

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2017-249

Council Meeting Date: 10-10-2017

Date Adopted: 10-10-2017

TITLE RESOLUTION AUTHORIZING TAX ASSESSMENT SERVICES OF
DANIEL KEOUGH

Councilperson Kapner submitted the following resolution, which was duly seconded by Councilperson Madden.

WHEREAS, the Borough of New Providence has a need to acquire Tax Assessment Services to assist in added assessment inspections; and

WHEREAS, Daniel Keough Jr., CTA, has submitted a proposal indicating he will provide inspection services for 2017 added assessments at the rates of \$ 15.00 per inspection or \$20.00 if call-back or multiple visits are required, for an total amount not to exceed \$5,000.00; and

WHEREAS the Tax Assessor recommends acquiring the inspection services of Daniel Keough Jr., CTA, to perform the fieldwork for 2017 added assessment; and

WHEREAS, the maximum amount of the contract is not to exceed \$5,000.00 and said funds are available from the following account:

7-01-20-150-281-000000

and the availability of funds has been certified by the Chief Financial Officer; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Borough Council of the Borough of New Providence they approve and authorize the inspection services of Daniel Keough Jr., CTA in an amount not to exceed \$5,000.00, to perform added assessment field inspections.

APPROVED, this 10th day of October, 2017.

RECORD OF VOTE

	AYE	NAY	ABSENT	NOT VOTING
GALLUCCIO			X	
GENNARO	X			
KAPNER	X			
MADDEN	X			
MUÑOZ	X			
ROBINSON	X			
MORGAN			TO BREAK COUNCIL TIE VOTE	

I hereby certify that the above resolution was adopted at a meeting of the Borough Council held on the 10th day of October, 2017.

Wendi B. Barry, Borough Clerk

04/21/16

Taxpayer Identification# 143-888-167/000

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or require more information, feel free to call our Registration Hotline at 609-982-9999.

Wish you continued success in your business endeavors.

Sincerely,

James J. Fruscione
Director
New Jersey Division of Revenue

STATE OF NEW JERSEY		BUSINESS REGISTRATION CERTIFICATE	
TAXPAYER NAME:	KEOUGH, DANIEL	TRADE NAME:	
ADDRESS:	1 MELROSE LN MENDHAM NJ	SEQUENCE NUMBER:	000253
EFFECTIVE DATE:	04/21/16	ISSUANCE DATE:	04/21/16
		 Director New Jersey Division of Revenue	

DEPARTMENT OF TREASURY
DIVISION OF REVENUE
PO BOX 280
TRENTON, NJ 08646-0280

I am writing to request continued employment in the New Providence tax assessment office. I have taken and passed the Certified Tax Assessors examination. I received a BA in Economics from the University of Richmond in 2006. I hold a valid driving license with a good driving history. I have never been convicted of or charged with a crime. I have worked in this office since June 2016.

I understand that work in your municipality requires a high degree of ethics and good time management skills. I believe a well-functioning tax assessment office is vital to the functioning of a town. Thereby maintaining accurate and up to date assessed values and records is imperative. I am highly organized and good at evaluating property record cards and construction permits efficiently.

My flexibility allows me to work into the evening hours to accommodate owners' busy schedules. Assessment inspections of ongoing construction fill an important role, while also allowing me to meet with taxpayers and communicate the importance of assessment to the functioning of local government.

I am able to independently work with minimal supervision. I have the independent contractor certification relative to the regulations of the state of NJ. I would expect to inspect properties and be compensated on a per inspection basis. I am also willing to provide assistance on an hourly basis if additional clerical work be needed. An initial wage of 25 dollars per hour is consistent with compensation I have received working in other towns.

I hope this proposal finds me in good standing to continue my position within the tax assessment office of your municipality.

Sincerely,

Daniel Keough Jr.

DANIEL G. KEOUGH

One Melrose Lane, Mendham, NJ 07945; home: 973-543-0807; cell: 201-323-2885
danielgeorgekeough@mac.com

OBJECTIVE: Position in real estate related business in which prior employment experience and undergraduate economics degree can be applied and advanced.

PROFILE: Bright, well rounded, energetic, early-riser; hard-working, professional and trustworthy.

EDUCATION and ACCREDITATION

2002-2006: University of Richmond, Richmond, Va.: Bachelor of Arts; Major-Econ.

2016: Gained certification in tax assessment in NJ by passing the CTA exam

RELEVANT EXPERIENCE

Research, Writing, and Communication Skills

- ❖ Draft reports re: property tax reassessment progress
- ❖ Explain process to taxpayers
- ❖ Confer with assessors & appraisers learning property tax

Management/Project Coordination

- ❖ Organized/developed photo journals of ten separate municipalities for tax assessment
- ❖ Supervision, including orientation, of three assistants during three-year period in property tax reassessment/appraisal process.
- ❖ Manage entry of field data into property tax assessment program, including analysis tax maps, lot dimensions, and property identification.

Appraisal Experience

- ❖ Calculation of land areas in updating of property tax maps.
- ❖ Structure inspection and measurement; replacement cost & effective age calculation.
- ❖ Studying and applying tax map configuration.
- ❖ Participated in professional appraisal analysis of neighborhood, county and regional markets.

WORK HISTORY

Field Representative/ Property Inspector- Have been working full time in Wayne assessor's office from April 2015 through the present. Prior to that, I worked part time in the Wayne assessor's office while at the same time working part time in the Hillsborough assessor's office.

Primary Duties: Inspect and measure real estate. **Secondary Duties:** calculate effective age & cost of construction of structures; calculate land areas; interface with taxpayers, municipal assessors and county tax boards implementing real estate tax revaluations. Work included field operations, local travel and office. Also working with Certified Valuations, Inc., Randolph, NJ/ Appraisal Systems, Inc., East Hanover, NJ, Part Time: 2002-2005, Full Time: 2006-2011.

Server- Harvest Restaurant Group, c/o Urban Table 665 Martinsville Rd., Basking Ridge, NJ; 2008-Present (part time).

COMPUTER SKILLS

Experience with Mac, and
Mobile operating systems
Acrobat, Word, Excel, PowerPoint, Photoshop

INTERESTS

Real Estate
Film
Sports, Hospitality