



BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
MEETING AGENDA & MATERIALS
THURSDAY,
APRIL 10, 2025
7:00 P.M.

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
COMBINED WORK AND REGULAR SESSION
APRIL 10, 2025 AT 7:00 P.M.

Mayor
Amy Wilczynski
Councilmembers
Matthew O'Toole
Liz Homan
Susanne Lovisolo
Edward O'Connell
Tyler Yaccarino
Joseph Daloisio

A combined Work and Regular Session of the Mayor and Council of the Borough of Allendale will be held in-person on April 10, 2025 beginning at 7:00 pm in the Mayor & Council Chambers at the Allendale Municipal Building, 500 West Crescent Avenue, Allendale, New Jersey 07401.

CALL TO ORDER:

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT:

ROLL CALL:

SALUTE TO FLAG:

APPROVAL OF MINUTES: Work and Regular meeting of March 13, 2025

PRESENTATION: A Proclamation Recognizing April 9, 2025 as Education & Sharing Day in the Borough of Allendale.

AGENDA REVIEW:

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

INTRODUCTION OF ORDINANCES:

[ORDINANCE 25-07A](#): AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, ACCESSORY BUILDINGS, CHAPTER 270-14(A)

RESOLUTIONS:

A. **Bergen County Open Space Grant Application** – 2025 Bergen County Open Space Trust Fund Grant. Application for the following project – Crestwood Park Improvements: “Tennis Court Rehabilitation”.

1. Public comments on Grant Application.
2. [RES 25-114](#): Resolution Authorizing the Borough of Allendale to Submit a Grant application to the 2025 Bergen County Open Space Trust Fund for Municipal Park Improvements–Crestwood Park Improvements: Tennis Court.

CONSENT AGENDA:

Matters listed below are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.

- [RES 25-115:](#) Approval of Payment No. 3 For NJ MA-22 & MA-23 Allendale Streetscape Project Phase V & VI - A.A. Berms LLC.
- [RES 25-116:](#) Approve Change Order Number Four AB Contracting, LLC Crestwood Park Concession Stand.
- [RES 25-117:](#) Approval of Contract for providing assistance for annual Re-Assessment of Commercial Property For Tax Equalization Purposes.
- [RES 25-118:](#) Resolution of the council of the Borough of Allendale Authorizing Special Affordable Housing Counsel to Enter into an Agreement with The New Jersey Builder's Association and Fair Share Housing Center to Fix The Borough's Round 4 Prospective Need Number at 200.
- [RES 25-119:](#) Establish 2025 fees for Crestwood Lake season and Red Barn.
- [RES 25-120:](#) Approval of April 10, 2025 List of Bills.
- [RES 25-121:](#) Authorizing Emergency Temporary Budget Appropriations.
- [RES 25-122:](#) Authorizing Maintenance Work By Resident At 36 Rozmus Court.
- [RES 25-123:](#) Consent Order Allowing The Borough To Spend \$90,000 From Its Affordable Housing Trust Fund To Rehabilitate Property Located At 98 Elm.

ADMINISTRATION:

- A. Council Report
- B. Staff Reports
- C. Mayor's Report

UNFINISHED BUSINESS:

NEW BUSINESS:

SWEARING IN OF POLICE OFFICER:

- A. [RES 25-124:](#) Authorize hiring of Police Officer - Anthony Cardoniga
- B. Administer Oath of Office to Police Officer Anthony Cardoniga

PUBLIC COMMENTS ON ANY MATTER:

Those wishing to speak will have a three (3) minute time limit to address the governing body. Large groups are asked to have a spokesperson represent them.

ADJOURNMENT:

This agenda was prepared as of 04/09/2025 with all available information as of this date. Additional items may be added to this agenda. Final action may be taken on all matters listed or added to this agenda.

BOROUGH OF ALLENDALE
COUNTY OF BERGEN
STATE OF NEW JERSEY

ORDINANCE # 25-07A

AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE
THE CODE OF THE BOROUGH OF ALLENDALE,
ACCESSORY BUILDINGS, CHAPTER 270-14(A)

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 270-14(A) of the Code of the Borough of Allendale, be and hereby is amended, supplemented and revised to add the following provision to said Chapter:

- A. Unless otherwise provided herein, no accessory building shall be built on any lot on which there is no principal building or structure. No accessory building shall exceed 21 feet in height, except in the industrial zone district, accessory buildings shall be at least 10 feet from any principal building situated on the same lot unless an integral part thereof; at least six feet from any other accessory building; and be at least a distance equal to the height to all other lot lines. The requirements of Article XV and Article XVI of this chapter shall apply to accessory buildings in the industrial zone district. **Farms shall be exempt from these requirements.**

BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 270 shall remain in full force and effect as previously adopted.

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino						
Councilman O'Toole						
Councilwoman Homan						
Councilwoman Lovisolo						
Councilman Daloisio						
Councilman O'Connell						
Mayor Wilczynski	-----	-----				

I hereby certify the above to be a true copy of an Ordinance introduced by the Governing Body of the Borough of Allendale on April 10, 2025.

Dottie Blitzer
Acting Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-114

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

**BOROUGH OF ALLENDALE
RESOLUTION AUTHORIZING THE BOROUGH OF ALLENDALE TO SUBMIT A
GRANT APPLICATION TO THE 2025 BERGEN COUNTY OPEN SPACE TRUST
FUND FOR MUNICIPAL PARK IMPROVEMENTS**

WHEREAS, the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund (“County Trust Fund”) provides matching grants to municipal governments and to nonprofit organizations for assistance in the development or redevelopment of outdoor municipal recreation facilities; and,

WHEREAS, the Borough of Allendale desires to further the public interest by obtaining a matching grant of approximately \$164,412.50 from the County Trust Fund to fund improvements to Crestwood Lake including the resurfacing of the tennis courts.

WHEREAS, the Mayor and Council of the Borough of Allendale has reviewed the County Trust Fund Program Statement, and the Trust Fund Municipal Program Park Improvement application and instructions, and desires to make an application for such a matching grant and provide application information and furnish such documents as may be required; and,

WHEREAS, as part of the application process, the Mayor and Council of the Borough of Allendale held the required Public Hearing to receive public comments on the proposed park improvements in the application on April 10, 2025; and,

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-114

WHEREAS, the County of Bergen shall determine whether the application is complete and in conformance with the scope and intent of the County Trust Fund; and,

WHEREAS, the applicant is willing to use the County Trust Fund in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the County of Bergen for the above named project and ensure its completion on or about the project contract expiration date.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale:

1. That it is hereby authorized to submit the above completed project application to the County by the deadline of April 25, 2025, as established by the County; and,
2. That, in the event of a County Trust Fund award that may be less than the grant amount requested above, the Mayor and Council have, or will secure, the balance of funding necessary to complete the project, or modify the project as necessary; and,
3. That the Mayor and Council is committed to providing a dollar-for-dollar cash match for the project; and,
4. That only those park improvements identified and approved in the project application, its Trust Fund contract, or other documentation will be considered eligible for reimbursement.
5. That the Mayor and Council agree to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and,
6. That this resolution shall take effect immediately.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 10, 2025.

Dottie Blitzer
Acting Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-115

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

**APPROVAL OF PAYMENT NO. 3 FOR NJ MA-22 & MA-23
ALLENDALE STREETScape PROJECT PHASE V & VI - A.A. BERMS LLC**

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, Bergen County, New Jersey that the contract for the MA 22-23 Allendale Streetscape Project - Phases V & VI (NJDOT Funded) is currently in construction by A.A. Berms LLC, PO Box 180, Belleville, New Jersey 07109 in accordance with the Plans and Specifications, as directed by the Project Engineer. The said construction is hereby accepted for Payment No. 3 in the amount of One Hundred Seventy-Six Thousand, Nine Hundred Eight Dollars and Twenty-Five Cents (\$176,908.25) is hereby approved.

This Resolution to take effect immediately.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 10, 2025.

Dottie Blitzer
Acting Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-116

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

**APPROVE CHANGE ORDER NUMBER FOUR
AB CONTRACTING, LLC- CRESTWOOD PARK CONCESSION STAND**

WHEREAS, the Contractor, AB Contracting, LLC, has requested that certain changes are needed for the Crestwood Park Concession Stand; and

WHEREAS, a net increase of \$71,345.18 will result from PCO 7R- Re-Design; and

WHEREAS, the CFO has certified that sufficient funds are available.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Change Order Number Four resulting in an increase of \$71,345.18, a 11.02% increase in the original contracted amount, be approved for the Crestwood Park Concession Stand, resulting in a new contract amount of \$937,317.22.

BE IT FURTHER RESOLVED that Change Order Number Four in the increased amount of \$937,317.22 be approved for AB Contracting, LLC, 10 West Thomas Street, Wharton, New Jersey 07885.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 10, 2025.

Dottie Blitzer
Acting Municipal Clerk



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Document G701™ – 2001

Change Order

PROJECT: <i>(Name and address)</i> Crestwood Park - Concession 300 W. Crestwood Ave Allendale NJ	CHANGE ORDER NUMBER: 004 DATE: 03.24.2025 ARCHITECT'S PROJECT NUMBER:	OWNER <input checked="" type="checkbox"/> ARCHITECT <input checked="" type="checkbox"/> CONTRACTOR <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> OTHER <input type="checkbox"/>
TO CONTRACTOR: <i>(Name and address)</i> AB Contracting, LLC 10 West Thomas Street Wharton, NJ 07885	CONTRACT DATE: 12/19/2024 CONTRACT FOR: Genral Construction	

The Contract is changed as follows:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives.)

PCO 7R- Re-Design.....\$71,345.18

The original	(Contract Sum)	was	\$	<u>799,899.00</u>
The net change by previously authorized Change Orders			\$	<u>66,073.04</u>
The	(Contract Sum)	prior to this Change Order was	\$	<u>844,230.02</u>
The	(Contract Sum)	will be (increase) by this Change Order in the amount of	\$	<u>71,345.18</u>
The new	(Contract Sum)	, including this Change Order, will be	\$	<u>937,317.22</u>

The Contract Time will be (changed) by increase (6) days.

The date of Substantial Completion as of the date of this Change Order, therefore, is June 27, 2025

(NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.)

