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JIM RILEE  
Chairman

MARGARET NORDSTROM  
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## MEMORANDUM

**To:** Budget & Finance Committee  
**From:** Margaret Nordstrom, Executive Director  
**Subject:** Committee Meeting Minutes – July 12, 2017  
**Date:** July 13, 2017

A Budget and Finance (B&F) Committee meeting/call was held on Wednesday, July 12, 2017 at 3:00pm. Committee Members present: Committee Chair Holtaway and Chairman Rilee (via phone). Also present via phone: Lisa LeBoeuf, Governor's Authorities Unit Assistant Counsel.

Staff Members present: Margaret Nordstrom, John Maher, James Humphries, Herbert August, Ranji Persaud, and Annette Tagliareni.

Ms. Nordstrom reported that Council will consider three (3) resolutions at its next meeting scheduled on July 20, 2017.

### 1. Highlands Council FY2017 Budgets - Extension

Council will consider an extension of the approved FY2017 budgets at the same average monthly spending level. Ms. Nordstrom noted that per Council's discussions last year, dollar amounts were added to the resolution:

- General Operating monthly spending level - \$205,994.80
- Grants monthly spending level - \$25,298.65

*Committee Chair Holtaway made a motion to approve the extension of the FY2017 budgets; and Chairman Rilee seconded it. All were in favor.*

### 2. Township of Denville – Amended Plan Conformance Grant Agreement

Mr. August reported that the Township of Denville did their basic Plan Conformance activities, but never asked nor received an Amended Grant Agreement for implementation. It is required that they complete a Water Use & Conservation Management Plan (\$70,000) and Stormwater Management Plan (\$15,000) as a requirement of EO-114. Council will consider a resolution for this grant funding not to exceed \$85,000 for these implementation requirements.

### 3. Town of Boonton – Initial Assessment Grant

Mr. August reported that the Town of Boonton never came to Council for their first grant since they are in the Planning Area only and are not required. As an exploratory grant which would be beneficial for the Town of Boonton we asked Council to consider a resolution for an Initial Assessment Grant not to exceed \$15,000.

*Committee Chair Holtaway made a motion to approve the grant funding for Denville Township and the Town of Boonton as noted in the resolutions. Chairman Rilee seconded it. All were in favor.*

Lastly, Mr. Humphries gave an overview of municipal grant funding expected for FY2018 regarding Water Use and Conservative Management Plans (WUCMP), Waste Water Management Plans (WWMP), and other Plan Conformance implementation plans. Mr. Humphries noted that the WUCMP and WWMP are required by the RMP and EO-114, but the Plan Conformance grants are discretionary. Chairman Rilee asked if staff had any grant outreach. Mr. August responded that staff is working with municipalities, but there has been no formal outreach. It was also noted that staff will also review grants for counties. Mr. Humphries noted that staff will finalize this budget and provide to the Committee prior to Council considering a resolution in the Fall to approve a FY2018 grant budget.

*The committee meeting adjourned at 3:10pm.*