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Susan Gouveia

From: Lashway, Lisa
Sent: Wednesday, September 11, 2013 10:24 AM
To: Canning, Sean; Susan Gouveia
Subject: FW: GovConnect Update: September 11, 2013

Lisa Lashway
Mt. Olive Twp. Clerk
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Budd Lake, NJ 07828

-----Original Message-----

From: egg@dca.state.nj.us [mailto:egg@dca.state.nj.us]
Sent: Wednesday, September 11, 2013 9:48 AM
To: Lashway, Lisa
Subject: GovConnect Update: September 11, 2013

Dear Municipal Clerk:

Stay "connected" to recent developments in New Jersey state government and login into GovConnect at <http://Portal.NJ.Gov> where you can also check our Continuing Education Course Calendar online at: www.nj.gov/dca/divisions/dlgs/programs/certification.html. The following news items are a summary of recent EGG notices issued by the Division of Local Government Services and a schedule of upcoming professional conferences.

1. CY2013/SFY2014 Best Practices Inventory

The State's Fiscal Year 2014 Appropriations Act (P.L. 2013, c.77) requires the Division of Local Government Services ("Division") to issue a Best Practices Inventory to be completed by each municipality. Responses to the Best Practices Inventory will determine how much of each municipality's final 5% allocation of CMPTRA and ETR aid will be disbursed. The CY2013 Best Practices Inventory is available at: www.nj.gov/dca/divisions/dlgs/programs/best_practices_docs/2013%20Best%20Practices%20Inventory%20-%20Municipalities%20Final%20Protected.xls. Local Finance Notice 2013-20 (www.nj.gov/dca/divisions/dlgs/lfns/13/2013-20.pdf) explains Best Practices in greater detail and should be thoroughly read before the municipality completes their Inventory. Important changes to this year's Best Practices Inventory include Inventory Certification, Governing Body Acknowledgement and Inventory Amendments. Municipalities operating on a Calendar Year or Transition Fiscal year (SFY reversions) must return their completed Inventory to the Division by October 15, 2013. Those municipalities operating on State Fiscal Year

budgets must return their completed Inventory by April 1, 2014. For questions or assistance please email DLGS@dca.state.nj.us with subject heading "Best Practices" or call (609) 292-6110.

2. Union City CFO Recruitment

The Division of Local Government Services is assisting the City of Union City (pop. 66,000, \$100 million annual budget) to recruit a Chief Financial Officer. The position is responsible for the financial activities of the municipality. Candidates must have graduated from a four-year course of study from an accredited higher education institution with a degree in accounting, business administration, or equivalent. Financial management and supervisory experience preferred. Must be currently licensed as an NJ Certified Municipal Finance Officer. Send letter of interest (include minimum salary) and resume to Transitional Aid Program, NJ Division of Local Government Services, PO Box 803, Trenton, NJ, 08625 or by email to dlgs@dca.state.nj.us. Mark any correspondence "Union City CFO Recruitment."

3. 2013 Special Primary / General Election Expense Reimbursements

The Department of State, Division of Elections, has issued a memorandum concerning reimbursement of specified expenses for the 2013 Special Primary Election/Special General Election for the office of U.S. Senate. A copy of the guidance is available in the Clerk and CFO document libraries. Questions concerning the notice should be directed to your County Board of Election or the Division of Elections. The DLGS will accept this memorandum as the formal award letter for the purpose of approving a (ch. 159) Budget Amendment. However, the requested amendment must include a cost estimate with fully documented supporting detail. As is the normal process, the Freeholder Board shall, by resolution, approve this amendment along with its associated cost estimate. Also, the accounting for this revenue and appropriation will remain in the current fund in support of the County Clerk and Election Board line-item appropriations.

4. Affordable Care Act (ACA) Guidance

The Affordable Care Act (ACA) was signed by President Barack Obama on March 23, 2010, after being enacted by Congress. Local government employers should be engaged in an ongoing review of the requirements of the ACA with their legal counsel, health benefits consultants, and payroll companies to ensure that your local government is complying with the law. On July 9, 2013, the U.S. Department of the Treasury and the Internal Revenue Service announced transition relief for 2014. Information about the transition relief can be found in IRS Notice 2013-45 at <http://www.irs.gov/pub/irs-drop/n-13-45.PDF>. This particular transition relief has no effect on the effective date or application of other ACA provisions, such as the premium tax credit. More information concerning the ACA tax provisions are available on the IRS ACA Tax Provisions web site at <http://www.irs.gov/uac/Affordable-Care-Act-Tax-Provisions-Home>. A complete copy of the ACA is available at the U.S. Department of Health & Human Services web site at <http://www.hhs.gov/healthcare/rights/law/index.html>.

