



Establish Affordability

	GOAL - OBJECTIVE - ACTION	TIME FRAME	RESPONSIBLE
	Goal 1: Develop a Multi Year Fiscal Plan and Performance Benchmarks		
	Objective: Research, develop and adopt an ordinance that establishes annual budget standards including historical trends and future projections.		
	ACTION 1: Research, write and present to Township Committee a draft ordinance.	BEFORE REORG	Mayor/TC, Administrator, Legal Counsel
	ACTION 2: Track key performance budgetary benchmarks over prior 10 years to project spending and budget growth for the next 3 years.	BEFORE REORG ANNUALLY	Mayor and/or Liaison, Administrator and Finance in partnership w/ all departments
	ACTION 3: Annually collect, assemble and analyze key budget performance indicators to maintain affordability and present to Township Committee prior to the budget process.	ONGOING	Mayor and/or Liaison, Administrator, Finance
	ACTION 4: Recommend long term options for paying off current debt and reducing property taxes.(Ex. Pay as you go)	WITHIN ANNUAL BUDGET PROCESS	Mayor and/or Liaison, Administrator, Finance & Public Works
	ACTION 5: Adopt current staffing levels as the baseline for future staffing.	ONGOING	Mayor and/or Liaison, Administrator, Human Resources, T/C, & Finance
	ACTION 6: All new exempt employees, including department heads and deputies hired after the adoption of this ordinance will be required to work a 40 hour work week.	ONGOING	Human Resources, Counsel and Finance
	ACTION 7: Meet with representation from Atlantic County, Hamilton Township and Greater Egg Harbor School districts to proactively discuss common ground, shared services and other ways to stabilize the Hamilton Township's overall tax rate	ANNUALLY	Mayor and/or Liaison, Administrator, Counsel, School Board Representatives & Finance.

Goal 2: Aggressively develop Shared Service Agreements with the county, surrounding communities; local and regional school boards	ONGOING	Township Mayor and/or Liaison, Administrator, Public Works & Finance, others to be determined
Objective 1: Determine outsource options: Building Maintenance, Vital Statistics, Grounds Maintenance, Road Maintenance, Snow Removal and Payroll. Seek bids and utilization of state contracts where applicable.	ANNUALLY	Township Mayor and/or Liaison, Administrator, Public Works & Finance
ACTION: Review ongoing projects	ANNUALLY	Township Mayor and/or Liaison, Administrator, Public Works & Finance
Objective 2: Inventory Township and County organizations, businesses and non-profit programs that could participate in shared services, revenue sharing or PROGRAMS revenue generating		
ACTION: Inventory and identify current, new and/or potential revenue streams and partners.	TBD	Township Mayor and/or Liaison, Administrator, Community Committee, & Community Based Advisory Board
Goal 3: Establish a Re-evaluation Trust Fund		
Objective: To eliminate potential borrowing and to maintain stable budget. (These funds will be used to offset a one year expense thus promoting a policy of pay as you go.)		
ACTION: Research the legal and fiscal possibilities of establishing such a trust fund	June 30, 2013	Township Mayor and/or Liaison, Administrator, Finance & T/C