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

KONSTRUCT ARCHITECT <i>(Firm name)</i> 75 Stagg Street Brooklyn, NY 11206 ADDRESS <i>Ramin Mahmoudian</i> BY <i>(Signature)</i> Ramin Mahmoudian <i>(Typed name)</i> 03.25.2025 DATE	AB Contracting, LLC CONTRACTOR <i>(Firm name)</i> 10 W. Thomas Street Wharton, NJ 07885 ADDRESS <i>Katie Fernandez</i> BY <i>(Signature)</i> Katie Fernandez <i>(Typed name)</i> 03.24.25 DATE	Borough of Allendale OWNER <i>(Firm name)</i> 500 West Crescent Road Allendale, NJ 07401 ADDRESS BY <i>(Signature)</i> Alison Altano <i>(Typed name)</i> DATE
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PROJECT: Crestwood Park - Concession **CHANGE ORDER NUMBER:** 7R
DATE: 03.20.25

To Owner: Borough of Allendale

The Contract is changed as follows:

Meeting 6 of 03.18.25 - Value Engineering Pricing
- Siding change from Hardie plank to Hardie Batten Board vertical seams system -Panels and Batten Strips
- column enclosure change - eliminate veneer and install full height column wraps - includings adding (1) additional 8"x8" column and wrap
- add pavers and change paver type to 3pcs system - 21-1/2" stone base shown on plans will be applied only at 163sf of pavers at showers
the balance will receive 6" deep 3/4" clean stone
- add Mop sink and fuacet
NOTE: Removal and disposal of soil has been excluded at this time - we anticipate approximately 66 Tons of excess soil; Owner to provide location for soil disbursement onsite. If not, additional charge will be calculated for the removal/disposal

Addendum 4 - Waster Pipe Increase
Increase scheduled 3" GW pipe to 4" as shown

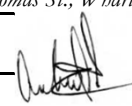
The original Contract Sum was	\$ 799,899.00
Net change by previously authorized Change orders	\$ -
Net Change by pending Change Orders	\$ 66,073.04
The Contract Sum prior to this Change order was	\$ 865,972.04
The Contract Sum will be increased by this Change Order in the amount of	\$ 71,354.18
The new Contract Sum including this Change order will be	\$ 937,326.22

The contract time will be increased by this change order

KONstruct Engineering

Architect/Engineer
75 Stagg Street
Address
Brooklyn, NY 11206
BY: *Ramin Mahmoudian*
DATE 03.25.2025

Owner
Address
BY:
DATE

AB Contracting, LLC.
Contractor
10 West Thomas St., Wharton, NJ 07885
Address

BY: Andrew J. Bizub - Managing Member
DATE 03.20.25

ITEM	QUANTITY	DIRECT COST		LABOR			EQUIPMENT			TOTAL			
		\$/Unit	COST	LHR/UNIT	LHR	\$/LHR	COST	LHR/UNIT	LHR		\$/LHR	COST	
RE-DESIGN													
- Credit 73 sf - contract pavers	1.00	ls	\$ (142.35)	\$ (142.35)		(10.00)	\$ 132.09	\$ (1,320.90)		-	\$ -	\$ -	\$ (1,463.25)
- Add 2098 sf of newly specified pavers; 3pc system	1.00	ls	\$ 7,782.21	\$ 7,782.21		290.00	\$ 132.09	\$ 38,306.10		-	\$ -	\$ -	\$ 46,088.31
- add 6" No. 57 - 3/4" stone under pavers	50.16	ton	\$ 27.18	\$ 1,363.40	0.310	15.55	\$ 262.44	\$ 4,081.00	0.155	7.78	\$ 31.25	\$ 242.97	\$ 5,687.38
- add 2" No. 8 stone	1.41	ton	\$ 36.17	\$ 50.94	0.310	0.44	\$ 262.44	\$ 114.58	0.155	0.22	\$ 31.25	\$ 6.82	\$ 172.35
- add 7-1/2" No. 57 stone	5.28	ton	\$ 27.18	\$ 143.46	0.310	1.64	\$ 262.44	\$ 429.40	0.155	0.82	\$ 31.25	\$ 25.57	\$ 598.42
- add 12" No. 2 stone	8.45	ton	\$ 28.41	\$ 240.12	0.310	2.62	\$ 262.44	\$ 687.61	0.155	1.31	\$ 31.25	\$ 40.94	\$ 968.66
- Additional Excavation & Equipment	46.65	cy	\$ -	\$ -	0.310	14.46	\$ 262.44	\$ 3,794.95	0.310	14.46	\$ 31.25	\$ 451.88	\$ 4,246.83
- Lull V-519	1.00	day	\$ 250.00	\$ 250.00		-	\$ -	\$ -		-	\$ -	\$ -	\$ 250.00
- Excavator E-45	1.00	day	\$ 250.00	\$ 250.00		-	\$ -	\$ -		-	\$ -	\$ -	\$ 250.00
- Credit Hardie Siding - Material Only	1.00	ls	\$ (6,311.20)	\$ (6,311.20)		-	\$ -	\$ -		-	\$ -	\$ -	\$ (6,311.20)
- Add Hardie Siding - Batten Board System	1.00	ls	\$ 7,557.00	\$ 7,557.00		-	\$ -	\$ -		-	\$ -	\$ -	\$ 7,557.00
- credit stone veneer/cap	1.00	ls	\$ (2,149.88)	\$ (2,149.88)		(60.00)	\$ 132.09	\$ (7,925.40)		-	\$ -	\$ -	\$ (10,075.28)
- credit (9) original enclosure - material only	1.00	ls	\$ (6,738.75)	\$ (6,738.75)		-	\$ -	\$ -		-	\$ -	\$ -	\$ (6,738.75)
- Add (9) custom column enclosures - material only	0.00	ls	\$ 10,162.26	\$ -		-	\$ -	\$ -		-	\$ -	\$ -	\$ -
- Add (1) new 8x8 column & enclosure	1.00	ls	\$ 357.00	\$ 357.00	0.750	4.86	\$ 274.26	\$ 1,332.90		-	\$ -	\$ -	\$ 1,689.90
- Add (10) Column Wraps	10.00	ls	\$ 643.60	\$ 6,436.00	0.750	7.50	\$ 274.26	\$ 2,056.95		-	\$ -	\$ -	\$ 8,492.95
Mop Sink - Affirmative Mechanical Proposal	1.00	ls	\$ 3,900.00	\$ 3,900.00		-	\$ -	\$ -		-	\$ 1.00	\$ -	\$ 3,900.00
Sub-Total						(47.64)	LHRS				\$ 55,313.32		
Surety Bonds	4.5%										\$ 2,489.10		
Insurance	3.5%										\$ 1,935.97		
Overhead	10.0%										\$ 5,531.33		
Profit	11.0%										\$ 6,084.47		
Sale Tax	0.0%										\$ -		
Total Cost											\$ 71,354.18		

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-117

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisolo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

APPROVAL OF CONTRACT FOR PROVIDING A REASSESSMENT OF ALL REAL PROPERTY FOR TAX EQUALIZATION PURPOSES – APPRAISAL SYSTEMS, INC.

WHEREAS, the Borough is engaged in a program to annually reassess all the lands, buildings and improvements contained within the boundaries of the Borough and has engaged the services of Appraisal Systems, Inc., to render necessary specialized professional services of advice and assistance; and

WHEREAS, Appraisal Systems, Inc., of 264 South Street, Building 2, Suite 1B, Morristown, New Jersey 07960, will assist the Borough Tax Assessor to complete a reassessment as prescribed by N.J.S.A. 54:1-35.35; and

WHEREAS, the Bergen County Board of Taxation and the Director of the Division of Taxation, State of New Jersey, have granted approval for reassessment program set begin October 1, 2025 to be effective for the tax year 2026; and

The reassessment program will begin as of October 1, 2025 for the 2026 tax year and continue as of October 1, 2026 to be effective for the tax year 2027; October 1, 2027 to be effective for the tax year 2028; October 1, 2028 to be effective for the tax year 2029; and October 1, 2029 to be effective for the tax year 2030; and

WHEREAS, the Borough of Allendale agrees to pay the sum of Forty-Five Thousand Dollars (\$45,000.00) each year in the five-year cycle.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that it hereby approves a contract with Appraisal Systems, Inc., in an amount not to exceed Two Hundred and Twenty-Five Thousand Dollars (\$225,000.00) to provide assistance for the reassessment of all real property for tax equalization purposes; and

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-117

BE IT FURTHER RESOLVED that the Mayor, Acting Municipal Clerk, Borough Attorney, CFO and Tax Assessor are authorized to take all appropriate actions necessary to effectuate this Resolution; and

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are authorized to sign an agreement, subject to review and approval by the Borough Attorney, on behalf of the Borough of Allendale.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 10, 2025.

DRAFT

Dottie Blitzer
Acting Municipal Clerk



APPRAISAL SYSTEMS, INC.
REAL ESTATE APPRAISAL SERVICES

MORRISTOWN OFFICE
264 SOUTH STREET
BUILDING 2, SUITE 1B
MORRISTOWN, NJ 07960
PHONE: (973) 386-1111

FAIR LAWN OFFICE
17-17 ROUTE 208N
SUITE 210
FAIR LAWN, NJ 07410
PHONE: (201) 493-8530

March 31, 2025

Borough of Allendale
Ms. Angela Mattiace, Tax Assessor
500 West Crescent Avenue
Allendale, NJ 07401

**Re: Proposal for the Continued Assistance for Reassessment for
the Borough of Allendale**

Dear Ms. Mattiace:

I am pleased to provide you with a proposal to continue to assist your office with the reassessment of the Borough. As you know, frequent reassessments enable the assessed values to continually reflect current market conditions and therefore there are reduced tax appeals and gradual adjustments to assessment which avoids the potential larger shifts that can occur with less frequently conducted revaluation programs.

This proposal will be for our assistance to your reassessment program in the amount of **\$225,000.00 (Two Hundred Twenty-Five Thousand Dollars)** over a five-year period.

The price for each year in this five-year cycle shall be **\$45,000.00 (Forty-Five Thousand Dollars)**.

The reassessment program will begin as of October 1, 2025 for the 2026 tax year and continue as of October 1, 2026 to be effective for the tax year 2027; October 1, 2027 to be effective for the tax year 2028; October 1, 2028 to be effective for the tax year 2029; and October 1, 2029 to be effective for the tax year 2030.

Enclosed please find the scope of work which will be provided by the firm for the above cost. The undersigned hereby offers to faithfully comply with all said requirements and to furnish all labor, equipment and supplies necessary for the completion of the agreed scope of work.

Respectfully submitted,
APPRAISAL SYSTEMS, INC.

Rick Del Guercio
President

SCOPE OF SERVICES

The next few pages summarize several key benefits of conducting an annual reassessment program. The assessing community has been fighting an uphill battle recently with respect to maintaining accurate assessments from year to year due to the tumultuous real estate market. Unfortunately, the battle is being lost on the tax appeal front and the result is a huge financial burden on the municipalities. Rather than continuing to be reactive to these problems as they occur, we can proactively solve them before they occur. The following are key reasons why such a program can be a solution for your town:

ELIMINATE PROPERTY TAX SHIFTS

- Assessments are set each year at their true market value on October 1. This ensures that no property owner pays more or less than their fair share of property taxes EVERY year not just the year immediately following an occasional reassessment or revaluation. In a constantly changing marketplace, large property tax inequities grow between the numerous varieties of property types as each year passes since a revaluation was completed. After many years of inaction these “tax shifts” will grow so large that when a revaluation is ultimately ordered the correction of these shifts can cause a tax hardship on those properties that see large value increases. Yearly reassessment will eliminate the growth of such shifts.