5. CY 2013 Statements of State Aid (SOSA)

CY 2013 Statements of State Aid (SOSA) for Calendar Year municipalities have been posted at the Division of Local Government Service's website: http://www.nj.gov/dca/divisions/dlgs/resources/stateaid_rpts.shtml Please review Local Finance Notice 2013-18 for more detailed information: <http://www.nj.gov/dca/divisions/dlgs/lfns/13/2013-18.pdf>

6. Registered Municipal Clerk Examination - RESCHEDULED

The Registered Municipal Clerk examination administered by the Division of Local Government Services, originally scheduled to be held on October 16, 2013, at Thomas Edison College, HAS BEEN RESCHEDULED due to the recent announcement that a Special General Election for US Senator will be held on the same day. The new date is October 24, 2013. Same time and location. For questions, please contact the DLGS Certification Unit at (609) 292-9757 or email Daniel.Kaminski@dca.state.nj.us

CONFERENCES

1. NJ Water Association's 2013 Financial Management Seminar

"Your System's Future: Tools for Financial and Managerial Planning" seminar is being presented by the New Jersey Water Association at three locations:

- September 17, 2013 - Egg Harbor City Fire Department, 631 Philadelphia Avenue, Egg Harbor City, Atlantic County
 - September 18, 2013 - Lakehurst Emergency Services Bldg., 2 Proving Ground Road, Lakehurst Borough, Ocean County
 - September 19, 2013 - Wharton American Legion, 99 N Main St, Wharton Borough, Morris County
- A variety of speakers will provide information to help make critical decisions on how to prioritize projects, secure funding assistance and prepare for the future. This seminar is presented free-of-charge and Continuing Education Credits have been approved for CMFO/CCFO, RMC, and CPWM. Pre-registration is required and available online at www.njwater.org/index.php/training-reg. For questions please call the NJ Water Association at (609)242-7111.

2. Understanding the Affordable Healthcare Act

The New Jersey State League of Municipalities is offering a seminar on the topic "Understanding the Affordable Healthcare Act" on Monday, October 21, 2013 from 9:00 a.m. to 12:30 p.m. at the Robert Meyner Reception Center at the PNC Bank Arts Center in Holmdel, NJ. Healthcare Reform, also known as the Patient Protection and Affordable Care Act ("the PPACA") is among the broadest sweeping laws ever passed in our nation's history, impacting every aspect of the United States health care delivery system. This seminar will be an interactive session designed to provide administrators, financial professionals, policy makers and elected officials with a clear blue print of what is coming, what needs to be done and how to make it happen. The seminar agenda and registration form are available at www.njslom.org/seminar-documents/2013-Oct21-Healthcare.html. CEU's have been approved. For questions please contact Suzanne Delany by email SDelany@njslom.org or call (609) 695-3481 ext. 111.

3. Maintaining Municipal General Ledgers

The Rutgers Center for Government Services will be hosting a Continuing Studies seminar on "Maintaining Municipal General Ledgers" at Atlantic Cape Community College on October 25, 2013 and at the Rutgers University Public Safety Building on November 1, 2013. The goal of this course is to eliminate general ledger-related audit findings and bring CFO's one step closer to preparing their own Annual Financial Statements. CEU/CPU credits have been approved for CMFO, CCFO, CPA and RMA. Details and registration form are available online at http://cgs.rutgers.edu/sites/cgs.rutgers.edu/files/documents/financial_mgmt/GL%20FA13.pdf

4. Financing Capital Improvements with Bonds and Notes

The Rutgers Center for Government Services will be hosting a Continuing Studies seminar on "Financing Capital Improvements with Bonds and Notes" at the Rutgers University Center for Government Services on November 7, 2013. The course covers the authorization and issuance of obligations by county and local governments under the Local Bond Law, as well as the role of bond counsel and the Local Finance Board. CEU/CPU credits have been approved for CMFO, CCFO, CPA and RMA. Details and registration form are available online at http://cgs.rutgers.edu/sites/cgs.rutgers.edu/files/documents/financial_mgmt/Bonding.pdf

THIS NOTICE HAS BEEN SENT TO THE FOLLOWING OFFICIALS: Municipal Clerk, Chief Financial Officer, Tax Collector / County Freeholder Board Clerk, Chief Financial Officer / Authority Officials / Fire District Officials / Procurement Officials