

MOUNTAIN LAKES, NJ
FINANCIAL ADVISORY COMMITTEE
MEETING MINUTES
6 MARCH 2024

Finance Advisory Committee
Agenda - 03/06/2024

1. Approval of February 13 minutes. Minutes for current meeting – J. Murphy.
2. Review approved versions of current, water and sewer budgets, as necessary.
3. Review 2024 approved capital budget.
4. Review Surplus Account / Fund Balance Forecast Analysis – if available.
5. Timing for distribution of updated long term capital plan.
6. Set meeting date for 2023 Audit Review with J. Mooney at Nisivoccia. June 1 meeting?
7. Other business.
8. Next meeting: Wednesday, ~~April 3~~ or May 1 at 7:00pm, Zoom. Minutes – M. Albanese.

To Dos:

- Circulate approved versions of 2024 budgets – M. Goscicki
- Update and distribute Surplus Account / Fund Balance Forecast analysis, include dam financing in 2025– M. Goscicki.
- 1st Quarter budget and trust account review – 5/1 meeting.
- Tax appeal exposure update from tax assessor – 5/1 meeting.
- Updated bond model discussion in conjunction with 2024 capital budget and long-term capital plan – 5/1 meeting.

Notes:

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Participants:

- John Kaplan, Chair
- Mitchell, Stern, Borough Manager
- Monica Goscicki, Borough CFO
- Khizr Sheikh, Borough Council, Mayor
- Lauren Barnett, Borough Council
- Mike Albanese
- Bob Dewing
- Jim Murphy, secretary

Absent:

- Chris Richter, Borough Council

Notes:

1. Approval of meeting minutes from 13 February 2024 - deferred to the next meeting.
2. Reviewed final 2024 budgets (current, water and sewer) approved by Borough Council.
 - a. Current: Year over year decline of \$31,400 (0.3% decrease) to \$10.74 million
 - b. Water: Year over year decline of \$11,500 (1.2% decrease) to \$0.975 million
 - c. Sewer: Year over year increase of \$67,400 (7.4% increase) to \$0.974 million; due to increased charges from Parsippany for sewer service charges
3. Reviewed final 2024 Capital Budget approved by Borough Council.
4. Fund Balance review - Unused Fund Balance projected to decline to target band (7.5% to 10.0% of Annual Operating Budget) by 2026 assuming a fund balance utilized of \$1.9 million in 2025 through 2028. Fund balance utilization to be evaluated at year-end and during budget review to find a balance between annual tax change and unused fund balance targets. Typical Residential Assessment line, Row 65 of the first tab to be updated to reflect the actual average residential assessment.
5. Debt Model - to be updated for the next meeting (Kaplan)
6. 10-year capital budget plan - to be updated by borough management for the May meeting.
7. Capital Cashflow Analysis - Negative cash balance at the end of April 2024 peaking at \$2.75 million in August 2024. To be temporarily funded by inter-funding. Analysis to be updated for the next meeting.
8. Discussion and review of other communities' capital budgeting policies (Chatham).
9. Discussion regarding creating a solid waste utility.

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10. Targeting June 1 for in-person FAC meeting at Borough Hall for annual audit review with John Mooney, Nisivoccia.

Next Meeting:

Wednesday, 1 May 2024

7:00pm

Zoom

Minutes: Mike Albanese