.34	70,814,172.71	(1,673,029.37)	-2.36%

* Figure will be revised once 2016 Grants are confirmed.

TOWNSHIP OF TEANECK

INTER-OFFICE COMMUNICATION

Below are significant increases/decreases in major categories:

	2016	2015	\$	%
Category	Proposed	Adopted	Change	Change
Deferred Charges*	1,596,159.40	2,191,353.50	(595,194.10)	-27.16%
Capital Improvement Fund**	312,950.00	87,400.00	225,550.00	258.07%
Statutory Expenditures***	7,236,586.51	7,611,084.84	(374,498.33)	-4.92%
Reserve for Uncollected Taxes+	1,800,000.00	2,707,885.14	(907,885.14)	-33.53%
<i>Other Expenses:</i>				
Clerk#	141,725.00	80,875.00	60,850.00	75.24%
Group Insurance^	5,570,500.00	6,236,675.00	(666,175.00)	-10.68%
Gasoline and Diesel»	334,500.00	460,500.00	(126,000.00)	-27.36%
Legal>	1,020,000.00	920,000.00	100,000.00	10.87%
BCUA~	4,392,831.56	4,299,110.94	93,720.62	2.18%

*Decreased due to the completion of funding for the three-year Tax Refunding Special Emergency.

** The 2016 budget reflects a total contribution (5%) to the Capital Fund for the current year's proposed projects.

***Decrease due to the one-time 2015 assessment added to the Police and Fire Retirement System employer contribution. Payment not required in 2016.

+Decrease due to a historic increase in tax collection percentage, which significantly decreased the amount required for the Reserve for Uncollected Taxes.

#Increase is due to election expenses.

^Decrease is due to tier increases in required employee contributions to health insurance, reducing the net cost to the Township.

»Decrease is due to favorable changes in fuel prices.

>Increase is related to funding for prosecutor contract services and additional anticipated labor attorney services.

~Actual 2016 bill not issued by BCUA at this time. Amount is estimated based on historical increases.

Section 3

Proposed 2016 Other Budget Appropriations

TOWNSHIP OF TEANECK
INTER-OFFICE COMMUNICATION

TO: Council

FROM: William Broughton, Township Manager

SUBJECT: 2016 Proposed Budget - Other Appropriations

DATE: February 2, 2016

Enclosed please find a summary and analysis for each of the following:

- Debt Service
- Deferred Charges
- Statutory Expenditures

**TOWNSHIP OF TEANECK
2016PROPOSED BUDGET
DEBT SERVICE 900**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
900		Debt Service	\$ 2,702,338.44	\$ 2,702,338.44	\$ 2,685,514.59	\$ 2,685,514.59	\$ 16,823.85	0.63%
230		Note Principal	\$ 1,311,333.00	\$ 1,311,333.00	\$ 904,298.90	\$ 904,298.90	\$ 407,034.10	45.01%
240		Note Interest	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ -	0.00%
250		Bond Principal	\$ 800,000.00	\$ 800,000.00	\$ 1,169,000.00	\$ 1,169,000.00	\$ (369,000.00)	-31.57%
260		Bond Interest	\$ 387,000.00	\$ 387,000.00	\$ 408,210.25	\$ 408,210.25	\$ (21,210.25)	-5.20%
270		NJ Downtown Bus Imp Fund Loan	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ -	0.00%
280		BCIA Sublease Purch Prin	\$ 80,324.36	\$ 80,324.36	\$ 77,623.08	\$ 77,623.08	\$ 2,701.28	3.48%
290		BCIA Sublease Purch Interes	\$ 8,681.08	\$ 8,681.08	\$ 11,382.36	\$ 11,382.36	\$ (2,701.28)	-23.73%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
DEFERRED CHARGES 410**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
410		Deferred Charges	\$ 1,496,159.40	\$ 1,596,159.40	\$ 2,191,353.50	\$ 2,190,161.00	\$ (595,194.10)	-27.16%
217		Prior Year Bills	\$ -	\$ -	\$ 1,192.50	\$ -	\$ (1,192.50)	-100.00%
222		Tax Appeal Reserve	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ -	0.00%
223		Severance Liability	\$ 200,000.00	\$ 300,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	100.00%
		Special Emergency Authorizations	\$ 296,159.40	\$ 296,159.40	\$ 296,161.00	\$ 296,161.00	\$ (1.60)	0.00%
		Tax Refunding Ordinance	\$ -	\$ -	\$ 744,000.00	\$ 744,000.00	\$ (744,000.00)	-100.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
STATUTORY EXPENDITURES 471**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Nov	\$	%
471		Statutory Expenditures	\$ 7,236,586.51	\$ 7,236,586.51	\$ 7,611,084.84	\$ 7,518,486.04	\$ (374,498.33)	-4.92%
212		PERS	\$ 1,186,297.00	\$ 1,186,297.00	\$ 1,122,656.32	\$ 1,122,656.32	\$ 63,640.68	5.67%
213		Soc. Security System	\$ 1,360,000.00	\$ 1,360,000.00	\$ 1,350,000.00	\$ 1,241,772.36	\$ 10,000.00	0.74%
214		Consol P&F Ret System	\$ 17,549.51	\$ 17,549.51	\$ 18,000.00	\$ 10,538.04	\$ (450.49)	-2.50%
215	1	Pol & Fire Ret System	\$ 4,671,240.00	\$ 4,671,240.00	\$ 5,117,428.52	\$ 5,142,834.91	\$ (446,188.52)	-8.72%
220		DCRP	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	\$ 684.41	\$ (1,500.00)	-50.00%

Section 4

Proposed 2016 Salaries and Wages Budget

TOWNSHIP OF TEANECK
INTER-OFFICE COMMUNICATION

TO: Council

FROM: William Broughton, Township Manager

SUBJECT: 2016 Proposed Budget - Salaries and Wages

DATE: February 2, 2016

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

I. Summary:

The overall dollar increase in salaries from 2015 to 2016 is \$380,699.73 or 1.09%. The increase reflects additional funding for new positions and the anticipated and actual costs of contractual obligations.

The Proposed 2016 Budget recommends and includes funding for new positions as indicated below:

- \$112,571 - (1) Deputy Manager @ \$112,571
- \$ 50,000 - (1) Economic Development Director @ \$50,000 (partial)
- \$ 50,000 - (1) Deputy Court Administrator @ \$50,000
- \$ 50,000 - (1) Accountant @ \$50,000
- \$ 70,000 - (1) Police MIS Technical Assistant @ \$70,000

I will be prepared to discuss these positions in detail during budget deliberations.

II. RECOMMENDED BUDGET CHANGES:

1. Account 100 - Township Manager:

Recommended:

The Deputy Manager's position has been funded in the 2016 budget. The vacant Executive Assistant position has been replaced with an Administrative Assistant position to provide appropriate support. In addition, I am proposing adding an Economic Development Director to focus on attracting business and other ratable opportunities. This position has been partially funded for 2016 to allow for time associated with the hiring process.

2. Account 490 – Municipal Court:

Recommended:

Funding for the Deputy Court Administrator position has been included in the 2016 budget. Implementation of this position will provide appropriate departmental supervision and succession management.

3. Account 130 - Finance Department:

Recommended:

Funding for an additional accountant position has been included in the 2016 budget. Implementation of this position will provide appropriate departmental support, aid in achieving adequate segregation of duties and will address concerns raised in the 2014 audit.

4. Account 105 – Human Resources:

Recommended:

The Police MIS Technical Assistant position has been funded in the 2016 budget as a result of the anticipated retirement of a police officer assigned to computer services. Implementation of this position will civilianize and consolidate all IT services under the existing civilian IT manager.

5. Account 155 – Legal:

Recommended:

The salaried position of Prosecutor has been eliminated. Services will now be obtained through a contracted vendor.

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

		2016	2016	2015	2015		
ACCT #	FUNCTION Department	Budget Proposed	Auth. Full-time Positions	Budget Full-time Adopted	Auth. Full-time Positions	\$ Amount Change	% Amount Change
110	Council	49,000.00	7	49,000.00	7	-	0.00%
120	Clerk	189,751.28	3	189,487.01	3	264.27	0.14%
100	Manager	474,395.12	5	313,746.01	4	160,649.11	51.20%
105	Human Res.	422,923.66	5	341,328.11	4	81,595.55	23.91%
130	Finance	254,350.72	3	219,110.18	2	35,240.54	16.08%
145	Collection	207,963.49	3	236,608.01	3	(28,644.52)	-12.11%
150	Assessor	193,799.11	2	189,797.21	2	4,001.90	2.11%
100-1	Purchasing	185,961.40	2	166,427.06	2	19,534.34	11.74%
155	Legal	-	0	72,471.24	1	(72,471.24)	N/A
490	Court	482,731.25	8	450,228.99	7	32,502.26	7.22%
265	Fire*	10,310,749.79	94	10,158,876.39	94	151,873.40	1.49%
240	Police**	12,328,996.07	136	12,279,151.55	136	49,844.52	0.41%
265-1	XingGuards	164,500.00	-	164,500.00	-	-	0.00%
195	Building	961,297.36	13	941,432.36	13	19,865.00	2.11%
300	PublicWorks+	4,670,851.32	68	4,735,700.00	68	(64,848.68)	-1.37%
330	Health	716,048.37	9	714,553.94	9	1,494.43	0.21%
370	Recreation	1,731,634.65	11	1,718,058.80	11	13,575.85	0.79%
390	Library	1,906,471.00	-	1,930,248.00	-	(23,777.00)	-1.23%
						-	
	TOTALS	35,251,424.59	369	34,870,724.86	366	380,699.73	1.09%
	BUDGETED POSITIONS		339		341		

*Fire - Authorized strength is 92 uniformed personnel and 2 civilians. Only 91 uniformed officers are budgeted in 2016.

**Police - Authorized strength per Township code (Sec 2-73) is 115 uniformed officers and 21 civilians. Only 95 uniformed officers and 16 civilians are budgeted in 2016.

+Public Works - Authorized strength is 68. Currently, there are 62 budgeted in 2016.

The following chart presents the overtime budgeted by department:

		2016	2015	Spent		
ACCT	FUNCTION	Budget	Budget	Jan to Dec	\$ Amount	% Amount
#	Department	Proposed	Adopted	2015	Change	Change
120	Clerk	8,000.00	8,000.00	6,874.22	-	0.00%
100-1	Purchasing	5,000.00	5,000.00	1,823.34	-	0.00%
105	Human Res.	5,000.00	5,000.00	836.89	-	0.00%
130	Finance	3,000.00	-	2,480.67	3,000.00	N/A
145	Collection	3,000.00	3,000.00	2,144.26	-	0.00%
150	Assessor	5,000.00	5,000.00	6,909.00	-	0.00%
490	Court	20,000.00	20,000.00	15,568.44	-	0.00%
265	Fire	440,000.00	425,000.00	437,777.81	15,000.00	3.53%
240	Police	500,000.00	425,000.00	526,057.62	75,000.00	17.65%
195	Building	20,000.00	20,000.00	14,198.54	-	0.00%
300	PublicWorks	326,400.00	320,000.00	405,460.48	6,400.00	2.00%
330	Health	19,000.00	7,500.00	18,860.80	11,500.00	153.33%
370	Recreation	18,000.00	18,000.00	31,609.18	-	0.00%
390	Library	115,000.00	113,964.00	84,117.48	1,036.00	0.91%
	TOTALS	1,487,400.00	1,375,464.00	1,554,718.73	111,936.00	8.14%

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

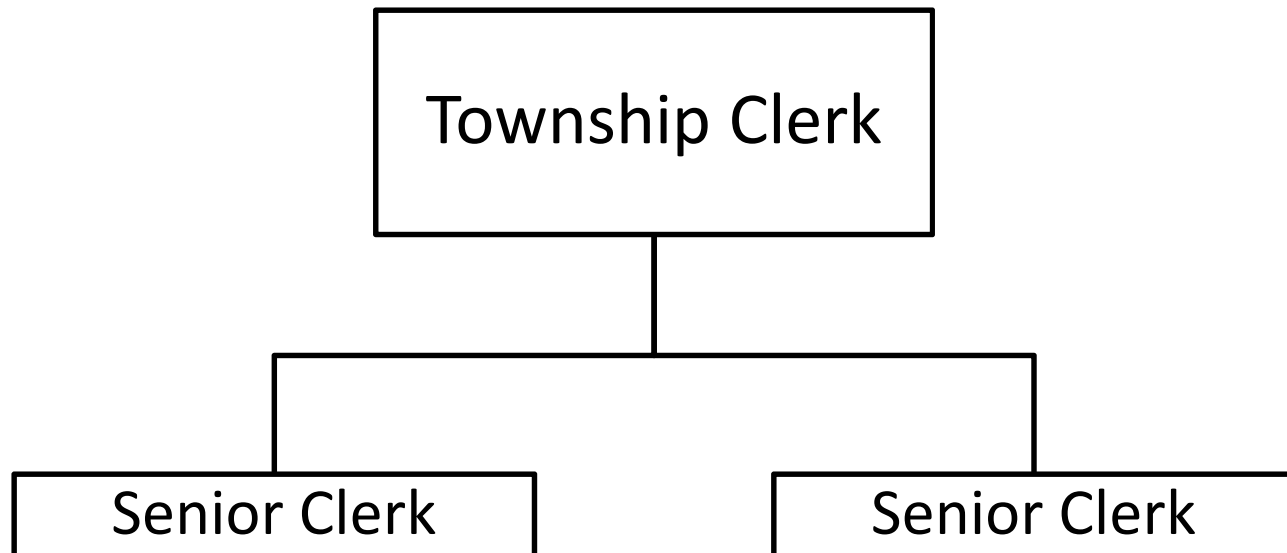
		2016	2015	Spent		
ACCT	FUNCTION	Budget	Budget	Jan to Dec	\$ Amount	% Amount
#	Department	Proposed	Adopted	2015	Change	Change
100	Manager	30,000.00	30,000.00	16,671.25	-	0.00%
100-1	Purchasing	16,000.00	-	-	16,000.00	N/A
105	Human Res.	15,600.00	11,520.00	375.00	4,080.00	35.42%
130	Finance	17,000.00	17,000.00	888.75	-	0.00%
145	Collection	15,600.00	15,000.00	9,491.25	600.00	4.00%
240	Police	100,000.00	100,000.00	19,308.85	-	0.00%
265-1	XingGuards	164,500.00	164,500.00	145,504.18	-	0.00%
195	Building	80,000.00	80,000.00	50,410.00	-	0.00%
300	PublicWorks	275,800.00	275,800.00	200,658.03	-	0.00%
330	Health	36,600.00	18,500.00	24,112.99	18,100.00	97.84%
370	Recreation	970,730.00	970,730.00	921,799.99	-	0.00%
490	Court	4,500.00	4,500.00	4,800.00	-	0.00%
390	Library	240,386.00	212,835.00	164,489.38	27,551.00	12.94%
					-	
	TOTALS	1,966,716.00	1,900,385.00	1,558,509.67	66,331.00	3.49%

