

MINUTES CITY COUNCIL
CITY OF ORANGE TOWNSHIP
NEW JERSEY

THIS IS A SPECIAL MEETING TO HOLD A BUDGET WORKSHOP OF THE CITY COUNCIL OF THE CITY OF ORANGE TOWNSHIP HELD VIA AUDIO-VIDEO CONFERENCING ON TUESDAY, MAY 7, 2025, 7:03PM.

Roll Call:

Present: Councilmember Kerry J. Coley, East Ward
Council Vice President Tency A. Eason, North Ward
Councilmember Quantavia L. Hilbert, West Ward (*Arrived at 7:13pm*)
Councilmember Weldon M. Montague, III, At-Large
Councilmember Clifford R. Ross, At-Large
Councilmember Jamie B. Summers-Johnson, South Ward
Councilmember Adrienne K. Wooten, At-Large (*Arrived at 7:49pm*)

Also Present: Joyce Lanier, City Clerk
Chris M. Hartwyk, Business Administrator
Nile Clements, Chief Financial Officer
Marlin G. Townes, Legislative Research Officer
Blair Landolfi, Budget Consultant
Tamara Robinson, Deputy City Clerk
Margarette Homere, City Clerk's Office
Trisha Scipio, City Clerk's Office
Louis Copeland, Library
Maxine McRimon, Acting Library Director
Marty Mayes, Department of Public Works
Carl Fields, Jr., 2025 CBAC Member
Carol Perkins, 2025 CBAC Member
Coram Rimes, 2025 CBAC Member
Jeffery L. Wingfield, 2025 CBAC Member
Veronica Scott

Absent: Gracia R. Montilus, Esq., City Attorney

The City Clerk's Office announced a Moment of Silence.

The requirements of N.J.S.A. 10:4-9 et. seq., "Sunshine Law" has been met. A notice of this meeting was sent to the Record Transcript, published in The Star Ledger on April 25, 2025, posted on the City's Website (www.orangetwpnjcc.org) and the Council's Website (www.orangenj.gov) and filed in the Office of the City Clerk

MATTERS FOR DISCUSSION

Calendar Year Budget 2025 - Budget Workshop

Chief Financial Officer Nile Clements opened the floor to the Departments for presentations

The 2025 CFO Nile Clements presenting a detailed overview of the finance department's structure and budgetary allocations. He reported a significant reduction in the overall budget from \$1.1 million in 2020 to \$650,000 in 2025, raising concerns about the potential negative effects of proposed staffing cuts on cash collection services. CFO Nile Clements emphasized the importance of maintaining ongoing revenues and a balanced budget to avoid annual tax increases, while also highlighting the need for transparency in financial planning, particularly regarding police overtime expenditures.

CFO Nile Clements outlined the finance division's budget request of \$315,713, which includes a \$5,000 allocation for overtime to address staff shortages. Councilmember Clifford R. Ross raised questions about the increase in the employee training budget, which rose to \$6,500, and Clements explained that this was necessary for ongoing training needs. The discussion also covered the tax collection division's budget, with Clements addressing inquiries about contractual services and anticipated expenditures. Additionally, he provided details on insurance allocations, including \$950,000 for liability insurance and \$1 million for workers' compensation, while also discussing the budget for employee health benefits and capital improvements.

The Finance Department presentation included input from Tax Assessor Christopher Murray and Tax Collector Jashlyn Wingfield, who emphasized the need for responsible spending and effective tax collection strategies. Clements addressed concerns regarding potential layoffs in the finance department, indicating that such cuts would hinder service delivery.

CFO Nile Clements outlined the budget for various insurance line items, including a \$950,000 allocation for liability insurance and a \$1 million request for workers' compensation. Councilmember Clifford R. Ross questioned the increase in the General Insurance Fund, which rose by \$200,000, and Business Administrator Chris Hartwyk explained that this is due to rising premiums and the difficulty in purchasing excess insurance. The discussion also covered employee health benefits, which total \$13,572,000, down from the previous year's budget.

