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August 23, 2019

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Municipal Clerks: Please forward to your Mayor, Governing Body, and Department Heads.

I. State Issues

a. DCA Refers League Rulemaking Petition for Further Deliberations

The Department of Community Affairs, Division of Codes and Standards issued a [Public Notice](#) earlier this week relaying that the DCA has referred for further deliberation, the [Petition for Rulemaking](#) submitted on behalf of the League along with New Jersey's six professional code official associations. This action gives the DCA an additional 90 days to review the League's Petition.

The Petition comes after the Department made changes to the Uniform Construction Code's minor work and ordinary maintenance provisions, which took effect last year, that undermine the efforts of local officials to ensure the health and safety of all New Jersey Residents.

The League's efforts on this issue are in large part a result of [League Conference Resolution 2018-19](#). While a Conference Resolution signifies the importance of an issue for our members, League efforts can be amplified with individual resolutions from municipalities. To that end, we have prepared a [sample resolution](#) supporting the League rulemaking petition, which your municipality may wish to adopt and forward to the DCA if you have not done so already.

Contact: Frank Marshall, Esq., League Staff Attorney, fmarshall@njlm.org, 609-695-3481

x137.

b. Division Discusses Best Practices with Key Partners

On Tuesday, The Division of Local Government Services (DLGS, or the Division) consulted with the League, the Managers Association and the Finance Officers, regarding the soon-to-be released 2019 Best Practices Inventory (BPI, or the Inventory). As has become customary, provisions in the State's Annual Budget direct DLGS to prepare a BPI, and to grade each municipality (but not each county) on their performance. Budget language also directs DLGS to withhold certain municipal property tax relief funding from any municipality that fails to achieve an adequate score.

From the beginning, DLGS has viewed this requirement, not as an opportunity to further reduce municipal property tax relief funding, but as an opportunity to help municipalities make positive changes, where needed, in the ways that they conduct the public's business. This year, as was the case last year, the Division will also use the Inventory to identify some areas where municipalities might need further assistance from the State.

This year, the Division will make the Inventory available on a user-friendly digital platform. Details will be the subject of a future Local Finance Notice. Training and assistance will be provided to your local CFOs, Managers/Administrators, and municipal clerks, and contact with Division personnel will be available, both on-line and over the phone.

Questions will be classified as 'Core Competency,' 'Best Practice,' and 'Unscored Survey.' The Division intends to use the latter group of questions to identify local concerns that might merit State assistance. Positive (or N/A) answers to Core Competency questions will carry a full point. Affirmative (or N/A) answers on Best Practices will earn, in most if not all cases, a half point. The Inventory will include about 30 new scored questions. Each of these can be answered prospectively.

The Division hopes to release the BPI soon after Labor Day, for completion by the end of October. And, as in the past, the Inventory will need to be on the agenda and discussed at a public meeting of the Governing Body.

We want to thank DLGS, under the leadership of Director Melanie Walter and Deputy Director Kevin Heydel, for the manner in which it has dealt with this requirement and for the courtesy and professionalism of the staff, especially that of Legislative and Regulatory Affairs Officer Jason Martucci.

Contact: Jon Moran, Senior Legislative Analyst, jmoran@njlm.org, 609-695-3481 x121.

c. New Law Requires Property Tax Relief Information be Printed on Tax Bills

On Monday, Governor Murphy signed into law [P.L. 2019, c.186](#), which requires property tax bills printed on or after September 17, 2019, include a statement indicating that State property tax relief program information is available on the New Jersey Division of Taxation's website. The new law also required the Director of the Division of Local Government Services to set standards for how the statement shall appear on the tax bill. To that end, the DCA issued a Local Finance Notice ([LFN 2019-11](#)) outlining the standards and the statement now required to appear on all tax bills.

In accordance with the law and the LFN, property tax bills printed on or after September 17, 2019 must include the following statement, in 10-point type on the back or front of the bill:

“For information about State Property Tax Relief Programs, including eligibility criterion and potential deduction or credit amounts, please visit the [Division of Taxation’s website](#).”

Tax bills issued on paper stock ordered before the issuance of the Notice and Replacement bill for tax bills issued before September 17, 2019 must include this statement. However, in these circumstances, the statement may be stamped to the existing stock or included as a separate document accompanying the bill instead of being printed on the bill itself.

Estimated tax bills do not need to include this statement. And, at the municipality’s discretion, a statement that property tax deduction application forms can be obtained from the tax assessor or tax collector may supplement the prescribed statement.

Contact: Frank Marshall, Esq., League Staff Attorney, fmarshall@njlm.org, 609-695-3481 x137.