Teaneck Township Clerk's Office

2016 Table of Organization

Personnel

Full-time: 3

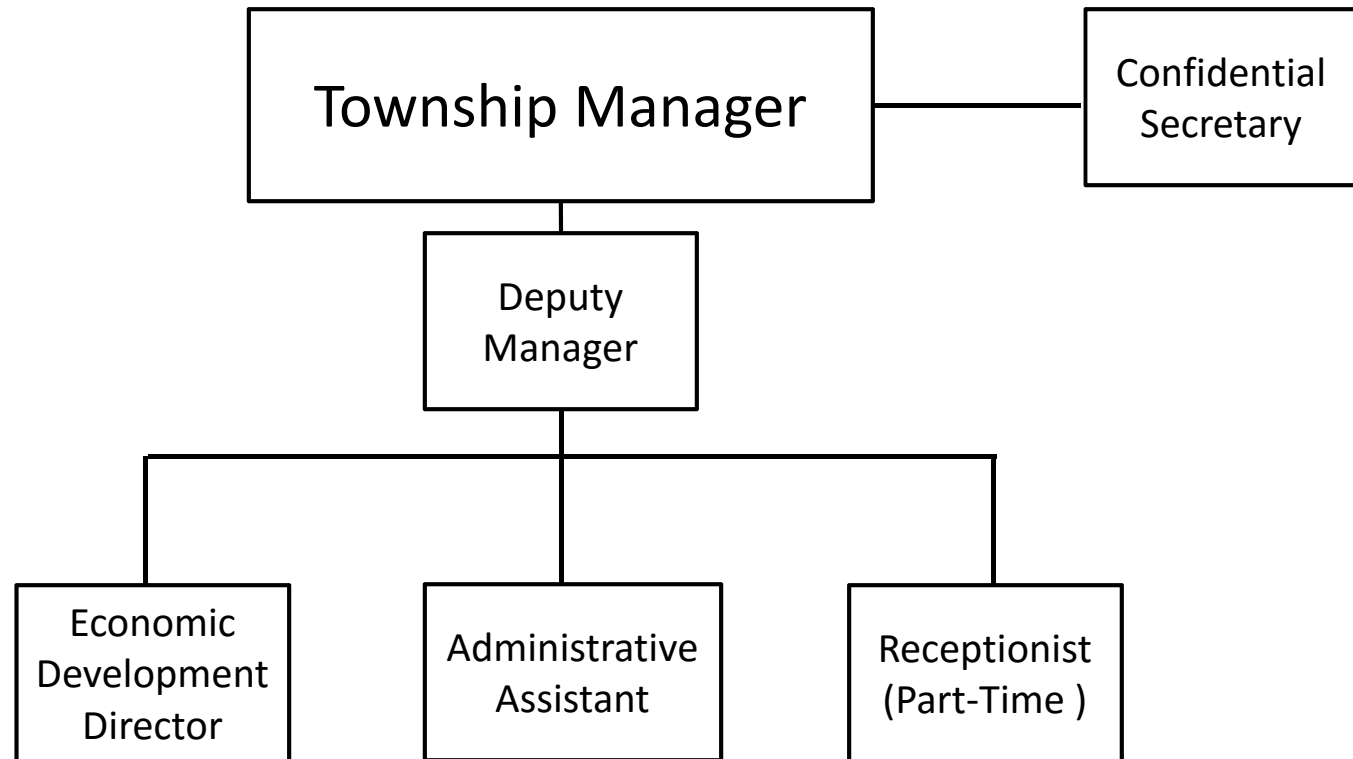


Teaneck Township Manager's Office

2016 Table Of Organization

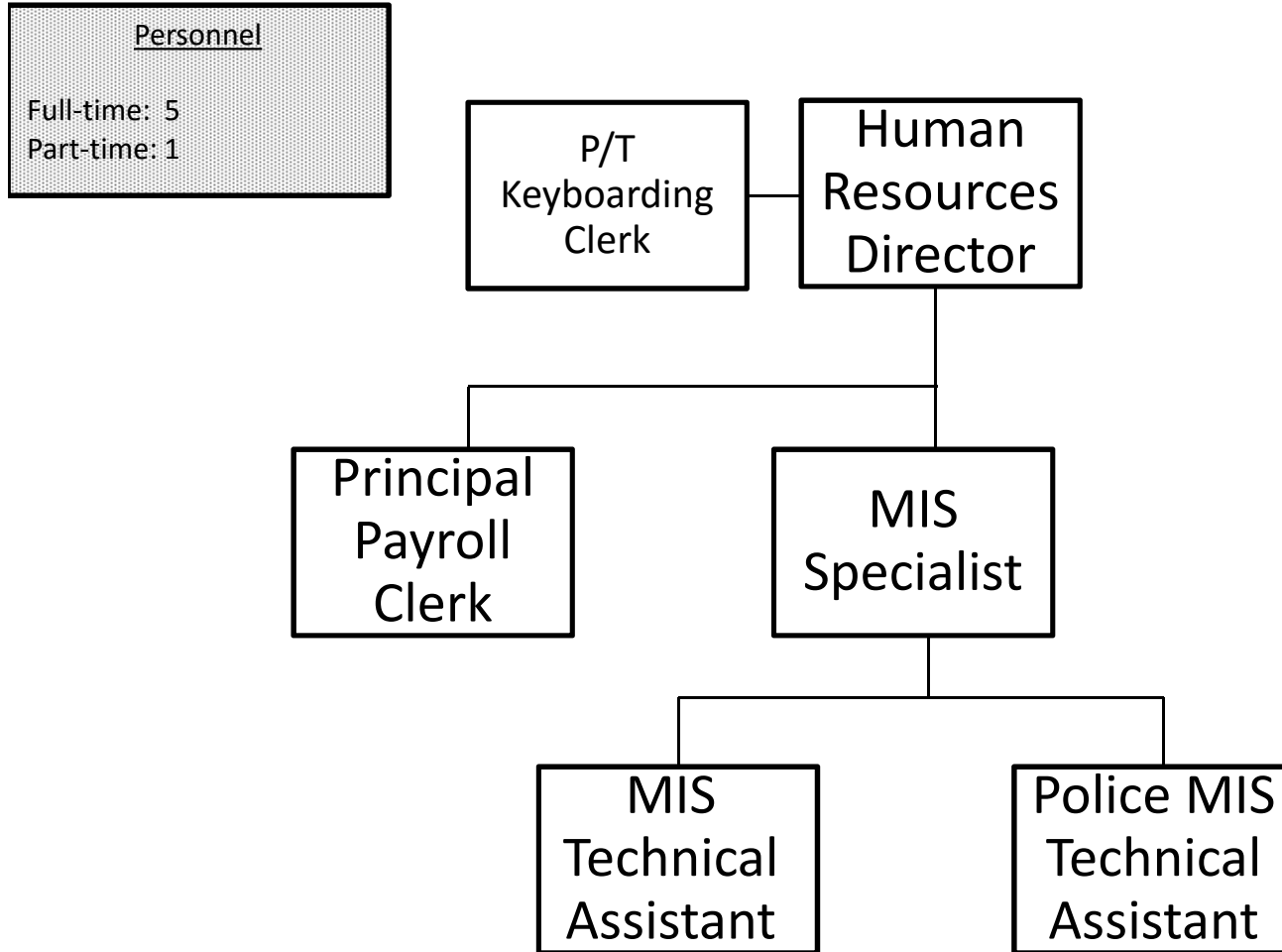
Personnel

Full-time: 5
Part-time: 1



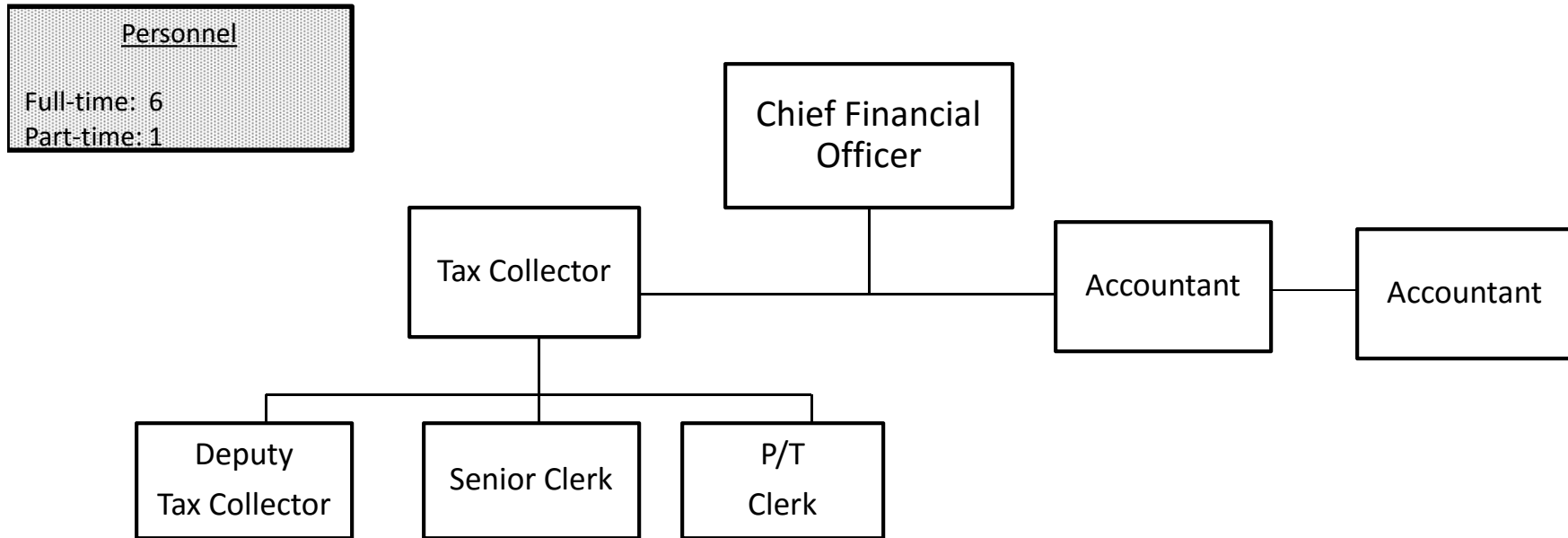
Teaneck Human Resource Department

2016 Table of Organization



Teaneck Finance Department

2016 Table of Organization



Teaneck Tax Assessor's Department

2016 Table Of Organization

Personnel

Full-time: 2

Tax Assessor

Assessing Aide

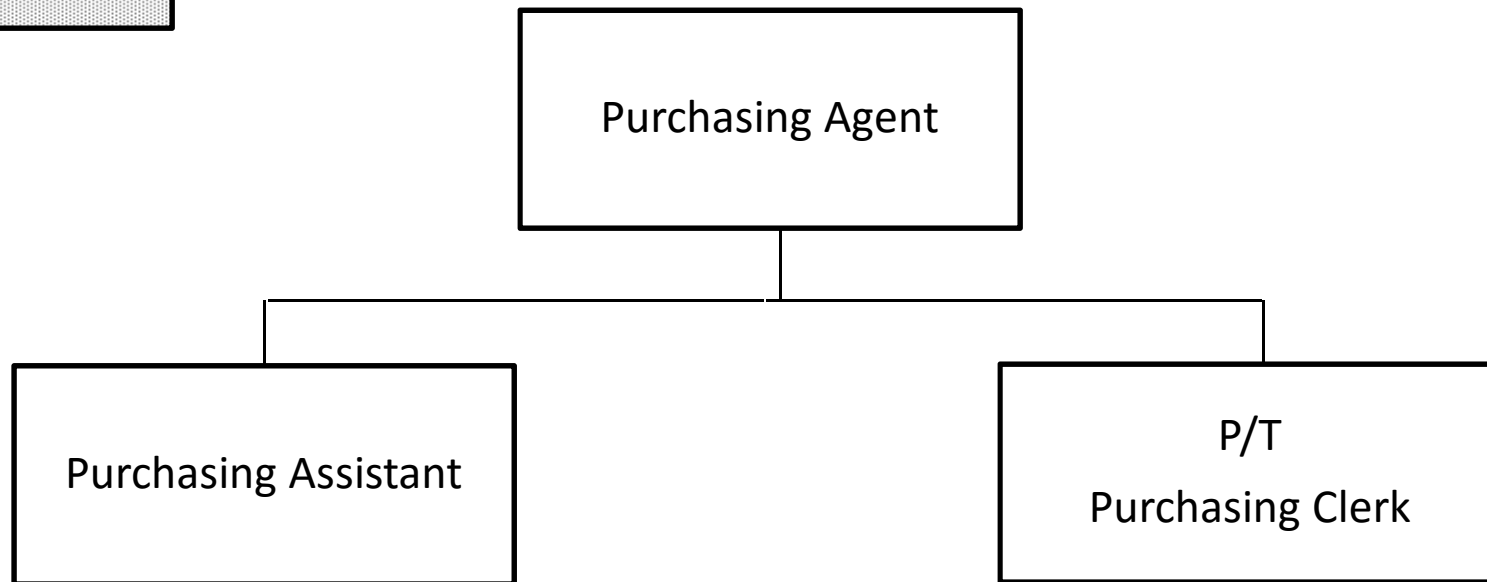
Teaneck Purchasing Department

2016 Table Of Organization

Personnel

Full-time: 2

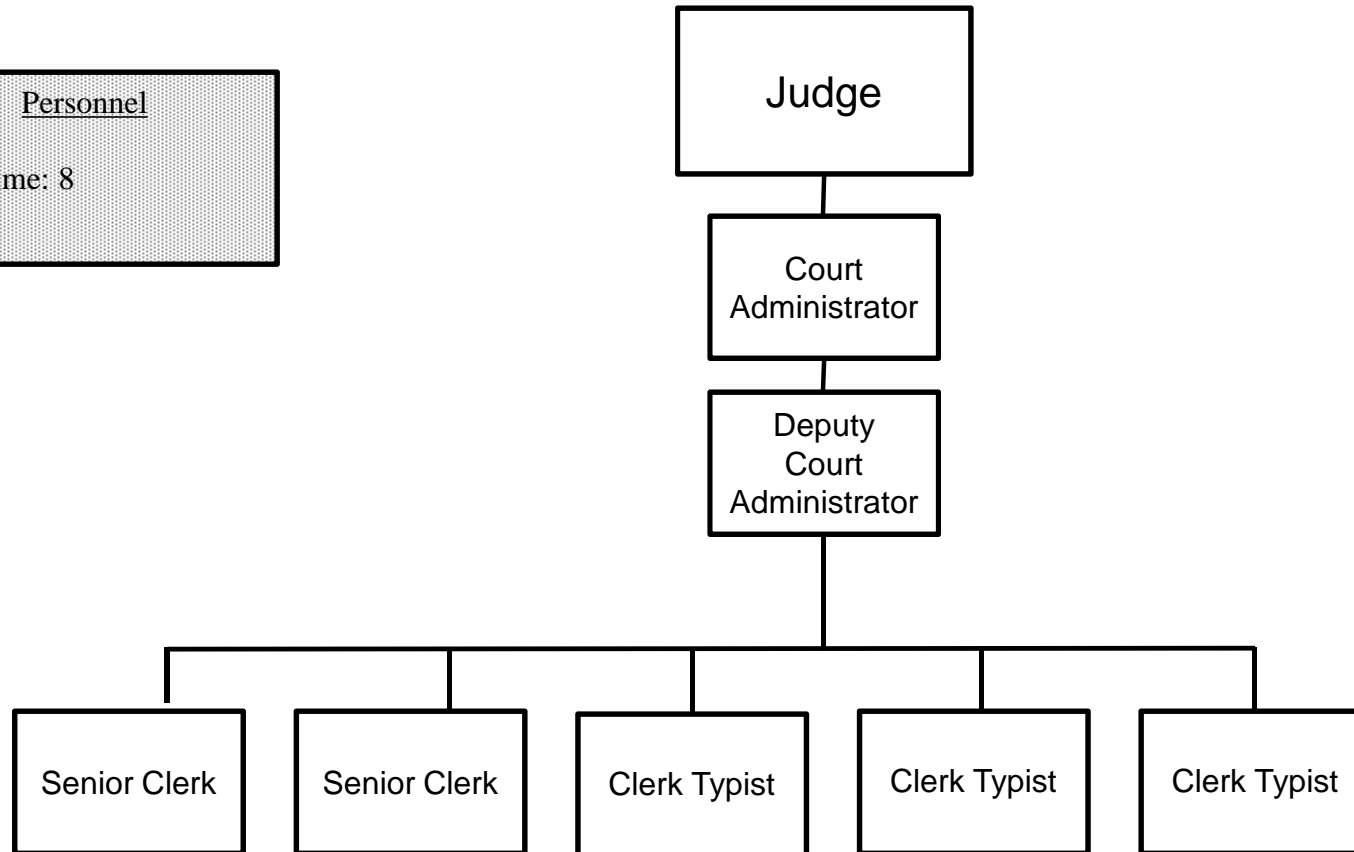
Part-time: 1



Teaneck Municipal Court

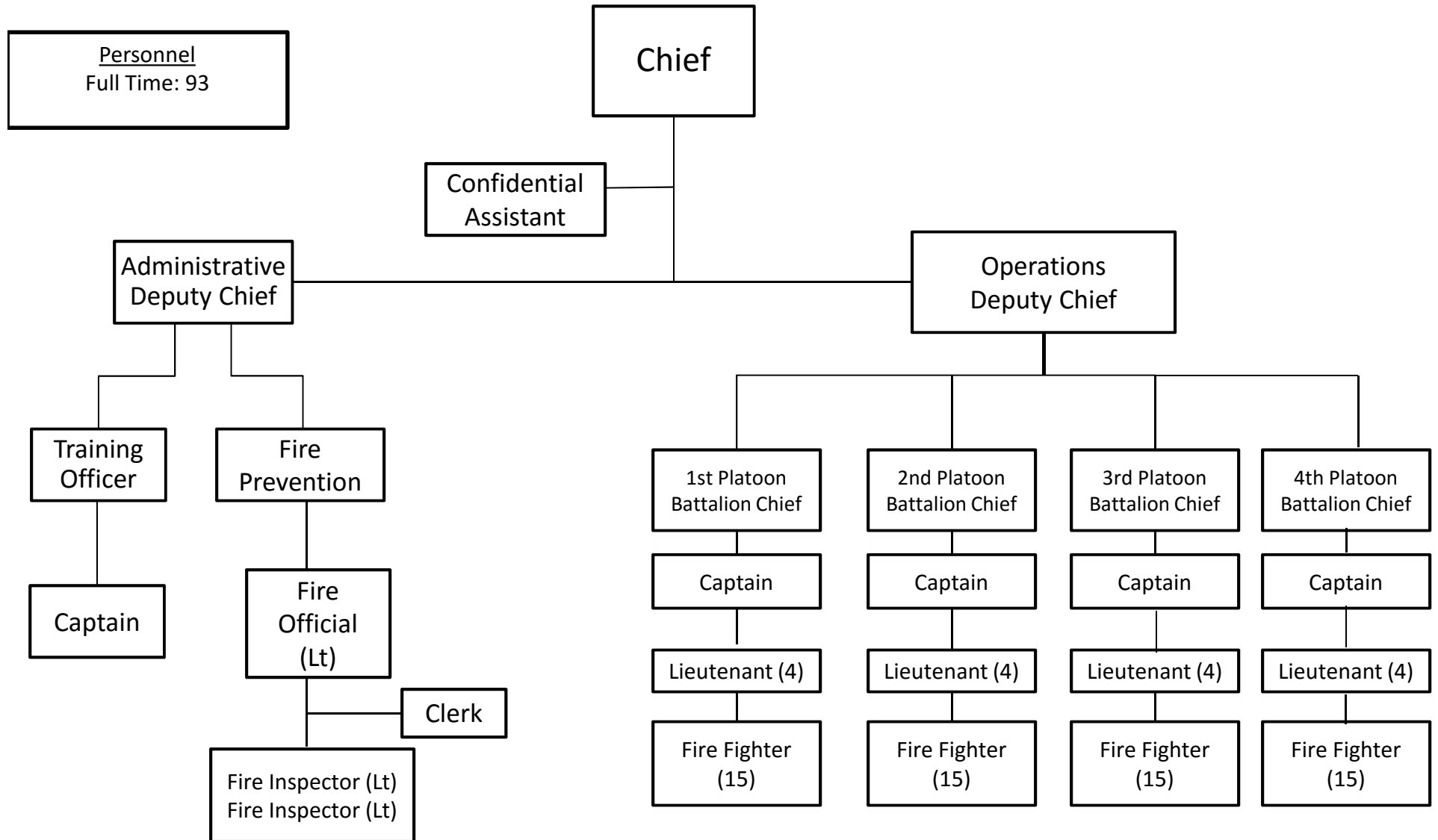
2016 Table Of Organization

Personnel
Full-Time: 8

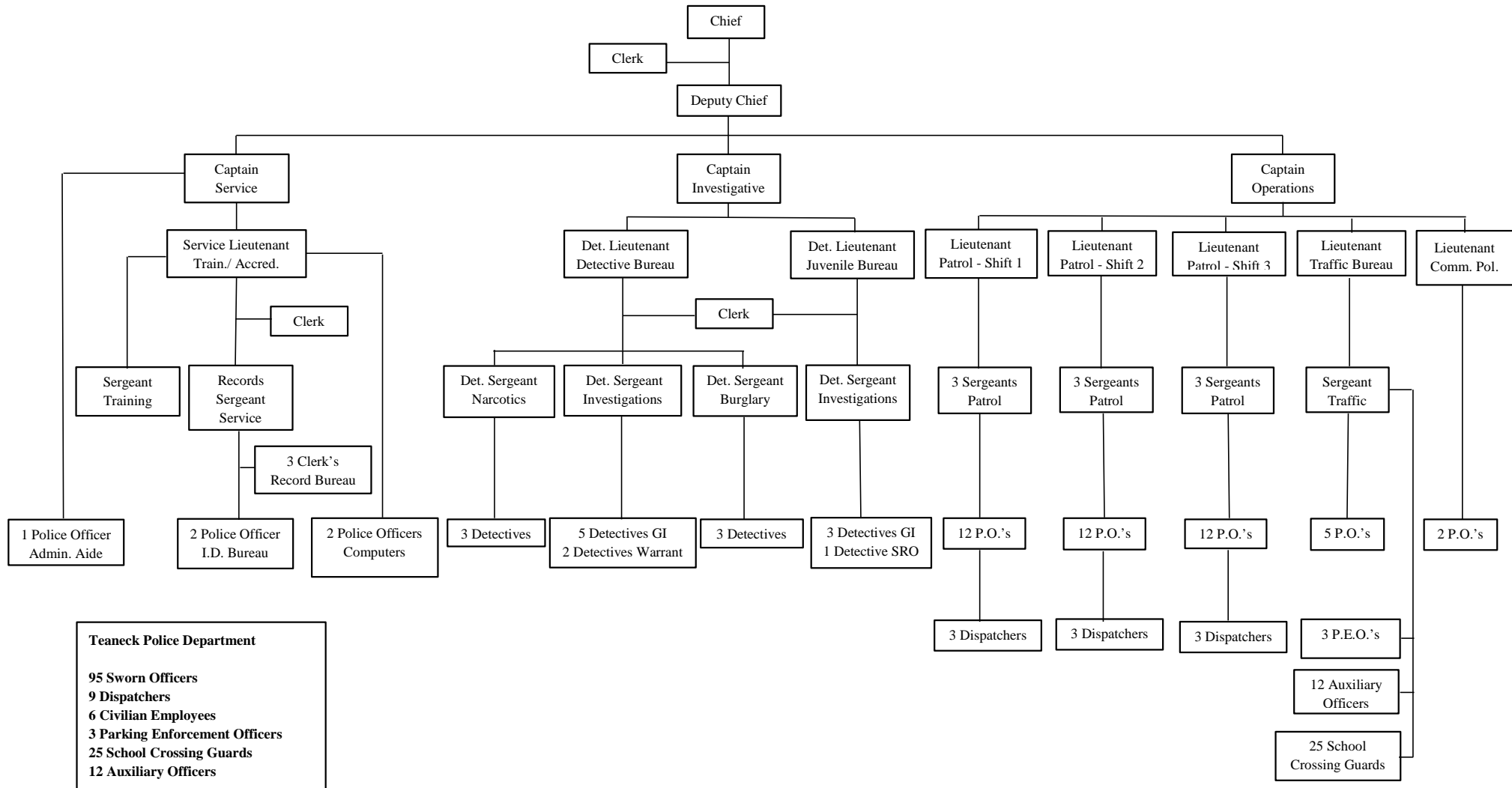


Teaneck Fire Department

2016 Table of Organization



**Teaneck Police Department
2016 Table of Organization**



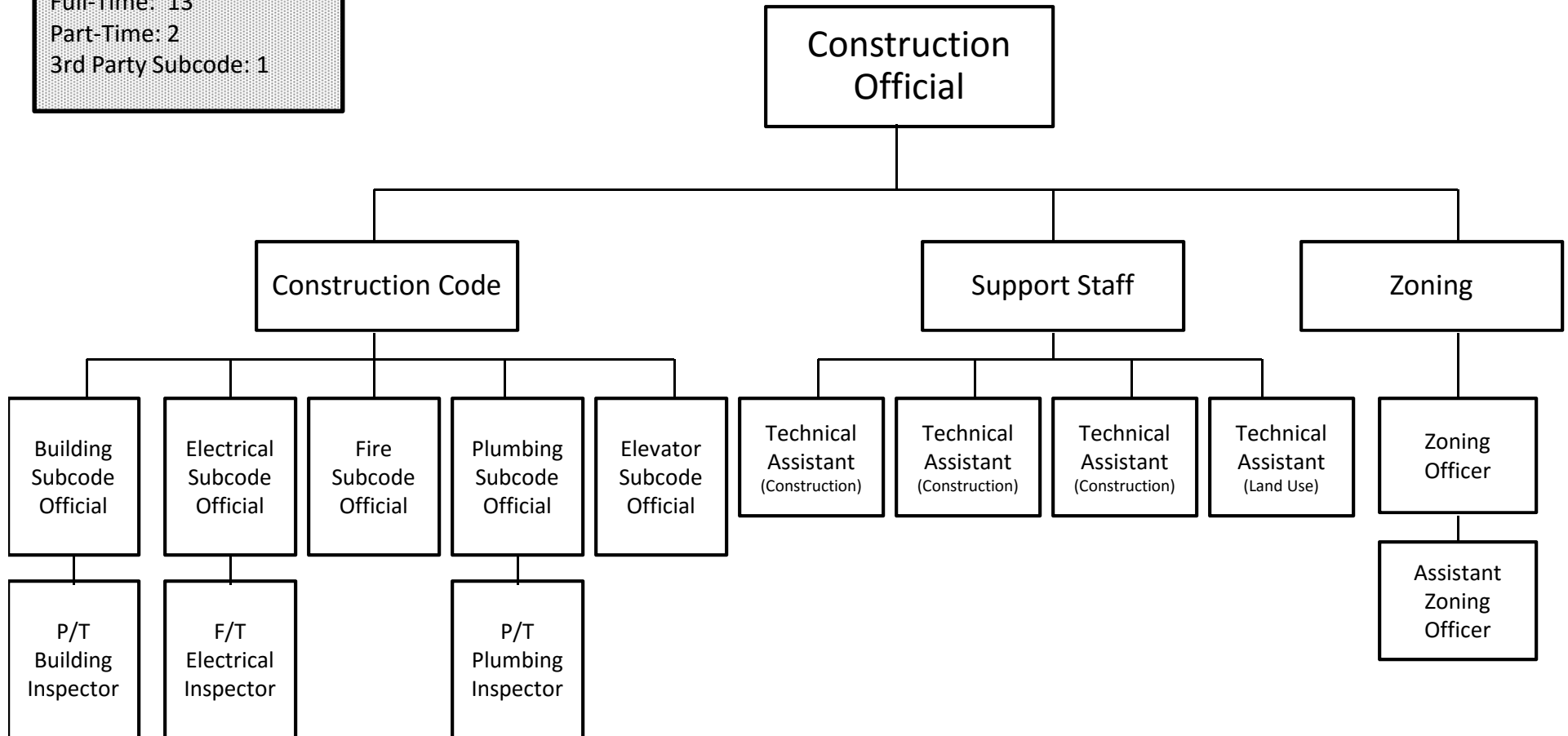
Teaneck Building Department 2016 Table of Organization

Personnel

Full-Time: 13

Part-Time: 2

3rd Party Subcode: 1

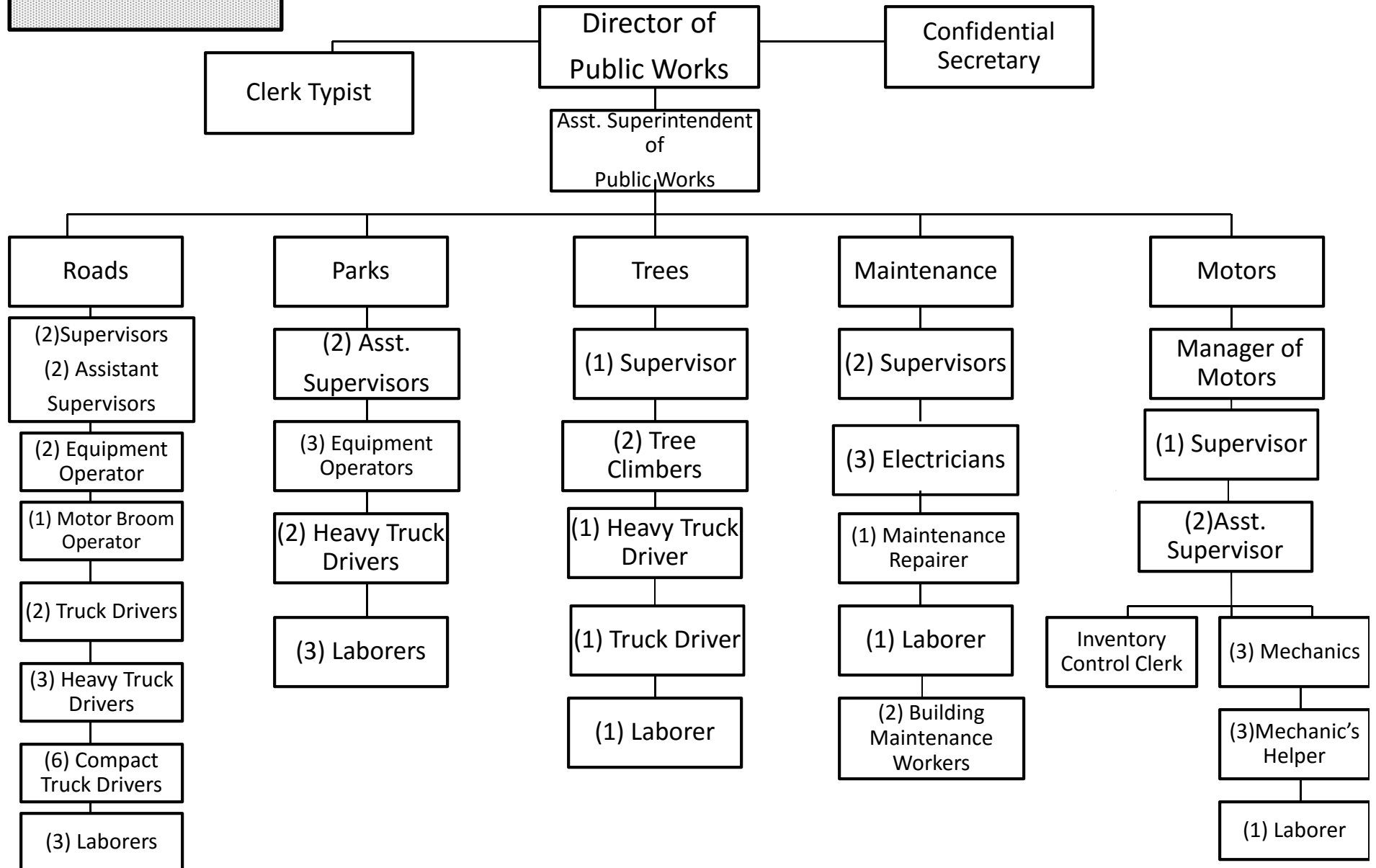


Personnel

Full-Time: 62

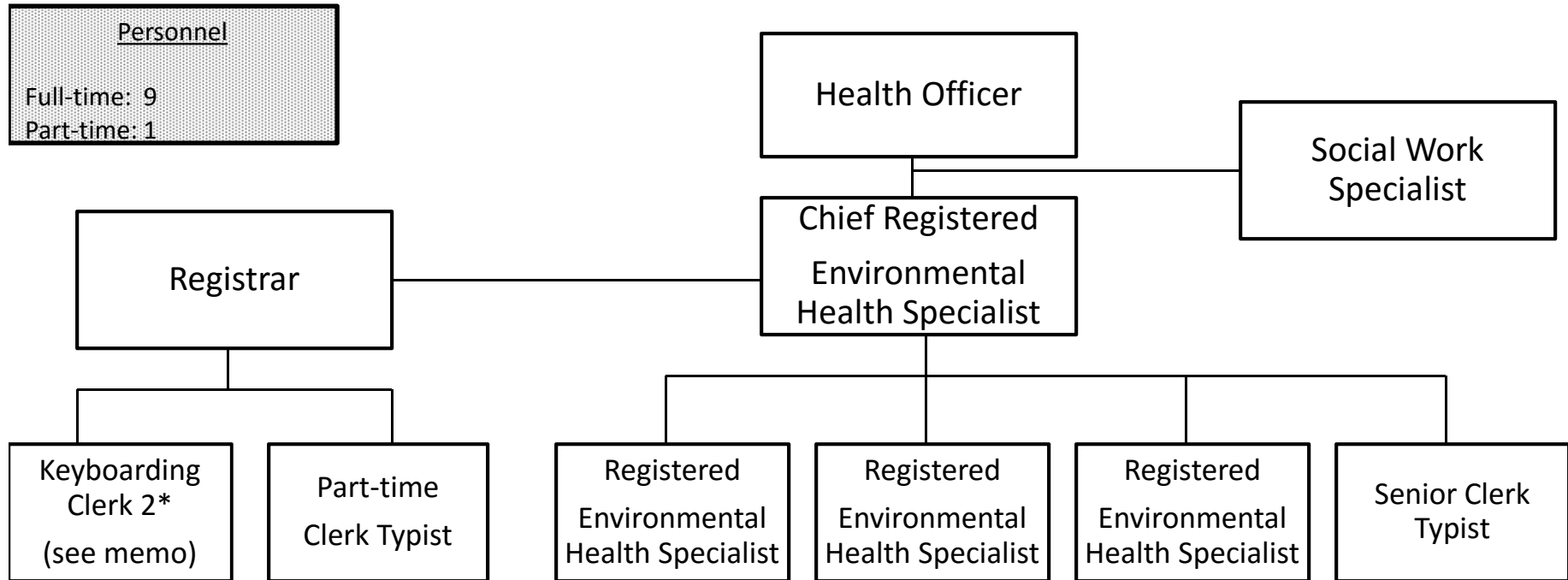
Teaneck Public Works Department

2016 Table of Organization



Teaneck Health & Human Services

2016 Table of Organization



Personnel

Full-time: 11
Part-time Seasonal – 250
Part Time Permanent - 2

Teaneck Recreation Department

2016 Table of Organization

Superintendent
of Recreation

Asst.
Superintendent

Asst.
Superintendent

Administration Division
(includes Rodda Center operations & parks)

Youth Division

Senior Division

Recreation
Leader

Supervisor
Senior Citizen
Activities

Recreation
Supervisor

Sr. Account
Clerk

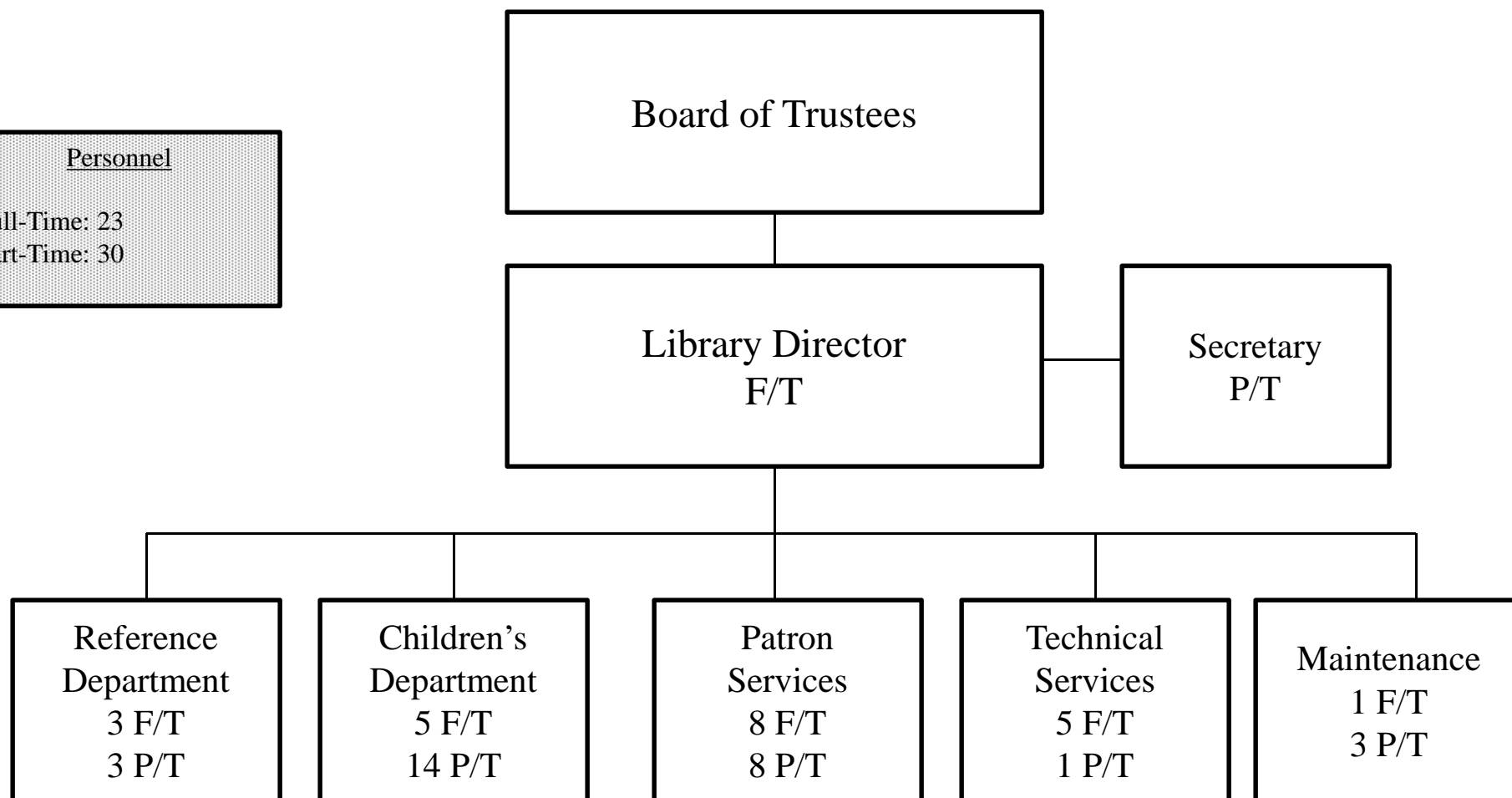
Keyboarding
Clerk 1

Recreation
Attendants
(3)

Recreation
Leader (2)
(P/T)

Teaneck Public Library Organization Chart 2016

Personnel
Full-Time: 23
Part-Time: 30



Section 5

Proposed 2016 Operating Budget

		Spent 2013	Spent 2014	Budget 2015	Spent Jan to Dec 2015	2016 Manager Recommended	\$ + OR - 2014	COUNCIL
100	MANAGER	34,203.79	54,725.00	39,725.00	22,943.91	29,725.00	(10,000.00)	
100-1	PURCHASING	1,393.31	3,830.00	3,830.00	2,386.89	3,830.00	-	
100-2	POSTAGE	71,012.32	78,000.00	78,000.00	73,446.76	78,000.00	-	
100-3	CENTRAL SUPPLY	49,005.36	53,300.00	53,300.00	43,249.52	53,300.00	-	
100-4	ADVERTISING	20,552.11	15,000.00	20,000.00	24,532.16	23,000.00	3,000.00	
100-5	ALLOWANCES	69,936.18	76,300.00	76,200.00	69,248.73	69,280.00	(6,920.00)	
105	HUMAN RESOURCES	13,516.05	52,500.00	54,500.00	36,170.81	54,500.00	-	
110	COUNCIL	31,991.98	34,000.00	34,000.00	30,510.77	34,000.00	-	
120	CLERK	61,655.92	139,875.00	80,875.00	61,052.84	141,725.00	60,850.00	
130	FINANCE	60,013.00	50,770.00	59,015.00	56,105.99	58,565.00	(450.00)	
135	AUDIT	55,040.00	86,000.00	39,500.00	39,500.00	39,500.00	-	
140	MIS	93,693.88	93,775.00	91,388.10	90,325.54	94,828.10	3,440.00	
145	TAX	6,121.68	7,825.00	7,825.00	5,768.58	17,825.00	10,000.00	
150	ASSESSOR	784,516.12	111,795.00	111,895.00	100,219.56	111,895.00	-	
155	LEGAL	967,728.54	929,800.00	920,000.00	1,017,802.83	1,020,000.00	100,000.00	
165	ENGINEERING			146,350.00	117,939.96	148,250.00	1,900.00	
195	BUILDING	60,708.08	97,815.00	83,035.00	81,979.77	83,525.00	490.00	
210	SELF INSURANCE	1,110,000.00	722,800.00	972,500.00	1,122,500.00	972,500.00	-	
211	OTHER INSURANCE	256,500.00	740,002.00	699,500.00	694,880.24	719,500.00	20,000.00	
220	GROUP INSURANCE	6,274,519.01	6,270,000.00	6,236,675.00	5,649,437.42	5,570,500.00	(666,175.00)	
240	POLICE	216,275.12	235,664.00	252,889.00	244,809.25	270,629.00	17,740.00	
240-1	SCHOOL GUARDS	998.55	1,000.00	1,000.00	1,000.00	1,000.00	-	
240-2	POLICE CARS	198,500.00	0.00	220,000.00	217,882.17	220,000.00	-	
252	EMERGENCY MANAGEMENT	24,818.23	17,500.00	22,400.00	8,122.30	22,400.00	-	
260	AMBULANCE	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	-	
265	FIRE	123,605.07	132,239.00	129,369.00	120,317.78	127,369.00	(2,000.00)	
265-1	WATER	545,112.58	555,800.00	554,300.00	546,975.77	554,300.00	-	
300	PUBLIC WORKS	1,391,474.65	1,834,240.00	1,410,930.00	1,133,813.58	1,485,140.00	74,210.00	
310	BUILDINGS AND GROUNDS	102,460.70	105,800.00	105,800.00	98,845.44	114,800.00	9,000.00	
320	GARAGE	426,650.28	470,795.00	470,795.00	520,956.39	470,795.00	-	
325	SNOW REMOVAL			333,435.00	138,539.67	333,435.00	-	
330	HEALTH	229,784.64	258,202.00	258,202.00	239,779.29	258,202.00	-	
370	RECREATION	253,712.05	298,273.00	289,643.00	269,676.45	285,443.00	(4,200.00)	
390	LIBRARY	388,305.37	407,800.00	407,800.00	351,384.39	412,169.00	4,369.00	
430	NATURAL GAS	81,040.19	99,850.00	95,500.00	86,251.88	95,500.00	-	
430-1	ELECTRIC	478,606.06	513,200.00	589,700.00	541,418.40	589,700.00	-	
430-2	STREET LIGHTING	489,676.85	490,000.00	515,000.00	481,462.65	515,000.00	-	
440	TELEPHONE	95,842.48	97,500.00	97,500.00	100,616.09	99,000.00	1,500.00	
447	HEATING OIL	24,443.89	28,000.00	28,000.00	16,737.18	25,000.00	(3,000.00)	
455	BCUA	4,284,082.91	4,150,000.00	4,299,110.94	4,299,110.94	4,392,831.56	93,720.62	
460	GASOLINE	198,861.55	243,500.00	190,500.00	108,241.97	127,000.00	(63,500.00)	
460-1	DIESEL	273,553.84	262,000.00	270,000.00	153,564.88	207,500.00	(62,500.00)	
470	CONTINGENT	5,089.40	20,000.00	20,000.00	4,757.06	20,000.00	-	
490	COURT	26,293.94	46,370.00	36,370.00	20,824.55	36,370.00	-	
							-	
	TOTAL	19,951,295.68	19,955,845.00	20,476,357.04	19,115,090.36	20,057,831.66	-418,525.38	

