

LFN 2013-07

January 4, 2013

Local Finance Notice

Chris Christie
Governor

Kim Guadagno
Lt. Governor

Richard E. Constable, III
Commissioner

Thomas H. Neff
Director

Contact Information

Director's Office

V. 609.292.6613
F. 609.292.9073

Local Government Research

V. 609.292.6110
F. 609.292.9073

Financial Regulation and Assistance

V. 609.292.4806
F. 609.984.7388

Local Finance Board

V. 609.292.0479
F. 609.633.6243

Local Management Services

V. 609.292.7842
F. 609.633.6243

Authority Regulation

V. 609.984.0132
F. 609.984.7388

Mail and Delivery

101 South Broad St.
PO Box 803
Trenton, New Jersey
08625-0803

Web:

www.nj.gov/dca/divisions/dlgs/

E-mail: dlgs@dca.state.nj.us

Distribution

Municipal and Freeholder Clerks
Fire Districts
Authorities
Joint Insurance Funds

INTERNET WEBSITES AND ONLINE POSTING

This Local Finance Notice discusses legislation that requires various local units to maintain an Internet website (or a webpage on another government entity's website) providing increased public access to each entity's operations and activities.

Chapter 7 of the Public Laws of 2011, amending N.J.S.A. 40A:4-10, was approved on January 25, 2011, and took effect immediately.

Chapter 167 of the Public Laws of 2011, amending numerous sections of State law applicable to State, regional, and local authorities, boards and commissions, was approved on January 5, 2012, and takes effect on February 1, 2013.

Chapter 7

Chapter 7 amended the Local Budget Law (N.J.S.A. 40A:4-10) to require that adopted county and municipal budgets be provided for public inspection on the local unit's website, if one exists, or, if one does not exist, the budget shall be provided for public inspection on the website of the Department of Community Affairs. In addition to the current year adopted budget, the local unit's adopted budgets of the immediately preceding three budget years also shall be provided for public inspection on the local unit's website, if one exists, or, if one does not exist, the budget shall be provided for public inspection on the website of the Department of Community Affairs.

Chapter 7 also requires the "user-friendly" plain language budget summary form that was mandated by section 39 of P.L. 2007, c. 63 (N.J.S.A. 40A:5-48) to be made available online (and in print). The Local Finance Board recently filed a rule proposal to implement the "user-friendly" budget statute. Comments to the rule are due no later than February 15, 2013. Local units will be required to promptly implement the "user-friendly" budget online posting requirement of Chapter 7 once the new rules are adopted.

Municipal Clerks and Freeholder Board Clerks of local units that do not maintain their own website are advised to contact Assistant Division Director, Christopher J. Vaz, via telephone at 609.633.3610 or e-mail at christopher.vaz@dca.state.nj.us.

Chapter 167

This law requires nearly all State, regional, environmental and local authorities, boards and commissions to maintain an Internet website or webpage. The law, which takes effect February 1, 2013, requires that specific information and certain documents be posted on the entity's website or webpage. Chapter 167 applies to soil conservation districts (N.J.S.A. 4:24-20.1); workforce investment boards (N.J.S.A. 34:15C-15.1); county park commissions (N.J.S.A. 40:37-11.7); joint insurance funds (N.J.S.A. 40A:10-38.14); fire districts (N.J.S.A. 40A:14-70.2); regional health commissions (N.J.S.A. 26:3-86); municipal zone development corporations (N.J.S.A. 52:27H-67); any authority subject to the provisions of the "Local Authorities Fiscal Control Law," P.L.1983, c.313 (N.J.S.A. 40A:5A-17.1); and any State authority, board, or commission, regional authority, or environmental authority, board, or commission (N.J.S.A. 40:56A-4.1).

Among other information and documents required to be posted, the law provides that the entities described above must post annual budgets, annual financial statements, annual audits, public meeting notices, meeting minutes, all resolutions of the entity, and contact information for the entity's management. Representatives of entities covered by Chapter 167 are encouraged to read the particular section of the law pertaining to their entity as there are some differences among the different entities concerning what information and documents are required to be posted.

Copies of both laws are available from the Chapter Laws section of the NJ State Legislature website. Click this link for [Chapter 7](#) and this link for [Chapter 167](#).

Approved: Thomas H. Neff, Director