MAINTAIN 100% TRUE MARKET VALUE AT ALL TIMES

- Directors Ratio (Chapter 123) is maintained at 100% EVERY year for purposes of State Tax and County Tax Appeals. Every year after a revaluation the ratio is dictated by the averaging of the current year’s sales/assessment plus the previous year’s sales/assessment. Many times, this average can be misleading because only certain types of properties may sell in a given sampling year. For example, in a municipality that has primarily residential sales and few or no commercial sales, the ratio is driven by the residential market only, but the implied ratio will be applied and assumed to be indicative of the commercial market as well. This puts pressure on the Tax Assessor to defend commercial assessments that now have to be equalized with a “residential sales driven ratio” Several large commercial properties under appeal in a municipality where the “residential driven ratio” drops 10-20% may cause the Assessor to refund hundreds of thousands of dollars for no other reason other than this ratio. Example:

Commercial property A is assessed at \$15,000,000 at the time of revaluation.

The year following the revaluation the residential sales caused the ratio to drop to 90%.

Assessor cannot defend new equalized assessment of \$16,666,700 ($\$15,000,000 / 0.90$)

New assessment must be set to \$13,500,000 ($\$15,000,000 \times 0.90$)

\$1,500,000 reduction x 2.25 tax rate (say) = **\$33,750.00**

This is an example of one appeal only. Maintaining the ratio at 100% will eliminate this scenario. The same example can be made in towns made up of different residential property types (high end vs. low end OR condo vs. single family) where one property type may be driving the ratio but must be applied town wide.

AVOID COSTLY TAX APPEAL LOSSES

- Setting new assessments each year enables the assessor to identify a property, property types or certain neighborhoods, which have lost value to make an adjustment BEFORE it becomes an appeal the following year. Conversely, it enables the assessor to identify a property, property type or certain neighborhoods, which have gained value to make an adjustment at the start of each year. Chapter 91 requests for Income and Expenses can be sent out every year to help identify such cases in Commercial properties. **Currently, the Division of Taxation does not allow an assessor to raise or lower any values unless they fall under a specified reason (i.e., added assessment, subdivision, demolition, etc.) Changing assessments due solely to market fluctuations can only be done by a County and State approved plan.** Many towns see their valuable tax base reduced each year by numerous successful tax appeals that cannot be offset by added assessments. A yearly maintenance plan could offset tax appeal loss and could possible increase the total ratable base. This effect could cause a more stable tax rate year after year.

ELIMINATE COSTLY TAX REVALUATIONS

- The annual cost of a yearly reassessment will be less expensive than doing the periodic reassessment and/or revaluation. A proactive plan can eliminate the need for a County Board of taxation to order revaluation. The yearly cost of this plan is almost always recouped by the elimination of “high exposure,” or “ratio” appeals ALONE.
- A yearly reassessment will ensure a town’s County Tax liability is accurate as well as those towns that have a shared school district.
- The elimination of the “freeze Act” as a result of a lost appeal will be helpful if the town does not want to be burdened with an unfair judgment for the subsequent two years.
- Taxpayers will have the ability to discuss their assessments every year prior to the finalization of the tax list and if adjustments are warranted, they will be made without the filing of an appeal. This can only be done when an approved plan is in place.
- A yearly plan will help an Assessor stay ahead of potential value issues as opposed to merely reacting to them when they can become financially cumbersome as is the case with high exposure appeals that have numerous back years involved.

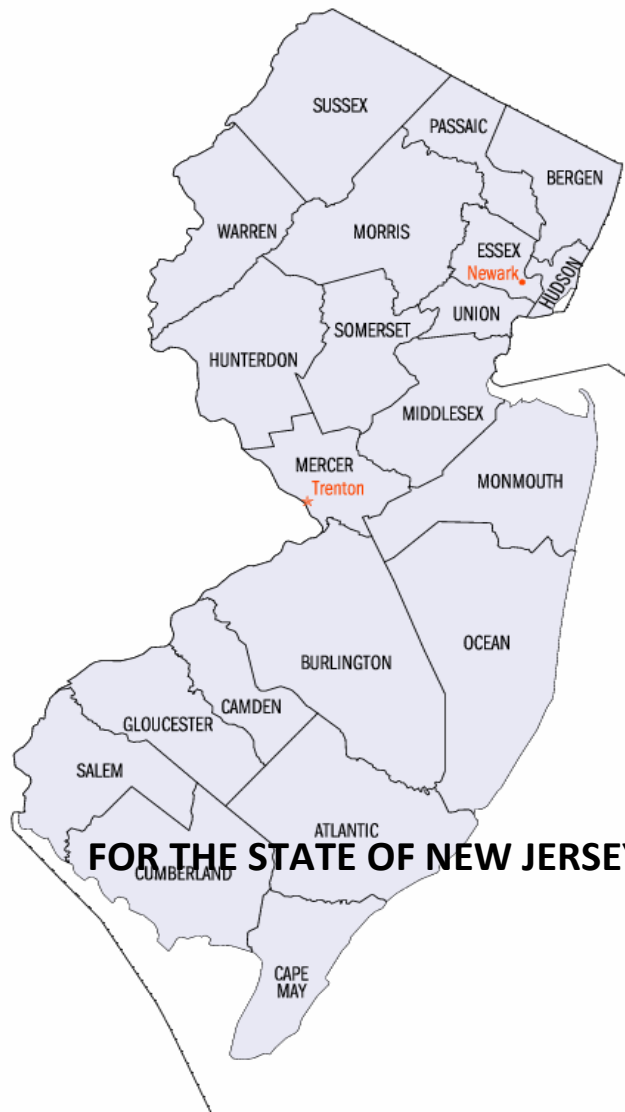
The Assessor today seems to be coming under increased pressure to maintain accurate assessments; however, the only viable means under which this can be accomplished is by an approved compliance, reassessment, or revaluation plan.

Sincerely,

Rick Del Guercio

CTA, SCGRE

**SCOPE OF SERVICES TO BE PROVIDED FOR ASSISTANCE
TO TAX ASSESSOR IN COMPLETION OF ANNUAL REASSESSMENT PROGRAM**



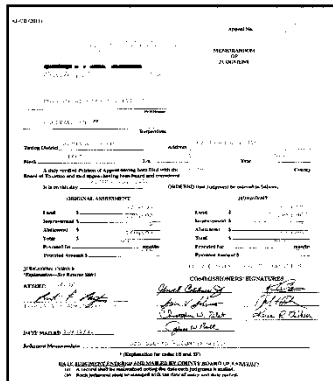
FOR THE STATE OF NEW JERSEY

Preparation

A report will be prepared to determine if the current year’s tax list values match the PRC values as calculated in the CAMA. If there are “mismatches,” an investigation will be made to find the reason why and correct. (i.e. – added assessments, subdivisions, demolitions, clerical changes)

The screenshot shows a multi-screen software interface for tax assessment. The main window displays property information such as Block, Lot, Zone, and Owner. It also shows PRC (Presented Record Change) values for the year 2012, comparing assessed values (e.g., 423000, 225000) against other values (e.g., 648000). A sidebar menu includes options like 'DESCRIPTION', 'ROOM COUNT', and 'IMPROVEMENTS'. A smaller window in the foreground shows a bar chart for 'NET FUNCS' with categories like 'LR', 'AR', 'NET', 'DNT', etc.

A review of changes will be made as a result of the County Board and State Tax Court judgments or settlements. It may be necessary to “reset” these changes so that they are uniformly changed with all the other properties as part of the new analysis.



A review of existing data will be made to ensure each line item has a current, fully completed property record card.

Block	Lot	Dist	Class	Location	Sub Area	Sub Price	Sub Area	Sub Price	Sub Area	Sub Price	Sub Area	Sub Price	Sub Area	Sub Price	Sub Area	Sub Price	Sub Area	Sub Price	Sub Area	Sub Price	Sub Area	Sub Price	
0210	20	M	0	021002000000000000	021002000000000000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000
0210	21	M	0	021002000000000000	021002000000000000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000
0210	22	M	0	021002000000000000	021002000000000000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000	125000

Website Preparation

Website will be prepared and maintained throughout the entire reassessment program. Information will be posted as it becomes available to ensure a well-informed public.



Notification

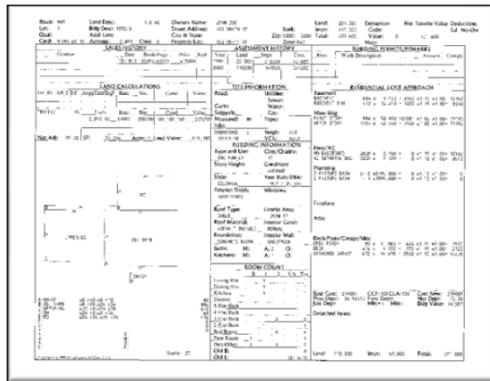
Initial notification letters will be mailed to each taxpayer explaining the upcoming reassessment. Additional public relation efforts such as public presentations, news releases, and information on website will be discussed at this time.

Letter of Introduction - English

Letter of Introduction - Spanish

Property Inspection – Exterior

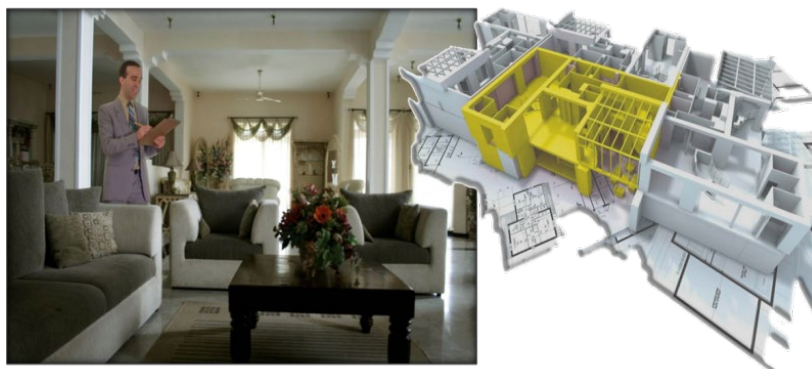
If existing property record cards are well maintained, they will be utilized to help inspect each property for accuracy of measurements and descriptions of the various component parts of the improvements. Spot measurements will be taken, and the entire property will be examined to pick up any new or missed features. A well-qualified field inspector will conduct these inspections.