CFO Nile Clements detailed the budget for debt service, highlighting a \$4.3 million allocation for the current year. Councilmember Clifford R. Ross requested a line-by-line breakdown of payments made to date and the allocation of funds for special emergencies, which are budgeted to be paid over five years. Clements confirmed that each debt payment is made semi-annually and provided insights into the deferred charges.

CFO Nile Clements prompted Tax Assessor Christopher Murray and Tax Collector Jashlyn Wingfield for their input on the city's financial situation. Christopher highlighted the need for responsible spending and a solid financial plan, while Jashlyn expressed her hope to improve the tax collection rate, which currently stands at about 95%. Councilmember Clifford R. Ross noted a previous expectation of a 98% collection rate.

CFO Nile Clements highlighted the staffing challenges within the finance department, noting that any layoffs could significantly disrupt services. Veronica Scott from CBAC 2025 raised questions regarding overtime and budget allocations, while Clements explained the necessity of certain expenses, including unemployment compensation and deferred charges related to emergencies.

FINANCE DEPARTMENT

CFO Nile Clements
Tax Assessor Christopher Murray
Tax Collector Jashlyn Wingfield

FINANCE DEPARTMENT – THREE DIVISIONS

- Currently consist of the 3 divisions:
 1. Finance (A.T.I.C.) – Auditing, Treasury & Internal Controls
 2. Tax Collection
 3. Tax Assessment
 4. Finance(A.T.I.C) is led by the CFO, Nile Clements
- Tax Collection is led by the Jashlyn Wingfield
- Tax Assessment is led by Chris Murray

FINANCE OPERATIONS

Budgeted	2020	2021	2022	2023	2024	2025
S&W	616,044	434,035	450,848	515,593	392,000	315,713
O&E	322,900	305,650	290,650	222,050	212,150	212,150
Audit	150,000	150,000	150,000	125,000	125,000	125,000
Total Budgeted	1,088,944	889,685	891,498	862,643	729,150	652,863
Staffing Levels	7	6	6	7	6	6

DEPARTMENT ACHIEVEMENTS

- Raised the costs of fees & permits issued by City via ordinance
- Negotiated better interest rate on investments with bank for additional revenue – from 457,000 to 750,000
- Another year where we had a reduction in Audit comments. Corrective Action Plan completed within 30 days of delivery of audit.
- Implemented better use of Payroll time and labor systems, ie. Time being imported electronically versus being entered manually
- New system in place to include pension forms with new hire paperwork to ensure no enrollment is missed and to prevent the liability of delayed enrollments to the City
- Assisted department heads with budget information at the end of 2024 to expedite the Budget Process for upcoming CY 2025

GOALS

- Take full advantage of Time & Labor system so that attendance and time-off can be tracked efficiently
- Monthly pension remittances and quarterly iROC reports submitted timely
- Work to reduce audit comments to zero
- Deliver Annual Debt Statement, Annual Financial Statements and Annual Budget on time
- Hire Part-time employees that can complete job functions so the City can save money on pension & health benefits
- Complete annual fixed asset inventory by December of the current year

CONCERNS REGARDING REDUCTION IN FORCE

- Staffing levels: With the cuts proposed, reducing the Finance/Tax Collection staff would have a negative impact on the cash flow/cash collection services that help us pay the bills for street lights, thrash collection, pave roads etc.
- Negative impact on our ability to keep a clean audit
- Negative impact our ability to reconcile accounts in a timely manner to catch any errors quickly and fix them
- Delays with certification of availability funds, bill list reports, and reporting that is submitted for grant reimbursements
- Issues reviewing all of the annual PILOT financial agreements, that would delay billing the PILOTs
- Cyber security threats/fraud: Less staff to monitor our bank accounts and catch payroll fraud which is rampant