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MANAGER 100**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
100		Manager: Other Expenses	\$ 29,725.00	\$ 29,725.00	\$ 39,725.00	\$ 22,943.91	\$ (10,000.00)	-25.17%
211	2	Stationery & Supplies	\$ 300.00	\$ 300.00	\$ 300.00	\$ 180.62	\$ -	0.00%
212	2	Petty Cash	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	\$ -	0.00%
213	2	Office Equip. Maintenance	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	0.00%
214	3	Professional Affiliation	\$ 3,025.00	\$ 3,025.00	\$ 3,025.00	\$ 1,586.26	\$ -	0.00%
233	3	Strategic Plan	\$ -	\$ -	\$ 10,000.00	\$ -	\$ (10,000.00)	-100.00%
245	3	Public Information	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 11,381.77	\$ -	0.00%
250	4	Training	\$ 14,100.00	\$ 14,100.00	\$ 14,100.00	\$ 9,795.26	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MANAGER 100**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Manager: Stationary & Supplies	\$ 300.00	\$ 300.00	\$ 300.00	\$ 180.62	\$ -	0.00%
	1	Stationary and Supplies	\$ 300.00	\$ 300.00	\$ 300.00			

Justifications

	1	As needed
--	---	-----------

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
212		Manager: Petty Cash	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	\$ -	0.00%
	1	Tolls, meetings, etc.	\$ 200.00	\$ 200.00	\$ 200.00			

Justifications

	1	As needed
--	---	-----------

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
213		Manager: Office Equipment Maint.	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	0.00%
	1	Office Equipment Maintenance	\$ 100.00	\$ 100.00	\$ 100.00			

Justifications

	1	As needed
--	---	-----------

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MANAGER 100**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Manager: Prof. Affil. & Travel	\$ 3,025.00	\$ 3,025.00	\$ 3,025.00	\$ 1,586.26	\$ -	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	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
233		Manager: Strategic Plan	\$ -	\$ -	\$ 10,000.00	\$ -	\$ (10,000.00)	-100.00%
	1	Strategic Plan	\$ -	\$ -	\$ 10,000.00			

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

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
245		Manager: Public Information	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 11,381.77	\$ -	0.00%
		Teaneck Times/Recycling Calendar/Annual Report	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MANAGER 100**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
250		Manager: Training	\$ 14,100.00	\$ 14,100.00	\$ 14,100.00	\$ 9,795.26	\$ -	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			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
PURCHASING 100-1**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
100-1		Purchasing: Other Expenses	\$ 3,830.00	\$ 3,830.00	\$ 3,830.00	\$ 2,386.89	\$ -	0.00%
211	6	Printing & Supplies	\$ 600.00	\$ 600.00	\$ 600.00	\$ -	\$ -	0.00%
213	6	Equipment & Maintenance	\$ 100.00	\$ 100.00	\$ 656.00	\$ -	\$ (556.00)	-84.76%
214	7	Prof. Affiliation & Travel	\$ 3,130.00	\$ 3,130.00	\$ 2,574.00	\$ 2,386.89	\$ 556.00	21.60%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
PURCHASING 100-1**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Purchasing: Printing and Supplies	\$ 600.00	\$ 600.00	\$ 600.00		\$ -	0.00%
		Printing and Supplies	\$ 600.00	\$ 600.00	\$ 600.00			

<u>Justifications</u>	
1	Office supplies for Purchasing needs especially expansion type folders
2	Toners and supplies for Mailroom and Purchasing Fax Machines.
3	Printing of Business Cards and Purchasing Forms

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
213		Purchasing: Equipment and Maintenance	\$ 100.00	\$ 100.00	\$ 656.00		\$ -	0.00%
		Equipment and Maintenance	\$ 100.00	\$ 100.00	\$ 656.00			

<u>Justifications</u>	
1	Repairs to Fax machines, typewriters and all Purchasing Equipment

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
PURCHASING 100-1**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Purchasing: Professional Affil. & Travel	\$ 3,130.00	\$ 3,130.00	\$ 2,574.00	\$ 2,386.89	\$ -	0.00%
		Professional Affiliation & Travel	\$ 3,130.00	\$ 3,130.00	\$ 2,574.00			

<u>Justifications</u>	
1	Cost of courses and seminars regarding N.J. Procurement laws and regulations in N.J.
Attendance at Purchasing 3 Course by Purchasing Assistant expected to cost close to \$1000.00 alone.	

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
POSTAGE 100-2**

Account Summary

Account	Page	Account Description	Department Request	Manager Approved 2016	2015 Adopted Budget	2015 Spent Jan - Dec	+ OR - 2015 \$	+ OR - 2015 %
100-2		Postage	\$ 78,000.00	\$ 78,000.00	\$ 78,000.00	\$ 73,446.76	\$ -	0.00%
221	8	Clerk	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 7,747.38	\$ 1,000.00	25.00%
222	8	Finance	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,141.19	\$ -	0.00%
223	8	Tax Office	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 11,390.58	\$ -	0.00%
224	8	Tax Assessor	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00	\$ 4,268.07	\$ (1,000.00)	-16.67%
225	8	Purchasing	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,520.44	\$ -	0.00%
226	8	Municipal Court	\$ 18,000.00	\$ 18,000.00	\$ 20,000.00	\$ 16,430.66	\$ (2,000.00)	-10.00%
227	8	Fire	\$ 500.00	\$ 500.00	\$ 500.00	\$ 505.61	\$ -	0.00%
228	8	Police	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,922.95	\$ -	0.00%
229	8	Building	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,365.58	\$ -	0.00%
231	8	Public Works	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 648.87	\$ -	0.00%
232	8	Health & Human Services	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 7,236.52	\$ -	0.00%
233	8	Recreation	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,166.94	\$ -	0.00%
234	8	Permits	\$ 600.00	\$ 600.00	\$ 600.00	\$ 445.00	\$ -	0.00%
235	8	Postage Machine Rental	\$ 10,000.00	\$ 10,000.00	\$ 11,000.00	\$ 6,390.00	\$ (1,000.00)	-9.09%
236	8	Postage Machine Supplies	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 798.90	\$ 500.00	100.00%
238	8	Board of Adjustment	\$ 300.00	\$ 300.00	\$ 300.00	\$ 3.78	\$ -	0.00%
239	8	Planning Board	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	0.00%
242	8	Overnight Mailings	\$ 3,500.00	\$ 3,500.00	\$ 1,000.00	\$ 3,464.29	\$ 2,500.00	250.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CENTRAL SUPPLY 100-3**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
100-3		Central Supply: Other Expenses	\$ 53,300.00	\$ 53,300.00	\$ 53,300.00	\$ 43,249.52	\$ -	0.00%
211	10	Copier Rentals	\$ 35,000.00	\$ 35,000.00	\$ 34,000.00	\$ 27,963.69	\$ 1,000.00	2.94%
212	10	Excess Copy Charges	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 543.25	\$ 500.00	108.65%
213	10	Copier Paper & Supplies	\$ 8,500.00	\$ 8,500.00	\$ 10,000.00	\$ 7,339.60	\$ (1,500.00)	-15.00%
214	11	Stock Supplies	\$ 4,800.00	\$ 4,800.00	\$ 5,000.00	\$ 5,786.71	\$ (200.00)	-4.00%
215	11	Stock Stationary/Envelopes	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 680.51	\$ -	0.00%
218	12	Copier Maintenance Contract	\$ 1,000.00	\$ 1,000.00	\$ 800.00	\$ 935.76	\$ 200.00	25.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CENTRAL SUPPLY 100-3**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Central Supply: Copier Rentals	\$ 35,000.00	\$ 35,000.00	\$ 34,000.00	\$ 27,963.69	\$ 1,000.00	2.94%
	1	Copier Rentals	\$ 35,000.00	\$ 35,000.00	\$ 34,000.00			

Justifications

1 Rental payments for 16 copier/fax/scanner units located throughout all the Township's facilities, purchased through the State's New Jersey Cost per copy State Contract. Includes all maintenance, labor and parts, toner and staples. Includes set quarterly cost up to a certain number of copies and a set overage charge for copies in excess.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
212		Central Supply: Excess Copy Charge	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 543.25	\$ 500.00	108.65%
	1	Excess Copy Charge	\$ 1,000.00	\$ 1,000.00	\$ 500.00			

Justifications

1 Cost for copiers that exceed the quarterly permitted number of copies.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
213		Central Supply: Copier Paper & Supplies	\$ 8,500.00	\$ 8,500.00	\$ 10,000.00	\$ 7,339.60	\$ (1,500.00)	-15.00%
	1	Copier Paper and Supplies	\$ 8,500.00	\$ 8,500.00	\$ 10,000.00			

Justifications

1 Stock letter and legal size white copy paper for use in our printers and copiers delivered in pallet quantity to the Municipal Building and Police Headquarters through one of our Cooperative Pricing Plans.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CENTRAL SUPPLY 100-3**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Central Supply: Stock Office Supplies	\$ 4,800.00	\$ 4,800.00	\$ 5,000.00	\$ 5,786.71	\$ (200.00)	-4.00%
	1	Stock Office Supplies	\$ 4,800.00	\$ 4,800.00	\$ 5,000.00			

Justifications

1 Stock office supplies, ordered in bulk for use by all Departments, and delivered to the Municipal Bldg.
such as file folders, ruled pads, pens, pencils, rubber bands, paper clips, staples, rulers, scotch tape, markers, highlighters, white out, calendars, batteries, adding tape rolls, rubber fingers, rulers, scissors etc.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
215		Central Supply: Stock Stationary/Envelopes	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 680.51	\$ -	0.00%
	1	Stock stationary/Envelopes	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00			

Justifications

1 Includes #10 White regular and window envelopes, Routing Slips, Regular Township letterhead, Envelopes to match letterhead, record Storage Boxes etc....

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CENTRAL SUPPLY 100-3**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
218		Central Supply: Copier Maintenance Contract	\$ 1,000.00	\$ 1,000.00	\$ 800.00	\$ 935.76	\$ 200.00	25.00%
		Risograph Maintenance Contract	\$ 1,000.00	\$ 1,000.00	\$ 800.00			

<u>Justifications</u>	
1	Maintenance Contract for large Printing unit located at the Rodda center that does some specialized printing work for some township brochures regarding departmental programs ,saving the expense of using outside printing vendors. Maintenance Contract keeps old unit operating effectively.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ADVERTISING 100-4**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
100-4		Advertising	\$ 23,000.00	\$ 23,000.00	\$ 20,000.00	\$ 24,532.16	\$ 3,000.00	15.00%
251	14	Legal	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,611.66	\$ -	0.00%
252	14	Informational	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 4,072.32	\$ 1,000.00	33.33%
253	14	Employment	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00	\$ 9,848.18	\$ 2,000.00	100.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ADVERTISING 100-4**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
251		Advertising: Legal	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,611.66	\$ -	0.00%
		Advertising - Legal	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
252		Advertising: Informational	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 4,072.32	\$ 1,000.00	33.33%
		Advertising - Informational	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00			

Justifications

1	Increase in budget due to Garage Sale advertisements.
---	---

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
253		Advertising: Employment	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00	\$ 9,848.18	\$ 2,000.00	100.00%
		Advertising - Employment	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00			

Justifications

1	Increase in costs due to gross expenditure in 2015 budgeted amount.
---	---

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
EMPLOYEE ALLOWANCES 100-5**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
100-5		Employee Allowances	\$ 69,280.00	\$ 69,280.00	\$ 76,200.00	\$ 69,248.73	\$ (6,920.00)	-9.08%
215	15	Auto Allowance - Human Resources	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00	\$ -	0.00%
216	15	Auto Allowance - Finance	\$ -	\$ -	\$ 3,000.00	\$ 2,000.00	\$ (3,000.00)	-100.00%
217	15	Auto Allowance - Assessor	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ -	0.00%
218	15	Auto Allowance - Building	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	\$ 25,968.73	\$ -	0.00%
219	15	Auto Allowance - Engineer	\$ -	\$ -	\$ 1,000.00	\$ -	\$ (1,000.00)	-100.00%
221	15	Auto Allowance - Health	\$ 18,000.00	\$ 18,000.00	\$ 20,000.00	\$ 18,000.00	\$ (2,000.00)	-10.00%
222	15	Auto Allowance - Recreation	\$ 11,200.00	\$ 11,200.00	\$ 11,200.00	\$ 10,450.00	\$ -	0.00%
223	15	Auto Allowance-Purchasing	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ -	0.00%
224	15	Auto Allowance - Clerk	\$ 900.00	\$ 900.00	\$ 900.00	\$ 450.00	\$ -	0.00%
225	15	Cell Phone Allowance	\$ 480.00	\$ 480.00	\$ 1,400.00	\$ 680.00	\$ (920.00)	-65.71%
227	15	Other Allowances	\$ -	\$ -	\$ -		\$ -	N/A

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
HUMAN RESOURCES 105**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
105		Human Resources: Other Expenses	\$ 68,500.00	\$ 54,500.00	\$ 54,500.00	\$ 36,170.81	\$ -	0.00%
211	17	Stationery & Supplies	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,414.73	\$ -	0.00%
212	17	Petty Cash	\$ 200.00	\$ 200.00	\$ 200.00	\$ 42.84	\$ -	0.00%
214	17	Professional Affiliation	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 190.00	\$ -	0.00%
231	18	Equipment	\$ 800.00	\$ 800.00	\$ 800.00	\$ 188.62	\$ -	0.00%
233	18	Award Programs	\$ 6,000.00	\$ 6,000.00	\$ 8,000.00	\$ 6,872.00	\$ (2,000.00)	-25.00%
250	18	Training	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 287.00	\$ -	0.00%
252	19	HR Software	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00	\$ 25,686.43	\$ -	0.00%
260	19	Bloodborne Pathogens	\$ 4,000.00	\$ 3,000.00	\$ 1,000.00	\$ 192.00	\$ 2,000.00	200.00%
290	19	Employee Wellness/EAP	\$ 16,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,297.19	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
HUMAN RESOURCES 105**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Human Resources: Stationary & Supplies	\$ 1,000.00	\$ 1,000.00	1,000.00	\$ 1,414.73	\$ -	0.00%
	1	Stationary and Supplies	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			

Justifications

1 Pendaflex personnel files, labeling tape, Poster Guard Protection, Various Office Supplies

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
212		Human Resources: Petty Cash	\$ 200.00	\$ 200.00	\$ 200.00	\$ 42.84	\$ -	0.00%
	1	Petty Cash	\$ 200.00	\$ 200.00	\$ 200.00			

Justifications

1 Tolls, meeting expenses, emergency supplies

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Human Resources: Profess. Affil. & Travel	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 190.00	\$ -	0.00%
	1	Professional Affiliation and Travel	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00			

Justifications

1 SHRM and NJ-RC SHRM yearly dues, NJSLOM conference, SHRM Conference

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
HUMAN RESOURCES 105**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
231		Human Resources: Equipment	\$ 800.00	\$ 800.00	\$ 800.00	\$ 188.62	\$ -	0.00%
	1	ID Cards/lanyards/holders/key fobs	\$ 800.00	\$ 800.00	\$ 800.00			

Justifications

1	Employee identification cards, lanyards, badge holders, key fobs
---	--

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
233		Human Resources: Award Programs	\$ 6,000.00	\$ 6,000.00	\$ 8,000.00	\$ 6,872.00	\$ (2,000.00)	-25.00%
	1	Anniversary pins, watches, Employee BBQ	\$ 6,000.00	\$ 6,000.00	\$ 8,000.00			

Justifications

1	25 Year Anniversary Watches, Pins, Employee Appreciation BBQ * Incidentals
---	--

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
250		Human Resources: Training	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 287.00	\$ -	0.00%
		Various HR/ Employee seminars	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			

Justifications

1	Various HR, Payroll, MIS training seminars, CPR/AED certifications
---	--

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
HUMAN RESOURCES 105**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
252		Human Resources: HR Software	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00	\$ 25,686.43	\$ -	0.00%
	1	Time and Attendance Software	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00			

Justifications

1	Three year contract with ADP for timekeeping software. Services for basic payroll have been reduced and reflected in the finance budget.
---	--

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
260		Human Resources: Bloodborne Pathogens	\$ 4,000.00	\$ 3,000.00	\$ 1,000.00	\$ 192.00	\$ 2,000.00	200.00%
	1	Bloodborne Pathogens Program	\$ 4,000.00	\$ 3,000.00	\$ 1,000.00			

Justifications

1	Titer Testing & Bloodborne Pathogen Inoculations.
---	---

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
290		Human Resources: Employee Wellness/EAP	\$ 16,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,297.19	\$ -	0.00%
	1	Employee Wellness and Appreciation Programs	\$ 16,000.00	\$ 3,000.00	\$ 3,000.00			

Justifications

1	Employee Assistant Program 24/7 for employees, leadership training/development etc.
---	---

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
COUNCIL 110**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
110		Township Council: Other Expenses	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 30,510.77	\$ -	0.00%
219	21	Miscellaneous	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,921.63	\$ -	0.00%
221	21	Special Projects	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 26,950.00	\$ -	0.00%
245	21	Public Information	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -	0.00%
248	21	Community Relations	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 139.14	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
COUNCIL 110**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
219		Township Council: Miscellaneous	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,921.63	\$ -	0.00%
		Seminars & NJLM Annual Conference	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
221		Township Council: Special Projects	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 26,950.00	\$ -	0.00%
		Discretionary Funding, i.e.. TCT, Signage	\$ 26,500.00	\$ 26,500.00	\$ 26,500.00			
		Let's Move	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
245		Township Council: Public Information	\$ 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			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
248		Township Council: Community Relations	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 139.14	\$ -	0.00%
		Discretionary Funding, i.e.. public training	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CLERK 120**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
120		Township Clerk: Other Expenses	\$ 141,725.00	\$ 141,725.00	\$ 80,875.00	\$ 61,052.84	\$ 60,850.00	75.24%
211	23	Stationery & Supplies	\$ 5,250.00	\$ 5,250.00	\$ 4,900.00	\$ 3,315.75	\$ 350.00	7.14%
212	23	Petty Cash	\$ 300.00	\$ 300.00	\$ 300.00	\$ 218.39	\$ -	0.00%
213	23	Office Equip. Maintenance	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 920.11	\$ -	0.00%
214	24	Professional Affiliation & Travel	\$ 4,275.00	\$ 4,275.00	\$ 3,775.00	\$ 3,813.32	\$ 500.00	13.25%
219	24	Miscellaneous	\$ 350.00	\$ 350.00	\$ 350.00	\$ -	\$ -	0.00%
221	24	Special Projects	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ -	0.00%
223	25	Election Expenses	\$ 98,800.00	\$ 98,800.00	\$ 38,300.00	\$ 30,255.10	\$ 60,500.00	157.96%
225	25	Appraisals	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	0.00%
227	25	Statutory & Advisory Boards	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,588.36	\$ -	0.00%
228	25	Code Maintenance	\$ 10,200.00	\$ 10,200.00	\$ 10,200.00	\$ 4,591.81	\$ -	0.00%
231	25	Equipment	\$ -	\$ -	\$ 500.00	\$ -	\$ (500.00)	0.00%
235	26	Clerk Software	\$ 15,600.00	\$ 15,600.00	\$ 15,600.00	\$ 15,600.00	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CLERK 120**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Clerk: Stationary & Supplies	\$ 5,250.00	\$ 5,250.00	\$ 4,900.00	\$ 3,315.75	\$ 350.00	7.14%
	1	Parking Decals	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00			
		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			
		Miscellaneous - Office Supplies	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00			

Justifications

1	Liquor License Renewal applications are now done online and therefore funds are no longer needed.
2	Additional funds are requested to replace old file folders for contracts, resolutions, and ordinances.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
212		Clerk: Petty Cash	\$ 300.00	\$ 300.00	\$ 300.00	\$ 218.39	\$ -	0.00%
		Council Meeting Refreshments, etc.	\$ 300.00	\$ 300.00	\$ 300.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
213		Clerk: Office Equipment Maintenance	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 920.11	\$ -	0.00%
		Recording System Maintenance Contract	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CLERK 120**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Clerk: Professional Affil. & Travel	\$ 4,275.00	\$ 4,275.00	\$ 3,775.00	\$ 3,813.32	\$ 500.00	13.25%
		Dues - NJ League of Municipalities	\$ 2,750.00	\$ 2,750.00	\$ 2,750.00			
		Dues - Bergen County League of Municipalities	\$ 150.00	\$ 150.00	\$ 150.00			
		Subscription - NJ State League Magazine	\$ 200.00	\$ 200.00	\$ 200.00			
		Subscription- Bergen Record	\$ 175.00	\$ 175.00	\$ 175.00			
		Miscellaneous - As Required	\$ 1,000.00	\$ 1,000.00	\$ 500.00			

<u>Justifications</u>	
1	Dues have increased for 2016 but I am awaiting confirmation on the amount or percentage change.
2	Additional funds required for travel to RMC courses, seminars.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
219		Clerk: Miscellaneous	\$ 350.00	\$ 350.00	\$ 350.00	\$ -	\$ -	0.00%
		Business Cards for Councilmembers	\$ 350.00	\$ 350.00	\$ 350.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
221		Clerk: Special Projects	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ -	0.00%
		Memorial Day Tent	\$ 750.00	\$ 750.00	\$ 750.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CLERK 120**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
223		Clerk: Election Expenses	\$ 98,800.00	\$ 98,800.00	\$ 38,300.00	\$ 30,255.10	\$ 60,500.00	157.96%
		Municipal, Primary, General Election Expenses	\$ 98,800.00	\$ 98,800.00	\$ 38,300.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
225		Clerk: Appraisals	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	0.00%
		For Auction of Township Property	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
227		Clerk: Statutory & Advisory Boards	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,588.36	\$ -	0.00%
		Statutory and Advisory Boards	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
228		Clerk: Code Maintenance	\$ 10,200.00	10,200.00	\$ 10,200.00	\$ 4,591.81	\$ -	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			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
231		Clerk: Equipment	\$ -	\$ -	\$ 500.00	\$ -	\$ (500.00)	0.00%
		As needed	\$ -	\$ -	\$ 500.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CLERK 120**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
235		Clerk: Clerk Software	\$ 15,600.00	\$ 15,600.00	\$ 15,600.00	\$ 15,600.00	\$ -	0.00%
		Media and Accela Software	\$ 15,600.00	\$ 15,600.00	\$ 15,600.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
FINANCE ADMINISTRATION 130**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
130		Finance Admin: Other Expenses	\$ 58,825.00	\$ 58,565.00	\$ 59,015.00	\$ 56,105.99	\$ (450.00)	-0.76%
211	28	Printing & Supplies	\$ 715.00	\$ 700.00	\$ 700.00	\$ 797.17	\$ -	0.00%
214	28	Prof. Affil. & Travel	\$ 2,310.00	\$ 2,065.00	\$ 2,065.00	\$ 1,646.00	\$ -	0.00%
218	28	Professional Services	\$ 9,200.00	\$ 9,200.00	\$ 21,000.00	\$ 11,888.00	\$ (11,800.00)	-56.19%
231	28	Equipment	\$ 100.00	\$ 100.00	\$ 250.00	\$ -	\$ (150.00)	-60.00%
232	29	Bank Fees	\$ 11,500.00	\$ 11,500.00	\$ -	\$ 11,029.32	\$ 11,500.00	
238	29	Payroll Processing	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 30,745.50	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
FINANCE ADMINISTRATION 130**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Finance Admin: Printing & Supplies	\$ 715.00	\$ 700.00	\$ 700.00	\$ 797.17	\$ -	0.00%
		Check stock	\$ 500.00	\$ 485.00	\$ -			
		Tax Forms	\$ 160.00	\$ 160.00	\$ -			
		Signature Fonts	\$ 30.00	\$ 30.00	\$ -			
		Miscellaneous - Office Supplies	\$ 25.00	\$ 25.00	\$ 700.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Finance Admin: Professional Affil. & Trave	\$ 2,310.00	\$ 2,065.00	\$ 2,065.00	\$ 1,646.00	\$ -	0.00%
		AICPA Dues	\$ 500.00	\$ 425.00	\$ 425.00			
		NJSCPA Dues	\$ 335.00	\$ 315.00	\$ 315.00			
		RMA Dues	\$ 125.00	\$ 125.00	\$ 125.00			
		Continuing Ed. Requirements 40 credits @ \$30 per	\$ 1,200.00	\$ 1,200.00	\$ 1,000.00			
		Staff Training	\$ 150.00	\$ -	\$ 200.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
218		Finance Admin: Professional Services	\$ 9,200.00	\$ 9,200.00	\$ 21,000.00	\$ 11,888.00	\$ (11,800.00)	-56.19%
		Preparation of disclosure report	\$ 3,500.00	\$ 3,500.00	\$ 2,500.00			
		EMMA filing advisor	\$ 700.00	\$ 700.00	\$ -			
		Other potential Studies & special meetings	\$ 5,000.00	\$ 5,000.00	\$ 18,500.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
231		Finance Admin: Equipment	\$ 100.00	\$ 100.00	\$ 250.00	\$ -	\$ (150.00)	-60.00%
		Small equipment, as needed	\$ 100.00	\$ 100.00	\$ 250.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
FINANCE ADMINISTRATION 130**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
232		Finance Admin: Bank Fees	\$ 11,500.00	\$ 11,500.00	\$ -	\$ 11,029.32	\$ 11,500.00	0.00%
		Bank Fees	\$ 11,500.00	\$ 11,500.00	\$ -			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
238		Finance Admin: Payroll Processing	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 30,745.50	\$ -	0.00%
		Payroll processing costs	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ANNUAL AUDIT 135**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
135		Annual Audit	\$ 39,500.00	\$ 39,500.00	\$ 39,500.00	\$ 39,500.00	\$ -	0.00%
290	31	Audit	\$ 39,500.00	\$ 39,500.00	\$ 39,500.00	\$ 39,500.00	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ANNUAL AUDIT 135**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
290		Annual Audit: Audit	\$ 39,500.00	\$ 39,500.00	\$ 39,500.00	\$ 39,500.00	\$ -	0.00%
		Audit for 2016	\$ 39,500.00	\$ 39,500.00	\$ 39,500.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MGMT. INFO. SYSTEMS 140**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
140		Mgmt. Info. Systems: Other Expenses	\$ 94,828.10	\$ 94,828.10	\$ 91,388.10	\$ 90,325.54	\$ 3,440.00	3.76%
201	33	Internet & Web Hosting Services	\$ 10,300.00	\$ 10,300.00	\$ 6,620.00	\$ 6,791.81	\$ 3,680.00	55.59%
203	33	Equipment Repairs & Upgrades	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 31.09	\$ -	0.00%
204	34	Software Contracts & Purchases	\$ 34,528.10	\$ 34,528.10	\$ 34,168.10	\$ 50,412.70	\$ 360.00	1.05%
211	35	Supplies	\$ 10,700.00	\$ 10,700.00	\$ 10,700.00	\$ 6,103.60	\$ -	0.00%
213	35	Equipment Maintenance	\$ 16,400.00	\$ 16,400.00	\$ 16,400.00	\$ 13,748.74	\$ -	0.00%
231	35	New Equipment Purchases	\$ 19,900.00	\$ 19,900.00	\$ 20,500.00	\$ 13,237.60	\$ (600.00)	-2.93%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MGMT. INFO. SYSTEMS 140**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
201		MIS: Internet & Web Hosting Services	\$ 10,300.00	\$ 10,300.00	\$ 6,620.00	\$ 6,791.81	\$ 3,680.00	55.59%
	1	Cablevision	5,040.00	5,040.00	2,400.00			
	1	Verizon FiOs	5,040.00	5,040.00	4,000.00			
		Domain Registry of America	95.00	95.00	95.00			
		DOTGOV.DOT	125.00	125.00	125.00			