Property Inspection – Interior

A determination of the number or percentage of interior inspections that are required for this reassessment will be summarized. If this is part of an ongoing annual reassessment, an inspection plan will be outlined so that at the end of a four-year cycle all properties will have been inspected.

At the time of the inspection an attempt to gain entry will be made. If the attempt is unsuccessful, a card will be left specifying that an inspector was at the property and will be coming back to do the interior.



Photographs

New photographs will be taken of new dwellings, new buildings, added accessories and any new physical changes to improvements. Photographs will also be taken of new sales that will be analyzed as part of the reassessment.



Property Record Cards

If the existing property record card is determined to be accurate, new notes will be written on the front describing the extent to which the property was spot checked as well as the date the inspection was done. If either a new record card needs to be produced or physical changes need to be made, they will be done so consistently with the existing data format so that data entry can be accomplished easily.

APPROVAL SYSTEMS INC.	DATA COLLECTION FORM														
BLOCK	OWNER'S NAME	LAND													
LOT	ADDRESS	SUBDIV	TOTAL												
QUAL	CITY & STATE	CLASS	REAS.DISTR.												
CARD	PROPERTY LOC.														
LOT SIZE	ACRES, LOTS														
SALES DATA		IMPROVEMENTS AFTER SALE													
SALE DATE	SALE PRICE	USABLE	<input type="checkbox"/> NONE <input type="checkbox"/> OTHER												
EXTERIOR INFORMATION		OVERALL CONDITION													
STYLE	TYPE/USE	AGE	EXT WALL	EXT P F A G E											
FOUNDATION	STYHT	STONE	BRICK	INT P F A G E											
ROOF: Gable <input type="checkbox"/> Hip <input type="checkbox"/> Other		ROOF MATL: Asph <input type="checkbox"/> Other													
INTERIOR INFORMATION		BATHROOM													
BATH	%SP	TYPE	BATHROOM	PREPLACE											
UNIT HEAT	S/FB	COND.	COND	COND											
ENLIGHTEN	S/FB	COND.	COND	COND											
FLR	S/FB	COND.	COND	COND											
FLOOR	S/FB	COND.	COND	COND											
WINDOW	S/FB	COND.	COND	COND											
WALL	S/FB	COND.	COND	COND											
CEILING	S/FB	COND.	COND	COND											
DOOR	S/FB	COND.	COND	COND											
FINISH	S/FB	COND.	COND	COND											
STAIR	S/FB	COND.	COND	COND											
BED	S/FB	COND.	COND	COND											
BATHTUB	S/FB	COND.	COND	COND											
SHOWER	S/FB	COND.	COND	COND											
WATER	S/FB	COND.	COND	COND											
SEWER	S/FB	COND.	COND	COND											
ROOM COUNT															
FLOOR	LR	BR	BATH	BED	FAMILY	OTHER	SP	HP	SF	SF					
1ST															
2ND															
3RD															
SITE IMPROVEMENTS															
SEWER	Y	N	WATER	Y	N	GAS	Y	N	SEWALK	Y	N	CURBS	Y	N	
ROAD: P.V		OTHER		TOPG: LV		MO		RD		HL		LD		VIEW P F A G E	
STAFF CONTROL															
1 ST VISIT BY	DATE	INT	<input type="checkbox"/> EXT		ESTIMATE		CALLBACK APPR. INFO								
2 ND VISIT BY	DATE	INT	<input type="checkbox"/> EXT		ESTIMATE										
VERIFICATION OF INSPECTION															
SIGNATURE					DATE										

Cost Approach – Residential

An in-depth analysis will be conducted to determine the new Cost Conversion Factor, building class scheme, depreciation tables, and other depreciation and market factors. All code tables will be reviewed and adjusted if warranted. This will be conducted in conjunction with Land Value analysis and Sales Approach analysis to ensure that any change in building classes, depreciation schedules or other market factors will be done uniformly for all properties.

DESCRIPTION	AREA	RATE	COUNT	QP	VALUE
CONCRETE	100.00	1.00	1	0.00	100.00
BRICK	200.00	2.00	1	0.00	400.00
ROOF	150.00	1.50	1	0.00	225.00
...
TOTAL					750.00

Land Value – Residential

An in-depth analysis will be conducted to determine new site and rate values by neighborhood/ VCS or new front foot values by VCS or street. This can be accomplished by an analysis of land sales and/or the land residual method.

Date	Location	Sale Price	Value
1/15/18	1234 Main St	\$150,000	\$150,000
2/20/18	5678 Oak St	\$200,000	\$200,000
...
Total		\$350,000	\$350,000

Land Value Map

A new land value map will be prepared to illustrate the new changes in either site and rate values or front foot values. This map will be done in digital format as well as hard copy.

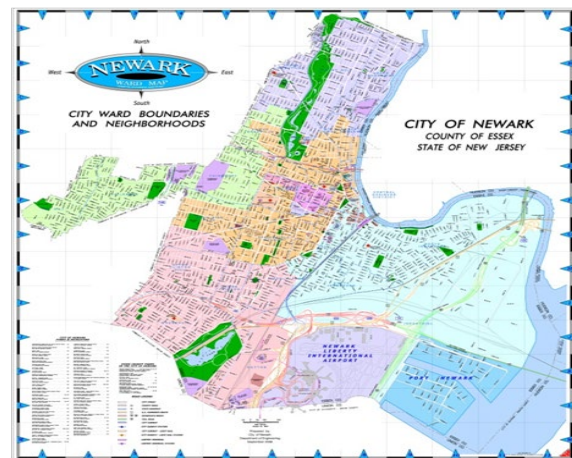
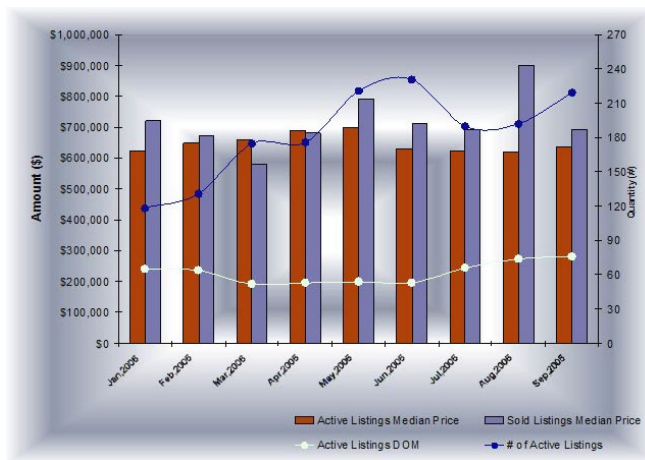


Sales Analysis

An analysis of all usable sales will be made to help determine appropriate land values and all cost factors. The usable sales are the final test for the new land/cost model that has been created. Ratio and Coefficient of Deviation reports will be generated for every neighborhood to ensure uniformity of all properties.

Due to the importance the sales have on new assessment model, each sale will be inspected, and a study will be made into the specifics of the sale transaction. Both a review of the deed and listing on the Multiple Listing Service (MLS) will be conducted. Investigations also may include conversations with seller, buyer, realtor, and attorneys involved with the transaction.

An in-depth sales and listing analysis for the entire municipality over a three-year period will also be conducted so that values can be trended properly to the October 1 assessing date.



The information collected on all sales will be important during testimony that may be given to any assessments appealed to the County Tax Board.

Exempt Property

An exterior inspection will be conducted to each exempt building to ensure accuracy. New land values will be determined based on sales and/or land residual. A new Marshall and Swift cost sheet will be created to reflect value as of the new October 1 assessing date. If applicable, the sales and income approach will be implemented.



Commercial - Industrial Field Form
FOR USE WITH MARSHALL & SWIFT COMPUTERIZED SERVICE

PROPERTY ADDRESS: 100 W. ...
CITY: ... STATE: ... ZIP: ...

BUILDING TYPE: ... SITE: ...

PROPERTY USE: ...

RECORD OF INTERESTS

OWNER	DEED DATE	DEED NO.	PRICE	SHA. AC.	USABLE	PERIOD	SHA. PRICE

PROPERTY VALUATION/ASSESSMENT TAX YEAR 2013

BLOCK: 0 ADDRESS: 100 Washington Street
LOT: 2 MUNICIPALITY: WOODBURN

QUAL: ...

ASSESSMENT HISTORY

Year	Value	Area	Change Factor
2012	\$100,000	10,000	1.00
2011	\$95,000	9,500	0.95

COMMERCIAL INCOME APPROACH

Category	Value	Area	Rate	Total
Net Operating Income	\$100,000	10,000	10.00%	\$100,000
Land	\$50,000	5,000	10.00%	\$50,000
Buildings	\$50,000	5,000	10.00%	\$50,000

NET OPERATING INCOME

Category	Value	Area	Rate	Total
Net Operating Income	\$100,000	10,000	10.00%	\$100,000
Land	\$50,000	5,000	10.00%	\$50,000
Buildings	\$50,000	5,000	10.00%	\$50,000

PROPERTY VALUATION/ASSESSMENT TAX YEAR 2013

BLOCK: 0 ADDRESS: 100 Washington Street
LOT: 2 MUNICIPALITY: WOODBURN

QUAL: ...

ASSESSMENT HISTORY

Year	Value	Area	Change Factor
2012	\$100,000	10,000	1.00
2011	\$95,000	9,500	0.95

COMMERCIAL INCOME APPROACH

Category	Value	Area	Rate	Total
Net Operating Income	\$100,000	10,000	10.00%	\$100,000
Land	\$50,000	5,000	10.00%	\$50,000
Buildings	\$50,000	5,000	10.00%	\$50,000

NET OPERATING INCOME

Category	Value	Area	Rate	Total
Net Operating Income	\$100,000	10,000	10.00%	\$100,000
Land	\$50,000	5,000	10.00%	\$50,000
Buildings	\$50,000	5,000	10.00%	\$50,000

5/31/2013 Summary Report Page: 1

Estimate Number: 10710
Estimate ID: 648
Property Owner: Andrea Berkman II
Property Address: 17 W. ...
Project City: ...
Map Reference: ...
ZIP Code: ...

Section 1

Occupancy Class: ... Height: ...

100% Assessment

Category	Type	Area	Depth
Assessment	100%
Number of Levels
Depth

Cost as of: 10/2012

Components

Category	Units/Qty	Cost
Basic Structure
Roof Cost
Interior Partitions
Exterior Partitions
Basic Structure Cost
Roofing
Roofing & Ceiling
Roofing Cost
Roofing
Roofing & Ceiling
Roofing Cost
Land Acquisition
Physical & Environmental
Development Cost

Cost (Marshall & Swift)

PROPERTY VALUATION/ASSESSMENT TAX YEAR 2013

BLOCK: 0 ADDRESS: 100 Washington Street
LOT: 2 MUNICIPALITY: WOODBURN

QUAL: ...

