

Parsippany-Troy Hills

**Department of Administration***James M. Cryan, CPM**Business Administrator**1001 Parsippany Boulevard
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MEMORANDUM

To: Pertinent Department Heads Involved in the Budget Process -- Police Department, Public Works/Engineering, Planning & Zoning incl. Building, Water, Sewer, and the Knoll

From: Jamie Cryan, CPM, Business Administrator

Date: April 1, 2024

Re: Departmental Budget Hearings - April 9th from 5:30 p.m. – 9:30 p.m.

Administration had a very productive session with the Township Council Finance Committee, made up of Council President Paul Carifi, Jr. and Council Vice President Frank Neglia.

At their direction, please be advised that the forthcoming Administration Departmental Budget hearing has been scheduled to take place on Tuesday, April 9, 2024. The Hearing will take place in the Council Chamber.

SCHEDULE FOR BUDGET HEARING:

<u>Time</u>	<u>Department</u>	<u>Name</u>
5:30 p.m. – 5:45 p.m.	2024 Budget Overview & Summary	Jamie Cryan & Len Ho
5:45 p.m. – 6:30 p.m.	Police	Chief Richard Pantina
6:30 p.m. – 7:15 p.m.	Public Works (incl. Parks and Engineering)	Jim Walsh, Justin Lizza
7:15 p.m. – 8:00 p.m.	Planning & Zoning (incl. Building)	Jen Smith, Terry Coletta
8:00 p.m. – 8:30 p.m.	Water	Sean Andres
8:30 p.m. – 9:00 p.m.	Sewer	Joe Beckmeyer
9:00 p.m. – 9:30 p.m.	Knoll	Joe Jannarone
9:30 p.m. – 10:00 p.m.	Public Portion	

It will be a tight schedule, but we look forward to making it a productive session. In order to streamline the process, we will be attempting to add a public portion at the end and collecting questions from the Council and residents in advance of the meeting. ALL department and division heads, not just the ones attending, should be prepared to answer questions before the budget is adopted, should the need arise. Please feel free to contact me with questions, concerns, or if additional information is necessary.

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