Justifications

1	Additional Fios & Cablevision internet/TV for municipal command center
---	--

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
203		MIS: Equipment Repair & Updates	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 31.09	\$ -	0.00%
	1	Repairs and updates for hardware	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00			

Justifications

1	Repairs and Upgrades as necessary
---	-----------------------------------

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MGMT. INFO. SYSTEMS 140**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
204		MIS: Software Contracts & Purchases	\$ 34,528.10	\$ 34,528.10	\$ 34,168.10	\$ 50,412.70	\$ 360.00	1.05%
	1	Arcmail Technology - Email Archiver		\$ -				
		Edmunds & Associates, Inc.	\$ 11,753.00	\$ 11,753.00	\$ 11,753.00			
		Enforsys Fire Systems	\$ 1,418.00	\$ 1,418.00	\$ 1,418.00			
		Fra Technologies - Dog/Cat License Prog.	\$ 600.00	\$ 600.00	\$ 600.00			
		Gilbarco Inc. DBA Gasboy	\$ 153.00	\$ 153.00	\$ 153.00			
		Gov Connection - Backup Exec	\$ 640.85	\$ 640.85	\$ 640.85			
		IT Radix - Kerio Connect Police & MB email	\$ 3,942.00	\$ 3,942.00	\$ 3,942.00			
	2	Microsoft Windows 8.1 O/S	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00			
		Micro Systems - Assessor Software	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00			
		Mitchell Humphrey - Building Dept. Soft.	\$ 6,670.00	\$ 6,670.00	\$ 6,310.00			
		Munidex, Inc. - Registrar Software	\$ 690.00	\$ 690.00	\$ 690.00			
		QQest Asset Management - Manager Plus	\$ 449.00	\$ 449.00	\$ 449.00			
		Surfside Software	\$ 125.00	\$ 125.00	\$ 125.00			
	1	SCW - SonicWALL Firewall		\$ -				
		SCW - Symantec Anti-Virus	\$ 3,687.25	\$ 3,687.25	\$ 3,687.25			

Justifications	
1	Paid for until 2016
2	New Windows 10 Operating system for PC's

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MGMT. INFO. SYSTEMS 140**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		MIS: Supplies	\$ 10,700.00	\$ 10,700.00	\$ 10,700.00	\$ 6,103.60	\$ -	0.00%
		Printer toner, ribbons, maintenance kits	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00			
		Tools and test equipment	\$ 350.00	\$ 350.00	\$ 350.00			
		Backup tapes and tape drive cleaner cartridges	\$ 350.00	\$ 350.00	\$ 350.00			
		Miscellaneous - As Required		\$ -				

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
213		MIS: Equipment Maintenance	\$ 16,400.00	\$ 16,400.00	\$ 16,400.00	\$ 13,748.74	\$ -	0.00%
		Johnston - Phone System Main Contract	\$ 13,400.00	\$ 13,400.00	\$ 13,400.00			
		Telephone & WAN Hardware Replacement	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
231		MIS: New Equipment Purchases	\$ 19,900.00	\$ 19,900.00	\$ 20,500.00	\$ 13,237.60	\$ (600.00)	-2.93%
	1	Computers replaced on 5 year schedule	\$ 13,200.00	\$ 13,200.00	\$ 13,200.00			
	2	Laser Printers	\$ 2,600.00	\$ 2,600.00	\$ 2,400.00			
	3	Laptops	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00			
		Topaz Systems Siglite LCD 1X5 - Registrar	\$ -	\$ -	\$ 800.00			

<u>Justifications</u>	
1	Desktop computer replacement program (replaced every 5 years/20 per year replaced)
2	Replacement Laser Printers 4 @ \$650
3	Laptop for Fire Department Training Bureau

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
TAX COLLECTION 145**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
145		Tax Collection: Other Expenses	\$ 19,825.00	\$ 17,825.00	\$ 7,825.00	\$ 5,768.58	\$ -	0.00%
211	37	Printing & Supplies	\$ 5,725.00	\$ 5,725.00	\$ 5,725.00	\$ 4,691.73	\$ -	0.00%
213	37	Office Equipment Maintenance	\$ 50.00	\$ 50.00	\$ 50.00	\$ 161.00	\$ -	0.00%
214	37	Professional Affiliations	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 915.85	\$ -	0.00%
219	38	Professional Fees	\$ 12,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	N/A

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
TAX COLLECTION 145**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Tax Collection: Printing and Supplies	\$ 5,725.00	\$ 5,725.00	\$ 5,725.00	\$ 4,691.73	\$ -	0.00%
		Office Supplies	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
		Estimated tax bills and/or Homestead Rebate bill	\$ 500.00	\$ 500.00	\$ 500.00			
		Tax bills, delinquent notices, and other forms	\$ 4,225.00	\$ 4,225.00	\$ 4,225.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
213		Tax Collection: Office Equipment Maint.	\$ 50.00	\$ 50.00	\$ 50.00	\$ 161.00	\$ -	0.00
		Repairs as needed	\$ 50.00	\$ 50.00	\$ 50.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Tax Collection: Profess. Affil. & Travel	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 915.85	\$ -	0.00%
		Dues - NJ Tax Collectors Assn., Collector & Deputy	\$ 200.00	\$ 200.00	\$ 200.00			
		Dues - Bergen Tax Collectors Assn., Collector & Deputy	\$ 150.00	\$ 150.00	\$ 150.00			
	1	State and NJLM Collector and Deputy Alternate	\$ 1,450.00	\$ 1,450.00	\$ 1,450.00			
		Travel, mileage, and miscellaneous	\$ 250.00	\$ 250.00	\$ 250.00			

Justifications	
1	Required continuing educations credits in order to maintain tax collector certification.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
TAX COLLECTION 145**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
219		Tax Collection: Professional Fees	\$ 12,000.00	\$ 10,000.00	\$ -		\$ 10,000.00	N/A
	1	Electronic Tax Sale	\$ 12,000.00	\$ 10,000.00	\$ -	\$ -		

<u>Justifications</u>	
1	Cost is justified by fees charged at sale. Cost is \$15 per line item, our revenue is \$25 per line item. 2014 Tax sale was charged to prior year budget

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ASSESSMENT OF TAXES 150**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
150		Assessment of Taxes: Other Expenses	\$ 112,095.00	\$ 111,895.00	\$ 111,895.00	\$ 100,219.56	\$ -	0.00%
211	40	Stationery & Supplies	\$ 100.00	\$ 100.00	\$ 100.00	\$ 35.00	\$ -	0.00%
213	40	Equipment & Repair	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	\$ -	0.00%
214	41	Prof. Affil. & Travel	\$ 1,045.00	\$ 1,045.00	\$ 1,045.00	\$ 820.00	\$ -	0.00%
217	41	Tax Roll Books	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ -	\$ -	0.00%
218	42	Professional Service	\$ 106,300.00	\$ 106,300.00	\$ 106,300.00	\$ 96,864.56	\$ -	0.00%
219	42	Miscellaneous	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	0.00%
243	42	Data Processing Service	\$ 2,500.00	\$ 2,300.00	\$ 2,300.00	\$ 2,500.00	\$ -	0.00%
247	43	Tax Map Maintenance	\$ 750.00	\$ 750.00	\$ 750.00	\$ -	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ASSESSMENT OF TAXES 150**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Tax Assessments: Stationary & Supplies	\$ 100.00	\$ 100.00	\$ 100.00	\$ 35.00	\$ -	0.00%
	1	Stationary and Supplies	\$ 100.00	\$ 100.00	\$ 100.00			

Justifications

1	Replenishment of stationary items and office supplies not in Township inventory
---	---

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
213		Tax Assessments: Equipment & Repair	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	\$ -	0.00%
	1	Equipment & Repair	\$ 200.00	\$ 200.00	\$ 200.00			

Justifications

1	Servicing and Repair of electric typewriter
---	---

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ASSESSMENT OF TAXES 150**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Tax Assessments: Prof. Affil. & Travel	\$ 1,045.00	\$ 1,045.00	\$ 1,045.00	\$ 820.00	\$ -	0.00%
	1	Dues - IAAO (local and state chapters)	\$ 200.00	\$ 200.00	\$ 200.00			
	2	Dues - AMANJ	\$ 165.00	\$ 165.00	\$ 165.00			
	3	West Pocket Parts	\$ 55.00	\$ 55.00	\$ 55.00			
	4	Rutgers Annual Conference	\$ 500.00	\$ 500.00	\$ 500.00			
	5	NJ Tax Court Reports	\$ 125.00	\$ 125.00	\$ 125.00			

<u>Justifications</u>	
1	Annual dues, International Association of Assessing Officers
2	Annual dues, Bergen County Assessors Association
3	Monthly update of NJ Tax Court decisions
4	Annual, bound edition of Tax Court decisions
5	Annual conference for mandatory CEU's

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
217		Tax Assessments: Tax Roll Books	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ -	\$ -	0.00%
	1	Covers for Tax Roll Books (Municipal and County)	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00			

<u>Justifications</u>	
1	Covers for annual tax list for Assessor, Tax Collector and County Board of Taxation. 2017 and forward, this cost may be borne by County Tax Board. Not yet determined at this point.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ASSESSMENT OF TAXES 150**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
218		Tax Assessments: Professional Services	\$ 106,300.00	\$ 106,300.00	\$ 106,300.00	\$ 96,864.56	\$ -	0.00%
	1	Professional Services	\$ 106,300.00	\$ 106,300.00	\$ 106,300.00			

<u>Justifications</u>								
1	Contracts for inspection of new construction for Added Assessment list. Contracts for appraisal reports for State Tax Court and County Tax Board							

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
219		Tax Assessments: Miscellaneous	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	0.00%
		Miscellaneous	\$ 100.00	\$ 100.00	\$ 100.00			

<u>Justifications</u>								
1	Purchase of miscellaneous office equipment.							

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
243		Tax Assessments: Data Processing	\$ 2,500.00	\$ 2,300.00	\$ 2,300.00	\$ 2,500.00	\$ -	0.00%
	1	Data Processing Service	\$ 2,500.00	\$ 2,300.00	\$ 2,300.00			

<u>Justifications</u>								
1	Annual printing of statutory assessment notification cards.							

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ASSESSMENT OF TAXES 150**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
247		Tax Assessments: Tax Map Maintenance	\$ 750.00	\$ 750.00	\$ 750.00	\$ -	\$ -	0.00%
	1	Tax Map Maintenance	\$ 750.00	\$ 750.00	\$ 750.00			

<u>Justifications</u>	
1	Tax map updates.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
LEGAL SERVICES & COSTS 155**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
155		Legal Services & Costs	\$ 1,075,000.00	\$ 1,020,000.00	\$ 920,000.00	\$ 1,017,802.83	\$ 100,000.00	10.87%
210	45	Public Defender	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 24,999.96	\$ -	0.00%
220	45	Labor Negotiations	\$ 300,000.00	\$ 250,000.00	\$ 200,000.00	\$ 191,501.81	\$ 50,000.00	25.00%
230	45	Legal Fees & Expenses	\$ 700,000.00	\$ 695,000.00	\$ 695,000.00	\$ 800,551.06	\$ -	0.00%
290	45	Prosecutor	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 750.00	\$ 50,000.00	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
LEGAL SERVICES & COSTS 155**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
210		Legal: Public Defender	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 24,999.96	-	0.00%
		Public Defender	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Legal: Labor Counsel/Negotiations	\$ 300,000.00	\$ 250,000.00	\$ 200,000.00	\$ 191,501.81	50,000.00	25.00%
	1	Labor Counsel/Labor Matters and Negotiations	\$ 300,000.00	\$ 250,000.00	\$ 200,000.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
230		Legal: Legal Fees & Expenses	\$ 700,000.00	\$ 695,000.00	\$ 695,000.00	\$ 800,551.06	\$ -	0.00%
	1	Legal Fees & Expenses	\$ 700,000.00	\$ 695,000.00	\$ 695,000.00			

Justifications

1 Legal services for general and insurance matters, county board and state court tax appeals, and retainer.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
290		Legal: Prosecutor	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 750.00	\$ 50,000.00	0.00%
	1	Prosecutor	\$ 50,000.00	\$ 50,000.00	\$ -			

Justifications

1 Was salaried, now a contracted service.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ENGINEERING 165**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
165		Engineering: Other Expenses	\$ 148,250.00	\$ 148,250.00	\$ 146,350.00	\$ 117,939.96	\$ 1,900.00	1.30%
214	47	Professional Affil. & Travel	\$ -	\$ -	\$ 400.00	\$ -	\$ (400.00)	-100.00%
219	47	Miscellaneous	\$ 16,500.00	\$ 16,500.00	\$ 16,200.00	\$ -	\$ 300.00	1.85%
220	47	Professional Services	\$ 131,000.00	\$ 131,000.00	\$ 129,000.00	\$ 117,939.96	\$ 2,000.00	1.55%
241	48	Environmental Commission	\$ 750.00	\$ 750.00	\$ 750.00	\$ -	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ENGINEERING 165**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Engineering: Professional Affil. & Travel	\$ -	\$ -	\$ 400.00	\$ -	\$ (400.00)	-100.00%
		Dues - NJ Municipal Engineering Society	\$ -	\$ -	\$ 300.00			
		Subscription - Engineering News Record	\$ -	\$ -	\$ 100.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2014
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
219		Engineering: Miscellaneous	\$ 16,500.00	\$ 16,500.00	\$ 16,200.00	\$ -	\$ 300.00	1.85%
		Municipal Storm water Permit Fee	\$ 9,000.00	\$ 9,000.00	\$ 8,700.00			
		Stormwater Awareness Program	\$ 7,300.00	\$ 7,300.00	\$ 7,300.00			
		1400 River Road Tideland License	\$ 200.00	\$ 200.00	\$ 200.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Engineering: Professional Services	\$ 131,000.00	\$ 131,000.00	\$ 129,000.00	\$ 117,939.96	\$ 2,000.00	1.55%
		In-house engineering consultant	\$ 102,000.00	\$ 102,000.00	\$ 100,000.00			
	1	Outside Engineering	\$ 29,000.00	\$ 29,000.00	\$ 29,000.00			

Justifications

1	Zoning residential plan reviews and other general engineering services not handled in-house
---	---

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ENGINEERING 165**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
241		Engineering: Environmental Commission	\$ 750.00	\$ 750.00	\$ 750.00	\$ -	\$ -	0.00%
		ANJEC Dues	\$ 420.00	\$ 420.00	\$ 420.00			
		Training (includes webinars and Road Shows)	\$ 250.00	\$ 250.00	\$ 250.00			
		Travel expenses for training	\$ 80.00	\$ 80.00	\$ 80.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BUILDING 195**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
195		Building: Other Expenses	\$ 83,525.00	\$ 83,525.00	\$ 83,035.00	\$ 81,979.77	\$ 490.00	0.59%
211	50	Supplies & Printing	\$ 2,700.00	\$ 2,700.00	\$ 2,400.00	\$ 2,882.22	\$ 300.00	12.50%
213	50	Equipment & Repairs	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ -	\$ -	0.00%
214	51	Professional Affiliation & Travel	\$ 5,325.00	\$ 5,325.00	\$ 5,200.00	\$ 4,477.61	\$ 125.00	2.40%
250	53	Elevator Inspections	\$ 900.00	\$ 900.00	\$ 1,000.00	\$ 2,245.00	\$ (100.00)	-10.00%
260	53	Board of Adjustment	\$ 31,480.00	\$ 31,480.00	\$ 31,345.00	\$ 36,092.60	\$ 135.00	0.43%
270	54	Planning Board	\$ 37,100.00	\$ 37,100.00	\$ 37,070.00	\$ 24,111.38	\$ 30.00	0.08%
280	55	Planner - Non Board	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 12,057.00	\$ -	0.00%
290	56	Communications - Cellular	\$ 720.00	\$ 720.00	\$ 720.00	\$ 113.96	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BUILDING 195**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Building: Supplies & Printing	\$ 2,700.00	\$ 2,700.00	\$ 2,400.00	\$ 2,882.22	\$ 300.00	12.50%
	1	Printing of Forms	\$ 2,000.00	\$ 2,000.00	\$ 1,800.00			
	2	Office Supplies	\$ 700.00	\$ 700.00	\$ 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. 5:23-4.17(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 increase over the 2015 levels. Changes in State mandated forms will require a modification to existing supply stock. Each permit issued requires the use of standardized forms and is not necessarily related to the level of revenues received. A change in the statutory responsibilities of the Sub code Officials will require additional changes to the standardized forms used. |
| 2 | N.J.A.C. 5:23-4.17(c)2 iii provides for the payment of these expenses through collected enforcing agency fees. Items included are in addition to central office supply consumables. Increased activity levels require additional supplies to provide a consistent level of service to all permit applicants. Additional part-time staff necessary to service anticipated large-scale projects will require dedicated consumable office supplies. These projects will be realized during the 2016 through 2018 construction seasons. |

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
213		Building: Equipment & Repairs	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ -	\$ -	0.00%
	1	Office Equipment	\$ 500.00	\$ 500.00	\$ 500.00			
	2	Safety/Inspection equipment	\$ 600.00	\$ 600.00	\$ 600.00			
	3	Maintenance per schedule	\$ 200.00	\$ 200.00	\$ 200.00			

Justifications

- | | |
|---|--|
| 1 | 1) N.J.A.C. 5:23-4.17(c)2 iii provides for the payment of these expenses through collected enforcing agency fees. Item includes replacement of consumable batteries which will reach their useful life in 2016. The Department maintains two-way radios programmed with township frequencies allowing use by other agencies in the event of emergencies. |
|---|--|

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BUILDING 195**

Justifications (Continued)	
2	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. Additional staff members acquired to address the increase in activity levels will need to be provided with safety equipment for their ability to respond to emergency incidents. Item also includes specialized inspection equipment necessary to provide required inspections (Continuing Program).
3	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.

Sub Account	Justification	Account Description	Department Request	Manager Approved 2016	2015 Adopted Budget	2015 Spent Jan - Dec	+ OR - 2015 \$	+ OR - 2015 %
214		Building: Professional Affil. & Travel	\$ 5,325.00	\$ 5,325.00	\$ 5,200.00	\$ 4,477.61	\$ 125.00	2.40%
	1	Dues - NJ Building Officials Association	\$ 150.00	\$ 150.00	\$ 150.00			
	2	Dues - Municipal Construction Officials Assoc	\$ 75.00	\$ 75.00	\$ 75.00			
	3	Dues - Bergen/Passaic Municipal Inspectors Assoc.	\$ 150.00	\$ 150.00	\$ 150.00			
	4	Dues - Bergen/Passaic Technical Assistants Assoc.	\$ 150.00	\$ 150.00	\$ 120.00			
	5	Monthly meeting expenses	\$ 500.00	\$ 500.00	\$ 500.00			
	6	Code books and standards	\$ 800.00	\$ 800.00	\$ 1,500.00			
	7	Building Safety Conference of NJ	\$ 2,000.00	\$ 2,000.00	\$ 1,800.00			
	8	ICC / NSPC Code Change Hearings	\$ 1,000.00	\$ 1,000.00	\$ 405.00			
	9	NJ League of Municipalities	\$ 500.00	\$ 500.00	\$ 500.00			

Justifications	
1	N.J.A.C. 5:23-4.17(c)2 iv provides for the payment of expenses through collected 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 these expenses through collected enforcing agency fees. Membership is provided for one (1) staff member. Participation in the organization provides timely information on important administrative issues affecting the department's activities.
Continued on next page	

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BUILDING 195**

Justifications (Continued)	
3	N.J.A.C. 5:23-4.17(c)2 iv provides for the payment of these expenses through collected enforcing agency fees. Membership is provided for three (3) staff members. Participation in the organization provides timely information on important administrative issues affecting the department's activities.
4	N.J.A.C. 5:23-4.17(c)2 iv provides for the payment of these expenses through collected enforcing agency fees. Membership is provided to three (3) staff members holding the state certification. Participation in the organization provides timely information on important administrative issues affecting the department's activities.
5	5) N.J.A.C. 5:23-4.17(c)2 iv provides for the payment of expenses through collected enforcing agency fees. Item provides reimbursement to Building Department staff for expenses associated with attendance at State and Regional meetings and for Teaneck's hosting of a Regional meeting of the Municipal Construction Officials Association meeting and seminar. This item is based on attendance of staff members at their respective meetings.
6	N.J.A.C. 5:23-4.17(c)2 iv provides for the payment of expenses through collected enforcing agency fees. The State of New Jersey adopted the 2015 ICC codes in the third quarter of 2015. The adoption required the purchase of the adopted codes and standards. These included the International Building Code, International Residential Code, International Energy Conservation Code, International Mechanical and International Fuel Gas Code. Referenced standards and commentaries must also be obtained during 2016 for the effective enforcement of the regulations. The National Standard Plumbing Code is expected to be adopted in the first quarter of 2016.
7	N.J.A.C. 5:23-4.17(c)2 iv provides for the payment of expenses through collected 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, gain knowledge of new construction techniques and learn of new and proposed regulation modifications.
8	N.J.A.C. 5:23-4.17(c)2 iv provides for the payment of expenses through collected enforcing agency fees. Funds are provided to staff members for attendance at the International Code Council (ICC) and National Standard Plumbing Code (NSPC) 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 areas of interest pertaining to the health, safety and welfare of the state's residents and businesses.
9	N.J.A.C. 5:23-4.17(c)2 iv provides for the payment of expenses through collected enforcing agency fees. Staff members attend state association meetings and participate in joint sessions with other municipal agencies. Staff members holding zoning certificates earn required CEU's towards the renewal of the certificates. Participants are exposed to key issues affecting municipal governments and options for improving services.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BUILDING 195**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
250		Building: Elevator Inspections	\$ 900.00	\$ 900.00	\$ 1,000.00	\$ 2,245.00	\$ (100.00)	-10.00%
	1	Exempt Property Inspections	\$ 900.00	\$ 900.00	\$ 1,000.00			

Justifications

- | | |
|---|--|
| 1 | Funds are for the six-month and yearly inspection of municipally owned elevator devices at the Richard Rodda Recreation Center, Police Headquarters and the Municipal Building. The funds listed here are not associated with the operation of the local enforcing agency. |
|---|--|

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
260		Building: Zoning Board of Adjustment	\$ 31,480.00	\$ 31,480.00	\$ 31,345.00	\$ 36,092.60	\$ 135.00	0.43%
	1	Computer and office supplies	\$ 400.00	\$ 400.00	\$ 500.00			
	2	Stenographer services	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00			
	3	Board members seminars - State mandated	\$ 250.00	\$ 250.00	\$ 250.00			
	4	Dues - NJ Planning and Zoning Administrators	\$ 180.00	\$ 180.00	\$ 180.00			
	5	NJAZPA Current Issues in Zoning Seminar	\$ 750.00	\$ 750.00	\$ 615.00			
	6	NJ League of Municipalities Conference	\$ 900.00	\$ 900.00	\$ 800.00			
		Zoning board engineer's plan reviews	\$ -	\$ 5,000.00	\$ -			
	7	Attorney Fees	\$ 25,000.00	\$ 20,000.00	\$ 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. Funds have been increased based on the anticipated activity level of development during 2016, with the amount reevaluated in 2018. |
| 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. An increase in development activity, more appeals being scheduled before the Board and longer public hearings results in additional expenses for the stenographer services. |
| 3 | 3) N.J.S.A. 40:55D-23.3 requires all Board members to acquire minimum educational standards for the effective discharge of their duties. |

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BUILDING 195**

Justifications (Continued)	
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 which allows the staff to remain current in industry and legal conditions affecting the services they provide.
5	Funds have been provided for the attendance of three (3) staff members at this annual seminar. Staff are exposed to current issues in zoning administration, planning principals and court decisions affecting land use matters.
6	Staff members attend state association meetings and earn CEU's 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 allocated to this budget account.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
270		Building: Planning Board	\$ 37,100.00	\$ 37,100.00	\$ 37,070.00	\$ 24,111.38	\$ 30.00	0.08%
	1	Office Supplies	\$ 400.00	\$ 400.00	\$ 500.00			
	2	Dues - NJ Planning Officials	\$ 550.00	\$ 550.00	\$ 520.00			
	3	Planning services as needed	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			
	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	\$ 900.00	\$ 900.00	\$ 800.00			
	7	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	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.
Continued on next page	

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BUILDING 195**

Justifications (Continued)	
<u>Justifications</u>	
4	N.J.S.A. 40:55D-23.3 requires all Board members to acquire minimum educational standards for the effective discharge of their duties.
5	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. These funds have been provided to address issues such as COAH and the municipal Master Plan.
6	Staff members attend state association meetings and earn CEU's 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 allocated to this budget account.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
280		Building: Planner- Non Board Related	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 12,057.00	\$ -	0.00%
	1	Planning services as needed	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00			

<u>Justifications</u>	
1	Funds are provided here for the contract services of the Township Planner for input on issues such as the revision or amendment of the Development Regulations. Use of these funds are dependent on modification of 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.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BUILDING 195**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
290		Building: Communications	\$ 720.00	\$ 720.00	\$ 720.00	\$ 113.96	\$ -	0.00%
	1	Cellular Phone - Construction Official	\$ 720.00	\$ 720.00	\$ 720.00			

<u>Justifications</u>	
1	N.J.A.C. 5:23-4.17(c)2 iii provides for the payment of expenses through collected 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 e-mail messages, communicate with other municipal officials and receive notifications from local, County and State agencies during non-business hours is important in maintaining the health, safety and welfare of the public.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CONTRIBUTION TO SELF INS. 210**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
210		Contributions to Self Insurance Fund	\$ 972,500.00	\$ 972,500.00	\$ 972,500.00	\$ 1,122,500.00	\$ -	0.00%
210	58	General	\$ 172,500.00	\$ 172,500.00	\$ 172,500.00	\$ 172,500.00	\$ -	0.00%
220	59	Worker's Compensation	\$ 800,000.00	\$ 800,000.00	\$ 800,000.00	\$ 950,000.00	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CONTRIBUTION TO SELF INS. 210**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Contributions to Self Insurance: General	\$ 172,500.00	\$ 172,500.00	\$ 172,500.00	\$ 172,500.00	\$ -	0.00%
	1	General	\$ 172,500.00	\$ 172,500.00	\$ 172,500.00			

Justifications

1	Contributions to self-insurance fund are for claims and deductibles not covered by other insurance.
	<u>Self Insurance Fund Analysis</u>
	<u>General Self Insurance Fund</u>
	Beginning Balance January 1, 2015: 97,122.63
	2015 Budget Appropriation 172,500.00
	2015 Budget Appropriation Reallocated to Workers Compensation -75,000.00
	Refunds 45,804.18
	Insurance claims paid -203,965.87
	Excess Insurance Premium -1,683.16
	Legal Fees and Other 0.00
	<u>Estimated Balance December 31, 2015</u> <u>34,777.78</u>

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CONTRIBUTION TO SELF INS. 210**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Contributions to Self Insurance: Worker's Com	\$ 800,000.00	\$ 800,000.00	\$ 800,000.00	\$ 950,000.00	\$ -	0.00%
	1	Worker's Compensation	\$ 800,000.00	\$ 800,000.00	\$ 800,000.00			

<u>Justifications</u>	
1	Claims have been significantly higher than expected for the past four years. The contribution must remain at \$800,000 to reduce the danger of lack of funding.
<u>Self Insurance Fund Analysis</u>	
	<u>Worker's Compensation Self Insurance Fund</u>
	Beginning Balance January 1, 2015 87,473.78
	2015 Budget Appropriation 800,000.00
	2015 Additional Budget Appropriation 150,000.00
	2015 Budget Appropriation Reallocated from General Insurance 75,000.00
	Claims and Awards -1,106,930.47
	Administration -2,500.00
	Estimated Balance December 31, 2015 3,043.31

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
OTHER INSURANCE PREMIUMS 211**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Other Insurance Premiums	\$ 732,000.00	\$ 719,500.00	\$ 699,500.00	\$ 694,880.24	\$ 20,000.00	2.86%
210	61	General Insurance	\$ 682,500.00	\$ 670,000.00	\$ 650,000.00	\$ 647,880.24	\$ 20,000.00	3.08%
230	61	Worker's Compensation Admin Fees	\$ 49,500.00	\$ 49,500.00	\$ 49,500.00	\$ 47,000.00	\$ -	N/A

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
OTHER INSURANCE PREMIUMS 211**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
210		Other Insurance: General	\$ 682,500.00	\$ 682,500.00	\$ 650,000.00	\$ 647,880.24	\$ 32,500.00	5.00%
	1	PEJIF policy premium	\$ 682,500.00	\$ 682,500.00	\$ 650,000.00			