GRANTS IN BUDGET YEAR OVER YEAR

2025	\$3,198,140.34
2024	\$8,600,820.63
2023	\$6,138,590.27
2022	\$6,617,299.77
2021	\$2,488,989.92

FIVE YEAR TREND – TOTAL DEBT SERVICE COSTS

2025	\$3,718,462.00
2024	\$3,648,141.00
2023	\$2,914,731.00
2022	\$2,949,731.00
2021	\$2,825,618.00

AMOUNT TO BE RAISED BY TAXATION (TAX LEVY)

- 2025 Budget (Introduced) 67,817,416
 - Average Home value assessed @ \$315 thousand
 - 2025 tax increase for homes valued at 315k - \$381
 - 2025 percent increase in taxes – 3.2%
- 2025 Budget increased by \$2,086,986
 With an estimated increase of \$381 On homes valued at 315k,
 For every \$5,477 cut, it equates to a
 \$1 reduction in the tax bill for homes valued at 315k.
 Ex. Cutting \$547,700 in expenditures to reduce the tax levy would decrease that tax bill by \$100
- 2024 Budget (Adopted) 65,730,430
 - 2024 tax increase for homes valued at 315k - \$580
 - 2024 percent increase in taxes – 4.9%
- 2023 Budget (Adopted) 61,492,188
 - 2023 tax increase for homes valued at 315k - \$825
 - 2023 percent increase in taxes – 7.6%

ESTIMATING STRUCTURAL SURPLUS OR SHORTFALL

- Ongoing Revenues
 - Annual Tax Revenues +
 - Fees and Charges for Services +
 - Ongoing intergovernmental support (ie. State Aid) +
 - Other Ongoing Revenues
- LESS -
- Ongoing Expenditures
 - Employee Compensation (including retirement allocations) +
 - Other Annual Operating Costs (O&E) +
 - Contributions to Debt Service, Capital and Other Funds +
 - Ongoing payment to external entities +
 - Other Ongoing Expenditures +
- = *EQUALS* =
 - Structural Surplus or (shortfall)

LIBRARY

David McKnight presented the library's budget proposal, which includes funding for new books and necessary repairs to the dome, which is significantly overdue for maintenance. Council Vice President Tency A. Eason raised concerns about community outreach for adult classes, proposing that schedules be included in tax bills to inform residents who may not use social media. Business Administrator Chris Hartwyk confirmed that including schedules in tax bills is feasible.

The Library team provided an overview of the library's budget, detailing the Board of Trustees' efforts to achieve financial stability and address infrastructure issues. They outlined various new programs designed to educate the community about local government and financial literacy, as well as activities for children, such as story time and craft events.

Councilmember Jamie B. Summers-Johnson highlighted the necessity of investigating funding options for the library, referencing previous fundraising initiatives. Council Vice President Tency A. Eason mentioned efforts to contact wealthy individuals for donations, while the Library Team confirmed that they are actively applying for grants, including a significant one due on June 16th. The discussion also touched on the completion of audits to facilitate future grant applications.

Carol Perkins from CBAC 2025 asked about the library's staffing structure and the management of its endowment. Louis Copeland, Jr. clarified that the library currently has a children's librarian and is seeking to hire a reference librarian to comply with state requirements. Council Vice President Tency A. Eason explained that the endowment is managed by PNC Bank, and the mayor is working on appointing a new trustee board to oversee it.

BOARD OF TRUSTEES ACCOMPLISHMENTS

- The 2020 to 2024 Orange Public Library Board of Trustees assumed the responsibility of establishing financial stability and eliminating month-to-month payments for outstanding operating expenses.
- Established a capital improvement plan addressing the crumbling infrastructure of our historic building.
- Initiating a directive to begin revitalizing program services, negotiating a new labor contract, creating a new employee handbook to establish improved methods of operation and conduct, and completing audits that had not been performed since 2014.
- The Board of Trustees has completed audits from 2014 – 2019, with 2020 and 2021 going into the office of the auditor this month.