ASSESSMENT HISTORY

Year	Value	Area	Change Factor
2012	\$100,000	10,000	1.00
2011	\$95,000	9,500	0.95

COMMERCIAL INCOME APPROACH

Category	Value	Area	Rate	Total
Net Operating Income	\$100,000	10,000	10.00%	\$100,000
Land	\$50,000	5,000	10.00%	\$50,000
Buildings	\$50,000	5,000	10.00%	\$50,000

NET OPERATING INCOME

Category	Value	Area	Rate	Total
Net Operating Income	\$100,000	10,000	10.00%	\$100,000
Land	\$50,000	5,000	10.00%	\$50,000
Buildings	\$50,000	5,000	10.00%	\$50,000

PROPERTY VALUATION/ASSESSMENT TAX YEAR 2013

BLOCK: 0 ADDRESS: 100 Washington Street
LOT: 2 MUNICIPALITY: WOODBURN

QUAL: ...

ASSESSMENT HISTORY

Year	Value	Area	Change Factor
2012	\$100,000	10,000	1.00
2011	\$95,000	9,500	0.95

COMMERCIAL INCOME APPROACH

Category	Value	Area	Rate	Total
Net Operating Income	\$100,000	10,000	10.00%	\$100,000
Land	\$50,000	5,000	10.00%	\$50,000
Buildings	\$50,000	5,000	10.00%	\$50,000

NET OPERATING INCOME

Category	Value	Area	Rate	Total
Net Operating Income	\$100,000	10,000	10.00%	\$100,000
Land	\$50,000	5,000	10.00%	\$50,000
Buildings	\$50,000	5,000	10.00%	\$50,000

Commercial Property

A "Chapter 91 request" for income and expenses will be sent certified mail to each commercial property. Once returned, an in-depth analysis will be conducted comparing contract rents and expenses with the prevailing market rents and expenses. Prevailing market rents and expenses will be obtained from historical files as well as various online sources such as Co Star or Loop net. Charts and spreadsheets will be created to summarize this information.

The collage contains several key documents:

- OFFICE OF THE ASSESSOR:** Header for the City of Hoboken, New Jersey, including contact information for the Assessor and the Assessor's Office.
- STATE OF NEW JERSEY:** A form titled 'PRE-FILED FOR INTRODUCTION IN THE 10th CIRCUIT' regarding a tax matter.
- GENERAL INFORMATION:** A form for providing basic property details such as address, location, and owner information.
- PART II - STATEMENT OF INCOME:** A form for reporting income from the property, including potential gross income, expenses, and net operating income.
- PART III - STATEMENT OF EXPENSES:** A form for reporting expenses related to the property, such as repairs, maintenance, and utilities.
- RENTAL INFORMATION SHEET:** A table with columns for 'Year', 'Rent', 'Vacancy', 'Collection Loss', 'Operating Expenses', and 'Net Operating Income' for each year from 2007 to 2012.

An in-depth analysis will be conducted to determine new vacancy and collection loss rates. This will be obtained through comparable properties as well as online sources. An in-depth analysis will be conducted to determine new capitalization rates. Capitalization rate selection will either be based on the market (extraction through actual sales when rents and expenses are available) or by band of investment method which seeks an appropriate mortgage constant and comparable equity rates of return. Prevailing capitalization rates will also be reviewed in various online sources such as the ACLI reports. Income and expense information, vacancy and collection loss, and capitalization rates will be utilized to determine a new value via the income capitalization approach.

PROPERTY VALUATION/ASSESSMENT TAX YEAR 2013

BLOCK: 1
LOT: 1
QUAL: 1

OWNER: ABC Co.
ADDRESS: 123 Main Street
ASSESSOR: HOBOKEN

ASSESSMENT HISTORY:

Year	Assessed Value	Change Factor
2012	\$1,000,000	1.00
2011	\$950,000	0.95
2010	\$900,000	0.90

COMMERCIAL INCOME APPROACH

Category	Value	Rate	Total
Operating Income	\$1,000,000	100%	\$1,000,000
Less: Expenses	(200,000)	20%	(200,000)
Net Operating Income			\$800,000

NET OPERATING INCOME: \$800,000

NET OPERATING INCOME: \$800,000

VALUATION: \$1,000,000

GUTTENBERG RENTAL SPREADSHEET

Year	Rent	Vacancy	Collection Loss	Operating Expenses	Net Operating Income
2007	\$10.00	5%	2%	\$2.00	\$7.00
2008	\$10.50	5%	2%	\$2.10	\$7.40
2009	\$11.00	5%	2%	\$2.20	\$7.80
2010	\$11.50	5%	2%	\$2.30	\$8.20
2011	\$12.00	5%	2%	\$2.40	\$8.60
2012	\$12.50	5%	2%	\$2.50	\$9.00

Commercial Property (cont.)

Marshall and Swift cost estimator will be used to determine a new depreciated cost for all commercial buildings. That combined with a new land value as determined by land sales and/or land residual will produce a new value via the Coast Approach. Commercial sales will be obtained for all types of commercial property both in the municipality and in the market area. These sales will be obtained either by Mod4 information, deed, or various online sources such as Co Star or Loop net. These current sales will be utilized to establish the appropriate market value or "price per square foot" unit value for all commercial property types. Sales data will also establish appropriate commercial Land values. This information will be utilized to establish value via the sales comparison approach.

The left screenshot is a 'Summary Report' for a property located at 11141012. It includes a table for 'Development' with columns for Class, Value, and Rank. The right screenshot is a 'Property Report' for the same address, featuring a photograph of a two-story commercial building and a detailed list of property characteristics such as zoning, lot area, and building details.

All applicable approaches to value will be employed in the valuation process, and values developed will be reconciled to determine a final assessed value for the commercial property as of October 1 of the pretax year.

Notification

Once preliminary values have been established for ALL property types a notification will be sent to each taxpayer. The notification will report the new value and give instructions on how to either meet to discuss the new value or where to go online to obtain reassessment materials.



Informal Meetings/Review

Meetings will be conducted to answer questions about the new assessed value and to share all of the data and analysis that was utilized such as sales information, new assessment data, reports, charts, and maps. Review of these meetings will include re-inspections and/or adjustments to assessments if warranted. Information relative to the tax impact of the new assessed values will be shared at this time.



Tax List Submission

A thorough review will be conducted prior to submission to the County Tax Board. This review includes an analysis of how each of the property classes changed in the aggregate.

Municipality																			
PROPERTY CLASS	NO. OF PROPS	2012 ASSESSED VALUE	% OF TOTAL	2013 ASSESSED VALUE	% OF TOTAL	BI.C.	SHIFT												
TOTAL	2,207	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	Sum of Old Total	Sum of New Total	Avg. Change	Avg. Old Asses't	Avg. New Asses't	Avg. Old Taxes	Avg. New Taxes	Avg. Tax Change	% Change			
BLDG (Res)	0	\$0	0.0%	\$0	0.0%	\$0	0.0%	\$179,972,000	\$182,350,700	0.96	\$694,800	\$687,400	\$22,138.51	\$21,287.68	(\$850.83)	-3.85%			
BLDG (Com)	0	\$0	0.0%	\$0	0.0%	\$0	0.0%	\$523,997,000	\$281,178,200	-0.98	\$711,500	\$716,500	\$23,305.58	\$24,333.85	\$1,028.26	4.39%			
BLDG (Ind)	101	\$208,127,400	17.6%	\$192,224,700	16.4%	\$192,224,700	-7.8%	\$33,105,700	\$32,898,000	-0.99	\$601,900	\$598,100	\$19,176.53	\$20,293.53	\$1,117.00	5.82%			
BLDG (Mfg)	0	\$0	0.0%	\$0	0.0%	\$0	0.0%	\$188,819,000	\$188,075,800	-1.00	\$116,400	\$114,000	\$16,481.50	\$17,440.02	\$958.52	5.81%			
BLDG (Off)	0	\$0	0.0%	\$0	0.0%	\$0	0.0%	\$53,159,000	\$21,613,200	-0.98	\$679,200	\$584,100	\$21,639.31	\$13,838.51	(\$7,800.80)	-35.14%			
BLDG (Rel)	0	\$0	0.0%	\$0	0.0%	\$0	0.0%	\$8,399,900	\$7,096,300	-0.96	\$380,000	\$383,500	\$12,106.80	\$11,393.56	\$726.75	5.97%			
BLDG (Sch)	107	\$120,000,000	10.1%	\$120,000,000	10.3%	\$120,000,000	0.0%	\$133,150,400	\$132,496,500	-1.00	\$671,000	\$672,900	\$20,103.68	\$19,304.45	(\$799.23)	-3.97%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$6,399,900	\$45,909,400	0.91	\$529,000	\$483,100	\$16,853.94	\$16,598.37	(\$255.57)	-1.52%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$6,124,900	\$5,338,200	0.87	\$510,400	\$444,900	\$16,261.34	\$13,095.48	(\$3,165.86)	-19.71%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$67,802,000	\$68,608,900	0.98	\$699,500	\$672,100	\$21,907.70	\$19,984.42	\$1,923.28	8.64%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$2,790,600	\$2,519,600	0.92	\$170,700	\$157,500	\$5,438.50	\$5,345.98	(\$92.52)	-1.74%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$13,970,500	\$2,457,600	0.83	\$185,000	\$136,500	\$5,256.80	\$4,633.43	(\$623.38)	-11.90%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$1,487,500	\$1,429,600	0.97	\$146,800	\$143,000	\$4,877.05	\$4,851.99	(\$25.06)	-0.51%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$2,996,000	\$2,941,000	0.98	\$374,500	\$387,600	\$11,991.57	\$12,472.67	\$481.10	4.02%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$4,341,900	\$4,378,300	1.01	\$334,000	\$336,800	\$10,641.24	\$11,427.62	\$786.38	7.39%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$11,812,000	\$11,672,500	0.98	\$138,500	\$135,700	\$4,412.61	\$4,604.30	\$191.69	4.34%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$23,486,200	\$14,801,000	0.63	\$158,700	\$100,000	\$5,056.18	\$3,393.00	(\$1,663.18)	-32.89%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$40,569,500	\$33,412,800	0.82	\$441,000	\$383,000	\$14,050.28	\$11,323.38	(\$2,726.90)	-19.29%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$4,895,400	\$4,656,000	0.98	\$426,900	\$418,800	\$13,601.03	\$14,209.88	\$608.85	4.46%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$13,103,800	\$2,872,000	0.83	\$158,700	\$139,100	\$5,242.18	\$5,119.45	(\$122.73)	-2.34%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$4,325,700	\$4,248,900	0.98	\$460,500	\$454,100	\$11,485.53	\$11,014.61	\$529.08	4.61%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$2,600,300	\$2,219,200	0.84	\$260,300	\$219,200	\$8,293.16	\$7,417.46	(\$875.70)	-10.57%			
BLDG (Tot)	2,108	\$1,187,500,000	100.0%	\$1,173,500,000	100.0%	\$1,205,564,800	-11.4%	\$2,886,963,000	\$2,732,240,700	0.94	\$413,600	\$393,100	\$13,368.46	\$13,405.74	\$37.28	0.28%			

County Tax Appeals

Any properties that appeal to the County Tax Board will be collected and reviewed. Reports will be created, and testimony given to defend each assessment's accuracy. The testimony and reports will be based on the analysis of all sales, cost, and income and expense data that was compiled during the reassessment program.