Justifications

1	Public Employees Joint Insurance Fund (PEJIF), expected increase of 5%
	Bodily injury, property damage, uninsured motorists, worker's compensation, public officials, oil and gas tanks, etc.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
230		Other Insurance: Worker's Compensation Admin	\$ 49,500.00	\$ 49,500.00	\$ 49,500.00	\$ 47,000.00	\$ -	N/A
	1	Worker's Compensation Admin Fees	\$ 49,500.00	\$ 49,500.00	\$ 49,500.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
GROUP INS. FOR EMPLOYEES 220**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Group Insurance for Employees	\$ 5,535,500.00	\$ 5,570,500.00	\$ 6,236,675.00	\$ 5,649,437.42	\$ (666,175.00)	-10.68%
210	62	Health Benefits (net of employee contributions)	\$ 4,700,000.00	\$ 4,700,000.00	\$ 5,400,000.00	\$ 4,841,521.48	\$ (700,000.00)	-12.96%
220	62	Delta Dental Plan	\$ 325,000.00	\$ 325,000.00	\$ 341,700.00	\$ 323,360.82	\$ (16,700.00)	-4.89%
230	62	Flexible Spend	\$ 5,500.00	\$ 5,500.00	\$ 4,725.00	\$ 5,058.00	\$ 775.00	16.40%
240	62	Vision Care	\$ 5,000.00	\$ 5,000.00	\$ 5,250.00	\$ 3,813.60	\$ (250.00)	-4.76%
250	62	Retiree Health	\$ 85,000.00	\$ 85,000.00	\$ 85,000.00	\$ 60,388.65	\$ -	0.00%
260	62	Medical Opt-Out	\$ 415,000.00	\$ 450,000.00	\$ 400,000.00	\$ 415,294.87	\$ 50,000.00	12.50%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
240		Police: Other Expenses	\$ 283,674.00	\$ 270,629.00	\$ 252,889.00	\$ 244,809.25	\$ 17,740.00	7.01%
210	64	First Aid	\$ 5,191.00	\$ 5,191.00	\$ 5,191.00	\$ 4,840.04	\$ -	0.00%
211	65	Printing & Supplies	\$ 3,250.00	\$ 3,150.00	\$ 3,150.00	\$ 2,607.86	\$ -	0.00%
213	66	Machine Maintenance	\$ 75,678.00	\$ 75,678.00	\$ 77,548.00	\$ 73,447.95	\$ (1,870.00)	-2.41%
219	68	Miscellaneous	\$ 5,100.00	\$ 5,100.00	\$ 5,350.00	\$ 4,984.32	\$ (250.00)	-4.67%
220	69	Tuition, Training, Dues	\$ 27,875.00	\$ 26,530.00	\$ 26,530.00	\$ 23,285.85	\$ -	0.00%
230	71	Pre-employment Screening	\$ 18,000.00	\$ 18,000.00	\$ 800.00	\$ 8,625.00	\$ 17,200.00	2150.00%
231	72	Equipment	\$ 21,400.00	\$ 21,400.00	\$ 21,400.00	\$ 23,410.75	\$ -	0.00%
239	73	Personal Equipment	\$ 1,500.00	\$ 1,400.00	\$ 1,400.00	\$ 1,742.00	\$ -	0.00%
244	73	Communications Maintenance & 911 Dispatch	\$ 52,026.00	\$ 52,026.00	\$ 52,026.00	\$ 51,554.39	\$ -	0.00%
250	75	Photo & I.D.	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 4,341.33	\$ -	0.00%
251	76	Supplies	\$ 19,444.00	\$ 19,344.00	\$ 19,344.00	\$ 15,482.13	\$ -	0.00%
260	77	Bldg. Maintenance & Supplies	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,726.65	\$ -	0.00%
270	78	Ammunition & Armory Supplies	\$ 19,060.00	\$ 12,660.00	\$ 10,000.00	\$ 10,107.18	\$ 2,660.00	26.60%
271	79	Outside Maintenance	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 1,781.50	\$ -	0.00%
280	79	Special Investigations	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 505.75	\$ -	0.00%
290	80	Auxiliary Police	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 1,868.55	\$ -	0.00%
292	81	Parking Enforcement Officers	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 498.00	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
210		Police: First Aid	\$ 5,191.00	\$ 5,191.00	\$ 5,191.00	\$ 4,840.04	\$ -	0.00%
		First Aid Supplies & Kits	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			
		Oxygen Refills & Repairs	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
		Disposable Blankets (40)	\$ 191.00	\$ 191.00	\$ 191.00			
		Defibrillator Pads, batteries and supplies	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			

<u>Justifications</u>	
1	Supplies needed to equip and or restock our vehicles with first aid and AED equipment.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Police: Printing & Supplies	\$ 3,250.00	\$ 3,150.00	\$ 3,150.00	\$ 2,607.86	\$ -	0.00%
	1	Printing forms, reports, etc.	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00			
	2	Updates 2C, Title 39 manuals	\$ 200.00	\$ 100.00	\$ 100.00			
	3	3M Detective Case Envelopes	\$ 350.00	\$ 350.00	\$ 350.00			
	4	Fax Supplies	\$ 300.00	\$ 300.00	\$ 300.00			
	5	Office Supplies	\$ 800.00	\$ 800.00	\$ 800.00			

<u>Justifications</u>	
1	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. Price increase from \$100, licensing changes, no longer able to put directly on server. Two copies purchased (1 for the TC and 1 for DB)
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	Cartridges, toner, and/or other supplies needed for the four (4) fax machines that are currently in operation within the department.
5	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, etc.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
213		Police: Machine Maintenance	\$ 75,678.00	\$ 75,678.00	\$ 77,548.00	\$ 73,447.95	\$ (1,870.00)	-2.41%
73447.95								
	1	Bureau	\$ -	\$ -	\$ -			
	2	Contract - CODY	\$ 26,030.00	\$ 26,030.00	\$ 25,100.00			
	3	Contract - Datacard ID Card Machine	\$ 850.00	\$ 850.00	\$ 850.00			
	4	\$318.20/Month	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00			
	5	INC.	\$ -	\$ -	\$ 6,000.00			
	6	MicroStrategies (Recorder)	\$ 3,200.00	\$ 3,200.00	\$ -			
	7	Contract - Info-Cop Licensing	\$ 5,250.00	\$ 5,250.00	\$ 5,250.00			
	8	Processing Machine	\$ 3,248.00	\$ 3,248.00	\$ 3,248.00			
	9	Radar & Alcotest Maintenance	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			
	10	GTBM - Server Support - Cad & Record Management System, E-ticketing	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00			

<u>Justifications</u>	
1	Zero(0) was allocated in 2015 as we were in the process of completing a video surveillance project for police headquarters and the old municipal building. Said project included the installation of interior and exterior of cameras and included cell block area and interview rooms. Funds (\$6,150) were set aside in original purchase order to cover future maintenance costs / service calls pertaining to system. Additional funds need to be set aside in future years .
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. CODY is our current CAD/RMS provider. CODY has issued price increase, cost has gone up from \$25,100 in 2015 to \$26,030 in 2016. Price anticipated to increase in future years (3-5%). We have been researching other CAD vendors (such as CSI/Inforshare) and have submitted quotes in Capital Budget request.
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. ID cards generate revenue. They are produced for solicitors, liquor ID, Parking Enforcement Officers, Township employees (PD, FD, DPW, Municipal), retired Police Offices and others.
4	Contract - Maintenance - Telephone system (Avaya) @ \$175.00/month -required to keep our in-house telephone system in operation at all times. Township Vendor/Preferred Partner, Johnston Communications. It has been noted and reported several times that our phone system is dated and has reached end of life and near catastrophic failure. In 2015 we have spent over \$5,100 in repairs. System needs to be replaced.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

5	The Township recently elected to have the Bergen County Communications Center take
	over 911. Our terminals are still in operation but are due to be switched over shortly as we
	are no longer a PSAP. KML has been our 911 provider, we paid \$6,000 per year for our
	annual service contract. This will be listed at zero(0) for 2016.
6	Recorder - Mandatory that the phone lines and radio transmissions be recorded and saved.
	We recently purchased a new voice recorder we did not maintain a service contract in 2015.
	We did incur approximately \$1,520 in service/maintenance related calls.
	Service contract should be maintained going forward.
7	Contract - Info - Cop Licensing - Required to maintain licenses and keep the software on our
	department's mobile computers operational. We currently maintain 20 licenses.
8	Contract - Maintenance - Morpho Trak (formerly Sagem Morpho) - Fingerprint processing -
	required to maintain our fingerprint machine. Arrests, domestic violence, mug camera, etc.
	Processing is mandatory by the state.
9	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.
	It should be noted that we will be required to purchase a new machine in 2016 at a cost
	of \$20,000 said required item will be listed in our Capital Budget request.
10	Server support - CAD & Records Management System - GTBM Inc. - required for server
	support/CAD and Records Management System. Repairs, upgrades, replacement parts as
	needed. Working on installing an Eticketing system fleet wide to enable our officers to issue
	parking and moving violations electronically. Said summonses, once issued, will
	automatically be entered into the NJ Courts system(AOC). This system is approved by the
	state. We currently average approx. 17,000 summonses per year. Fee for hardware,
	software, and related equipment is based on a per ticket charge.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
219		Police: Miscellaneous	\$ 5,100.00	\$ 5,100.00	\$ 5,350.00	\$ 4,984.32	\$ (250.00)	-4.67%
	1	Prisoner Meals	\$ -	\$ -	\$ 250.00			
	2	Range Officer Certifications	\$ 4,600.00	\$ 4,600.00	\$ 4,600.00			
	3	Cell Block Management	\$ 500.00	\$ 500.00	\$ 500.00			

<u>Justifications</u>	
1	Prisoner Meals: Per Department of Corrections, the Township of Teaneck, 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 vendors. Had budgeted \$250 in 2015 for this line item. This required expense will be covered with Welfare funds in 2016 and documented accordingly.
2	Range Officer Certifications: We utilize an indoor range and currently have thirteen(13) 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. (\$268 for lead testing and \$85.00 for hearing test)
3	Contingent on additional funds necessary and/or required items for cell block management and to provide for safe housing for incarcerated individuals. Cell Log books purchased from Staples.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Police: Tuition, Training, Dues	\$ 27,875.00	\$ 26,530.00	\$ 26,530.00	\$ 23,285.85	\$ -	0.00%
		Dues - International Assn. Police Chiefs	\$ 120.00	\$ 120.00	\$ 120.00			
	1	Dues - NJ Police Chiefs Association	\$ 475.00	\$ 400.00	\$ 400.00			
		Dues - BC Police Chiefs Association/CJIS/Juvenile	\$ 350.00	\$ 350.00	\$ 350.00			
		Association	\$ 200.00	\$ 200.00	\$ 200.00			
		Dues - NJ Narcotics Enforcement Officers	\$ 90.00	\$ 90.00	\$ 90.00			
		Dues - Special Organizations as needed	\$ 150.00	\$ 150.00	\$ 150.00			
	2	Internet Search Engine for Investigations	\$ 5,000.00	\$ 4,730.00	\$ 4,730.00			
		Dues - NENA 911 Conference	\$ 500.00	\$ 500.00	\$ 500.00			
		Dues - Juvenile Officers Conference	\$ 400.00	\$ 400.00	\$ 400.00			
		Dues - Narcotic Officers Conference	\$ 650.00	\$ 650.00	\$ 650.00			
		Dues - NJ Chiefs Conference	\$ 400.00	\$ 400.00	\$ 400.00			
		Training, Seminars, Meetings	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00			
	3	Hosting of Community Oriented Meetings	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00			
		Package	\$ 4,540.00	\$ 4,540.00	\$ 4,540.00			
	4	Accreditation Fees	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00			
		Membership/Conference	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			

<u>Justifications</u>	
1	Price increase from \$400 to \$475
2	Required investigative tool used by the Bureaus. Provides critical information not otherwise available. We utilize Clear Plus Web Analytics Investigative Suite. Industry practices have resulted in a change of billing protocol, thus resulting in increased pricing.
3	From \$1000 in 2015 to \$1,500 in 2016

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Justifications (continued)	
4	Accreditation Fees / on-going expenses to maintain accreditation. NJ State Association of Chiefs of Police. Re-accreditation is required every three(3) years and is an involved process
	<i>Accreditation is a progressive and time-proven way of helping law enforcement agencies calculate and improve their overall performances. The foundation of Accreditation lies in the adoption of standards containing a clear statement of professional objectives. Participating agencies conduct a thorough self-analysis to determine how existing operations can be adapted to meet these objectives. When the procedures are in place, a team of trained assessors verifies that applicable standards have been successfully implemented. Accreditation status represents a significant professional achievement. Accreditation acknowledges the implementation of policies and procedures that are conceptually sound and operationally effective. The New Jersey State Association of Chiefs of Police has pursued the concept and development of a voluntary statewide law enforcement accreditation program for New Jersey. This effort has resulted in the formation of the NJSACOP Law Enforcement Accreditation Commission (LEAC), consisting of commissioners appointed by the (NJSACOP). Personnel from NJSACOP provide support services to the Commission and to applicant agencies. The attitudes, training and actions of personnel of New Jersey's law enforcement agencies best reflect compliance with the standards contained in this program. Policy and procedure based on Accreditation will not insure a crime-free environment for citizens, nor will it ensure an absence of litigation against law enforcement agencies and executives.</i>
	<i>However, effective and comprehensive leadership through professionally based policy development is directly influenced by a law enforcement program that is comprehensive, obtainable and based on standards that reflect professional service delivery.</i>
	<i>Raised \$500 in 2016 to cover hotel rooms and other expenses involved with the on-site visit required for re-accreditation.</i>

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
230		Police: Pre-Employment Screening	\$ 18,000.00	\$ 18,000.00	\$ 800.00	\$ 8,625.00	\$ 17,200.00	2150.00%
	1	Replacement Officers (10@ \$1,800)	\$ 18,000.00	\$ 18,000.00	\$ 800.00			

<u>Justifications</u>	
1	<p>We currently have 93 sworn Officer, and 2 attending the police academy. A total of seventeen(17) Officers are eligible for retirement in 2016, bringing the total number of required pre-employment screening up to (17) (\$1,800 each). A number of civilian employees are eligible to retire as well. We also perform testing on dispatch, SLEO candidates, and other applicants. The Township of Teaneck, TPD and 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 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. This is performed by the Institute of Forensic Psychology (\$425 each) plus items required. (\$125) Required by BCPA. Toxicology labs testing (\$45.00)</p> <p>**2016 Authorized Strength of 95 Sworn Officers*** Budgeted for 5 police officers</p> <p>Only \$800 was allocated in 2015. Spent \$8,625 to date in 2015</p>

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted		+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
231		Police: Equipment	\$ 21,400.00	\$ 21,400.00	\$ 21,400.00	\$ 23,410.75	\$ -	0.00%
	1	Decals, reflective tape, etc.	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			
	2	Repaint (4) unmarked vehicles	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00			
	3	Replacement Dispatcher Chairs	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00			
	4	Flag Replacement	\$ 700.00	\$ 700.00	\$ 700.00			
		Optimum/Cablevision	\$ 300.00	\$ 300.00	\$ 300.00			
		Computers - Annual Replacement	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00			
	5	Contingency	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00			
	6	DMV/Titles for Vehicle's	\$ 600.00	\$ 600.00	\$ 600.00			

<u>Justifications</u>	
1	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.
2	Re-paint police vehicles - 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. Utilized to repaint older vehicles in our fleet as needed.
3	Chairs (replacements) - replace chairs due to excessive use and wear as many are utilized 24 hours a day, seven days a week. These funds can be used to replace broken and/or outdated office chairs.
4	Flag - replacement - to replace the American, State of New Jersey flags, and Township of Teaneck Flag.
5	Contingent on additional funds needed for the above and other related items and equipment.
6	DMV/Titles for police vehicles

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
239		Police: Personal Equipment	\$ 1,500.00	\$ 1,400.00	\$ 1,400.00	\$ 1,742.00	\$ -	0.00%
	1	Badges, nameplates, insignias	\$ 1,500.00	\$ 1,400.00	\$ 1,400.00			

<u>Justifications</u>	
1	Badges, nameplates, and hat shields to be purchased due to promotions and retirements (police officers, supervisors).

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
244		Police: Communications Maintenance	\$ 52,026.00	\$ 52,026.00	\$ 52,026.00	\$ 51,554.39	\$ -	0.00%
	1	Orbacom Radio Maintenance Contract	\$ 2,256.00	\$ 2,256.00	\$ 2,256.00			
	2	Fixed Radio Maintenance Contract	\$ 2,820.00	\$ 2,820.00	\$ 2,820.00			
	3	Portable Radio Replacement Program	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00			
	4	Technical Services for Vehicles	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00			
	5	Radio repairs not included in contract	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00			
	6	Radio consultant	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00			
	7	COBRA.net	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00			
	8	County 911 Dispatch Fees	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00			

<u>Justifications</u>	
1	Pagecom - Orbacom radio maintenance @ \$188/month - required to service our radios in the Dispatch Center System is outdated and needs to be replaced.
2	Contract - fixed radio maintenance - TPD's share (monthly) of the Township's monthly maintenance fee for radio service. Goosetown.
3	Portable Radio Replacement Program - required to replace portable radios to ensure safety and communication. Enables us to purchase approximately five (5) per year. included in other Service Contracts and State contract pricing.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

<u>Justifications (continued)</u>	
4	Technical services for vehicles - required to help maintain systems. Covers what is not included in other Service Contracts and agreements.
5	Radio repairs not included in contract - required to help maintain systems. Covers what is not included in other service contracts and agreements.
7	Maintenance - CODY COBRAN.NET - Required contract as per the Bergen County Prosecutor's Office. BCPO has maintained the cost but it is anticipated to increase in the future.
6	Radio Consultant - needed to cover any communication issues included but not limited to problems with the lines and repeaters another technical issues.
7	Maintenance - CODY COBRA.NET - Required contract as per the Bergen County Prosecutor's Office. BCPO has maintained the cost but it is anticipated to increase in the future.
8	The Township recently elected to have the Bergen County Communications Center take over 911. Our terminals are still in operation but are due to be switched over shortly as we are no longer a PSAP.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
250		Police: Photo & I.D.	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 4,341.33	\$ -	0.00%
	1	Narcotics Evidence Bags	\$ 200.00	\$ 200.00	\$ 200.00			
	2	ID Bureau Supplies	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00			
		Photos, Digital, Processing	\$ 800.00	\$ 800.00	\$ 800.00			
	3	Destruction of Old Evidence	\$ 500.00	\$ 500.00	\$ 500.00			
		Evidence Shelving & Storage	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			

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 specifically:

- * 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.

<u>Justifications</u>	
1	Narcotics evidence bags - to properly log and record evidence and/or seized/found property.
2	Photos - Digital processing, memory cards, discs, and related items.
3	Destruction - To continue with destruction of old evidence as permitted by law.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
251		Police: Supplies	\$ 19,444.00	\$ 19,344.00	\$ 19,344.00	\$ 15,482.13	\$ -	0.00%
		25 Gross Flares	\$ 3,894.00	\$ 3,894.00	\$ 3,894.00			
		Computer Supplies (Ink/Toner)	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00			
		Community Policing Program	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00			
	1	Emergency No Parking Signs	\$ 300.00	\$ 200.00	\$ 200.00			
		Fire Extinguisher Refills	\$ 250.00	\$ 250.00	\$ 250.00			
		National Night Out	\$ 500.00	\$ 500.00	\$ 500.00			
	2	Supplies as Needed	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00			

<u>Justifications</u>	
1	Price increase from \$200 in 2015
2	Supplies as needed - contingent on items not being listed for and/or provided by other categories

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
260		Police: Bldg. Maintenance & Supply	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,726.65	\$ -	0.00%
		Paper Towels	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00			
		12 Cases Toilet Paper	\$ 600.00	\$ 600.00	\$ 600.00			
		Janitorial Supplies	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			
	1	Pistol Range Clean-up Supplies	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00			
	2	Building Maintenance/Repair	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00			

<u>Justifications</u>	
1	Pistol range - maintenance - Blejwas Associates - filters, cleaning, service, air quality testing. Required to maintain our indoor 3 lane range. and keep it safe, clean and compliant. Said line item also includes filter changes (filters included in DPW Budget), offered under state contract pricing. DPW is not authorized to perform these tasks due to health reasons and regulations. A licensed vendor, SAF Engineering has to be utilized to perform the required cleaning, maintenance and testing. Note that the range is in need of replacement/repair. In process of obtaining quote. Said request to be listed under Capital Budget.
2	Building maintenance/repair (*Minimum needed to cover basic maintenance and repair needs for Police Headquarters) Please note that our HVAC system is problematic. The HVAC system has been listed in prior and future Capital Budget requests, it is recommended that it be replaced as soon as possible. Hughes Environmental Engineering, Inc. , the Townships vendor has been providing routine maintenance and service. They have performed several major repairs in 2014. \$5,000 had been budgeted for 2015. \$10,000 requested for 2016. As previously reported, and listed in previous Capital request, our HVAC system needs to be replaced. Monsen and now Hughes have responded to our building on numerous occasions to make repairs and or service. To date in 2015 we have paid over \$5,450 in bills. It is recommended that such items/expenses be included in the municipal budget (DPW). The HVAC will be listed again under Capital Budget.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
270		Police: Ammunition/Armory Supplies	\$ 19,060.00	\$ 12,660.00	\$ 10,000.00	\$ 10,107.18	\$ 2,660.00	26.60%
	1	Ammunition	\$ 11,660.00	\$ 11,660.00	\$ 9,000.00			
	2	Targets, Cleaning equipment, and accessories	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
	3	Taser Cartridges/Supplies	\$ 6,400.00	\$ -	\$ -			

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 197, 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 training. 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.

<u>Justifications</u>	
1	Officers are required to qualify twice per year on the handgun and UMP. Said qualifications involve 50 rounds of duty ammo per officer (95) for a total of 4,750 rounds and a total of 33,250 practice rounds (350 per officer). Duty ammo is approx. \$180 per case of 500, Practice ammo is approx. \$145 per case of 500. Total rounds required for qualifications are 38,000 at a current cost of \$11,660. Please note we also utilize ammunition for classes such as tactical pistol, firearms instructor, UMP instructor, and basic recruit class. * 2015 Pricing. Price of ammo has increased (over 30%) and is in high demand and often backordered. Price anticipated to increase 3-5% again in April of 2016 We purchase ammunition via state contract pricing from Atlantic Tactical and/or other authorized vendors. It is critical that we maintain an adequate inventory as demand is high and supply is low. The bullet manufacturers have limited production runs and ammunition is routinely backordered.
2	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.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

<u>Justifications (continued)</u>	
3	Taser Cartridges/Supplies, we currently possess 22 Taser X2 units.
	Officers are currently required to qualify once per year. This is accomplished by utilizing our indoor range.
	Each qualification requires three(3) cartridges per officer. (approx. \$32.00 each). In addition we are required to purchase holsters, special targets, and other needed supplies.
	Sixty Two(62) officers have received training and are qualified as of writing.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
271		Police: Outside Maintenance	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 1,781.50	\$ -	0.00%
	1	500 Car Washes (\$4.50/each)	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00			
		Special Cleaning	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			

<u>Justifications</u>	
1	Established vendor (Prestige) routinely performs interior and exterior basic car washing along with special cleaning services as needed.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
280		Police: Special Investigations	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 505.75	\$ -	0.00%
	1	Special Investigations	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			

<u>Justifications</u>	
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
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
290		Police: Auxiliary Police	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 1,868.55	\$ -	0.00%
	1	Program Maintenance	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00			

Justifications	
1	<p>The Auxiliary Police Unit was formed in 1941 under the Civil Defense Act as a means to assist the Police Department in times of war.</p> <p>Its function was to provide the authorities with trained personnel that could direct the public to shelters control traffic. This program has evolved into today's Police Auxiliary.</p> <p>The Auxiliary Police play an important role in assisting Police Departments during times of emergencies. The Teaneck Police Auxiliary is a 100% volunteer organization made up of men and women who want to serve their community. This is a non-armed unit.</p> <p>Some duties include, but are not limited to, traffic and/or crowd control, security, evacuation assistance, transportation, assisting with parades, football games, street fairs or any viable function during an emergency. In March of 1998, the Township Council approved the implementation of an Auxiliary Police force in the Township of Teaneck. A Standard Operating procedure (SOP) was established for the Auxiliary Police in the Township of Teaneck. TPD provides: 2 long sleeve black shirts, 2 short sleeve black shirts, 2 gray pants with black stripe, 1 gray clip-on tie, 1 tie clip, 1 black Blauer jacket, 1 rain coat, 1 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 flashlight, 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.</p>

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
240 POLICE**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
292		Police: Parking Enforcement Officers	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 498.00	\$ -	0.00%
	1	Program Maintenance	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			

<u>Justifications</u>	
1	Required to maintain equipment and uniforms. The Township of Teaneck employs up to nine (9) Parking Enforcement Officers (currently three, one full time and two part time) who enforce parking ordinances, Township-wide, and assist on school, traffic and fixed posts when needed. Funding is needed to purchase uniforms and equipment that is required in the performance of their duties. The amount budgeted was reduced from \$2,000.00 to \$1,000.00 in 2015 This amount should suffice as we currently utilize three(3) PEO's. If the number increases so to will the amount requested as a result.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
SCHOOL GUARDS 240-1**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
240-1		School Guards	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	0.00%
	82	Personal Equipment	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	0.00%

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
240-1		School Guards	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.00%
	1	Personal Equipment	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			

Justifications

1	To safely cross school children at intersections within the Township, deemed necessary. We currently have 25 crossing guards assigned, with another serving in the capacity of alternate. Coverage is required in the morning, afternoon, and at early dismissals when applicable. Uniforms and equipment need to be purchased and supplied and/or replaced as needed. Said equipment includes, but is not limited to, raincoats, safety gloves, seasonal gloves, knit ski caps, stop paddles, high visibility vests, baseball caps, and other safety related items.
---	--

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
PURCHASE OF POLICE CARS 240-2**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
240-2		Purchase of Police Cars	\$ 220,000.00	\$ 220,000.00	\$ 220,000.00	\$ 217,882.17	\$ -	N/A
231	83	Equipment	\$ 220,000.00	\$ 220,000.00	\$ 220,000.00	\$ 217,882.17		

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
231		Purchase of Police Cars	\$ 220,000.00	\$ 220,000.00	\$ 220,000.00	\$ 217,882.17	\$ -	N/A
	1	6 police cars and related equipment	\$ 220,000.00	\$ 220,000.00	\$ 220,000.00			

Justifications

1	To purchase, Ford Interceptors SUV, Ford Interceptor Sedan AWD, equipped with dealer-installed options, accessories, graphics and radios.
	State Contract Pricing:
	Ford Interceptor SUV with options \$26,730
	Ford Interceptor Sedan AWD with options \$25,250
	Light/Siren/Console, maplight, arm rest, cupholder, dual partition, push bumper with installation, other upfits for car \$11,800
	upfits for SUV \$10,000
	Graphics with installation \$500 per vehicle
	Radar Unit \$2,200
	Radio and Antenna with installation \$1,100
	Funded through the temporary budget. Purchases should be made as soon as possible to avoid price increases and order cut off dates.
	Necessary cost associated with maintaining our fleet and replacing aging/outdated cars and trucks.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
EMERGENCY MANAGEMENT 252**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
252		Emergency Management: Other Expenses	\$ 22,400.00	\$ 22,400.00	\$ 22,400.00	\$ 8,122.30	\$ -	0.00%
231	85	Equipment - Various	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	0.00%
236	85	Police Department	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,122.50	\$ -	0.00%
237	85	Fire Department	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 79.80	\$ -	0.00%
241	86	Other Departments	\$ 8,400.00	\$ 8,400.00	\$ 8,400.00	\$ 4,920.00	\$ -	0.00%
249	86	Hazmat Physicals	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
EMERGENCY MANAGEMENT 252**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
231		Emergency Management: Equipment Various	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	0.00%
		Equipment - Various	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			

Justifications

1 Funds to purchase equipment for Ebola or other airborne emergencies, supplies for storm, water , power, heat, cold and other emergencies.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
236		Emergency Management: Police Department	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,122.50	\$ -	0.00%
		Police Department	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00			

Justifications

1 Funds to purchase equipment for Ebola or other airborne emergencies, supplies for storm, and other emergencies.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
237		Emergency Management: Fire Department	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 79.80	\$ -	0.00%
		Fire Department	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00			

Justifications

1 Equipment for Railroad emergencies, decontamination supplies, decontamination equipment, supplies

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
EMERGENCY MANAGEMENT 252**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
241		Emergency Management: Other Departments	\$ 8,400.00	\$ 8,400.00	\$ 8,400.00	\$ 4,920.00	\$ -	0.00%
		Other Departments	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00			
		Emergency Digital Alert Contract (Swiftreach)	\$ 4,900.00	\$ 4,900.00	\$ 4,900.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
249		Emergency Management: HAZMAT Physicals	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	0.00%
		HAZMAT Physicals	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
VOLUNTEER AMBULANCE CORP 260**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
260		Volunteer Ambulance Corps	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ -	0.00%
	87	Ambulance - Lump Sump Payment	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00			

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
		Volunteer Ambulance Corps	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ -	0.00%
		Ambulance - Lump Sum Payment	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
FIRE 265**

