



BOROUGH OF HIGHLANDS

42 Shore Drive
Highlands, NJ 07732

OPRA RESPONSE

February 11, 2019

ASK NJ Media Co.

E-Mail: opra+request-3932-55a7b352@requests.opramachine.com

To Whom it May Concern,

The Borough of Highlands received your Open Public Records Act (OPRA) request dated 12/07/2018. The official Records Custodian received your OPRA request on 12/07/2018. As such, the seven (7) business day deadline to respond to your request is 12/18/2018.

Your OPRA request sought access to the following:

- 1) *I seek your police department's Internal Affairs Annual Summary Reports for the year of 2018.*
- 3) *I seek a copy of the police department's Vehicular Pursuit Summary Reports for the 2018.*
- 4) *I would like all of your police department's Use of Force Reports from January 1, 2019 to January 31, 2019 .*

The following records are being provided in their entirety and are responsive to your request.

- 1) *Internal Affairs Annual Summary Report for 2018*
- 3) *Vehicular Pursuit Summary Report for 2018*
- 4) *Use of Force Reports between January 1, 2019 and December 31, 2019*

Your OPRA request also sought access to the following:

- 2) *I seek a copy of the police department's Public Synopsis of Disciplinary Actions for the year 2018. This report is required pursuant to Requirement 10 of the Attorney General's Internal Affairs Police.*
- 3) *I would like all of your police department's Police Use of Deadly Force Attorney General Deadly Notification Reports for 2018.*

I have reviewed the records and could find no documents responsive to your request. The Highlands Police Department had no discipline that reached the level of public reporting according the Attorney General Internal Affairs Policy. The Highlands Police Department had no deadly force incident in 2018 , therefore, did not provide any Use of Force Reports.

These records are being transmitted to as per your request. Pursuant to N.J.S.A. 47:1A-5.b., the cost associated with this request is \$0.00. Please remit by cash, money order or check made payable to: **The Borough of Highlands.**

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the Borough of Highlands to

deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ, 08625, by e-mail at grc@dca.state.nj.us, or at their web site at www.state.nj.us/grc. The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Sincerely,

A handwritten signature in black ink, appearing to read "Bonnie Brookes". The signature is fluid and cursive, with the first name "Bonnie" being more prominent than the last name "Brookes".

Bonnie Brookes, RMC
Municipal Clerk
Borough of Highlands
732-872-1224