

BOROUGH OF BRADLEY BEACH

BUDGET WORKSHOP MEETING MINUTES

MARCH 8, 2023 AT 6:00 P.M.

IN ACCORDANCE WITH THE PROVISIONS OF THE OPEN PUBLIC MEETINGS ACT, PUBLIC MEETINGS MAY BE HELD IN PERSON OR BY MEANS OF COMMUNICATION EQUIPMENT TO INCLUDE STREAMING SERVICES AND OTHER ONLINE MEETING PLATFORMS (N.J.S.A. 10:4-8b).

THIS MEETING WAS HELD IN-PERSON AND THROUGH THE ZOOM MEETING PLATFORM, BEING BROADCAST FROM BOROUGH HALL, 701 MAIN STREET, BRADLEY BEACH, NJ 07720. PUBLIC PARTICIPATION FOR THIS BUDGET WORKSHOP MEETING OF MARCH 8, 2023 WAS AVAILABLE IN PERSON OR THROUGH THE ZOOM LINK POSTED TO THE WEBSITE. THE MEETING WAS NOTICED IN THE NEW COASTER AND THE COAST STAR ON MARCH 2, 2023 IN ADDITION TO RESOLUTION 2022-265 ADOPTED DECEMBER 13, 2022 FOR CALENDAR YEAR 2023 WAS ADVERTISED IN THE NEW COASTER, THE COAST STAR, AND THE ASBURY PARK PRESS ON DECEMBER 15, 2022.

WITH ADEQUATE NOTICE HAVING BEEN GIVEN, THE MUNICIPAL CLERK IS DIRECTED TO INCLUDE THIS STATEMENT IN THE MINUTES OF THIS MEETING.

CALL TO ORDER

Mayor Fox opened the meeting with a salute to the flag.

Sunshine Law

The meeting has been noticed publicly according to the Open Public Meetings Act requirement.

ROLL CALL 6:00 P.M.

Present: Councilwoman DeMarco, Councilwoman DeNoble, Councilman Gubitosi, Mayor Fox
Borough Administrator, Kimberly M. Humphrey
Borough Attorney, Gregory Cannon
Municipal Clerk, Erica Kostyz
Deputy Municipal Clerk, Michele Whille (ZOOM Operator)

2023 Municipal Budget Workshop Discussion:

Mayor Fox stated this is a workshop providing an overview of the 2023 Municipal Budget.

Mayor Fox stated there are significant statutory cost increases in this budget to include health care costs, Municipal insurance (JIF), and pensions. Mayor Fox thanked Business Administrator Kimberly Humphrey and Chief Financial Officer, Anthony Mannino for their work over the last several weeks and stated reviews will take place over the next two weeks as needed with the Council to provide details requested.

A Power Point presentation for the 2023 Budget Workshop was displayed on screen for view to the public and virtual attendants.

Ms. Humphrey gave an overview of the following:

Current Fund Revenues

- **Surplus - \$1,500,000.00**
- **Local Revenues - \$560,000.00**
- **State Aid without offsetting appropriations - \$355,290.00**
- **Dedicated Uniform Construction Code Fees offset with appropriations - \$150,000.00**
- **Special items of General Revenue anticipated with prior written consent of Director of DLGS to include Shared Service Agreements - \$97,200.00, additional revenues - \$50,000.00, and other special items - \$30,000.00.**
- **Receipts from delinquent taxes - \$175,000.00**
- **Local tax for Municipal purposes including reserve for uncollected taxes - \$8,515,347.06**
- **Minimum liberty tax - \$634,163.16**

Current Fund Appropriations

- **General appropriations for Municipal purposes within CAPS - \$9,603,794.00**
- **Operations excluded from CAPS - other operations - \$651,263.16**
- **Operations excluded from CAPS – Shared Service Agreements - \$119,500.00**
- **Capital Improvements - \$865,000.00**
- **Municipal Debt Service - \$553,993.06**
- **Reserve for uncollected taxes - \$275,000.00**

Sewer Operating Fund Revenues

- **Surplus anticipated - \$363,700.00**
- **Rents - \$1,650,000.00**

Sewer Operating Fund Appropriations

- **Salaries and wages - \$320,000.00**
- **Other expenses - \$441,200.00**
- **Neptune Township Sewerage Authority - \$\$820,000.00**
- **Capital Improvements - \$120,000.00**
- **Municipal Debt Services - \$177,000.00**
- **PERS - \$89,000.00**
- **Social Security - \$35,000.00**
- **Unemployment Compensation Insurance - \$10,000.00**
- **Defined Contribution Retirement Program - \$1,500.00**

Beach Operating Fund Revenues

- **Surplus anticipated – \$673,584.93**
- **Bathing Badges - \$1,800,000.00**
- **Concession Rents - \$80,000.00**
- **Parking Meter Fees - \$100,000.00**
- **Locker Rental Fees - \$115,000.00**