Account Summary

Account	Page	Account Description	Department Request	Manager Approved 2016	2015 Adopted Budget	2015 Spent Jan - Dec	+ OR - 2015 \$	+ OR - 2015 %
265		Fire: Other Expenses	\$ 155,869.00	\$ 127,369.00	\$ 129,369.00	\$ 120,317.78	\$ (2,000.00)	-1.55%
210	89	Fire Prevention Code	\$ 2,735.00	\$ 2,735.00	\$ 2,735.00	\$ 2,734.26	\$ -	0.00%
211	89	Printing, Stationery, Forms	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	\$ 1,608.19	\$ -	0.00%
214	89	Professional Affil & Travel	\$ 1,694.00	\$ 1,694.00	\$ 1,694.00	\$ 1,560.15	\$ -	0.00%
219	90	Miscellaneous	\$ 5,430.00	\$ 5,430.00	\$ 5,430.00	\$ 7,651.91	\$ -	0.00%
220	90	House Supplies & Furnishings	\$ 8,500.00	\$ 7,500.00	\$ 7,500.00	\$ 11,230.36	\$ -	0.00%
221	91	Special Projects	\$ 24,220.00	\$ 4,220.00	\$ 4,220.00	\$ 5,745.07	\$ -	0.00%
230	91	Protective Gear	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 7,845.11	\$ -	0.00%
239	91	Personal Equipment	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0.00%
240	92	New Employees	\$ 20,300.00	\$ 19,300.00	\$ 19,300.00	\$ 4,214.43	\$ -	0.00%
244	92	Communications Maintenance	\$ 17,900.00	\$ 17,900.00	\$ 17,900.00	\$ 13,167.00	\$ -	0.00%
250	93	Replacement Uniforms	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,386.76	\$ -	0.00%
260	93	Training	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 15,504.62	\$ -	0.00%
270	94	Firefighting Supplies	\$ 16,890.00	\$ 16,390.00	\$ 16,390.00	\$ 14,199.01	\$ -	0.00%
271	94	Mandated PEOSHA Screenings	\$ 14,000.00	\$ 8,000.00	\$ 10,000.00	\$ 2,110.95	\$ (2,000.00)	-20.00%
290	95	Firefighting Equip & Repair	\$ 15,100.00	\$ 15,100.00	\$ 15,100.00	\$ 28,859.96	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
FIRE 265**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
210		Fire: Fire Prevention Code	\$ 2,735.00	\$ 2,735.00	\$ 2,735.00	\$ 2,734.26	\$ -	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	\$ 1,360.00			
		Miscellaneous Fire Prevention Equip & Supplies	\$ 600.00	\$ 600.00	\$ 600.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Fire: Printing, Stationary, Forms	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	\$ 1,608.19	\$ -	0.00%
	1	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			

Justifications

1	Fire journals, various forms, office supplies as needed
---	---

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Fire: Professional Affil. & Travel	\$ 1,694.00	\$ 1,694.00	\$ 1,694.00	\$ 1,560.15	\$ -	0.00%
		Department Dues - Mid Bergen Mutual Aid Assoc.	\$ 400.00	\$ 400.00	\$ 400.00			
		Dues - NJ Career Fire Chiefs Association	\$ 375.00	\$ 375.00	\$ 375.00			
		Dues - International Fire Chief Assoc. (Eastern)	\$ 209.00	\$ 209.00	\$ 209.00			
		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
2016 PROPOSED BUDGET
FIRE 265**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
219		Fire: Miscellaneous	\$ 5,430.00	\$ 5,430.00	\$ 5,430.00	\$ 7,651.91	\$ -	0.00%
		Box 54 Supplies	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00			
		Box 54 Fuel	\$ 600.00	\$ 600.00	\$ 600.00			
	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			
		OSHA required ground ladder testing 41 ladders @ \$50/ea.	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00			
		Miscellaneous	\$ 380.00	\$ 380.00	\$ 380.00			

<u>Justifications</u>	
1	Wires Shared with FD, PD, DPW and only paid by FD. Last fee increase was in 2011.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Fire: House Supplies & Furnishings	\$ 8,500.00	\$ 7,500.00	\$ 7,500.00	\$ 11,230.36	\$ -	0.00%
	1	Station upgrades - paper towels/janitorial supp	\$ 5,500.00	\$ 5,000.00	\$ 5,000.00			
	2	Disinfectant	\$ 3,000.00	\$ 2,500.00	\$ 2,500.00			

<u>Justifications</u>	
1	Fire House janitorial supplies
2	Additional supplies to disinfect equipment and apparatus due to infectious diseases

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
FIRE 265**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
221		Fire: Special Projects	\$ 24,220.00	\$ 4,220.00	\$ 4,220.00	\$ 5,745.07	\$ -	0.0%
	1	Special Projects - Special equipment as needed	\$ 4,220.00	\$ 4,220.00	\$ 4,220.00			
	2	Special Projects - Bakken Crude fire/spill equipment	\$ 20,000.00	\$ -	\$ -			

Justifications

1	Fire House bed covers, water rescue equipment
2	Foam Nozzles for both hand lines and master streams, Foam educators for hand line and master streams. Large diameter hose adapters and manifolds to allow delivery of water and foam.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
230		Fire: Protective Turn Out Gear	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 7,845.11	\$ -	0.00%
	1	PPE - Turn Out Uniform Replacement/Repair	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00			

Justifications

1	Turn out uniform replacement/repair pursuant to labor agreement
---	---

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
239		Fire: Personal Equipment	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0.00%
		Personal Equipment badges and name plates	\$ 500.00	\$ 500.00	\$ 500.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
FIRE 265**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
240		Fire: New Employees (4)	\$ 20,300.00	\$ 19,300.00	\$ 19,300.00	\$ 4,214.43	\$ -	0.00%
	1	4 New employee physicals @ \$250/each	\$1,000.00	\$ 1,000.00	\$ 1,000.00			
	1	4 Psychological examinations @ \$425/each	\$1,300.00	\$ 1,700.00	\$ 1,300.00			
	1	Protective Gear	\$18,000.00	\$ 16,600.00	\$ 17,000.00			

Justifications

1	Items needed when a new firefighter starts with the fire department.
2	Turnout coat, bunker pants, helmet, goggles, boots, gloves, hood, SCBA face mask and work Station Uniforms with proper marking, patches, insignias etc.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
244		Fire: Communications Maintenance	\$ 17,900.00	\$ 17,900.00	\$ 17,900.00	\$ 13,167.00	\$ -	0.00%
	1	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			
	1	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			
		Teknikat Contractor - troubleshoot PD/FD/DPW Radio System	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00			

Justifications

1	Radio maintenance contract, repairs not under contract, alarm replacement wires
---	---

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
FIRE 265**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
250		Fire: Replacement Uniforms	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,386.76	\$ -	0.00%
	1	Uniform - Replacement/Repair	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00			

Justifications

1	Replacement uniforms
---	----------------------

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
260		Fire: Training/Fire Safety	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 15,504.62	\$ -	0.00%
		Training manuals, courses, aids, supplies	5,400.00	\$ 5,400.00	\$ 5,400.00			
	1	Required & Supervisor/Manager Training	5,000.00	\$ 5,000.00	\$ 5,000.00			
	2	Rental of Bergenfield Fire Training Facility	5,600.00	\$ 5,600.00	\$ 5,600.00			

Justifications

1	Covers required, refresher and as needed training for firefighters, fire officers
2	"Live Burn" and "Smoke House" Training

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
FIRE 265**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
270		Fire: Firefighting Supplies	\$ 16,890.00	\$ 16,390.00	\$ 16,390.00	\$ 14,199.01	\$ -	0.00%
	1	Dry Sorb	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00			
		Hand light batteries/repairs	\$ 300.00	\$ 300.00	\$ 300.00			
	2	Breathing mask repairs	\$ 10,000.00	\$ 9,500.00	\$ 9,500.00			
	3	First Aid	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00			
		Air Purification Maintenance	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
		Miscellaneous	\$ 2,890.00	\$ 2,890.00	\$ 2,890.00			

<u>Justifications</u>	
1	Dry sorb, breathing mask equipment, and foam
2	Breathing air packs - The 5 year warranty for repairs has expired so items previously covered will now have to be paid by the Township
2	FD responds on hundreds of EMS calls a year assisting TVAC, and assists with EMS at MVA's. The money is used for medical gloves, refilling of oxygen tanks, oxygen masks, gauze, cervical collars, band aids and other medical supplies.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
271		Fire: Mandated PEOSHA Screenings	\$ 14,000.00	\$ 8,000.00	\$ 10,000.00	\$ 2,110.95	\$ (2,000.00)	0.00%
		Annual Screenings	\$ 14,000.00	\$ 8,000.00	\$ 10,000.00			

<u>Justifications</u>	
1	PEOSHA's annual respiratory protection program medical screening; questionnaires, x-rays, exams

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
FIRE 265**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
290		Fire: Fire Fighter Equipment & Repair	\$ 15,100.00	\$ 15,100.00	\$ 15,100.00	\$ 28,859.96	\$ -	0.00%
	1	Defibrillator Service	\$ 888.00	\$ 888.00	\$ 888.00			
	1	Hose testing, replacement & hose appliances	\$ 12,200.00	\$ 12,200.00	\$ 12,200.00			
	1	Miscellaneous as needed	\$ 2,012.00	\$ 2,012.00	\$ 2,012.00			

<u>Justifications</u>	
1	Maintenance contracts, hose testing replacement and appliances

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
WATER 265-1**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
265-1		Water	\$ 554,300.00	\$ 554,300.00	\$ 554,300.00	\$ 546,975.77	\$ -	0.00%
205	96	Hydrants	\$ 490,000.00	\$ 490,000.00	\$ 490,000.00	\$ 485,637.97	\$ -	0.00%
210	96	Municipal Building	\$ 5,300.00	\$ 5,300.00	\$ 3,000.00	\$ 5,850.09	\$ 2,300.00	76.67%
220	96	Rodda Community Center	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,436.48	\$ -	0.00%
230	96	Green House	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,137.26	\$ -	0.00%
250	96	Public Library	\$ 5,000.00	\$ 5,000.00	\$ 3,800.00	\$ 4,533.58	\$ 1,200.00	31.58%
260	96	Fire House	\$ 7,000.00	\$ 7,000.00	\$ 6,300.00	\$ 6,682.15	\$ 700.00	11.11%
270	96	Police Headquarters	\$ 4,000.00	\$ 4,000.00	\$ 5,200.00	\$ 3,726.97	\$ (1,200.00)	-23.08%
280	96	Public Works Garage	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,136.27	\$ -	0.00%
290	96	Glenwood Park Pump Station	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 725.40	\$ -	0.00%
300	96	Park Facilities	\$ 33,000.00	\$ 33,000.00	\$ 36,000.00	\$ 31,662.77	\$ (3,000.00)	-8.33%
310	96	Old Recreation Center	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 446.83	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
PUBLIC WORKS 300**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
300		Public Works: Other Expenses	\$ 1,610,140.00	\$ 1,485,140.00	\$ 1,410,930.00	\$ 1,133,813.58	\$ 74,210.00	5.26%
210	98	Contract Services	\$ 652,300.00	\$ 527,300.00	\$ 452,300.00	\$ 308,673.13	\$ 75,000.00	16.58%
213	98	Office Expo/Equip Repair	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 1,126.43	\$ -	0.00%
214	99	Professional Affil & Travel	\$ 900.00	\$ 900.00	\$ 900.00	\$ 1,090.00	\$ -	0.00%
219	99	Miscellaneous	\$ 7,110.00	\$ 7,110.00	\$ 7,900.00	\$ 16,762.08	\$ (790.00)	-10.00%
220	100	Outside Service	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 18,860.00	\$ -	0.00%
230	100	Disposal Costs	\$ 657,000.00	\$ 657,000.00	\$ 657,000.00	\$ 487,593.18	\$ -	0.00%
239	101	Personal Safety Equipment	\$ 11,850.00	\$ 11,850.00	\$ 11,850.00	\$ 8,211.28	\$ -	0.00%
240	101	Streets/Sewer Supplies	\$ 48,700.00	\$ 48,700.00	\$ 48,700.00	\$ 108,719.85	\$ -	0.00%
250	102	Parks/Grounds/Tree Supplies	\$ 43,005.00	\$ 43,005.00	\$ 43,005.00	\$ 30,069.41	\$ -	0.00%
251	103	Signs, Posts, Etc.	\$ 23,300.00	\$ 23,300.00	\$ 23,300.00	\$ 36,200.76	\$ -	0.00%
260	103	Traffic Materials	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 3,019.22	\$ -	0.00%
270	104	Equipment, Tools, Repair	\$ 26,375.00	\$ 26,375.00	\$ 26,375.00	\$ 9,774.10	\$ -	0.00%
280	104	Outside Repairs	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 103,714.14	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
PUBLIC WORKS 300**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
210		Public Works: Contract Service	\$ 652,300.00	\$ 527,300.00	\$ 452,300.00	\$ 308,673.13	\$ 75,000.00	16.58%
		Sewer breakdowns	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00			
	1	Leaf Removal	\$ 217,000.00	\$ 217,000.00	\$ 217,000.00			
		Private lot cleaning	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
	1	Tree planting	\$ 50,000.00	\$ 75,000.00	\$ -			
	1	Tree trimming	\$ 150,000.00	\$ -	\$ -			
		Port-O-Let Depot	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
		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

1 Budget increase reflects increase of contract services. Snow plowing and leaf removal service have been increased to reflect contractor's recent bidding increases. Increase also due to tree planting and tree trimming done every other year.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
213		Public Works: Office Equipment	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 1,126.43	\$ -	0.00%
	1	Tolls	\$ 100.00	\$ 100.00	\$ 100.00			
	1	Outside printing, blueprints, etc.	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00			
	1	Field Supplies	\$ 100.00	\$ 100.00	\$ 100.00			
	1	Office & Computer Supplies	\$ 800.00	\$ 800.00	\$ 800.00			
		Equipment Repairs	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00			

Justifications

1 Printing, blue prints, and office equipment.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Public Works: Professional Affil. & Travel	\$ 900.00	\$ 900.00	900.00	\$ 1,090.00	\$ -	0.00%
		Dues - Shade Tree Federation	\$ 100.00	\$ 100.00	\$ 100.00			
		Dues - American Public Works Association	\$ 200.00	\$ 200.00	\$ 200.00			
		Dues - NJ APWA (4)	\$ 100.00	\$ 100.00	\$ 100.00			
		Dues - NJ Public Works Association (1)	\$ 100.00	\$ 100.00	\$ 100.00			
		Dues - Bergen County Public Works Assn. (1)	\$ 75.00	\$ 75.00	\$ 75.00			
		APWA/NJSME Meetings	\$ 200.00	\$ 200.00	\$ 200.00			
		Books, meetings, etc.	\$ 125.00	\$ 125.00	\$ 125.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2014
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
219		Public Works: Miscellaneous	\$ 7,110.00	\$ 7,110.00	\$ 7,900.00	\$ 16,762.08	\$ (790.00)	-10.00%
	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			
	1	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			
	1	Municipal Services Agreement-Glenpointe	\$ -	\$ -	\$ 700.00			
	1	Backflow Permit Fee	\$ 600.00	\$ 600.00	\$ 600.00			
	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			

Justifications	
1	Various state registrations and fees, municipal service agreements, storm-water and recycling awareness programs.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Public Works: Outside Services	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 18,860.00	\$ -	0.00%
	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 Camera Maintenance	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00			

Justifications	
1	Professional services, CDL testing, sewer video inspections, weather service subscription, and training.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
230		Public Works: Disposal Costs	\$ 657,000.00	\$ 657,000.00	\$ 657,000.00	\$ 487,593.18	\$ -	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	Tipping Fees	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00			
	1	Street Sweeping	\$ 85,000.00	\$ 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	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00			
	1	Catch Basin cleaning - State Required	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00			
	1	Emergency Needs	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00			

Justifications	
1	Contract disposal costs associated with garden debris, leaves, street sweeping, and unsuitable wood.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
239		Public Works: Personal Safety Equipment	\$ 11,850.00	\$ 11,850.00	\$ 11,850.00	\$ 8,211.28	\$ -	0.00%
	1	Vests	\$ 1,100.00	\$ 1,100.00	\$ 800.00			
	1	Gloves	\$ 800.00	\$ 800.00	\$ 200.00			
	1	Barricades	\$ 2,000.00	\$ 2,000.00	\$ 1,350.00			
	1	Miscellaneous	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00			
	1	Signs	\$ 3,450.00	\$ 3,450.00	\$ 3,500.00			
	1	Cones	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00			
		Roof Fall Protection		\$ -	\$ 1,500.00			

Justifications	
1	Miscellaneous safety equipment required for personnel

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
240		Public Works: Street/Sewer Supplies	\$ 48,700.00	\$ 48,700.00	\$ 48,700.00	\$ 108,719.85	\$ -	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	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			

Justifications	
1	Pothole repair and various equipment for streets and sewer division

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
250		Public Works: Parks/Grounds/Tree Supplies	\$ 43,005.00	\$ 43,005.00	\$ 43,005.00	\$ 30,069.41	\$ -	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 @ \$2	\$ 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
2016 PROPOSED BUDGET
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
251		Public Works: Signs, Posts, Etc.	\$ 23,300.00	\$ 23,300.00	\$ 23,300.00	\$ 36,200.76	\$ -	0.00%
	1	Clips, butts, bolts, stripping, etc.	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00			
	1	Blank sign plates	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00			
	1	Material for sign making machine, ink cartridges	\$ 16,700.00	\$ 16,700.00	\$ 16,700.00			
	1	Channel posts	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
	1	Miscellaneous	\$ 500.00	\$ 500.00	\$ 500.00			

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

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
260		Public Works: Traffic Materials	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 3,019.22	\$ -	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			

Justifications	
1	Road markings and traffic signal parts

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
PUBLIC WORKS 300**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
270		Public Works: Equipment, Tools, Repairs	\$ 26,375.00	\$ 26,375.00	\$ 26,375.00	\$ 9,774.10	\$ -	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 lopper	\$ 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	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
280		Public Works: Outside Repairs	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 103,714.14	\$ -	0.00%
	1	Continued upgrading municipal facilities	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00			
	1	Air conditioning, heating, etc.	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00			
	1	Pump station maintenance	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00			
	1	Center line re-striping	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00			

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

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BUILDINGS & GROUNDS 310**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
310		Bldgs & Grounds: Other Expenses	\$ 122,800.00	\$ 114,800.00	\$ 105,800.00	\$ 98,845.44	\$ 9,000.00	8.51%
230	106	Maintenance Supplies	\$ 65,000.00	\$ 60,000.00	\$ 60,000.00	\$ 65,898.24	\$ -	0.00%
260	107	Swimming Pool Supplies	\$ 19,200.00	\$ 16,200.00	\$ 16,200.00	\$ 20,109.68	\$ -	0.00%
270	108	Outside Maintenance	\$ 38,600.00	\$ 38,600.00	\$ 29,600.00	\$ 12,837.52	\$ 9,000.00	30.41%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BUILDINGS & GROUNDS 310**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
230		Building & Grounds: Maintenance Supplies	\$ 65,000.00	\$ 60,000.00	\$ 60,000.00	\$ 65,898.24	\$ -	0.00%
	1	Lamps & Electrical supplies	\$ 20,000.00	\$ 18,000.00	\$ 18,000.00			
	1	Lumber & Building Supplies	\$ 10,000.00	\$ 8,000.00	\$ 8,000.00			
		Hardware, gas pumps, etc. supplies	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00			
		Plumbing, HVAC supplies	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00			
		Contract - fixed radio equipment @ \$136/mo.	\$ 1,636.00	\$ 1,636.00	\$ 1,636.00			
	1	Paint, rollers, etc.	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00			
	1	Janitorial	\$ 1,700.00	\$ 1,200.00	\$ 1,200.00			
		Bus stop shelter, bench	\$ 900.00	\$ 900.00	\$ 900.00			
		Holiday lighting and decorations	\$ 700.00	\$ 700.00	\$ 700.00			
		Guardrail and barricade posts	\$ 400.00	\$ 400.00	\$ 400.00			
		Miscellaneous	\$ 480.00	\$ 480.00	\$ 480.00			
		Shooting range filters	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00			
		Radio consultant- Wired Communications System	\$ 625.00	\$ 625.00	\$ 625.00			
		Energy efficient traffic lens - replacement as needed	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
		Radio repairs - mobile/vehicle - not under contract	\$ 3,059.00	\$ 3,059.00	\$ 3,059.00			
		Lightning Detection Supplies	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00			

<u>Justifications</u>	
1	Increase reflects lamps & electrical supplies, lumber & building supplies, paint supplies, and janitorial supplies needed for building expansion

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BUILDINGS & GROUNDS 310**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
260		Building & Grounds: Swimming Pool Supplies	\$ 19,200.00	\$ 16,200.00	\$ 16,200.00	\$ 20,109.68	\$ -	0.00%
		<u>Above Ground Pool (Hawthorne) \$8,000</u>						
		Filter	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
		Clamps, plugs, etc.	\$ 500.00	\$ 500.00	\$ 500.00			
		Chlorine Discs	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00			
		Earth (Filter)	\$ 190.00	\$ 190.00	\$ 190.00			
		PH increaser	\$ 110.00	\$ 110.00	\$ 110.00			
		Deck repairs	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00			
		Pool Liner	\$ 2,000.00	\$ -	\$ -			
		<u>In ground Pool (Votee Park) \$11,200</u>						
		Chorine	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00			
		Test kits, miscellaneous	\$ 200.00	\$ 200.00	\$ 200.00			
		Painting of pools	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00			
		Miscellaneous	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00			

<u>Justifications</u>	
1	Increase reflects pool liner for above ground pool (Hawthorne) and in-ground pool (Votee Park)

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BUILDINGS & GROUNDS 310**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
270		Building & Grounds: Outside Maintn. Contracts	\$ 38,600.00	\$ 38,600.00	\$ 29,600.00	\$ 12,837.52	\$ 9,000.00	30.41%
	1	Police HQ & Rodda Center - HVAC	\$ 24,000.00	\$ 24,000.00	\$ 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			

<u>Justifications</u>	
1	Increase reflects new maintenance contract (HVAC) for Police HQ, Rodda Center, Municipal Building, and all Fire Houses. Contracts for Police & Rodda Center elevators. Police HQ, TFD station 4 termite control, backflow testing, sprinkler system, fire alarm, inspections, pump station inspection and maintenance, generator testing and inspection.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MAINTENANCE 320**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
320		DPW Maintenance: Other Expenses	\$ 480,795.00	\$ 470,795.00	\$ 470,795.00	\$ 520,956.39	\$ -	0.00%
210	110	Parts - Repair Fund	\$ 140,000.00	\$ 130,000.00	\$ 130,000.00	\$ 206,473.87	\$ -	0.00%
220	110	Parts - Inventory	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 55,841.32	\$ -	0.00%
230	110	Parts - Other	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 140,876.55	\$ -	0.00%
240	111	Tires & Tubes	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 62,694.30	\$ -	0.00%
250	111	Batteries	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 9,304.36	\$ -	0.00%
260	111	Oils, Fluids, Antifreeze	\$ 28,050.00	\$ 28,050.00	\$ 28,050.00	\$ 25,561.88	\$ -	0.00%
270	112	Shop Office & Repairs	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ 336.17	\$ -	0.00%
280	112	Shop Equip, Repairs	\$ 9,400.00	\$ 9,400.00	\$ 9,400.00	\$ 9,320.80	\$ -	0.00%
290	112	Tools	\$ 450.00	\$ 450.00	\$ 450.00	\$ 208.74	\$ -	0.00%
295	112	Siren and Light Maintenance	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 754.35	\$ -	0.00%
296	113	Shop Supplies	\$ 9,850.00	\$ 9,850.00	\$ 9,850.00	\$ 8,771.62	\$ -	0.00%
297	113	Building Supplies	\$ 1,345.00	\$ 1,345.00	\$ 1,345.00	\$ 812.43	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MAINTENANCE 320**

Justification Summary

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
210		Maintenance Garage: Parts - Repair Fund	\$ 140,000.00	\$ 130,000.00	\$ 130,000.00	\$ 206,473.87	\$ -	0.00%
	1	Parts/Repair Fund	\$ 140,000.00	\$ 130,000.00	\$ 130,000.00			

Justifications

1 Parts needed to make repairs on vehicles on an as needed basis.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Maintenance Garage: Parts - Inventory	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 55,841.32	\$ -	0.00%
	1	Parts/Inventory	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00			

Justifications

1 Stock parts for municipal fleet

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
230		Maintenance Garage: Parts - Other	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 140,876.55	\$ -	0.00%
	1	Parts/Other	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00			

Justifications

1 Parts to make repairs on vehicles as needed

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MAINTENANCE 320**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
240		Maintenance Garage: Tires & Tubes	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 62,694.30	\$ -	0.00%
	1	Tires/Tubes Replacements	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
250		Maintenance Garage: Batteries	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 9,304.36	\$ -	0.00%
	1	Batteries	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00			

Justifications	
1	Vehicle battery replacements.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
260		Maintenance Garage: Oils, Fluids, Antifreeze	\$ 28,050.00	\$ 28,050.00	\$ 28,050.00	\$ 25,561.88	\$ -	0.00%
	1	Oils, Fluids, Antifreeze	\$ 28,050.00	\$ 28,050.00	\$ 28,050.00			

Justifications	
1	Oils, fluids, and antifreeze used to service and maintain fleets as needed.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MAINTENANCE 320**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
270		Maintenance Garage: Shop/Office Repairs	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ 336.17	\$ -	0.00%
	1	Shop/Office Repairs As Needed	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
280		Maintenance Garage: Shop/Equipment, Repairs	\$ 9,400.00	\$ 9,400.00	\$ 9,400.00	\$ 9,320.80	\$ -	0.00%
	1	Shop/Equipment Repairs	\$ 9,400.00	\$ 9,400.00	\$ 9,400.00			

<u>Justifications</u>								
	1	Price reflects the equipment needs for the garage.						

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
290		Maintenance Garage: Tools	\$ 450.00	\$ 450.00	\$ 450.00	\$ 208.74	\$ -	0.00%
	1	Tools (Special Tools as needed)	\$ 450.00	\$ 450.00	\$ 450.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
295		Maintenance Garage: Siren & Light Maint.	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 754.35	\$ -	0.00%
	1	Siren and Light Maintenance	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			

<u>Justifications</u>								
	1	Emergency light and siren repair.						

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
MAINTENANCE 320**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
296		Maintenance Garage: Shop Supplies	\$ 9,850.00	\$ 9,850.00	\$ 9,850.00	\$ 8,771.62	\$ -	0.00%
	1	Shop Supplies	\$ 9,850.00	\$ 9,850.00	\$ 9,850.00			

<u>Justifications</u>	
1	Supplies needed for mechanics to make repairs.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
297		Maintenance Garage: Building Supplies	\$ 1,345.00	\$ 1,345.00	\$ 1,345.00	\$ 812.43	\$ -	0.00%
	1	Building Supplies	\$ 1,345.00	\$ 1,345.00	\$ 1,345.00			

<u>Justifications</u>	
1	Janitorial supplies as needed

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
SNOW REMOVAL 325**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
325		Snow Removal: Other Expenses	\$ 344,000.00	\$ 333,435.00	\$ 333,435.00	\$ 138,539.67	\$ -	0.00%
219	115	Contract Services	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 70,896.50	\$ -	\$ -
220	115	Supplies	\$ 94,000.00	\$ 83,435.00	\$ 83,435.00	\$ 67,643.17	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
SNOW REMOVAL 325**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2014
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
219		Snow Removal: Contract Services	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 70,896.50	\$ -	0.00%
		Snow plowing and removal	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Snow Removal: Supplies	\$ 94,000.00	\$ 83,435.00	\$ 83,435.00	\$ 67,643.17	\$ -	0.00%
		Rock Salt @ \$61.19/ton	\$ 94,000.00	\$ 83,435.00	\$ 83,435.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
HEALTH & HUMAN SERVICES 330**

Account Summary

Account	Page	Account Description	Department Request	Manager Approved 2016	2015 Adopted Budget	2015 Spent Jan - Dec	+ OR - 2015 \$	+ OR - 2015 %
330		Health: Other Expenses	\$ 258,202.00	\$ 258,202.00	\$ 258,202.00	\$ 239,779.29	\$ -	0.00%
201	117	Inoculation Fees	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 660.00	\$ -	0.00%
210	117	FORUM Counseling	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ -	0.00%
211	118	Stationery & Supplies	\$ 4,300.00	\$ 4,300.00	\$ 4,300.00	\$ 4,365.01	\$ -	0.00%
213	118	Equipment & Repairs	\$ 500.00	\$ 500.00	\$ 500.00	\$ 480.00	\$ -	0.00%
214	119	Professional Affiliations	\$ 1,394.00	\$ 1,394.00	\$ 1,394.00	\$ 1,895.74	\$ -	0.00%
220	120	CHC Supplies	\$ 300.00	\$ 300.00	\$ 300.00	\$ 35.27	\$ -	0.00%
230	120	Litter Patrol	\$ 300.00	\$ 300.00	\$ 300.00	\$ 283.69	\$ -	0.00%
240	120	Extermination	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 8,962.28	\$ -	0.00%
241	121	Mental Health Contract	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ -	0.00%
250	122	Nursing Services	\$ 130,808.00	\$ 130,808.00	\$ 130,808.00	\$ 130,808.00	\$ -	0.00%
270	122	Film Processing	\$ 600.00	\$ 600.00	\$ 600.00	\$ 581.44	\$ -	0.00%
280	122	Animal Control Contract	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 24,750.00	\$ -	0.00%
290	123	Health Detection	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 145.17	\$ -	0.00%
292	123	Drug & Alcohol Programs	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,812.69	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
HEALTH & HUMAN SERVICES 330**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
201		Health: Inoculation Fees	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 660.00	\$ -	0.00%
	1	Rabies Clinics	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00			

Justifications

1	Cost to have rabies clinics as required by State Law.
---	---

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
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			

Justifications

1	Provision of funding for Teaneck High School's Student Assistance Counselor who deals with a variety of issues including drug/alcohol education and other social programs.
---	--

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
HEALTH & HUMAN SERVICES 330**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Health: Stationary and Supplies	\$ 4,300.00	\$ 4,300.00	\$ 4,300.00	\$ 4,365.01	\$ -	0.00%
	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	\$ 2,500.00			

<u>Justifications</u>	
1	Inspector field supplies - flashlights, measuring equipment, pool kits, thermometers, etc.
2	Dog & Cat Tags - required to be provided by State Law
3	Office supplies - certificate paper, report forms, envelopes, etc.
4	Registrar supplies - certificates, seals, printing, mailing, etc.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
213		Health: Equipment and Repairs	\$ 500.00	\$ 500.00	\$ 500.00	\$ 480.00	\$ -	0.00%
	1	Equipment & Service Schedule	\$ 500.00	\$ 500.00	\$ 500.00			

<u>Justifications</u>	
1	Annual calibration of noise meter and calibration device

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
HEALTH & HUMAN SERVICES 330**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Health: Professional Affiliation & Travel	\$ 1,394.00	\$ 1,394.00	\$ 1,394.00	\$ 1,895.74	\$ -	0.00%
	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	\$ 70.00			

<u>Justifications</u>	
1	NJ Health Officers' Assoc. membership
2	NJ Environmental Health Assoc. membership
3	BC Health Officer's Society membership
4	National Assoc. of Social Workers membership
5	Other trainings that provide required CEU's for staff
6	Registrar's memberships to related organizations

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
HEALTH & HUMAN SERVICES 330**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Health: CHC Supplies	\$ 300.00	\$ 300.00	\$ 300.00	\$ 35.27	\$ -	0.00%
	1	Report/Data Cards and Health Handouts	\$ 300.00	\$ 300.00	\$ 300.00			

<u>Justifications</u>	
1	Supplies, cards, pamphlets, stickers, literature for the Child Health Clinics

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
230		Health: Litter Patrol	\$ 300.00	\$ 300.00	\$ 300.00	\$ 283.69	\$ -	0.00%
	1	Gloves, trash pickers, trash bags, garden supp.	\$ 300.00	\$ 300.00	\$ 300.00			

<u>Justifications</u>	
1	Supplies for Teen Clean Programs (Gloves, trash bags, trash picker sticks, etc.)