Form A-1 (8-82) Petition of Appeal
 From County Board of Taxation
 10 South Chain Street, Suite 210
 East Orange, New Jersey 07026
 (973) 266-8222

Property Class: _____
 NAME OF PETITIONER: _____
 MAILING ADDRESS: _____
 BLOCK: _____ LOT: _____
 Municipality: _____

SECTION I APPEAL OF REAL PROPERTY VALUATION (FOLLOW HEADLINE SEE INSTRUCTION SHEET)
 TAX YEAR: _____
 CURRENT ASSESSMENT: _____ REQUESTED ASSESSMENT: _____
 Land: _____ Lead: _____
 Improvement: _____ Improvement: _____
 Abatement: _____ Abatement: _____
 Total: _____
 Purchaser Price: _____ Tax Court Pending: YES NO
 Date of Purchase: _____

REASON FOR APPEAL: _____

SECTION II COMPARABLE SALES (See Instructions #8)
 Block/Lot/Qualifier: _____ Property Location: _____ Sale Price: _____ Sale/Deal Date: _____
 1. _____
 2. _____
 3. _____
 4. _____
 5. _____

SECTION III APPEAL FOR DENIAL OF:
 Veteran's Deduction
 Veteran's Organization's Surviving Spouse Deduction
 Senior Citizen Deduction
 Disabled Person Surviving Spouse Deduction
 Veteran 100% Disabled or Surviving Spouse of Veteran
 Partially Annuity Classification
 Abatement or Exemption (Judgment, Charitable, etc.)
 REAP Property Tax Credit

MUNICIPALITY'S REASON FOR DENIAL:
 (Check one if denied based on)
 WHEREFORE, Petitioner seeks judgment reflecting (increasing (circle one) the total assessment(s) to the correct ascertainable value of the said property and/or granting the requested Deduction, Credit, Partially Annuity Classification, Exemption or Abatement.
 Date: _____ Petitioner or Attorney for Petitioner: _____
 On _____ 2008 I, the undersigned, being upon the Assessor and the Clerk of _____ Municipality or upon the Assessor, personally or by regular mail or certified mail, a copy of this appeal. I certify that the foregoing statement made by me is true. I am aware that if the foregoing statement is willfully false, I am subject to prosecution.
 Date: _____ Signature: _____
 The Director of the Division of Taxation has prescribed this form. No other form will be accepted. Reproduction of this form is prohibited provided it is the same size and content.

MARK BRIGLAND JONES
 ADDRESS: 73 MARSHALL AVE

ASSESSED VALUES
 LAND: 104,200
 IMPROV.: 110,000
 TOTAL: 214,200
 VCL RATIO: 100.00%
 VCL VALUE: 214,200

VCL VSL /SG FT., LAND & BLDG MERGED: 198.73

BLK	LOT	SEAL	ADDRESS	SALE PRICE	NO. SALES DATE	SFA	SP. PRICE/SF FT.	STATE	PROP. ORIGIN	FIN. INSTR.	AGE	MEMO	LIST DEED	LAND AREA	PERMITS
402	2	2	73 MARSHALL AVE	\$207,000	04/20/11	1,530	\$135.29	REACH	3	2	Yes	1985	1504	0.22	OK
402	2	2	73 MARSHALL AVE	\$175,000	10/20/11	1,280	\$136.72	REACH	3	1	Yes	1985	1504	0.22	OK
441	1	1	73 MARSHALL AVE	\$175,000	10/20/11	1,584	\$110.54	REACH	2	1	No	1984	1504	0.12	OK
402	2	2	73 MARSHALL AVE	\$225,000	07/20/12	1,140	\$197.37	SOB Level	3	1	Yes	1985	1504	0.22	OK (SHEETS)

APPELLATE'S COMPARABLES

BLK	LOT	SEAL	ADDRESS	SALE PRICE	NO. SALES DATE	SFA	SP. PRICE/SF FT.	STATE	PROP. ORIGIN	FIN. INSTR.	AGE	MEMO	LIST DEED	LAND AREA	PERMITS
441	1	1	73 MARSHALL AVE	\$175,000	10/20/11	1,584	\$110.54	REACH	2	1	No	1984	1504	0.12	OK
417	4	4	1400 MARSHALL AVE	\$210,000	10/20/11	1,980	\$106.06	CRS-CH	4	1.5	Yes	1985	1504	0.18	OK
403	34	34	1400 MARSHALL AVE	\$154,000	06/20/12	1,424	\$108.14	CRS-CH	4	1	Yes	1985	1504	0.11	OK
113	2	2	1400 MARSHALL AVE	\$175,000	06/20/12	1,260	\$138.88	CRS-CH	4	2	Yes	1985	1504	0.12	OK (SHEETS)
410	45	45	1400 MARSHALL AVE	\$150,000	10/20/12	1,100	\$136.36	CRS-CH	3	1.4	Yes	1985	1504	0.12	OK

APPELLATE'S COMPARABLES

BLK	LOT	SEAL	ADDRESS	SALE PRICE	NO. SALES DATE	SFA	SP. PRICE/SF FT.	STATE	PROP. ORIGIN	FIN. INSTR.	AGE	MEMO	LIST DEED	LAND AREA	PERMITS
33	33	33	33 PARK AVE	\$175,000	10/20/11	1,584	\$110.54	REACH	2	1	No	1984	1504	0.12	OK
34	34	34	34 PARK AVE	\$175,000	10/20/11	1,584	\$110.54	REACH	2	1	No	1984	1504	0.12	OK
35	35	35	35 PARK AVE	\$175,000	10/20/11	1,584	\$110.54	REACH	2	1	No	1984	1504	0.12	OK
36	36	36	36 PARK AVE	\$175,000	10/20/11	1,584	\$110.54	REACH	2	1	No	1984	1504	0.12	OK
37	37	37	37 PARK AVE	\$175,000	10/20/11	1,584	\$110.54	REACH	2	1	No	1984	1504	0.12	OK

	TAX RATE	RATIO	AVG RES ASSESS	AVG. RESIDENTIAL TAXES	# COUNTY APPEALS	TOTAL REDUCTION	TAX REFUND	# STATE APPEALS	TOTAL REDUCTION
SOUTH HACKENSACK									
2011	2.188	92.86	\$ 385,800	\$ 8,441	35	\$ 1,606,300	\$ 35,145		
2012	2.281	95.18	\$ 385,500	\$ 8,793	30	\$ 2,077,300	\$ 47,383		
2013	2.36	91.22	\$ 386,200	\$ 9,114	59	\$ 2,704,100	\$ 63,816		
2014*	2.708	100	\$ 318,600	\$ 8,628	24	\$ 597,200	\$ 16,172		
2015**	2.746	100	\$ 322,500	\$ 8,856	21	\$ 540,000	\$ 14,488		
2016***	2.683	100	\$ 330,000	\$ 8,844	11				
* First year rolling									
** Second year rolling									
***Third year rolling									
LITTLE FERRY									
2011	2.415	91.31	\$ 357,200	\$ 8,626	146	\$ 4,560,800	\$ 110,143		
2012	2.47	101.54	\$ 355,000	\$ 8,769	203	\$ 5,652,600	\$ 139,619		
2013	2.561	90.87	\$ 352,400	\$ 9,025	318	\$ 10,764,700	\$ 275,684		
2014	2.635	98.53	\$ 348,600	\$ 9,186	365	\$ 15,146,800	\$ 399,118		
2015*	3.349	100	\$ 266,100	\$ 8,912	46	\$ 328,200	\$ 10,991		
2016**	3.267	100	\$ 271,100	\$ 8,857	44				
* First year rolling									
** Second year rolling									
WOODCLIFF LAKE									
2012	2.081	100	\$682,500	\$14,203.00	50	\$2,254,500	\$46,916		
2013	2.132	91.66	\$683,000	\$14,561.00	50	\$1,537,300	\$32,775		
2014	2.209	92.84	\$681,900	\$15,063.00	23	\$1,578,300	\$34,864		
2015*	2.123	100	\$716,400	\$15,209.00	13	\$716,900	\$15,219		
2016**	2.089	100	\$727,600	\$15,201.00	11				
* First year rolling									
** Second year rolling									
MOONACHIE									
2013	1.943	113.11	\$ 383,500	\$ 7,451	84	\$ 5,374,900	\$ 104,434		
2014	2.001	90.79	\$ 382,300	\$ 7,650	78	\$ 5,481,400	\$ 109,682		
2015	2.111	91.64	\$ 381,900	\$ 8,062	69	\$ 3,280,500	\$ 69,251		
2016*	2.242	100(83)	\$ 327,400	\$ 7,339	11				
* First year rolling									
CITY OF HACKENSACK									
2013	3.21	89.1	\$ 242,800	\$ 7,794	1211	\$ 63,605,300	\$ 2,041,730		
2014	3.322	93.86	\$ 240,300	\$ 7,983	766	\$ 50,602,500	\$ 1,681,015		
2015	3.5	89.22	\$ 239,300	\$ 8,375	749	\$ 81,366,200	\$ 2,847,817		
2016*	3.3	100 (82.07)	\$ 234,500	\$ 7,738	121				

CONTRACT

**FOR PROVIDING A REASSESSMENT OF
ALL REAL PROPERTY FOR TAX
EQUALIZATION PURPOSES**

BETWEEN

**THE BOROUGH OF ALLENDALE
A MUNICIPAL CORPORATION OF
THE STATE OF NEW JERSEY**

AND

**APPRAISAL SYSTEMS, INC.
A NEW JERSEY CORPORATION**

ARTICLES OF AGREEMENT

THIS AGREEMENT, made this 2nd day of April, 2025 by and between the **BOROUGH OF ALLENDALE**, a Municipal Corporation of the State of New Jersey, hereinafter referred to as the Municipality,

AND

APPRAISAL SYSTEMS, INC., an appraisal firm with its principal office located at 264 South Street, Building 2, Suite 1B, Morristown, NJ 07960 hereinafter referred to as the Firm.