CAPITAL IMPROVEMENTS

YEAR 2022	Replace antiquated furnace	\$62,000
	Replace broken pipes	\$25,000
YEAR 2023	Replace leaking roof	\$234,000
YEAR 2024	Replace broken HVAC and replace antiquated HVAC (Total 5 units)	\$96,000
	Install HVAC	\$206,000
	Repair wall and paint the basement hallway and children's library	\$15,000

TOTAL CAPITAL IMPROVEMENTS

\$638,090
 BREAKDOWN
 \$300,000
 Allocated by the City of Orange Township
 \$338,090 paid by the Orange Public Library

NEW PROGRAMS

- In the current environment, it has never been so critical and essential to humanity to connect people with accurate information and provide them with reliable resources. The library is proud to support and strengthen the City of Orange Township by creating programs that will inform people, bring them together and create spaces where people feel welcome and respected.

ADULT SERIES OF CLASSES

BASIC OF LOCAL GOVERNMENT (April-May 2025 class)

HOW LOCAL GOVERNMENTS WORKS

Exploring the roles of the Mayor, City Council, and other local officials

Understanding City Budgets

How public funds are allocated to schools, housing, infrastructure, and public safety.

How Local Laws Are Made

- Breaks down the legislative process for passing ordinances and local regulators.

UPCOMING ADULT CLASSES

- Understanding Real Estate – Fix and Flip (evening class)
- Financial Literacy (evening class)
- Wills and Trust (day session for senior citizens)
- Foreclosure Prevention and Understanding the process (evening class)

CHILDREN'S CLASSES AND ACTIVITIES

- Story Time
- Homework Help Monday-Thursday 3:00pm-5:00pm
- Marshmallows construction May 12th
- Lego Builders May 13th and 27th
- Paint, Pattern, Play May 14th
- Sun Catcher Crafts May 19th
- Movie Night May 16th and 30th at 3:00pm
- Friendship Bracelets May 29th from 3:00pm-5:00pm

PROPOSED BUDGET

- The Board of Trustees has expanded the budget to purchase new books
- Repair the dome, specifically the oculus, the opening in the center of the dome. This neoclassical architecture portion of the dome is currently leaking. Repair cost are based on an estimate from an historical architect at \$175,000
- Pension debt-employees who were not originally enrolled. This was an inherited situation

DEPARTMENT OF PUBLIC WORKS

DPW Director Marty Mayes shared key updates on community improvements, emphasizing the successful acquisition of grants totaling millions of dollars. He highlighted a \$50,000 leafing out grant aimed at creating a comprehensive tree inventory, a first for the city. Additionally, he discussed ongoing infrastructure projects, including the paving of 76 streets since 2012 and upcoming work on several key roads.

DPW Director Marty Mayes provided an update on park renovations funded by federal grants, emphasizing the need for improvements to enhance community engagement. He mentioned significant investments in parks like College Park and Metcalfe Park, including new playgrounds and sports facilities. Mayes also addressed environmental remediation efforts at Metcalfe Park due to lead soil contamination.

CFO Nile Clements outlined the Department of Public Works' budget request, noting a salary and wage request of \$442,000 for 2025, down from \$466,805. Councilmember Clifford R. Ross questioned the need for the \$3,000 overtime budget, given that only \$120 had been spent year-to-date. Business Administrator Chris Hartwyk cautioned against reducing overtime due to staffing impacts from the reduction in force (RIF).

Council Vice President Tency A. Eason introduced a budget of \$75,000 for snow removal supplies, prompting Councilmember Clifford R. Ross to inquire about past expenditures. Ross noted that recent winters have been mild, with lower spending on snow supplies, while Raymond Wingfield highlighted the unpredictability of weather and the need for preparedness. CFO Nile Clements confirmed that funds have been spent year to date.