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
240		Health: Extermination	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 8,962.28	\$ -	0.00%
	1	Service Agreement	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00			

<u>Justifications</u>	
1	For regular monthly pest control service and some additional infestation problems that arise

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
HEALTH & HUMAN SERVICES 330**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
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			

<u>Justifications</u>	
1	Vantage supports Social Services with mental health services for approx. (200) residents annually Services include counseling for abuse, drugs/alcohol, depression, etc.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
HEALTH & HUMAN SERVICES 330**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
250		Health: Nursing Services	\$ 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			

Justifications

1 Annual contract for public health nursing & health educ./promotion. These programs include child health clinics, senior health screenings, immunization audits, communicable disease investigations, etc. All required activities bt State Law (2016 request is the same since 2011, with no increase)

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
270		Health: Film Processing	\$ 600.00	\$ 600.00	\$ 600.00	\$ 581.44	\$ -	0.00%
	1	Sample kits, testing equipment, supplies, lab fees	\$ 600.00	\$ 600.00	\$ 600.00			

Justifications

1 Sample testing kits, specialized mailing and packaging, testing for lead, bacteria, pools, etc.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
280		Health: Animal Control	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 24,750.00	\$ -	0.00%
	1	Annual Contract Agreement	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00			

Justifications

1 Required service by State Law. 2016 contract (second half of two-year contract is \$50,000) Difference comes from Dog Trust Fund (allowed to keep up to 2-years dog license collections in this fund)

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
HEALTH & HUMAN SERVICES 330**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
290		Health: Health Detection	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 145.17	\$ -	0.00%
	1	Promotional Materials	\$ 250.00	\$ 250.00	\$ 250.00			
	2	Health Fair and Flu Clinics	\$ 250.00	\$ 250.00	\$ 250.00			
	3	Public Health Infrastructure	\$ 500.00	\$ 500.00	\$ 500.00			

<u>Justifications</u>	
1	Pamphlets, displays, etc. for programs and at service window
2	Supplies for a variety of provided programs, including clinics and fairs
3	Public Health Infrastructure - NJ State Practice Standards require in-kind and monetary support for the County CHIP (County Health Improvement Partnership)

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
292		Health: Drug & Alcohol Programs	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,812.69	\$ -	0.00%
	1	Purchase of materials and supplies	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			

<u>Justifications</u>	
1	Supplies and materials for drug/alcohol free programs and promotion not-included in the Municipal Alliance Grant

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
RECREATION 370**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
370		Recreation: Other Expenses	\$ 329,918.00	\$ 285,443.00	\$ 289,643.00	\$ 269,676.45	\$ (4,200.00)	-1.45%
201	125	Recreation Programs	\$ 67,723.00	\$ 67,723.00	\$ 66,353.00	\$ 61,635.37	\$ 1,370.00	2.06%
210	127	Recreation Equip & Supplies	\$ 33,450.00	\$ 31,650.00	\$ 31,650.00	\$ 18,555.25	\$ -	0.00%
211	129	Printing & Office Supplies	\$ 6,600.00	\$ 6,200.00	\$ 6,200.00	\$ 5,003.63	\$ -	0.00%
212	129	School Based Youth Programs	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 12,555.46	\$ -	0.00%
214	129	Professional Affil & Travel	\$ 1,525.00	\$ 1,510.00	\$ 1,510.00	\$ 1,478.04	\$ -	0.00%
219	130	Miscellaneous	\$ 39,150.00	\$ 3,150.00	\$ 2,800.00	\$ 2,350.62	\$ 350.00	12.50%
220	131	Summer Camp Programs	\$ 41,610.00	\$ 39,610.00	\$ 39,610.00	\$ 39,030.52	\$ -	0.00%
230	131	Portable Toilets - Parks	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 21,832.00	\$ -	0.00%
231	132	Equipment	\$ 11,910.00	\$ 8,410.00	\$ 15,730.00	\$ 11,070.10	\$ (7,320.00)	-46.54%
240	132	Holiday Events	\$ 21,100.00	\$ 20,500.00	\$ 20,500.00	\$ 19,860.17	\$ -	0.00%
249	132	Movies in the Park	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,038.00	\$ -	0.00%
250	133	Bldg. Maintenance & Equip	\$ 20,200.00	\$ 20,040.00	\$ 20,740.00	\$ 28,124.03	\$ (700.00)	-3.38%
251	134	Cleaning Service	\$ 35,400.00	\$ 35,400.00	\$ 30,000.00	\$ 31,352.49	\$ 5,400.00	18.00%
252	-	5 Year Radon Testing	\$ -	\$ -	\$ 800.00	\$ -	\$ (800.00)	-100.00%
270	134	Registration Materials	\$ 4,050.00	\$ 4,050.00	\$ 6,950.00	\$ 6,435.25	\$ (2,900.00)	-41.73%
280	135	Uniforms	\$ 6,700.00	\$ 6,700.00	\$ 6,300.00	\$ 5,355.52	\$ 400.00	6.35%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
RECREATION 370**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
201		Recreation: Recreation Programs	\$ 67,723.00	\$ 67,723.00	\$ 66,353.00	\$ 61,635.37	\$ 1,370.00	2.06%
		Senior Crafts Materials and Supplies	\$ 3,000.00	\$ 3,000.00	\$ 2,900.00			
	1	Senior Consumable Products	\$ 2,150.00	\$ 2,150.00	\$ 1,750.00			
	2	Senior Training Program	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00			
	4	Senior Exercise Mats	\$ 500.00	\$ 500.00	\$ 400.00			
	4	Senior Exercise Equipment	\$ 1,150.00	\$ 1,150.00	\$ 500.00			
	5	Senior Parties	\$ 2,150.00	\$ 2,150.00	\$ 1,750.00			
		Senior Staff T-Shirts	\$ 125.00	\$ 125.00	\$ 125.00			
	6	Senior YMCA Rental	\$ 9,265.00	\$ 9,265.00	\$ 9,265.00			
	6a	Senior Center Kiln	\$ -	\$ -	\$ 2,600.00			
		Senior Miscellaneous - As Required	\$ 1,885.00	\$ 1,885.00	\$ 935.00			
		Youth Crafts	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00			
		Youth Snacks, etc.	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00			
	7	Youth Manipulative Materials	\$ 550.00	\$ 550.00	\$ 500.00			
		Youth Pool & Table Tennis Supplies	\$ 200.00	\$ 200.00	\$ 200.00			
		Youth Games	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00			
	8	Youth Montessori Materials	\$ 950.00	\$ 950.00	\$ 950.00			
		Youth Year End Party	\$ 750.00	\$ 750.00	\$ 750.00			
	9	Youth Holiday Parties	\$ 350.00	\$ 350.00	\$ 350.00			
		Youth Staff Uniforms	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00			
	10	Youth Literacy Materials	\$ 550.00	\$ 550.00	\$ 500.00			
		Youth Sports Equipment	\$ 600.00	\$ 600.00	\$ 600.00			
		Youth Special Events	\$ 1,700.00	\$ 1,700.00	\$ 1,500.00			
	11	Youth Resource Materials	\$ 450.00	\$ 450.00	\$ 450.00			
	12	Youth Life Hazard Registration Fee	\$ 170.00	\$ 170.00	\$ 170.00			
	13	Youth TV/DVD/Cart Replacement	\$ -	\$ -	\$ 2,500.00			
	14	Youth Pool Table Replacement	\$ -	\$ -	\$ 2,000.00			
	16	Youth After school Tables Replacements	\$ 2,000.00	\$ 2,000.00	\$ -			
		Youth Miscellaneous - As Required	\$ 770.00	\$ 770.00	\$ 770.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
201		Recreation: Recreation Programs (Cont'd)						
		Trophies for Summer Programs	\$ 600.00	\$ 600.00	\$ 588.00			
		Challenger Camp Snacks	\$ 300.00	\$ 300.00	\$ 300.00			
		Teen Program Consumables	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00			
	17a	Assorted programs (karate, tennis, ice skating, etc. yr. round)	\$ -	\$ -	\$ -			
		Teen Program Special Events	\$ 4,758.00	\$ 4,758.00	\$ -			
	18	Community Band Shirts	\$ 300.00	\$ 300.00	\$ -			

<u>Justifications</u>	
1	Paper products, food, etc. for Senior events
2	Consultants/instructors for programs
4	Equipment for senior fitness classes
5	Food, entertainment for holiday & quarterly senior birthday parties
6	Pool rental and fitness classes YMCA-Senior division
7	Supplies for fine motor skills and hand-eye coordination
8	Supplies for Montessori approach to learning
9	Consumable supplies for diverse holiday celebrations
10	Reading development foundation materials
11	Teaching and exploration materials
12	State of NJ mandated
14	Table replacement
<u>Continued on next page</u>	

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
RECREATION 370**

Justifications (continued)	
16	Replace 17 yr. old afterschool tables
17	Special events- teen program (previously used grant funds)
18	Community Band Uniform

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
210		Recreation: Equipment & Supplies	\$ 33,450.00	\$ 31,650.00	\$ 31,650.00	\$ 18,555.25	\$ -	0.00%
	1	Sports Organizations	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00			
		Sports Equipment - Various Programs	\$ 4,300.00	\$ 4,000.00	\$ 4,300.00			
		Challenger Camp Supplies	\$ 750.00	\$ 750.00	\$ 750.00			
	2	Preschool Supplies	\$ 500.00	\$ 500.00	\$ 500.00			
	3	Games	\$ 350.00	\$ 350.00	\$ 350.00			
	4	Park Equipment Parts	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			
	4a	Tennis Court Windscreens-assorted parks	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
		Crafts & Ceramic Supplies	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00			
		First Aid Department Basic Supplies	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00			
	6	Pool Supplies	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00			
	7	Lanyards	\$ 900.00	\$ 900.00	\$ 700.00			
		Employee ID Supplies (Seasonal)	\$ 400.00	\$ 400.00	\$ 400.00			
	8	Cellular Minutes	\$ 150.00	\$ 150.00	\$ 150.00			
	9	Wading Pool Phone Minutes	\$ 400.00	\$ 400.00	\$ 400.00			
	10	Football Trailer Rental	\$ 2,500.00	\$ 2,500.00	\$ 2,400.00			
	11	Miscellaneous	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
	12	Mini Lockers-Votee Basketball courts	\$ 1,500.00	\$ -	\$ -			

Justifications	
1	League supplies and /or equipment for sports organizations

Continued on next page

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
RECREATION 370**

<u>Justifications (continued)</u>	
2	Supplies for departmental preschool programs
3	Games for various programs
4	Miscellaneous park equipment and/or parts as needed
4a	Tennis court windscreens-assorted
6	Mandatory supplies for Votee and Hawthorne pools
7	Lanyards for program ID (special order)
8	Pre-paid minutes for swimming pools-emergency equipment state mandated
9	Pre-paid minutes for wading pool employees
10	Equipment trailer for Jr. Football League
11	Miscellaneous supplies (locks, keys, cones, duffle bags, etc.)
12	Lockers for participant valuables (Police Dept. recommendation)

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Recreation: Printing & Office Supplies	\$ 6,600.00	\$ 6,200.00	\$ 6,200.00	\$ 5,003.63	\$ -	0.00%
		Duplicator Paper for flyers, brochures	\$ 3,200.00	\$ 2,800.00	\$ 2,800.00			
		Staff Desk Calendars	\$ 400.00	\$ 400.00	\$ 400.00			
		Miscellaneous Office and Computer Supplies	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00			
		Envelopes for preprinting return address/mailings	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
212		Recreation: School Based Youth Programs	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 12,555.46	\$ -	0.00%
	1	School Based Youth Programs	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00			

<u>Justifications</u>	
1	Transportation and/or admission

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Recreation: Professional Affil. & Travel	\$ 1,525.00	\$ 1,510.00	\$ 1,510.00	\$ 1,478.04	\$ -	0.00%
	1	Dues, NJPRA	\$660.00	\$660.00	\$ 660.00			
	2	Dues, NRPA	\$165.00	\$165.00	\$ 150.00			
	3	State Conference Expenses - Crockett	\$700.00	\$685.00	\$ 700.00			

<u>Justifications</u>	
1	State association dues: Crockett, Gillispie, Skulnik
2	National association dues: Crockett
3	State conference expenses: Crockett

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
219		Recreation: Miscellaneous	\$ 39,150.00	\$ 3,150.00	\$ 2,800.00	\$ 2,350.62	\$ 350.00	12.50%
	1	State License Renewal	\$ 300.00	\$ 300.00	\$ -			
		Van Cleaning & Supplies	\$ 500.00	\$ 500.00	\$ 500.00			
		Consultants/Training (Youth Division)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
	2	Music Agreement	\$ 350.00	\$ 350.00	\$ 300.00			
		Youth Staff Training (Mandatory)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00			
	3	CPR/AED Staff Training	\$ 1,000.00	\$ -	\$ -			
	4	Comprehensive Master Plan Update	\$ 35,000.00	\$ -	\$ -			

<u>Justifications</u>	
1	Youth Division State License Fee - not needed until 2016
2	Annual music agreement (reproduction)
3	Certification course not needed in 2015
4	10 Updated Plan 2016-2026 for facilities, programs, acquisition

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Recreation: Summer Camp Programs	\$ 41,610.00	\$ 39,610.00	\$ 39,610.00	\$ 39,030.52	\$ -	0.00%
		Sports & Art Camp Materials	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00			
		Sports & Arts Camper Shirts (2/camper/session)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00			
		Sports & Arts Staff Uniform T-Shirts	\$ 600.00	\$ 600.00	\$ 600.00			
		Youth Camp SunSational Materials	\$ 1,350.00	\$ 1,350.00	\$ 1,350.00			
		Youth Camp SunSational Camper Shirts (2/camper/session)	\$ 3,300.00	\$ 3,300.00	\$ 2,800.00			
	1	Youth Camp SunSational Bus Trip & Admissions	\$ 11,000.00	\$ 10,000.00	\$ 10,000.00			
	2	Youth Camp SunSational Special Events	\$ 11,000.00	\$ 10,000.00	\$ 10,000.00			
		Youth Camp SunSational Staff Uniform Shirts	\$ 500.00	\$ 500.00	\$ 1,000.00			
		Tent Camp Consumables	\$ 300.00	\$ 300.00	\$ 300.00			
		Tent Camp Program Supplies	\$ 600.00	\$ 600.00	\$ 600.00			
	3	Tent Camp Bus Trips & Admission	\$ -	\$ -	\$ -			
		Tent Camp Camper Shirts	\$ 460.00	\$ 460.00	\$ 460.00			

Justifications	
1	Youth camp bus transportation & admission tickets (1 trip per session)
2	Youth camp special events (magicians, ice cream sundae afternoon, bagel breakfasts, etc.)
3	Tent Camp bus transportation & admission

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
230		Recreation: Portable Toilets - Parks	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 21,832.00	\$ -	0.00%
		Portable Toilet Rentals - Various Parks	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
231		Recreation: Equipment	\$ 11,910.00	\$ 8,410.00	\$ 15,730.00	\$ 11,070.10	\$ (7,320.00)	-46.54%
		Maintenance Contract - Telephone System	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00			
	1	Pool table (3) & foosball repair	\$ 1,150.00	\$ 1,150.00	\$ 800.00			
	2	Piano tuning	\$ 660.00	\$ 660.00	\$ 660.00			
		Lightening Detection System Monitoring Fee	\$ -	\$ -	\$ 4,200.00			
	3	Maintenance - Office, Bldg., Equip & Software	\$ 1,270.00	\$ 1,270.00	\$ 1,270.00			
		Maintenance Contract - Rodda Outdoor Clock	\$ 330.00	\$ 330.00	\$ 300.00			
	4	Maintenance Recreation Software	\$ 3,500.00	\$ -	\$ 3,500.00			

Justifications	
1	Repair/recover pool and foosball tables
2	Sr. piano tuning needed 4x/year
3	Assorted equipment maintenance (office, building, equipment, software)
4	Maintenance contract recreation software package, paid until 2017.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
240		Recreation: Holiday Events	\$ 21,100.00	\$ 20,500.00	\$ 20,500.00	\$ 19,860.17	\$ -	0.00%
		July 4th Bands	\$ 7,200.00	\$ 7,100.00	\$ 7,100.00			
		July 4th Community Celebration	\$ 13,000.00	\$ 12,500.00	\$ 12,500.00			
		Wreaths for Memorial Day and Veterans Day	\$ 900.00	\$ 900.00	\$ 900.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
249		Recreation: Movies in the Park	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,038.00	\$ -	0.00%
		Movies in the Park	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
250		Recreation: Bldg. Maintenance & Equip.	\$ 20,200.00	\$ 20,040.00	\$ 20,740.00	\$ 28,124.03	\$ (700.00)	-3.38%
		Building Custodial Materials	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00			
	1	Toilet Tissue & Paper Towels	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00			
	2	Wood Floor Refinishing-Dance Studio & Gym 2	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00			
	4	Hood & Stove Steaming	\$ 1,500.00	\$ 1,500.00	\$ 1,600.00			
	5	Blind/Sign Replacement	\$ 500.00	\$ 500.00	\$ 500.00			
		Floor Cleaning Machine - Bathrooms	\$ -	\$ -	\$ 700.00			
	6	Smoke Detector Cleaning	\$ 3,200.00	\$ 3,200.00	\$ 3,000.00			
	7	Miscellaneous	\$ 800.00	\$ 640.00	\$ 740.00			

<u>Justifications</u>	
1	13 individual bathrooms in the building
2	Yearly floor cleaning
4	Yearly steam cleaning of appliance hoods
5	Window treatment replacement/repair; sign replacement
6	Annual cleaning of the smoke detectors
7	Miscellaneous building maintenance/equipment as needed

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
251		Recreation: Cleaning Service	\$ 35,400.00	\$ 35,400.00	\$ 30,000.00	\$ 31,352.49	\$ 5,400.00	18.00%
	1	Cleaning Service	\$ 35,400.00	\$ 35,400.00	\$ 30,000.00			

Justifications

1	Five night a week cleaning of floors, bathrooms, etc. as required. Cleaning performed starting at midnight when the building is not occupied.
---	---

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
270		Recreation: Registration Materials	\$ 4,050.00	\$ 4,050.00	\$6,950.00	\$ 6,435.25	\$ (2,900.00)	-41.73%
	1	In ground Pool materials	\$ 1,500.00	\$ 1,500.00	\$1,500.00			
	1a	Dual Side Card Printer	\$ -	\$ -	\$ 3,000.00			
	2	Above Ground Pool/Tennis badges	\$ 1,100.00	\$ 1,100.00	\$1,100.00			
		Guest Passes Printing Fees	\$ 700.00	\$ 700.00	\$600.00			
	3	Application Forms	\$ 750.00	\$ 750.00	\$750.00			

Justifications

1	Votee Pool registration materials (printer ribbons, blank cards, etc.
2	Purchase of badges/tags for Hawthorne Pool and tennis courts
3	Printing fees for application forms –park & picnic permits

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
RECREATION 370**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
280		Recreation: Uniforms	\$ 6,700.00	\$ 6,700.00	\$ 6,300.00	\$ 5,355.52	\$ 400.00	6.35%
		Program shirts - Assorted Programs	\$ 3,700.00	\$ 3,700.00	\$ 3,300.00			
		Summer staff uniform shirts	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00			
		Lifeguards (mandated) & Driver Uniforms	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
LIBRARY 390**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
390		Library: Other Expenses	\$ 412,169.00	\$ 412,169.00	\$ 407,800.00	\$ 351,384.39	\$ 4,369.00	1.07%
210	137	Materials	\$ 247,500.00	\$ 247,500.00	\$ 250,600.00	\$ 204,001.19	\$ (3,100.00)	-1.24%
220	137	Repairs & Maintenance	\$ 38,600.00	\$ 38,600.00	\$ 37,700.00	\$ 34,221.22	\$ 900.00	2.39%
230	138	Office Supplies	\$ 25,000.00	\$ 25,000.00	\$ 26,000.00	\$ 23,273.11	\$ (1,000.00)	-3.85%
250	138	Janitorial Supplies	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 9,304.42	\$ -	0.00%
260	138	Postage	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 3,229.04	\$ -	0.00%
270	139	Telephone	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 6,294.06	\$ -	0.00%
280	139	Equip & Contract Service	\$ 73,069.00	\$ 73,069.00	\$ 67,000.00	\$ 60,634.86	\$ 6,069.00	9.06%
290	140	Education & Training	\$ 3,800.00	\$ 3,800.00	\$ 2,500.00	\$ 4,122.55	\$ 1,300.00	52.00%
292	140	Programs	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,193.95	\$ -	0.00%
293	140	Wagon Gas & Maintenance	\$ 200.00	\$ 200.00	\$ 300.00	\$ 94.99	\$ (100.00)	-33.33%
294	141	Insurance	\$ 5,500.00	\$ 5,500.00	\$ 5,200.00	\$ 5,015.00	\$ 300.00	5.77%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
LIBRARY 390**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
210		Library: Library Materials	\$ 247,500.00	\$ 247,500.00	\$ 250,600.00	\$ 204,001.19	\$ (3,100.00)	-1.24%
		Adult Books	81,000.00	\$ 81,000.00	\$ 84,000.00			
	1	Reference	25,000.00	\$ 25,000.00	\$ 29,000.00			
		Children	40,000.00	\$ 40,000.00	\$ 35,100.00			
		Periodicals	12,000.00	\$ 12,000.00	\$ 12,500.00			
		Non-Print	89,000.00	\$ 89,000.00	\$ 89,000.00			
		Binding and Microfilm	500.00	\$ 500.00	\$ 1,000.00			

Justifications

1	Stable pricing due to lower demand for print and higher use of online materials
----------	---

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
220		Library: Repairs and Maintenance	\$ 38,600.00	\$ 38,600.00	\$ 37,700.00	\$ 34,221.22	\$ 900.00	2.39%
		Elevator	\$ 2,400.00	\$ 2,400.00	\$ 2,300.00			
		Typewriters	\$ 300.00	\$ 300.00	\$ 300.00			
		Microfilm readers/printers	\$ 300.00	\$ 300.00	\$ 500.00			
		BCCLS Computer equipment	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00			
		Window Washing	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00			
		HVAC System	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00			
		General Repairs	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00			
	1	Carpet Cleaning	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00			
		Flooring and Public Restrooms	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00			

Justifications

1	The library augments these funds to maintain the appearance of the building's interior
----------	--

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
LIBRARY 390**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
230		Library: Office Supplies	\$ 25,000.00	\$ 25,000.00	\$ 26,000.00	\$ 23,273.11	\$ (1,000.00)	-3.85%
		Assorted Office Supplies	\$ 25,000.00	\$ 25,000.00	\$ 26,000.00			

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
250		Library: Janitorial Supplies	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 9,304.42	\$ -	0.00%
		Janitorial Supplies	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00			

Justifications

1 Stable cost for consumables: bulbs, paper, towels, etc.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
260		Library: Postage	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 3,229.04	\$ -	0.00%
		Postage	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00			

Justifications

1 We have reached an apparent limit on use of e-mail instead of postal mail

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
LIBRARY 390**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
270		Library: Telephone	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 6,294.06	\$ -	0.00%
	1	Telephone	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00			

Justifications

1 Half is the BCCLS telecomm. Line; the other are the voice, fax and elevator lines

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
280		Library: Equipment and Contract Services	\$ 73,069.00	\$ 73,069.00	\$ 67,000.00	\$ 60,634.86	\$ 6,069.00	9.06%
	1	BCCLS-10 Operating & Sharing Database Fee	\$ 50,069.00	\$ 50,069.00	\$ 47,000.00			
		Technical Processing	\$ 23,000.00	\$ 23,000.00	\$ 20,000.00			

Justifications

1 Forecast to potentially purchase more of our media as "shelf ready" which would mean less labor in-house

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
LIBRARY 390**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
290		Library: Education and Training	\$ 3,800.00	\$ 3,800.00	\$ 2,500.00	\$ 4,122.55	\$ 1,300.00	52.00%
		Dues - American Library Association	\$ 250.00	\$ 250.00	\$ 200.00			
		Dues- NJ Library Trustee Association	\$ 300.00	\$ 300.00	\$ 300.00			
		Dues - NJ Library Association	\$ 250.00	\$ 250.00	\$ 200.00			
		Staff, seminars, meetings, etc.	\$ 3,000.00	\$ 3,000.00	\$ 1,800.00			

Justifications

1 The library may have two staffers in Library School who may seek tuition reimbursement/support

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
292		Library: Programs	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,193.95	\$ -	0.00%
		As needed	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00			

Justifications

1 The library spends far more on this account from its fund and thru the Friends of the Library

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
293		Library: Wagon Gas & Maintenance	\$ 200.00	\$ 200.00	\$ 300.00	\$ 94.99	\$ (100.00)	-33.33%
		Gas & Maintenance	\$ 200.00	\$ 200.00	\$ 300.00			

Justifications

1 Library uses a retired detective vehicle for local shopping and service to the homebound

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
LIBRARY 390**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
294		Library: Insurance	\$ 5,500.00	\$ 5,500.00	\$ 5,200.00	\$ 5,015.00	\$ 300.00	5.77%
		Insurance	\$ 5,500.00	\$ 5,500.00	\$ 5,200.00			

<u>Justifications</u>	
1	The library's insurance broker has been excellent in controlling the cost of a policy covering the building contents