Beach Operating Fund Appropriations

- **Salaries and Wages - \$1,715,500.00**
- **Other expenses - \$484,300.00**
- **Capital Improvements - \$234,000.00**
- **Municipal Debt Service - \$199,484.93**
- **PERS - \$17,800.00**
- **Social Security - \$75,000.00**
- **Unemployment Compensation Insurance - \$2,000.00**
- **Defined Contribution Retirement Program - \$1,500.00**
- **PFRS - \$39,000.00**

Statistics

Average Residential Home Value:

- **2022 - \$812,511.00**
- **2023 - \$972,355.51**

Certification of New Construction in 2022

- **\$28,250,000.00 at \$0.406 Municipal Tax Rate = \$114,695.00 of additional rateables**

Reserve for Uncollected Taxes

- **2022 Tax Collection Percentage – 98.18%**

Appropriations CAP – N.J.S.A. 40A:4-45.2 – 1977 CAP Law

- **Maximum allowable appropriations within CAPS - \$9,070,921.12**
- **Actual appropriations within CAPS - \$9,603,794.00**
- **Less Local Financial Notice 2023-04**
 - **Garbage and Trash Collection Allowance - \$269,664.00**
 - **PERS Allowance - \$105,185.00**
 - **PERS Allowance - \$56,767.00**
 - **Gasoline and Diesel Allowance - \$108,250.00**
- **Total Adjusted appropriations within CAPS - \$9,603,928.00**
- **2022 CAP Bank - \$42,280.36**

Ms. Humphrey explained this is a zero based budget because for 2023 the Borough did not know what certain costs were going to be which is why departments were unable to do their budgets until January. Budgets were not increased without proper documentation, proposals or quotes to show valid reason for an increase. Ms. Humphrey stated she and Mr. Mannino were conservative and tried to make the budget well proportioned.

Ms. Humphrey further explained the CAP Bank procedures at the Mayor's request.

Councilman Gubitosi stated the Council had not seen the material provided prior to this evening and agreed to a delay to the end of February as opposed to January 15th as stated in the Ordinance. Councilman Gubitosi stated he was disappointed he did not have more time to review the material to enable him to present questions for the public that would be much more informed.

Councilman Gubitosi inquired about the release of reserves from last year that allowed increase spending.

Ms. Humphrey responded the reserves were transferred to surplus, fund balances, and capital outlay.

Councilman Gubitosi asked what the deficit surplus was from last year.

Ms. Humphrey responded the Annual Financial Statements are currently in the process of completion and further explained this is a workshop only to inform the Council where the budget process is at this time.

Ms. Humphrey gave an approximate amount of surplus going into 2023 for the Current Fund.

A discussion ensued between Councilman Gubitosi, Ms. Humphrey and Mr. Cannon regarding use of anticipated surplus.

Councilman Gubitosi inquired how much of the anticipated surplus was regenerated in 2022 from what was used in the budget.

Ms. Humphrey responded she did not have that amount at this time and stated an approximated amount of surplus for 2023.

Councilman Gubitosi asked what the amount was in 2022.

Ms. Humphrey stated the Borough regenerated what was anticipated for Current and Beach Utility.

Further discussion ensued regarding increase of anticipated surplus and increase on Municipal property taxes.

Councilman Gubitosi asked when the details of this budget will be shared with the Council.

Ms. Humphrey responded the salary/wages and year over year spending which shows all line items was sent to the Council.

Ms. DeMarco requested a printed version of the year over year spending.

Public Comments:

In Person:

Thomas J. Coan, 612 Third Avenue, feels the information should have been presented to the public prior to this evening and suggested a second budget workshop.

Julie Nutaitus, 605 Newark Avenue, feels budget documents were not provided to the public to review prior to the workshop and feels all Mayor and Council should all collaborate on the budget.

Rick Bartolomei, 116 Newark Avenue, inquired if any funds have been transferred from the Sewer fund.

Mayor Fox responded not at this time.

Nancy Meadow, 805 Beach Avenue, feels the public should be more involved with the budget process.

Linda Duffy, 312 Brinley Avenue, stated the power point presentation material was difficult to see due to the size.

Eileen Shissias, 112 Fourth Avenue, also stated the power point presentation material presented was difficult to see due to the size and suggested hard copies be distributed to the in person attendees.

Mrs. Shissias stated concern all of the elected officials are not being involved in the budget process.

ZOOM:

Julia Rand, 1 Atlantic Avenue, stated this was a good presentation and thanked the Mayor and Ms. Humphrey.

Randy Bonnell, 506 Third Avenue, feels all budget details for all line items should be released to the public.

Further discussion ensued between the Governing Body and Mr. Bonnell regarding when the workshop materials were given to the Council..

ADJOURNMENT

Fox/DeMarco moved to adjourn the Budget Workshop Meeting at 6:55 p.m.

BUDGET WORKSHOP MEETING ADJOURNED: 6:55 P.M.


Erica Kostyz, RMC, CMR
Municipal Clerk