CFO Nile Clements outlined the budget requests, noting a total of \$3,540,313, an increase from last year's \$3,276,000. The Buildings and Grounds division saw a decrease in salary and wage requests to \$224,737, while O&E requests increased to \$650,000. Business Administrator Chris Hartwyk raised concerns about the HVAC system at the police station, indicating that repairs may exceed the budgeted amount.

Council President Adrienne K. Wooten expressed frustration over the uneven distribution of street paving funds, highlighting that the East Ward was overlooked in the proposed plans. DPW Director Marty Mayes responded that they aim to address all areas and confirmed that Beachwood Court would be prioritized in upcoming projects. Council Vice President Tency A. Eason supported Council President Wooten's concerns, emphasizing the need for immediate attention to neglected streets.

CFO Nile Clements led a discussion with Council Vice President Tency A. Eason and Coram Rimes about public works operations. Rimes asked for clarification on the reimbursement process for condo and multi-dwelling units, confirming that the city does not pick up refuse for those units. He also inquired about plans to replace public works vehicles, to which Chris Hartwyk responded that they are considering replacing some major trucks and older pickups.

PUBLIC WORKS GRANTS & ACCOMPLISHMENTS

NJ UCF Leafing Out Grant Change the Narrative

- » Public works has been awarded a grant in the amount of \$850,000.00 from the NJ Urban Community Forestry program.
The grant is designed to provide the following:
 - Tree Related Maintenance activities \$400,000.00
 - Tree Planting activities \$400,000.00
 - Tree Inventory & CFMP development \$50,000.00
- » In addition, the city has been awarded a grant in the amount of \$ 12,500.00. The grant is designed to provide educational training funds to help our municipality start, plan and build a strong, self-sustainable urban and community forestry program.
- » Through this grant municipal employees will acquire the knowledge of urban forestry and arboriculture, identify areas of climate change, urban heat island and the best management and maintenance practices. Trees will be planted by contracted professionals. The grant agreement begins 05/01/2024 and ends 04/26/2028.

CITY OF ORANGE TOWNSHIP DEPARTMENT OF PUBLIC WORKS & ENGINEERING Roadway Improvements July 1, 2012 – May 31, 2024

- » Total Streets Paved: 76
 - North: 17
 - East: 17
 - West: 17
 - South: 25

APPROVED PROJECTS

YEAR 2023

CDBG 2023 Fund Amount \$320,000.00

- » Tompkins Street (between Freeman St to Forest St)
 - South Ward

NJDOT 2023 Fund Amount \$ 904,093.00

- » Tremont Avenue (between Haxtun Ave to E.O. Border)
 - South Ward
- » Haxtun Avenue (between Heywood Ave to Stirling Ave)
 - South Ward
- » Austin Place (between Forest St to Dead End)
 - South Ward
- » Mosswood Avenue (between Heywood Ave to S.O. Border)
 - South Ward

NJDOT LTPF 2023 Fund Amount \$2,500,000

- » Frankfort Street (between Scotland Rd to Matthew St)
- » Joyce Street (between Scotland Rd to W.O. Border)
- » Madison Street (between Bell St to S. Jefferson St)
- » Bell Street (between Madison St to Main St)
- » East Highland Avenue (between S. Center St to E.O. Border)
- » Valley Street (between Union St to Tremont Ave)
- » Hayward Street (between Thomas Blvd to E.O. Border)
- » Tremont Court (between Tremont Ave to Dead End)
- » Highland Terrace (between Highland Ave to Dead End)
- » Ivy Court (between S. Center St to Dead End)
- » Seven Oaks Way (between Reynolds St to Dead End)
- » Washington Street (between N. Center to E.O. Border)
- » North Jefferson Street (between White St to Main St)
- » Mountainview Avenue (between Scotland Rd to Lincoln Ave)