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
NATURAL GAS 430**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
430		Natural Gas	\$ 95,500.00	\$ 95,500.00	\$ 95,500.00	\$ 86,251.88	\$ -	0.00%
210	142	Municipal Building Complex	\$ 11,500.00	\$ 11,500.00	\$ 16,000.00	\$ 7,857.66	\$ (4,500.00)	-28.13%
220	142	Public Library	\$ 10,000.00	\$ 10,000.00	\$ 12,000.00	\$ 10,455.69	\$ (2,000.00)	-16.67%
230	142	Green House	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 6,923.81	\$ -	0.00%
240	142	Rodda Community Center	\$ 10,000.00	\$ 10,000.00	\$ 3,500.00	\$ 9,141.27	\$ 6,500.00	185.71%
250	142	Fire Stations	\$ 30,000.00	\$ 30,000.00	\$ 40,000.00	\$ 26,186.14	\$ (10,000.00)	-25.00%
260	142	Quonset Hut, DPW Office	\$ 7,000.00	\$ 7,000.00	\$ 1,000.00	\$ 6,576.88	\$ 6,000.00	600.00%
270	142	Old Rec. Center	\$ 7,000.00	\$ 7,000.00	\$ 2,000.00	\$ 6,570.29	\$ 5,000.00	250.00%
280	142	Police HQS	\$ 13,000.00	\$ 13,000.00	\$ 10,000.00	\$ 12,540.14	\$ 3,000.00	30.00%
291	142	Est. PSEG Increase calculated on entire budget	\$ -	\$ -	\$ 4,000.00		\$ (4,000.00)	-100.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
ELECTRIC 430-1**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
430-1		Electric	\$ 600,000.00	\$ 589,700.00	\$ 589,700.00	\$ 541,418.40	\$ -	0.00%
210	143	Municipal Building Complex	\$ 100,000.00	\$ 100,000.00	\$ 135,000.00	\$ 92,062.09	\$ (35,000.00)	-25.93%
220	143	Police Headquarters	\$ 120,000.00	\$ 120,000.00	\$ 100,000.00	\$ 112,456.17	\$ 20,000.00	20.00%
230	143	Parking Lots	\$ 20,000.00	\$ 20,000.00	\$ 25,000.00	\$ 11,660.47	\$ (5,000.00)	-20.00%
240	143	Flood Lights	\$ 1,000.00	\$ 700.00	\$ 1,400.00	\$ 573.23	\$ (700.00)	-50.00%
250	143	Greenhouse	\$ 2,500.00	\$ 2,500.00	\$ 1,800.00	\$ 2,241.60	\$ 700.00	38.89%
260	143	Old Recreation Ctr-DPW Uses	\$ 7,000.00	\$ 7,000.00	\$ 6,000.00	\$ 6,123.10	\$ 1,000.00	16.67%
270	143	Rodda Community Center	\$ 90,000.00	\$ 80,000.00	\$ 60,000.00	\$ 79,949.58	\$ 20,000.00	33.33%
280	143	PAL Building	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,431.12	\$ -	0.00%
290	143	Holiday Business Area	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	0.00%
300	143	Fire Stations	\$ 55,000.00	\$ 55,000.00	\$ 45,000.00	\$ 52,308.35	\$ 10,000.00	22.22%
310	143	Traffic Lights	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 45,582.20	\$ -	0.00%
320	143	Recycling Center/Chl. Dispenser	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,422.25	\$ -	0.00%
330	143	Public Works Garage	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00	\$ 2,835.54	\$ (1,000.00)	-20.00%
340	143	Stationary Compactor		\$ -		\$ -	\$ -	#DIV/0!
350	143	Pump Station	\$ 30,000.00	\$ 30,000.00	\$ 35,000.00	\$ 24,380.32	\$ (5,000.00)	-14.29%
360	143	Park Facilities	\$ 115,000.00	\$ 115,000.00	\$ 95,000.00	\$ 108,392.38	\$ 20,000.00	21.05%
361	143	Est'd Increase	\$ -	\$ -	\$ 25,000.00		\$ (25,000.00)	-100.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
STREET LIGHTING 430-2**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
430-2		Street Lighting	\$ 515,000.00	\$ 515,000.00	\$ 515,000.00	\$ 481,462.65	\$ -	0.00%
210	144	Street Lighting	\$ 515,000.00	\$ 515,000.00	\$ 515,000.00	\$ 481,462.65		

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
TELEPHONE 440**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
440		Telephone	\$ 99,000.00	\$ 99,000.00	\$ 97,500.00	\$ 100,616.09	\$ 1,500.00	1.54%
210	145	New Horizon	\$ 21,500.00	\$ 21,500.00	\$ 21,500.00	\$ 18,097.59	\$ -	0.00%
220	145	Pump Station	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	0.00%
230	145	Fire Headquarters	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 13,775.53	\$ -	N/A
240	145	Police Headquarters	\$ 21,000.00	\$ 21,000.00	\$ 20,000.00	\$ 21,412.56	\$ 1,000.00	5.00%
250	145	Gasoline Readings	\$ 3,500.00	\$ 3,500.00	\$ 3,000.00	\$ 4,057.79	\$ 500.00	16.67%
270	145	Rodda Community Center	\$ 9,500.00	\$ 9,500.00	\$ 9,000.00	\$ 9,330.49	\$ 500.00	5.56%
271	145	Public Safety Cell Phones	\$ 25,500.00	\$ 25,500.00	\$ 25,500.00	\$ 29,660.30	\$ -	0.00%
272	145	Court Video Conferencing	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	\$ 3,281.83	\$ (500.00)	-14.29%

**TOWNSHIP OF TEANECK
2015 PROPOSED BUDGET
HEATING OIL 447**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
447		Heating Oil	\$ 25,000.00	\$ 25,000.00	\$ 28,000.00	\$ 16,737.18	\$ (3,000.00)	-10.71%
230	146	Public Works Garage	\$ 25,000.00	\$ 25,000.00	\$ 28,000.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
BCUA 455**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
455		Bergen County Utilities Authority	\$ 4,500,000.00	\$ 4,392,831.56	\$ 4,299,110.94	\$ 4,299,110.94	\$ 93,720.62	2.18%
210	147	Sewer	\$ 4,500,000.00	\$ 4,392,831.56	\$ 4,299,110.94			

Justifications

Actual assessment becomes available in late January.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
GASOLINE 460**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
460		Gasoline	\$ 127,000.00	\$ 127,000.00	\$ 190,500.00	\$ 108,241.97	\$ (63,500.00)	-130.78%
210	148	Fire	\$ 7,000.00	\$ 7,000.00	\$ 12,000.00	\$ 5,910.70	\$ (5,000.00)	-41.67%
220	148	Police	\$ 85,000.00	\$ 85,000.00	\$ 130,000.00	\$ 77,116.46	\$ (45,000.00)	-34.62%
230	148	Public Works	\$ 25,000.00	\$ 25,000.00	\$ 35,000.00	\$ 19,093.95	\$ (10,000.00)	-28.57%
240	148	Recreation	\$ 10,000.00	\$ 10,000.00	\$ 13,500.00	\$ 6,120.86	\$ (3,500.00)	-25.93%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
DIESEL FUEL 460-1**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
460-1		Diesel Fuel	\$ 207,500.00	\$ 207,500.00	\$ 270,000.00	\$ 153,564.88	\$ (62,500.00)	-23.15%
210	149	Fire	\$ 25,000.00	\$ 25,000.00	\$ 31,500.00	\$ 19,475.02	\$ (6,500.00)	-20.63%
220	149	Public Works	\$ 150,000.00	\$ 150,000.00	\$ 210,000.00	\$ 121,181.99	\$ (60,000.00)	-28.57%
230	149	Recreation	\$ 5,000.00	\$ 5,000.00	\$ 1,000.00	\$ 2,070.38	\$ 4,000.00	400.00%
250	149	TVAC	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 10,837.49	\$ -	0.00%
250	149	Emergency Generators	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ -	\$ -	N/A

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
CONTINGENT 470**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
470		Contingent: Other Expenses	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 4,757.06	\$ -	0.00%
210	150	Miscellaneous	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00			

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
COURT 490**

Account Summary

		Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account	Page		Request	Approved 2016	Budget	Jan - Dec	\$	%
490		Municipal Court: Other Expenses	\$ 36,370.00	\$ 36,370.00	\$ 36,370.00	\$ 20,824.55	\$ -	0.00%
211	152	Books, Printing, Supplies	\$ 10,300.00	\$ 10,300.00	\$ 10,300.00	\$ 7,144.96	\$ -	0.00%
213	152	Equipment & Repair	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,304.99	\$ -	0.00%
214	153	Professional Affiliation & Travel	\$ 3,270.00	\$ 3,270.00	\$ 3,270.00	\$ 1,628.99	\$ -	0.00%
218	154	Professional Services	\$ 21,700.00	\$ 21,700.00	\$ 21,700.00	\$ 10,591.61	\$ -	0.00%
219	154	Miscellaneous	\$ 100.00	\$ 100.00	\$ 100.00	\$ 154.00	\$ -	0.00%

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
COURT 490**

Account Justification

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
211		Court: Books, Printing, Supplies	\$ 10,300.00	\$ 10,300.00	\$ 10,300.00	\$ 7,144.96	\$ -	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 into an existing law book as opposed to absorbing costs to print an entire book with updates.

2 Law Library is a dedicated line item for the purpose of purchasing Law books for the Municipal Court Judge.

3 Stationery & Supplies is a dedicated line item for the purchase of office supplies for the Municipal Court.

4 Indicates a line item required by court rule.

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
213		Court: Equipment and Repair	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,304.99	\$ -	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 Municipal Court Judge, Certified Municipal Court Administrator and Deputy Court Administrator.

2 Miscellaneous line item per schedule.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
COURT 490**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
214		Court: Professional Affil. & Travel	\$ 3,270.00	\$ 3,270.00	\$ 3,270.00	\$ 1,628.99	\$ -	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 Administrators Training	\$ 1,285.00	\$ 1,285.00	\$ 1,285.00			
	8	NJ League of Municipalities	\$ 550.00	\$ 550.00	\$ 550.00			

<u>Justifications</u>	
1	Dedicated line item for mileage reimbursement.
2	County Judges Dues is a line item dedicated to pay for membership.
3	New Jersey Certified Municipal Court Administrator Dues is also a line item to pay for membership.
4	County Certified Municipal Court Administrator Dues is also a line item to pay for membership.
5	New Jersey Certified Municipal Court Administrator's Spring Conference is a line item to pay for annual training.
6	County Clerks Meetings is a line item specifically for county updates/training.
7	Is a line item dedicated for mandatory training offered by the Administrative Offices of the Courts.

**TOWNSHIP OF TEANECK
2016 PROPOSED BUDGET
COURT 490**

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
218		Court: Professional Services	\$ 21,700.00	\$ 21,700.00	\$ 21,700.00	\$ 10,591.61	\$ -	0.00%
	1	Professional Services	\$ 21,700.00	\$ 21,700.00	\$ 21,700.00			

<u>Justifications</u>	
1	Professional services of certified interpreters, replacement judges (in the absence of Judge Young) and replacement public defenders and additional public defenders (in the case where there may be a conflict representing co-defendants).

Sub	Justification	Account Description	Department	Manager	2015 Adopted	2015 Spent	+ OR - 2015	+ OR - 2015
Account			Request	Approved 2016	Budget	Jan - Dec	\$	%
219		Court: Miscellaneous	\$ 100.00	\$ 100.00	\$ 100.00	\$ 154.00	\$ -	0.00%
	1	Miscellaneous	\$ 100.00	\$ 100.00	\$ 100.00			

<u>Justifications</u>	
1	Items paid from this account include \$2.00 payable to subpoenaed witnesses to testify as per court rule.

Section 6

2016 Proposed Capital Budget & 6 Year Capital Plan

2016 PROPOSED CAPITAL BUDGET									
Project	Total Amount	Current Fund Budget	Capital Improvement Fund	Notes Authorized	Bergen County C.D.B.G.	Bergen County Open Space	N.J. D.O.T.	M.O.S.T.	Other Grants/Loans
Police and Fire									
Police Alcotest Machine	\$20,000								20,000
Police Cameras	\$80,000		2,250	42,750					35,000
Fire Work Station uniform replacement	\$20,000		20,000						
	\$0								
Streets and Roads	\$0								
Teaneck Road Streetscape	\$1,000,000		50,000	950,000					
Road Resurfacing/Reconstruction, Traffic Control and Sidewalk/Curb Replacement	\$1,000,000		50,000	950,000					
	\$0								
Parks and Playgrounds	\$0								
Votee Basketball Court Renovation	\$300,000							300,000	
Wading Pool Upgrades	\$25,000							25,000	
	\$0								
Municipal Facilities Upgrades	\$0								
Rodda Renovations/Improvements	\$0								
HVAC Units-replacement (5)	\$75,000		3,750	71,250					
Study and Design Exterior façade and roof	\$100,000		100,000						
Camera Security System	\$80,000		4,000	76,000					
Police Headquarters	\$0								
Heating and Air Conditioning (HVAC) / Unit Replacement	\$600,000		30,000	570,000					
Range Replacement	\$60,000		3,000	57,000					
	\$0								
Public Works Equipment	\$0								
Vehicles and Equipment	\$999,000		49,950	949,050					
	\$0								
	\$4,359,000	\$0	<u>\$312,950</u>	\$3,666,050	\$0	\$0	\$0	\$325,000	\$55,000

6 Year Capital Plan by Department	Request for 2016	Request for 2017	Request for 2018	Request for 2019	Request for 2020	Request for 2021	Total
<u>Project</u>							
Police							\$ -
Police Alcotest Machine	\$ 20,000.00						\$ 20,000.00
Heating and Air Conditioning (HVAC)/ Unit Replacement	\$ 600,000.00						\$ 600,000.00
Body Worn Cameras	\$ 80,000.00						\$ 80,000.00
Range Replacement	\$ 60,000.00						\$ 60,000.00
Sport Utility Vehicles		\$ 116,000.00					\$ 116,000.00
Office Furnishings/Chairs		\$ 50,000.00					\$ 50,000.00
Access Control/FOB/Visitor Entry System		\$ 174,000.00					\$ 174,000.00
Computer Replacement Plan (Mobile Units)		\$ 30,000.00					\$ 30,000.00
In Car Video Cameras		\$ 77,100.00					\$ 77,100.00
AVL System		\$ 15,000.00					\$ 15,000.00
OEM Joint Command Center			\$ 350,000.00				\$ 350,000.00
Painting/Carpeting				\$ 20,000.00			\$ 20,000.00
Holster Replacement					\$ 10,000.00		\$ 10,000.00
ALPR Units						\$ 180,000.00	\$ 180,000.00
							\$ -
DPW							\$ -
Township Properties, Right-of-Way, Sidewalk Replacements, Program		\$ 100,000.00					\$ 100,000.00
Public Works Facility		\$ 6,000,000.00					\$ 6,000,000.00
Fire Headquarters Renovations			\$ 4,000,000.00				\$ 4,000,000.00
							\$ -
Engineer							\$ -
Teaneck Road Streetscape	\$ 1,000,000.00	\$ 1,000,000.00					\$ 2,000,000.00
Road Resurfacing/Reconstruction, Traffic Control and Sidewalk/Curb Replacement	\$ 1,000,000.00	\$ 2,000,000.00	\$ 2,000,000.00	\$ 2,000,000.00	\$ 2,000,000.00		\$ 9,000,000.00
							\$ -
Recreation							\$ -
Votee Basketball Court Renovation (TRUST FUNDS)	\$ 300,000.00						\$ 300,000.00
Wading Pool Upgrades (TRUST FUNDS)	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 150,000.00
Kipp Park Equipment (TRUST FUNDS)		\$ 20,000.00					\$ 20,000.00
Camera Security System	\$ 80,000.00						\$ 80,000.00
Rodda Renovations/Improvements							\$ -
HVAC Units-replacement (5)	\$ 75,000.00						\$ 75,000.00
Engineering Study and Design Specifications for Exterior façade and roof	\$ 100,000.00						\$ 100,000.00
Lighting improvements-gym 2		\$ 300,000.00					\$ 300,000.00
AC improvements-hallway, gyms, etc.		\$ 1,500,000.00					\$ 1,500,000.00
							\$ -
Fire							\$ -
Work Station uniform replacement	\$ 20,000.00			\$ 20,000.00			\$ 40,000.00
Fire Pumper - 2000 gpm engine		\$ 700,000.00					\$ 700,000.00
Fire Pumper - 2000 gpm engine w/ ladder & master stream			\$ 810,000.00				\$ 810,000.00
Fire Inspector vehicle		\$ 35,000.00	\$ 35,000.00				\$ 70,000.00
Fire Canteen unit		\$ 250,000.00		\$ 150,000.00			\$ 400,000.00
Fire - Heavy Rescue unit				\$ 500,000.00			\$ 500,000.00
Fire Pumper - refurbish 2002 pumper			\$ 250,000.00				\$ 250,000.00
Air bags for rescue operations		\$ 40,000.00					\$ 40,000.00

6 Year Capital Plan by Department <u>Project</u>	Request for <u>2016</u>	Request for <u>2017</u>	Request for <u>2018</u>	Request for <u>2019</u>	Request for <u>2020</u>	Request for <u>2021</u>	<u>Total</u>
							\$ -
Library							\$ -
Replace cupola on reference room's roof		\$ 50,000.00					\$ 50,000.00
Replace carpeting		\$ 73,000.00		\$ 30,000.00			\$ 103,000.00
Replace cooling tower on roof			\$ 50,000.00				\$ 50,000.00
							\$ -
Other							\$ -
							\$ -
							\$ -
Vehicles/Equipment							\$ -
D-23 1-Ton Pickup Truck 4WD w/Plow (replace 1998 unit) DPW	\$ 50,000.00						\$ 50,000.00
D-32 1-Ton Pickup Truck 4WD w/Plow - DPW	\$ 50,000.00						\$ 50,000.00
D-27 1-Ton Pickup Truck 4WD w/Plow - DPW	\$ 50,000.00						\$ 50,000.00
D-29 1-Ton Pickup Truck 4WD w/Plow (replace 1998 unit) DPW	\$ 50,000.00						\$ 50,000.00
D-12 2/3-cy. Dump Truck 4WD w/Plow (replaces 2000 unit) DPW	\$ 60,000.00						\$ 60,000.00
D-3 5-cy. Dump Truck w/Plow & Spreader - DPW	\$ 200,000.00						\$ 200,000.00
D-72 Tractor - DPW	\$ 65,000.00						\$ 65,000.00
D-50 32-cy. Packer Truck w/Plow - DPW	\$ 250,000.00						\$ 250,000.00
D-54 Sweeper 1993	\$ 200,000.00						\$ 200,000.00
Paint Machine	\$ 20,000.00						\$ 20,000.00
Duramax BiTurbo T-2 Pool Cleaner	\$ 4,000.00						\$ 4,000.00
D-49 32-cy. Pack Truck w/Plow (replace 1991 Unit) DPW		\$ 250,000.00					\$ 250,000.00
D-19 1-Ton Pickup Truck 4WD Road Service (replace 1993 Unit) DPW		\$ 55,000.00					\$ 55,000.00
D-42 Bucket Loader w/Attachments (replace 1997 unit) DPW		\$ 200,000.00					\$ 200,000.00
D-24 1-Ton Pickup Truck w/Plow - DPW		\$ 50,000.00					\$ 50,000.00
Rhino PD-55 Post driver with chucks		\$ 2,200.00					\$ 2,200.00
IML Resistograph F-series Resi-F400s #3100810-4s		\$ 4,265.00					\$ 4,265.00
Fieldlazer S100 Field Marking Sprayer		\$ 2,200.00					\$ 2,200.00
Self Propelled Stump Grinder w/trailer		\$ 65,000.00					\$ 65,000.00
D-45 32cy. Packer Truck w/Plow (replaces 1993 unit) DPW		\$ 250,000.00					\$ 250,000.00
D-4 5-cy. Dump Truck w/Plow and Spreader (replace 1999 unit) DPW		\$ 200,000.00					\$ 200,000.00
D-14 5-cy. Dump Truck w/Plow and Spreader (replace 1999 unit) DPW		\$ 200,000.00					\$ 200,000.00
D-91 Chipper (replace 1996 unit) DPW		\$ 60,000.00					\$ 60,000.00
D-53 Sweeper (replace 1997 unit) DPW		\$ 200,000.00					\$ 200,000.00
D-22 2/3 cy. Dump Truck 4WD w/Plow - DPW		\$ 60,000.00					\$ 60,000.00
D-8 2/3 cy. Dump Truck 4WD w/Plow (replace 2003 unit) DPW		\$ 60,000.00					\$ 60,000.00
D-74 Tractor (replace 1985 unit) DPW		\$ 50,000.00					\$ 50,000.00
D-88 Stump Grinder (replace 1997 unit) DPW		\$ 50,000.00					\$ 50,000.00
D-51 Sweeper		\$ 200,000.00					\$ 200,000.00
D-6 5 cy Dump Truck (w/plow & spreader)		\$ 200,000.00					\$ 200,000.00

6 Year Capital Plan by Department	Request for 2016	Request for 2017	Request for 2018	Request for 2019	Request for 2020	Request for 2021	Total
<u>Project</u>							
D-75 Gang Mower		\$ 70,000.00					\$ 70,000.00
Honda Inverter Generator Model EU 200-0i		\$ 3,000.00					\$ 3,000.00
D-13 1992 Chevy Suburban		\$ 35,000.00					\$ 35,000.00
D-47 32-cy Packer Truck w/Plow (Replace 2003 Unit) DPW			\$ 250,000.00				\$ 250,000.00
D-44 32-cy Packer Truck w/Plow (Replace 1997 Unit) DPW			\$ 250,000.00				\$ 250,000.00
D-5 5-cy Dump Truck w/Plow and Spreader (Replace 2001 Unit) DPW			\$ 200,000.00				\$ 200,000.00
D-76 Tractor (Replace 1986 Unit) – DPW			\$ 50,000.00				\$ 50,000.00
D-43 Bucket Loader w/attachments (replaces 2005 unit DPW			\$ 200,000.00				\$ 200,000.00
D-1 2/3 cy. Dump Truck 4WD w/Plow - DPW			\$ 60,000.00				\$ 60,000.00
D-69 Tractor			\$ 50,000.00				\$ 50,000.00
D-67 Roll-off Truck (w/plow & spreader			\$ 250,000.00				\$ 250,000.00
D-62 Bucket Truck (replaces 1995)			\$ 200,000.00				\$ 200,000.00
D-78 Tractor (replaces) 1994)			\$ 40,000.00				\$ 40,000.00
D-7 15-cy Tandem Dump Truck w/Plow (Replace 2006 Unit) – DPW				\$ 240,000.00			\$ 240,000.00
D-20 1-Ton Pickup Truck 4WD w/Plow (Replace 2006 Unit) DPW				\$ 50,000.00			\$ 50,000.00
D-17 5-cy Dump Truck w/Plow and Spreader (Replace 2006 Unit) DPW				\$ 200,000.00			\$ 200,000.00
D-18 1-Ton Pickup Truck 4WD Road Service (Replace 2006 Unit) DPW				\$ 55,000.00			\$ 55,000.00
D-21 1-Ton Pickup Truck 4WD w/Plow (Replace 2006 Unit) DPW				\$ 50,000.00			\$ 50,000.00
D-33 1-Ton Pickup Truck 4WD w/Plow (Replace 2006 Unit) – DPW				\$ 50,000.00			\$ 50,000.00
D-11 2/3-cy Dump Truck 4WD w/Plow (Replace 2006 Unit) DPW				\$ 60,000.00			\$ 60,000.00
D-40 Bucket Loader w/Attachments (Replace 2005 Unit) – DPW				\$ 200,000.00			\$ 200,000.00
D-48 32-cy Packer Truck w/Plow (Replace 2005 Unit) DPW				\$ 250,000.00			\$ 250,000.00
D-64 1 Ton Pickup Truck w/ plow (replaces 2003)				\$ 55,000.00			\$ 55,000.00
D-75 Gang Mower (replaces 2005)				\$ 70,000.00			\$ 70,000.00
D-46 32cy. Packer Truck w/Plow - DPW					\$ 250,000.00		\$ 250,000.00
D-39 1 Ton Pickup Truck Utility Cap and Plow - DPW					\$ 60,000.00		\$ 60,000.00
D-30 1 Ton Pickup Truck Utility Cap and Plow - DPW					\$ 60,000.00		\$ 60,000.00
D-31 2/3 cy. 4 Door Truck w/Plow - DPW					\$ 60,000.00		\$ 60,000.00
D-34 1 Ton Pickup Truck 4WD and Plow DPW					\$ 50,000.00		\$ 50,000.00
D-68 Gang Mower					\$ 70,000.00		\$ 70,000.00
D-59 Sewer Jet - DPW					\$ 200,000.00		\$ 200,000.00
D-58 Sewer Jet						\$ 200,000.00	\$ 200,000.00
D-15 1 Ton Pickup Truck 4 W/D Plow						\$ 50,000.00	\$ 50,000.00
D-16 1 Ton Pickup Truck 4 W/D Plow						\$ 50,000.00	\$ 50,000.00
D-25 1 Ton Pickup Truck 4 W/D Plow						\$ 50,000.00	\$ 50,000.00
D-26 1 Ton Pickup Truck 4 W/D Plow						\$ 50,000.00	\$ 50,000.00
							\$ -
	\$ 4,359,000.00	\$ 14,821,765.00	\$ 9,070,000.00	\$ 4,025,000.00	\$ 2,785,000.00	\$ 605,000.00	\$ 35,665,765.00

Section 7

Capital Improvement Fund 2015 Action

CAPITAL IMPROVEMENT FUND 2015 ACTION		
Beginning Balance - January 1, 2015		379,962.07
<u>INCREASED BY</u>		
2015 Budget Appropriation		87,400.00
		<u>87,400.00</u>
		467,362.07
<u>DECREASED BY:</u>		
Ordinances Adopted:		
23-2015	Multipurpose	20,800.00
26-2015	Fire Equipment	30,000.00
27-2015	Guardrails	30,000.00
44-2015	Multipurpose	79,550.00
Resolutions Adopted:		
		<u>160,350.00</u>
Actual Ending Balance - December 31, 2015		<u>307,012.07</u>
<u>Reserve for Project Down payments:</u>		
Acquisition of Property		5,000.00
Reserve for 2012 Projects		29,250.00
Reserve for 2013 Projects		49,500.00
Reserve for 2014 Projects		75,100.00
Reserve for 2015 Projects		89,100.00
		<u>247,950.00</u>
Available Balance - December 31, 2015		<u>59,062.07</u>

Section 8

Capital Budget 5 Year History

TOWNSHIP OF TEANECK
INTER-OFFICE COMMUNICATION

TO: Council

FROM: William Broughton, Township Manager

SUBJECT: Capital Budget 5 year history

DATE: February 2, 2016

For comparison purposes:

Appropriation Into Capital Improvement Fund (CIF)	Dollar Amount
2016 Proposed	\$ 312,950
2015 Budgeted	\$ 87,400*
2014 Budgeted	\$ 0**
2013 Budgeted	\$ 79,500
2012 Budgeted	\$326,740
2011 Budgeted	\$533,626

*Sufficient funds existed in the capital improvement fund to reduce the contribution for the 2015 5% down payments on proposed projects by \$100,000.

** Sufficient funds existed in the capital improvement fund to eliminate the contribution for the 2014 5% down payments on proposed projects.

Section 9

Public Input on 2016 Municipal Budget

TOWNSHIP OF TEANECK
INTER-OFFICE COMMUNICATION

TO: Council

FROM: William Broughton, Township Manager

SUBJECT: Public Input - 2016 Township Budget

DATE: January 28, 2016

A portion of the January 12, 2016 Council meeting was designated for public input on the 2016 Township Budget.

Comments were as follows:

1. A resident spoke about his experience with New York City and New York State agencies and their seeking “value proposition” of changes in their system; recalled the word “value” being stressed in (labor) negotiations; spoke about Teaneck’s demographic and socioeconomic make-up; the need for such values to reflect the public’s needs; and stressed that Council think about value to the voters with respect to the budget.
2. A resident referenced their attendance at the November Public Budget Department Hearings; the lack of capital budget items being discussed by Department Heads; suggested Council change the Township Code if they did not like it; referenced fees paid by the Township for legal services by other municipalities and compared same to the Township; referenced the payment of Healthcare waiver benefit payments and resolutions passed respecting same in prior years; and did not believe Council was maintaining its promise from 2014 to be budget focused.
3. A resident referenced several seasonal workers’ pay in the Department of Public Works; lack of benefits received by such employees; believed seasonal workers were not paid well; believed it was unethical for the Township to continue this practice; and asked about the ethnic breakdown of seasonal workers compared to full-time staff.
4. A resident asked how the Township compared with neighboring towns respecting manpower in the Police Department, Fire Department, and Public Works Department; and believed it was beneficial for a comparative analysis to be included in the budget.
5. A resident agreed with prior comments about value; responded to prior comments regarding providing the Planning Board with the Capital Budget and it not being a necessity per the Planning Board’s attorney; spoke about the practice of hiring provisional/seasonal employees; and questioned the ethical nature of hiring seasonal workers and asked that this practice be reevaluated.

6. A resident referenced the number of desks in each department in the Administration Building and was of the belief that more desks would lead to more hires by the Township; supported using technology rather than hiring additional personnel; questioned the promotion of police officers despite a hiring freeze and suggested not moving forward on promotions until the impact on the budget is known.
7. A resident referenced a prior member of the public's comments regarding health benefit waivers and their cost; questioned the origination of the cost savings of such a waiver; and did not support maintaining such a waiver.
8. A resident supported concerns regarding health benefit waivers; did not support providing health benefit waivers; did not believe it was fair for taxpayers to pay for such an expense; calculated the hours members of Council worked; and believed there would be cost savings if this program was eliminated.
9. A resident asked if Council could include speed bumps near Votee Park in the budget.

Section 10

Notes

[illegible]

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.

[illegible]

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.

[illegible]

[illegible]

This image shows a blank 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.

This image shows a blank 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.