WITNESSETH:

Whereas, the Municipality requires the services of a qualified vendor to engage in a project to reassess all the lands, buildings and improvements contained within the boundaries of the Municipality and has engaged the services of the Firm to render necessary specialized professional services of advice and assistance in the said project; and

Whereas, the Firm will assist the Tax Assessor to complete a reassessment as prescribed by law (N.J.S.A. 54:1-35.35) and

Whereas, the Bergen County Board of Taxation and the Director of the Division of Taxation, State of New Jersey have granted approval for a reassessment program set to begin October 1, 2025 to be effective for the tax year 2026.

The municipality agrees to pay the sum of **FORTY-FIVE THOUSAND DOLLARS (\$45,000.00) each year in the five-year cycle.**

Now, therefore, each of the parties hereto intending to be legally bound hereby, it is agreed as follows:

The reassessment program will begin as of October 1, 2025 for the 2026 tax year and continue as of October 1, 2026 to be effective for the tax year 2027; October 1, 2027 to be effective for the tax year 2028; October 1, 2028 to be effective for the tax year 2029; and October 1, 2029 to be effective for the tax year 2030.

The total amount paid as of January 10, 2030 will be TWO HUNDRED AND TWENTY-FIVE THOUSAND DOLLARS (\$225,000.00).

The Reassessment program will be conducted in accordance with the requirements of the State outline for Reassessment Programs as outlined in the attached standard Application for Reassessment form (AFR) and attached Scope of Services.

ARTICLE I
ANNUAL REASSESSMENT PROCEDURES

- A. The Real Property Appraisal Manual for New Jersey Assessors will be utilized to develop appropriate depreciated replacement costs for all improvements as of the assessing date.
- B. The firm shall be provided with access to all existing CAMA data, property record cards, photographs, and other existing data which shall be relied upon by the firm in the performance of the Reassessment.
- C. Introductory letters will be mailed, via first class mail, to each property owner notifying them of the impending reassessment and the procedures to be implemented in the performance of the reassessment program.
- D. Existing neighborhoods shall be reviewed.
- E. All exempt property assessments will be updated to a current value as of the assessment date.
- F. All land assessments will be updated to a current value as of the assessment date utilizing generally acceptable land valuation procedures.
- G. A land value map shall be developed using appropriate land unit values such as front foot, effective front foot, excess front foot, square foot, acreage value and base or minimum site value.
- H. Sales of all properties deemed to be usable and occurring within the past three years will be analyzed; and the significant data extracted from appropriate sales will be utilized in developing pertinent factors, adjustments, tables, and/or schedules for determining current market values of property as of the assessment date.
- I. All owners of income-producing property will be requested to submit income and expense information as provided under N.J.S.A 54:4-3
- J. All applicable approaches to value will be employed in the valuation process, and values developed will be reconciled to determine a final assessed value of the property as of October 1 of the pretax year.

- K. The firm is responsible for the cost of requesting income and expense information from all class 4 properties within the municipality in order for the firm to develop an income approach to value on the class 4 properties.
- L. 100% of the exterior properties will be inspected and 20% of the interiors will be inspected each year so that over that five-year period 100% of the properties will be inspected.
- M. The Firm will notify all taxpayers of their proposed assessment by means of a value letter and will be available to conduct taxpayer hearings. This will be sent via a first-class mailing.
- N. The Firm shall assist by providing an expert witness in the defense of all valuations rendered to the Municipality that are appealed to the Bergen County Board of Taxation.
- O. The Firm will maintain updates regarding the reassessment on the Appraisal Systems Inc. website.

**ARTICLE II
CONTRACT CONTINGENT UPON APPROVAL BY THE
DIRECTOR OF THE DIVISION OF TAXATION**

- A. This contract is contingent upon approval of the Director of the Division of Taxation and shall not be effective until such approval is noted on the approval page provided within this Agreement.
- B. The Firm shall not assign or transfer this contract or any interest therein without written permission from the Municipality, and written permission of the surety company, the Bergen County Board of Taxation, and the Director of the Division of Taxation.
- C. No changes will be permitted in this contract except upon mutual consent of the Firm and the Municipality, the Bergen County Board of Taxation, and the Director of the Division of Taxation.

**ARTICLE III
CONFLICT OF INTEREST**

- A. The Firm and its parent company and subsidiaries, if any, shall not represent any property owner or taxpayer filing a tax appeal with respect to the reassessment.
- B. In the event the Firm or any officer, employee, or staff member of the Firm owns an interest in real property situated within the Town, the Firm, employee, or staff member shall disclose in writing to the Town Assessor the name, address, and block and lot number of the property owned within ten days after learning of the conflict.
- C. The Firm agrees not to disclose to anyone, except the Assessor and the Director of the Division of Taxation, Department of the Treasury, for any purpose, or to permit anyone to use or peruse any of the data on file, in connection with the Reassessment. Any confidential information supplied to the firm in connection with this program shall remain in possession of the Firm and not be subject to the freedom of information provision. At the conclusion of the program all such information shall be turned over to the Town for its exclusive use.

**ARTICLE IV
PROGRESS REPORTS AND PAYMENT**

- A. The firm shall provide monthly reports of the progress of the work and meet with the Assessor when required or requested.
- B. The Firm shall commence work within thirty (30) days after the approval of the contract by the Director of the Division of Taxation.
- C. The Firm shall not be responsible for delays caused by strikes, war, catastrophes or acts of God, which might stop or delay the progress of work.
- D. The firm shall receive monthly payment installments with final payment due each year upon signing of Tax List.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the Firm has caused these presents to be signed by its proper corporate officers and caused its proper corporate seal to be hereto affixed, and the Municipality has caused these presents to be executed by its Mayor and attested by its Clerk, and its seal affixed hereto, the day and year first above written.

ATTEST:

BOROUGH OF ALLENDALE

By

Amy Wilczynski
Mayor

Clerk

ATTEST:

APPRAISAL SYSTEMS, INC.

By



Ernest F. Del Guercio, Jr.
President

Maureen M. Newton

Maureen Newton, Director

By

Marita R. Sciarrotta
Acting Director, Div. of Taxation

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-118

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

RESOLUTION OF THE COUNCIL OF THE BOROUGH OF ALLENDALE AUTHORIZING SPECIAL AFFORDABLE HOUSING COUNSEL TO ENTER INTO AN AGREEMENT WITH THE NEW JERSEY BUILDER'S ASSOCIATION AND FAIR SHARE HOUSING CENTER TO FIX THE BOROUGH'S ROUND 4 PROSPECTIVE NEED NUMBER AT 200.

WHEREAS, on March 20, 2024, Governor Murphy signed into law P.L. 2024, c.2 (hereinafter "A4" or "Amended FHA"); and,

WHEREAS, P.L. 2024, c.2, modified the process upon which municipalities could comply with their affordable housing obligations pursuant to the Mount Laurel doctrine; and,

WHEREAS, P.L. 2024, c.2 required the Borough to pass a binding resolution determining its present need obligation ("rehabilitation") and its prospective need obligation ("new construction") for Round 4 by January 31, 2025, and file it a declaratory judgment ("DJ") complaint in the Superior Court of New Jersey, Bergen Vicinage within 48 hours of the adoption of the resolution; and,

WHEREAS, in furtherance of P.L. 2024, c.2, the Borough adopted Resolution 25-71 on January 23, 2025, and thereafter filed a DJ complaint with the Court within 48 hours of its passage, which has resulted in the case In the Matter of the Application of the Borough of Allendale, Docket No. BER-L-594-25; and,

WHEREAS, the Borough determined its Round 4 rehabilitation obligation to be 10 units and its new construction obligation to be 182 units; and,

WHEREAS, P.L. 2024, c.2 enabled interested parties to challenge a municipality's number prior to February 28, 2025; and,

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-118

WHEREAS, the New Jersey Builders Association ("NJBA") filed an objection to the Borough's Round 4 number; and,

WHEREAS, the NJBA argued that the Borough's new construction obligation was 260 units; and,

WHEREAS, Fair Share Housing Center ("FSHC") filed an objection to the Borough's Round 4 number; and,

WHEREAS, FSHC argued that the Borough's new construction obligation was 250 units; and, and,

WHEREAS, P.L. 2024, c.2 required the Borough, FSHC, and the NJBA to engage in good faith negotiations regarding the Borough's Round 4 number; and,

WHEREAS, the parties did so engage in good faith negotiations and, as a result of those negotiations, the Borough and FSHC agreed to a obligation 200 units for the Borough and the NJBA agreed to abide by whatever agreement that FSHC and the Borough might reach; and,

WHEREAS, the Court indicated it would decide the Present Need (rehab obligation) at the compliance stage; and

WHEREAS, FSHC and the Borough agreed that subject to formal action by the Borough's Council, the Borough and FSHC would agree on a Round 4 prospective need number of 200; and

WHEREAS, the Borough wishes to authorize Special Affordable Housing Council to enter into an agreement with FSHC for its Round 4 Prospective Need obligation of 200; and,

WHEREAS, nothing in this resolution shall be interpreted as an acknowledgement that the Borough improperly calculated its Round 4 new construction obligation in Resolution 25-71 nor diminish its immunity from Mount Laurel builder's remedy lawsuits it has maintained as a result of following the procedural requirements of P.L. 2024, c.2, and,

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-118

NOW, THEREFORE, BE IT RESOLVED on this 10th day of April, 2025, by the Council of the Borough of Allendale, Bergen County, State of New Jersey, as follows:

- 1.** The Mayor and Council hereby authorize Special Affordable Housing Council to enter into an agreement with FSHC to settle the Borough's Round 4 Prospective Need number at 200, subject to the following conditions and/or reservations of rights:
 - a.** Nothing in this resolution shall or subsequent order be interpreted as an adjudication or determination of the Borough's right to an adjustment of its number predicated upon lack of developable land, sewer, water or similar adjustments. All parties reserve all rights relative to those issues, disputes and adjustments.
 - b.** In the event future legislation is enacted or new laws are established, nothing herein shall be considered a waiver of the rights to seek to take advantage of such new laws.
 - c.** If a third party successfully challenges this resolution or any order, judgment or determination effectuating this agreed-upon number, all parties reserve the right to return to *status quo ante* and reserve all litigation rights.
- 2.** This resolution shall take effect immediately.

CLERK'S CERTIFICATION

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 10, 2025.

Dottie Blitzer
Acting Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-119

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on Consent Agenda

ESTABLISH 2025 FEES FOR CRESTWOOD LAKE SEASON AND RED BARN RENTALS

WHEREAS, pursuant to Chapter 203, Section 20A of the Code of the Borough of Allendale, fees for the use of recreational facilities are to be established annually by resolution of the governing body.