YEAR 2024

NJDOT 2024 Fund Amount \$701,076.00

- » Valley Street (between Tremont Ave to S.O. Border)
 - South Ward
- » Parrow Street (between S. Center St to Oakwood Ave)
 - East Ward

NJDOT 2025 Municipal Aid Grant Due July 1, 2024 (Approved) \$614,709

- » Heywood Avenue (between Scotland Rd to Berkeley Ave)
- » Heywood Avenue (between Berkeley Ave to E.O. Border)

**SCOTLAND ROAD GATEWAY BEAUTIFICATION PLAN
TRANSPORTATION ALTERNATIVE SET ASIDE PROGRAM**

- » The City accepted funds from the NJDOT in 2022 in the amount of \$1,488,000.00 for Transportation alternative set aside program
- » Design assistance program provides professional engineering services.
- » Proposed landscape intervention is located on 3.5 blocks on Scotland Road between Freeman Street and Mc Chesney St. The landscape is a left over space that was created when the New Jersey Transit Rail road tracks were elevated above grade.
- » The landscape is on a major thoroughfare/ gateway
- » The goal of the project is to visually activate the space
- » The design incorporates a layered landscape that visually weaves up and down the terraced slope along the full length of the three blocks.
- » Security fencing is relocated and replaced closer to the rail tracks and away from the sidewalk.
- » Terraced landscape bed, reinstating approximately 20 missing street trees along the length of the road.
- » Replacing missing trees will dramatically soften the hard edge between the rail tracks and sidewalk
- » Concept incorporates a small pocket park at the corner of McChesney St & Scotland Rd.
- » Opportunity for public space development
- » Landscaping retaining walls, blue stone pavers, benches
- » Vastly improve the urban experience

MILITARY PARK: \$1,394,974.43

- » Total renovation and rehabilitation of Military Park including a new walking path, rearrangement of historic monuments, installation of electronic message entry signage, new trees, plantings, walkway lighting and ornamental amenities such as flag poles, decorative gathering areas and benches, including engineering design, construction administration and inspection services.

COLLEGE PARK: \$2,091,142.50

- » Purchase/install turf field, new playground equipment, pathway, landscaping, lighting, benches, trash receptacles, underground storage tank removal, new iron fencing, new underground irrigation system, additional football yard markings, including engineering design, construction administration and inspection services.

ROPES PLAYGROUND: \$1,356,684.00

- » Improvements to Spray Park, Basketball Courts/Valley Ball Court, Play Equipment, Rubberized Safety Surface, Fencing, Shade Structure, Picnic Tables, Benches, Trash Receptacles, Landscaping, all new utilities for the various improvements including water, sanitary sewer, drainage, and electric. The spray park will include new underground water supply piping, valves, backflow preventer and aboveground stainless-steel cabinet for supply piping distribution, including engineering design, construction administration and inspection services.

CENTRAL PLAYGROUND: \$3,406,931.52

- » **Baseball Field:** Installation of new turf field, underground storage tank removal, purchase/install light poles and fixtures, remove/install fencing and install ball stopper netting @ 1st base line, including engineering design, construction administration and inspection services. (\$1,658,990.68)
- » **Basketball Courts:** Rehabilitation including paving, striping, basketball hoops, volleyball net, bleachers, chess tables, retaining wall, chain link fence, electrical work and other amenities, also including engineering design, construction administration and inspection services. (\$201,066.25)
- » **Field House:** Mobilization, site prep/demo, excavation, street utility connections, concrete sidewalks and curbs, concrete footings/slabs, masonry foundation, underground utilities (electrical/plumbing), Purchase/install of a 3,307 sf modular structure, purchase/install interior products necessary to make the facility habitable, including engineering design, construction administration and inspection services. (\$886,537.23)

