igniting local ENGAGEMENT
104th Annual November 19-21 Atlantic City Convention Center
NJLM Conference

Special Program Guide to the 104th Annual NJ State League of Municipalities Conference

Focus: Capital Finances

Wharton’s Capital Program
New Opportunities in Shared Services
Census 2020 Readiness
The Only Building Code Officials Association Recognized by the New Jersey Department of Community Affairs

The New Jersey Building Officials Association was established in 1929. We are a not-for-profit organization recognized as a chapter of the International Code Council, and are devoted to protecting the health, safety, and welfare of the public, by promoting professionalism, education, and ethics.

NJBOA’s Active Membership is comprised of licensed Code Officials and Inspectors of all disciplines, as well as Technical Assistants. We have Associate, Subscribing, and Honorary memberships available to others engaged in the building industry, including housing, planning, zoning, and manufacturers’ representatives. Our annual scholarships, totaling over $30,000.00, have benefited dozens of worthy college students. As always, we welcome people from many career backgrounds to consider joining our organization, or come to any meeting as our guest.

As we celebrate our 90th Anniversary, NJBOA is proud to be the only statewide association, inclusive of Code Officials, and members of other diverse backgrounds, that is recognized by the Department of Community Affairs. NJBOA will continue to actively support and participate in the Building Safety Conference of New Jersey, as we have done for over 35 years. NJBOA is an organization that remains strong in membership, welcoming new applicants each year. NJBOA is a tried and true brotherhood whose success is written in its legacy. The NJBOA Executive Board would like thank our members, Past Presidents, and communities, for their unwavering support, which has helped pave the way to its success thus far. NJBOA will continue to forge ahead with strong leadership and the proven confidence of its members, through this decade and beyond.

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ABOUT THE COVER
This month, the League’s 104th Annual Conference will provide a hub for Igniting Local Engagement to network, learn, and catch up with the latest products and services.
Local Placemaking
ArtsTank grant competition showcases creative projects from five South Jersey municipalities
Joann Gattinelli, Mayor, Washington Township, and Julie Hain, Director of Membership and Programs, South Jersey Cultural Alliance

Livingston’s Green Win-Win
100% renewable energy at a 10% savings
Al Anthony, Mayor, Livingston

Community Revitalization
Case studies on effective revitalization partnerships in three emerging municipalities
Wayne Meyer, President, New Jersey Community Capital

First Flight in America
Deptford welcomed the landing that marked the beginning of aviation in the New World
Paul Medany, Mayor, Deptford

Accessible Paths
Long Branch welcomes people of all abilities to beach
Lindsay DeAngelis, Assistant to the Business Administrator/Human Resources Manager, Long Branch
Annual League Conference: Igniting Your Engagement

The theme “Igniting Local Engagement” refers to the importance of local government becoming fully engaged at many levels and in many ways. Think of engagement in your community, schools, local authorities, county, courts, State Legislature, State agencies, and federal agencies, Congress, and the Executive Branch.

Each local official could not possibly be engaged in all of these, but you must be engaged where you can be effective for your community. Raise your voice regarding your community’s health. Ignite your own citizens’ engagement with local democracy efforts. Implement new efficiencies and build new capacity in your municipal government. Preserve and protect your hometown environment for the next generation. Bring New Jersey’s local needs to the doorstep of the nation’s Capitol.

The 104th Annual League Conference gives you the tools, techniques, information, and connections to engage the way you want, in the issues you want. The League will always ask for your attention to certain statewide local concerns we believe you should know about, but we also know there are many more issues that are critical to your hometown. That is why, for example, you see broad League policy resolutions adopted during the Conference, and you can attend a session on agritourism or historic preservation. You will hear about the status of public health across New Jersey, and about the status of urban enterprise zones. We strive to ignite your interest, your passion, and your engagement in all these issues and more.

You will see high-level engagement in action during a variety of Conference events. We have several sessions that include State Commissioners who will engage on the critical local issues their departments confront. State legislative leadership will again engage in discussion on topics such as ideas to control pension and healthcare costs. And again, the Governor is scheduled to join us Thursday at the Annual League Luncheon to engage with us on progress to date and the Administration’s plans for 2020.

The League Conference also includes the nation’s largest exhibition of products and services for municipalities. This means the smartest, newest, best, most innovative solutions you can find will be there for you to discover. This will be one of the biggest exhibit halls in the history of this Conference, with more than 1,100 exhibit booths. Engage these experts in conversation about the local issues you face. Their special expertise will be well worth your time.

With so much happening you will need help planning. Map your time at the Conference using the printed guide in this issue of New Jersey Municipalities, the online conference app (through your app store), and our website, www.njlm.org/conference. The League wants to help you engage locally and achieve the impact your community needs from you. The Annual League Conference is a great place to ignite your passion and find ways to facilitate your engagement.

I look forward to seeing you at the League Conference and learning how you are igniting local engagement throughout your community.