NOW, THEREFORE, BE IT RESOLVED, that the following rates be and are hereby approved for Crestwood Lake for the 2025 season:

2025 RATES

Crestwood Membership:

	Resident Rates through May 31	Resident Rates Starting June 1	Non-Resident Rates
1 st Family Member	\$220	\$225	\$360
2 nd Family Member	\$145	\$155	\$220
Each Additional Family member	\$75	\$75	\$140
Babysitter/Caregiver	\$175	\$175	\$250
Senior Rate	\$65	\$70	\$85
Teen Membership ages 13 to 17	\$100.00	\$100.00	\$100.00 For Allendale, Ho-Ho-Kus, Saddle River and Upper Saddle River only
Allendale Special Needs Housing	\$60	\$60	

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-119

Active Military and Veterans shall receive a 25% discount off all published membership rates.

Full Time Employees of the Borough of Allendale shall receive a free family membership in accordance with established eligibility requirements.

Regular employees of the Allendale Elementary School District and Northern Highlands High School District shall be charged 25% off of the applicable captioned membership rates; and

Residents of special needs housing at Crescent Commons and Orchard Commons shall be charged \$60 for membership; and

Guest Fees for Residents and Non-Residents:

Daily \$10

Umbrella Anchor:

Daily Fee \$ 3

Lifeguard Fee for Beach and Camp Rentals:

Cost \$20 per hour

Kayak Rental

Per Hour, Per Kayak \$5

Red Barn

Allendale Families \$ 350 (up to 4 hours) (\$500 after 4 hours)

Allendale Resident Sponsored \$1,000

Allendale Based Businesses \$1,000

Security Deposit \$ 250

(Refundable upon satisfactory conditions after facility rental)

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-119

Field Use

Field Use 1 hour	\$ 150
Field Use 2-3 hours	\$ 300

Playground Beach Rental (up to 4 hours)

Resident non Crestwood-member	\$ 500
Resident Crestwood member	\$ 350

Day Camp Rentals

Per Day	\$ 650
---------	--------

Crestwood Cruisers

Swim Team for all ages	\$ 100
Dive Team for all ages	\$ 60
Both Swim & Dive Teams for all ages	\$ 150

BE IT FURTHER RESOLVED that free family memberships be granted to eligible members of the Allendale Volunteer Fire Department, Allendale Volunteer Ambulance Corps, Allendale CERT, 2025 Mayor and Councilmembers and any Mayor Emeritus; and,

BE IT FURTHER RESOLVED that all payments shall be deemed final when remitted and that no refunds shall be provided.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 10, 2025.

Dottie Blitzer
Acting Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-120

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

APPROVAL OF APRIL 10, 2025 LIST OF BILLS

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approves the Bill List dated April 10, 2025 in the amounts of:

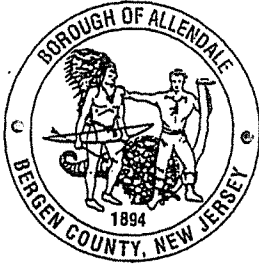
Bill List Numbers	April 10, 2025
Current Fund	\$ 1,044,393.01
Payroll Account	178,909.03
General Capital	340,566.08
Animal Fund	
Grant Fund	
COAH/Housing Trust	
Improvement & Beautification	
Unemployment Fund	
Trust Fund	452.50
Water Operating	
Water Capital	
Total	\$ 1,564,320.62

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 10, 2025.

Dottie Blitzer
Acting Municipal Clerk

Bill List Numbers**April 10, 2025**

Current Fund	\$	1,044,393.01
Payroll Account		178,909.03
General Capital		340,566.08
Animal Fund		
Grant Fund		
COAH/Housing Trust		
Improvement & Beautification		
Unemployment Fund		
Trust Fund		452.50
Water Operating		
Water Capital		
<hr/>		
Total	\$	1,564,320.62



THE BOROUGH OF ALLENDALE
NEW JERSEY

500 WEST CRESCENT AVENUE, ALLENDALE, NJ 07401
WWW.ALLENDALENJ.GOV

OFFICE OF TAX COLLECTOR
OFFICE OF CHIEF FINANCIAL OFFICER

201-818-4400 EXT 205

I, Alison Altano, Chief Financial Officer of the Borough of Allendale, having reviewed the bill list for the Borough, do hereby certify that funds are available in the accounts so designated.

Certified 4/10/25

Alison Altano
Alison Altano
Chief Financial Officer

BILL LIST For APRIL 10, 2025

PAYROLL ACCOUNT	\$ 178,909.03
<hr/>	
Borough of Allendale Payroll Fund, Bank Transfer 4/2/2025	\$ 178,909.03
Salaries and Wages	\$ 166,630.56
FICA	\$ 12,071.66
DCRP	\$ 206.81
TOTAL	\$ 178,909.03

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-121

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on Consent Agenda

AUTHORIZING EMERGENCY TEMPORARY BUDGET APPROPRIATIONS

WHEREAS, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2025 Temporary Budget, and N.J.S.A. 40A: 4-20 provides for the creation of emergency temporary appropriations for said purpose; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale that in accordance with the provisions of N.J.S.A. 40A: 4-20;

1. An emergency temporary appropriation be and the same is hereby made in the total amount of:

Current Fund	
Administration – OE	15,000
Property Maintenance – S&W	1,000
Group Insurance – OE	80,000
Police – OE	5,000
Buildings & Ground – OE	5,000
Crestwood – OE	5,000
Garbage – OE	15,000
Electricity – OE	10,000
Finance – OE	3,000
Total Current Fund Appropriations	\$274,000

2. That said emergency temporary appropriation will be provided in the 2025 budget;
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 10, 2025.

Dottie Blitzer
Acting Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-122

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisololo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

AUTHORIZING MAINTENANCE WORK BY RESIDENT AT 36 ROZMUS COURT

WHEREAS, the resident of 36 Rozmus Court, Allendale, New Jersey, has requested permission to perform maintenance work on a detention basin located on or adjacent to their property; and

WHEREAS, the proposed maintenance work includes cleaning out the culvert and replacing existing stone with new rip rap stone to ensure proper drainage and prevent erosion; and

WHEREAS, the proposed work will not alter the structure or design of the detention basin in any way; and

WHEREAS, the resident has agreed that all work will be conducted under the supervision of the Allendale Department of Public Works (DPW) to ensure compliance with Borough standards and regulations; and

WHEREAS, the cost of this maintenance work will be fully borne by the resident of 36 Rozmus Court, with no expense to the Borough.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the resident of 36 Rozmus Court is hereby authorized to proceed with the described maintenance work on the detention basin, subject to the following conditions:

- No structural changes may be made to the detention basin.
- Only cleaning and replacement of existing stone with new rip rap stone is permitted.
- All work shall be conducted under the supervision of the Allendale DPW.
- All costs associated with the work shall be the sole responsibility of the resident of 36 Rozmus Court.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 10, 2025.

Dottie Blitzer
Acting Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-123

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

**RESOLUTION OF THE COUNCIL OF THE BOROUGH OF ALLENDALE
AUTHORIZING SPECIAL AFFORDABLE HOUSING COUNSEL TO
EXECUTE A CONSENT ORDER ALLOWING THE BOROUGH TO SPEND
\$90,000 FROM ITS AFFORDABLE HOUSING TRUST FUND TO
REHABILITATE PROPERTY LOCATED AT 98 ELM STREET, ALLENDALE,
NEW JERSEY 07401 (LOT C0098 BLOCK 1809)**

WHEREAS, applicable law requires approval of an expenditure from an affordable housing trust fund before the municipality expends money from its trust fund; and

WHEREAS, the Borough seeks authorization to spend \$90,000 from its trust fund to contribute to the rehabilitation of a unit located on 98 Elm and wishes to authorize special counsel to execute a consent order with Fair Share Housing Center, Inc (FHAC) to enter into a consent order for this purpose; and

WHEREAS, by way of background, on October 25, 1999, Janeen Glock purchased an affordable housing property located at 98 Elm Street, Allendale, New Jersey 07401 Lot C0098 Block 1809 for \$56,622 (“Property”); and,

WHEREAS, on October 16, 2009, Janeen Glock secured a loan from Wells Fargo Bank, N.A. (“Wells Fargo”) in the amount of \$61,050 and executed a mortgage, which was recorded on November 2, 2009; and,

WHEREAS, Janeen Glock passed away on January 5, 2023; and,

WHEREAS, on May 23, 2023, Wells Fargo filed a Complaint in the Bergen County Superior Court under Docket Number F00648223, initiating foreclosure proceedings as to the Property; and,

WHEREAS, on September 7, 2024, Wells Fargo took possession of the property; and,

WHEREAS, the Borough of Allendale (“Borough”) in an effort to maintain the Property as an affordable housing unit has arranged for Allendale Housing, Inc. (“AHI”) a non-profit organization, to purchase the Property from Wells Fargo; and,

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-123

WHEREAS, the Property needs to be completely rehabilitated, the Borough has agreed to contribute \$90,000 towards the cost of rehabilitating the unit, with AHI agreeing to pay the balance of the rehabilitation costs, in any; and,

WHEREAS, once the Property is purchased by AHI and completely rehabilitated it shall be converted into two (2) special needs affordable housing units; and,

WHEREAS, FSHC has entered into an agreement with the Borough pursuant to which AHI will purchase the Property; completely rehabilitate it; and convert it into two (2) special needs units; and,

WHEREAS, this agreement is memorialized in a Consent Order, dated 27, 2025, pursuant to which the Borough will also contribute \$90,000 from its trust fund towards the substantial rehab costs; and

WHEREAS, the Borough seeks approval of its right to spend \$90,000 of its trust fund on the rehab work contemplated by the Consent Order; and

WHEREAS, accordingly, the Borough wishes to authorize Special Affordable Housing Council to execute a Consent Order with FSHC and then seek Court approval of that Consent Order to eliminate any question as to the Borough's authority to spend \$90,000 from its Affordable Housing Trust Fund towards the rehabilitation of the Property; and,

NOW, THEREFORE, BE IT RESOLVED on this 10th day of April, 2025, by the Council of the Borough of Allendale, Bergen County, State of New Jersey, as follows:

- 1.** The Mayor and Council hereby authorize Special Affordable Housing Council to execute a Consent Order authorizing the Borough to spend \$90,000 from its Affordable Housing Trust Fund to rehabilitate the Property, with the balance of the rehabilitation costs, if any, to be paid for by Allendale Housing, Inc.:
- 2.** This resolution shall take effect immediately.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 10, 2025.

Dottie Blitzer
Acting Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 04/10/2025

RESOLUTION# 25-124

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

**AUTHORIZATION TO HIRE POLICE OFFICER
ANTHONY CARDONIGA**

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, upon recommendation of the Chief of Police and the Public Safety Committee that Anthony Cardoniga is hereby appointed as a Police Officer of the Allendale Police Department effective April 11, 2025, at the annual salary of \$58,957.00 in accordance with PBA Local 217 contract.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 10, 2025.

Dottie Blitzer
Acting Municipal Clerk