- » **Spray Park Improvements:** Purchase/install new spray and play equipment; aquaphor rubberized resurfacing; new underground water supply piping, valves, backflow preventer and above-ground stainless steel cabinet for supply piping distribution, including engineering design, construction administration and inspection services. (\$392,142.30)
- » **Playground:** Mobilization, supply/install safety surface around fitness area, merry go musical and surrounding playground equipment, supply/install fencing materials, supply/install fitness equipment, supply/install merry go musical, supply/install Kidnex Appollo play equipment. (\$268,195.06)
- » **Central Playground Improvements Phase III:** New Pedestrian Walkways and New Gazebo. (\$190,000.00)

COLGATE PARK: \$2,341,351.68

- » Pool Chlorination & Filtration System Upgrades(\$121,000.00)
- » Pool: Removal/Replace of coping, tile and loose wall material, pool ladder(s) pool main drain grates, pool shell expansion, concrete deck, waterline tile, inlet fittings, interior pool painting, depth markers, racing dividers, ADA accessible lift, including Engineering Design, Construction Administration and Inspection Services (\$533,875.00)
- » Environmental/Remediation Services, including engineering design, construction administration and inspection services. (\$314,963.35)
- » Skate Park: Purchase/install new skate park, including engineering design, construction administration and inspection services. (\$1,023,772.33)
- » Fencing: Purchase/install new decorative iron fencing (\$89,570.00)
- » Basketball Court: Removal of existing basketball amenities and install new amenities; installation of 1.5" thick surface course, acrylic resurfacing, color coating and line striping. (\$258,171.00)

METCALF PARK: \$262,475.00

- » **Amenities:** Purchase/Install Electronic Scoreboard, bike rack, bleacher (\$15,640.00)
- » **Baseball Fields Repairs:** Aerate and power seed all grass areas; Restore fields to proper dimensions; fertilizer and lime. Square Field and reset bases; sod cut outer perimeter of grass edges removing all lips minimum 2' on outer infield ARC and in both baselines foul territory 1st and 3rd leave 7' basepaths; add 2,500 ft sod to outer perimeter to define field edges; add 20 tons red arning track mix to outer perimeter of fence line track.Re distribute infield mix, rototill field and regrade the playing surface to establish proper heights, restore field dimensions to 60/90 specs; add clay bricks and surface mound clay to mound and batter's box; Add 50 tons diamond tex premium infield mix; Finish grade using ABI Z23SL laser ready groomer;Add 40 bags (1 ton) pros choice red infield conditioner and roll field with 2 ton vibratory roller for completion (\$39,900.00)
- » **Basketball Court:** Removal of existing basketball amenities and install new amenities; installation of 1.5" thick surface course, acrylic resurfacing, color coating and line striping (\$206,935.00)

TIMELINE FOR METCALF PARK PHASE II

May 1, 2025: Start of Construction

May 27, 2025: Environmental Remediation

AMOUNT AWARDED: \$981,590.00

- \$481,590 from the Green Acres Grant Program
- \$500,000 from the Urban Parks Grant Program

The envisioned enhancements encompass, yet are not confined to, the following:

- » Installation of a new dog park are including drainage and water service
- » Resurfacing the existing tennis courts and restriping them to include pickle ball courts
- » The addition of four light poles; two for the basketball courts, one for the expanded pool deck area, and one for the renovated pavilion area
- » Rehabilitation of the asphaltic circulation path
- » Rehabilitation & expansion of the concrete pool deck with artificial turf and sub drainage system
- » Landscape design for removal and addition of trees and shrubs
- » Renovations to the existing gazebo and pavilion area
- » Designing the layout of the conduit routing, and an analysis of the existing electrical services to determine if the current system can power the additional lighting requirements
- » Design of the electrical schedule and details, foundation details for the light post, and sport lighting photometric.
- » **The preliminary estimate construction cost of this project is \$981,000.00**

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

Recommended Funds Allocated to Public Facilities in Orange: \$30,000.