II. Federal Issue

a. Federal Cybersecurity Agency Releases Strategic Intent Document

On Thursday, the Cybersecurity and Infrastructure Security Agency (CISA) in the U.S. Department of Homeland Security released a *Strategic Intent* document. Agency Director Christopher Krebs notes, in the document, “In no arena is this framing of the CISA mission more relevant than our election security work.” You can access the document and learn more about the agency at the [CISA website](#).

Contact: Jon Moran, Senior Legislative Analyst, jmoran@njlm.org, 609-695-3481 x121.

III. Annual League Conference

a. 104th Annual League Conference Pre-Registration Opened Aug. 1

Pre-Registration for the 104th Annual League Conference has begun! Costs for pre-registration are \$55 for government officials and \$105 for non-government officials. Pre-registration runs through October 1. After the pre-registration period has ended, attendees must pay for their registration onsite at the Atlantic City Convention Center. On-site registration rates are \$65 for Government Officials and \$125 for non-government officials.

For more information on pre-registration, please visit the [Conference website](#).

Contact: Johnnifer Harris, Assistant Financial Administrator, jharris@njlm.org x119.

b. NJLM Annual Conference Exhibit Booth Registration is Open!

Invite your vendors to exhibit at the 2019 NJLM Annual Conference and showcase their product or service to other municipalities. Exhibit space is over 80% sold out so contact your vendors today – or send us a note and we'll reach out to them! The [2019 Exhibitor and Sponsorship Prospectus \(PDF\)](#), [Interactive Floor Plan](#) and [other exhibit information](#) can be downloaded on the League web site.

Contact: Kristin Lawrence, Director of Exhibition and Sponsorships, 609-695-3481 x125, klawrence@njlm.org.

c. Reserve Your Hotel for the Annual League Conference

Preparations for the Annual League Conference November 19-21 are underway and the hotel reservations system is open for attendees and exhibitors at the [League Conference Web Page](#). There you will also see a preliminary schedule of conference sessions.

Staying in Atlantic City for the Conference is a great way to get the most from your attendance at the Conference. Staying over will maximize your time and opportunities to participate in the educational, informational, and networking opportunities offered throughout the Annual League Conference.

d. Unauthorized Hotel Reservation Services

Every year there are unauthorized firms soliciting housing and hotel reservations from attendees at the Annual League Conference. We assure you that the only firm authorized to handle our conference housing reservations is AC Central Reservations. This information is on the top of the [official conference housing form](#) sent to all municipal clerks and posted on the League website.

Using unauthorized reservation services creates real problems for you and the conference as a whole. You cannot be assured your credit card information is secure and your room reservation may not actually be made. Using unauthorized services means your room will not be part of the official conference housing block and you will not get emergency housing information (which happened in both 2011 and 2012), nor will there be adequate shuttle bus services to your hotel.

As always, the League is available to answer your questions on any aspect of the annual conference and we strive to make your participation both enjoyable and highly productive.

Contact: Michael J. Darcy, CAE, Executive Director, mdarcy@njlm.org, 609-695-3481 x116.

IV. Also of Interest

a. The League is Now Accepting Applications for the Innovation in Governance Program!

The New Jersey Department of Community Affairs (DCA) and the New Jersey State League of Municipalities will again acknowledge and promote Innovation in Governance through our annual recognition program. This is a great opportunity to showcase

innovative solutions to any problems that have cropped up – either suddenly or overtime – in your municipality. It can also be an opportunity to let your peers in on innovations that prevented problems from even arising.

Visit our awards page to see previous years of impressive ideas created by our winning municipalities as well as the [full invitation and application](#) to this year's program.

Contact: Ciara Bradley, Legislative Administrator, CBradley@njlm.org, 609-695-3481 x128.

b. 17th Annual Michael A. Pane Award Nominations Are Now Being Accepted

In honor of the memory of Michael A. Pane, the 17th annual award will be presented to a professional (attorney, engineer, or planner) that personifies outstanding ability, integrity, and a high standard of ethics in his or her dealings with local government. This award includes a \$500 honorarium.

Mr. Pane personified and promoted integrity in local government, and it is the purpose of this award to recognize an individual who has over a period of years demonstrated the same professional commitment to service and, who by so doing, has set high standards that all involved in local government should strive to match.

The award ceremony will be held during the League's Annual Conference in Atlantic City, on Thursday, November 21, during a session of the New Jersey Institute of Local Government Attorneys. Nominations for this award will be accepted through September 15, 2019.

Please mail, fax, or email your nomination to:

Johnnifer Harris
c/o NJLM Educational Foundation, Inc.
222 West State Street
Trenton, New Jersey 08608
Fax: 609-695-5156, Email: jharris@njlm.org

"The League thanks the NJLM Educational Foundation for making this possible and is honored to participate in the promotion of the Michael A. Pane Award," said League Executive Director Michael J. Darcy. A list of past award winners can be found on the [League Website](#).

For additional information, call John Gillespie 856-985-4083.





New Jersey State League of Municipalities

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