Michael Darcy
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The Essence of a Capital Program
Wharton’s Administrator/CFO shares the borough’s approach to multi-year planning

JON RHEINHARDT, Administrator/CFO, Borough of Wharton, Immediate Past President, Government Finance Officers of New Jersey

A municipality in the state of New Jersey is required by statute to put together a capital program and capital budget each year as a part of the budget process. If your municipality has a population over 10,000, then you are required to have a capital program of six years. If your municipality has a population less than that, you are required to have a three-year program.
The distinction between a capital program and capital budget is often confused. The capital program covers multiple years, while the capital budget covers the year of the budget with which it is associated.

In this article, I share some of the Borough of Wharton’s approach to capital planning.

**Meeting your community’s needs**

So the question is raised, is a three- or six-year capital budget all that is needed? You may have met your statutory obligation to put a state budget document together, but have you really met the needs of your community?

A true capital program should match the life and obligation of what the municipality owns. The collective wealth of the municipality includes everything within your boundaries under your responsibility. This includes roads, curbs, storm drainage systems, sidewalks, crosswalks, municipal buildings, underground infrastructure (water and sewer), parks, playgrounds, and the list goes on.

So now that we have painted a dismal picture of the behemoth of a task, how do you create a plan to deal with it and where do you start?

**When planning water, sewer, and stormwater improvements you should coordinate them with your road paving jobs.**

I could never fit everything that you need to do into a single article, but I am going to do my best to squeeze as much as possible in here. Following are some of what I feel are the most important areas to address.

**ROADS** The single biggest hurdle in a municipality is the maintenance of the roads. A road is supposed to have a useful life of about 30 years—at least it used to. With the regulation of the substances that make a road stick together by the EPA and DEP, we are now left with roads that last 15 years if we are lucky. This puts additional financial pressure on municipal budgets to maintain roads at an accelerated pace to keep up with them.

Ocean City’s road rating system is one that we have adopted and use actively to rate our roads (see sidebar). It utilizes 12 different factors to determine the condition of a road; each road is rated and the results of the rating are published on their website. This is a great tool to determine the priority of road improvements.

The real question is how much road
improvements should you be doing? We now know that roads last 15 years and not 30. We had our engineer create a map of our town along with a listing of each road and the length of each road in linear feet. We took the total linear footage of all roads and divided by 15. That became our goal for the annual linear footage of road improvements.

We also maintain a list of dates of last improvement so that we know how old the road is and more importantly, since we have a 5-year moratorium on road openings, when a road can be opened again.

If you have an outside utility company with underground facilities, you should be sharing your plans and asking them for theirs early on as well as even looking out three to five years for coordination of efforts. In our case, we have New Jersey Natural Gas in town. We sit down with them on an annual basis and share our 5-year road plan and coordinate their efforts around our efforts.

When considering your capital program, remember that what makes your community attractive for people to live or work is the “collective wealth” of that community.

We might have to accelerate one of our roads in the plan to match up with their efforts as well. This has been a very effective process and has resulted in fewer roads being opened.

When planning water, sewer, and stormwater improvements you should coordinate them with your road paving jobs. When we are planning our road improvements, we ascertain the age of the water main and do a video inspection of the sewer main and the stormwater system. There is nothing more embarrassing than paving a road only to have a water main break a few months after the road is complete. The paving process shakes the heck out of the underground utilities and will find their weakness if one exists. On the flip side, you may be aware of a problem in an area that is experiencing water main breaks. It would make sense to coordinate the road restoration with the installation of a water main.

It is this coordination and forward thinking that will make your capital improvements more efficient as well as less prone to compromise in the future.

VEHICLES & LARGE EQUIPMENT

Another area of angst are vehicles and other large equipment. Leave the argument of how much is enough for another day. This is as simple as making a full list of all vehicles, loaders, backhoes, hotboxes, etc.

Determine the useful life of the assets, the year of purchase, the replacement value and without a magic wand you now have a schedule for expected replacement. In reality, the useful life will be a moving target based on how...
Ocean City Inspiration

Some of the best ideas we have are stolen from someone that has already accomplished what we hope to achieve. With that said, I stumbled across Ocean City’s capital projects section of their website, www.ocnj.us/projects/.

They have done a fantastic job with creating an open and transparent process for capital road improvements, and we copied some of their ideas. Thank you Ocean City. I encourage anyone reading this article to visit their website as well.

much the equipment is used and how well it is maintained. The anticipated replacement will be something that is shortened or extended each year as a part of the capital program process.

I could go on forever with areas that need to be listed and projected out for the capital program. Some additional areas are parks, playgrounds, fields, municipal facilities, fire apparatus, etc.

**Funding sources**

Matching the funding sources with the mounting obligation of the municipality is the toughest part. We are dealing with budgets that are subject to a 2% levy cap. However, capital is an exception to that cap and there is no limit except the expectation of your taxpayers to have the lowest tax for the biggest bang.

When considering your capital program, remember that what makes your community attractive for people to live or work is the “collective wealth” of that community. You, as an elected official, are tasked with the fiduciary responsibility of maintaining the assets of your residents, their

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