



CITY OF PERTH AMBOY

Helmin J. Caba, Mayor

Michael E. Greene, Esq. Business Administrator

Honorable Perth Amboy Municipal Council
260 High Street
Perth Amboy, NJ 08861

August 30, 2021

RE: GOVERNMENT STRATEGY GROUP REPORT

The Government Strategy Group (GSG) was commissioned to review City of Perth Amboy's municipal Departments and operations in order to make recommendations that enhance the functions of municipal government and the services provided to residents. A review of the report by Administration revealed possible actions necessary to mitigate the issues presented in the document.

The report highlights three areas in need of "immediate attention". Those areas are: Information Technology (IT), Quality of Life, and the Water Utility water and sewer infrastructure.

With regards to IT, the report stresses the need for the City of Perth Amboy to use the Spatial Data Logic (SDL) software now in the possession of the municipality. The City has begun training various Departments within the City on usage of the software. Code Enforcement and Uniform Code Compliance have begun training. Both entities were trained in the Training Room located in the Public Safety Building. Other Departments will soon be trained on SDL to include the Clerk's Office. However, SDL must ensure the "SDL Citizen" App is operable as soon as possible.

Additionally, the report recommends the reduction of Microsoft Exchange Domains. This can be accomplished, but will require additional funding to migrate "on premise" Exchange to the "cloud". To reduce the possibility of virus propagation or network intrusion, the IT Division upgraded the virus software used by the City and disseminated a virus protection presentation to all Directors. The Directors provided the presentation to their employees. Moreover, the migration of Edmunds and Microsoft software will further reduce the possibility of network intrusion. This migration, although necessary, will require additional funding.

The report also recommended the procurement of laptops and desktops to replace antiquated computers. The Council passed a resolution authorizing the use of the Dell State contract to obtain new computers. These computers will utilize a "baseline" configuration for standardization throughout the network.

To facilitate the use of “on-line” payments, IT will procure Edmunds’ “Miscellaneous Payments” module. Procuring this module will allow the City to accept “on-line” payments for municipal services like bulk collection, Marina “slips”, licenses, etc.

Lastly, the Division of IT will hire an additional employee as recommended within the report. The Division also mandated quarterly password changes, “time out” displays and “lock-out” of the accounts of employees who were either terminated or resigned.

To improve the Quality of Life for City of Perth Amboy residents, the Mayor and Municipal Council hired eighteen (18) additional Police Officer Trainees. These trainees began the police academy on August 25th. The Chief of Police will review the current Table of Organization to determine if any positions can be “civilianized”. Additionally, the Administration and Council approved “certified police officer” legislation which will allow the City of Perth Amboy to hire certified officers.

The Administration will also expand the usage of “Specials” which will allow for additional enforcement with limited impact to the municipal budget. In addition, the Parking Utility is now a function of the Police Department. Police Department Parking Enforcement Officers (PEOs) will soon be “Special 1s”. This judicious allocation of resources serves residents because “Special 1s” will not only enforce parking (throughout the City), but they will also enforce city ordinances and non-indictable misdemeanors (throughout the City). This action, will keep all residents safe.

Additionally, the Administration will investigate the creation of an Office of Innovation, Technology and Investigation. The Office may be created, or the tasks may be incorporated in a current Division. Lastly, the Administration will conduct annual ABC inspections as well as train ABC license holders annually. Usage of municipal vehicles will be analyzed by the Police Department for possible use in narcotics enforcement, parking enforcement, or usage by any additional Public Safety personnel. The Department will also work to receive accreditation from the NJ Association of Chiefs of Police.

GSG goes into great detail regarding the City’s “water and sewer” infrastructure. First and foremost, the Group recommends a rate study to include a required rate hike. This hike would be used to support infrastructure upgrades that include well enclosures, the installation of backup generators, and Variable Frequency Drives on motors utilized by the Water Utility. These are only a few of the myriad of infrastructure needs that are expected to cost over \$100M. However, the Administration will review electrical costs at Water Utility locations for possible reduction through use of electrical auction as well as ensure the usage of the Supervisory Control and Data Acquisition System (SCADA) by the Utility.

Another essential component of the GSG report was redevelopment. The Administration and the Perth Amboy Redevelopment Agency (PARA) will continue to work assiduously to ensure a shared vision for the development of Perth Amboy. Through a “visioning process”, the Administration and PARA involved the community in the design of multiple projects to include: Borinqueneer Park, Kushner Projects and the new Sayre Ave Development. This process will continue on future endeavors. Additionally, PARA conducts traffic studies to ensure redevelopment projects do not negatively impact the targeted area. Moreover, PARA’s Focus 2020 plan was recently updated to make waterfront developments more inviting to residents.

The actions taken by the Administration and Council to address the issues presented in the report ensures the City of Perth Amboy will continue to address the quality of life of Perth Amboy residents.

These are only initial "steps". Succession planning, continued Division of Local Government Services instruction, and required upgrades to the current water and sewer infrastructure will enhance the lives of residents as well as employees within the City.

A handwritten signature in blue ink that reads "Michael E. Greene". The signature is written in a cursive style with a large initial 'M'.

Michael E. Greene, Esq.