- » ADA Improvements for Municipal building, 29 North Day St (City Hall)
- » Involves retrofitting of the non-ADA compliant entrance door to properly accommodate the special populations of the elderly and disable populations within Orange.
- » The entrance is critical to the use of public service capilities in the muncipal building and is imperative to improve access and serviceability.
- » This is reinforced by the endorsement of local residents and representatives from special target populations, advocating for an ADA-compliant entrance.
- » Automatic, ADA-compliant doors will improve building access for special populations with a mobility disabiliy, or anyone who uses a wheelchair, walker, or walking aid, as well as parents with strollers, or elderly people with carts

Recommended Funds Allocated to Public Improvements in Orange: \$340,000.

- » For the City of Orange Township: Road Rehabilitation of South Valley Rd – Freeman St to Forest Hill Rd
- » Funds provided under this category are used to replace, rehabilitate or reconstruct streets, sewers, drainage systems, roads, curbs, and sidewalks.

ACTION ITEMS

- CFO Nile Clements will provide a breakdown of the green trust loan payments to Councilmember Clifford R. Ross via email.
- Louis Copeland, Jr. will coordinate with the library staff to prepare the schedule of adult classes for distribution.
- CFO Nile Clements will ensure that the schedule for adult classes is prepared for inclusion in the tax bill by the first week of June.
- Louis Copeland, Jr will submit a grant application for the Cultural Arts Facilities Expansion Program by June 16th.
- Louis Copeland, Jr will ensure the library is up to date with the last two years of the audit by the end of this year.
- Council Vice President Tency A. Eason will work on revitalizing the Friends of the Library initiative.
- DPW Director Marty Mayes will begin a tree inventory project starting in May.
- DPW Director Marty Mayes will continue to work on the environmental remediation project at Metcalfe Park starting the day after Memorial Day.
- DPW Director Marty Mayes will submit the list of streets to be paved, including Beachwood Court, by July 1st.
- City Clerk Joyce Lanier will go over the next steps in the budget process to inform everyone about the upcoming schedule.

KEY QUESTIONS

- Why is the budget for employee training significantly higher this year despite lower spending last year?
 - » The increase is due to employees needing to complete their training and certifications.
- How do you estimate the figures for employee health benefits?
 - » Estimates are based on year-to-date spending and anticipated policy increases.
- What measures are being taken to ensure the library's financial stability?
 - » The library is working on eliminating month-to-month payments and outstanding operating expenses.
- How will the library address the pension debt for employees not enrolled in the pension program?
 - » The library plans to address the pension debt as part of their budget considerations.
- What are the potential sources of additional funding for the library?
 - » The library is exploring options for additional funding through grants and community outreach.
- How will the library ensure compliance with state standards to increase grant funding?
 - » The library is working to meet state compliance by increasing work hours and hiring more full-time librarians
- What is the timeline for the completion of the Highland Avenue train station project?
 - » The project is expected to be completed within the current budget cycle, but specific timelines are uncertain.
- What are the next steps in the budget process following this meeting?
 - » The public hearing for the introduced budget will be on May 20th, with potential adoption in June.

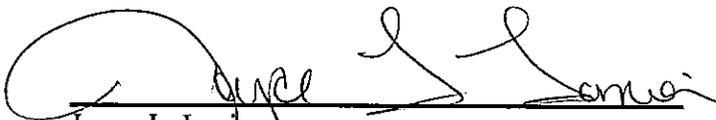
Council Vice President Tency A. Eason addressed the council regarding the next steps in the budget process, confirming a public hearing on May 20. CFO Nile Clements provided details about the budget, stating that state aid is flat and already included. The council is expected to adopt the budget in June, pending finalization of amendments.

A motion to adjourn the meeting was made by Council President Adrienne K. Wooten and seconded by Councilmember Weldon M. Montague, III.

Motion Adopted

The meeting was adjourned at 9:13pm.

Approved: May 20, 2025



Joyce L. Lanjer
City Clerk



Adrienne K. Wooten
Council President