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JIM RILEE
Chairman

MARGARET NORDSTROM
Executive Director

MEMORANDUM

To: Budget & Finance Committee

From: Margaret Nordstrom, Executive Director

Subject: Committee Meeting Minutes – September 28, 2017

Date: October 6, 2017

A Budget and Finance (B&F) Committee meeting was held on Thursday, September 28 (following the joint meeting with the RMP Amendment Committee members). Committee Members present: Committee Chair Holtaway, Member Visioli, and Chairman Rilee (via phone).

Also, present via phone: Nicholas Kant, Governor's Authorities Unit Assistant Counsel.

Staff Members present: Margaret Nordstrom, James Humphries, Kim Ball Kaiser, Herbert August, Ranji Persaud, and Annette Tagliareni.

Ms. Nordstrom opened the meeting at 3:21pm.

Fiscal Year (FY) 2018 – General Operating Budget

Mr. Persaud gave a summary of the FY2018 General Operating Budget. Mr. Persaud noted that there were no significant changes to the budget. Mr. Persaud noted some adjustments/changes to the following line items:

- Postage Machine Rental and Software
- Water Cooler and Suppliers
- Other Materials and Supplies

Member Visioli asked for an explanation regarding line item "Legal Services." Ms. Nordstrom responded that "Legal Services" is for the services the Council receives from the Deputy Attorney General's (DAG) office.

Committee Chair Holtaway made a motion to move the proposed FY2018 General Operating budget for Council's consideration. Committee Member Visioli seconded the motion. All were in favor.

Fiscal Year (FY) 2018 – Highlands Protection Fund Capital Budget

Mr. August gave a summary of the FY2018 Highlands Protection Fund Capital Budget. Mr. August noted that in order to address specific programs based on regulatory changes by New Jersey Department of Environmental Protection (NJDEP) and the requirements of EO114, the FY2018 budget provides additional funding for Wastewater Management Planning and Waster Use and Conservation Management Planning. The FY2018 budget also addresses “next steps” for Plan Conformance implementation for municipalities and counties. Mr. August noted that counties are beginning to work with us more so than in the past. Mr. August also noted that this funding is a reimbursement base grant so in order for municipalities/counties to receive funding, they must provide work deliverables. Mr. August provided a historic summary for reference.

Committee Chair Holtaway made a motion to move the proposed FY2018 Highlands Protection Fund Capital budget for Council's consideration. Committee Member Visioli seconded the motion. All were in favor.

The committee meeting adjourned at 3:37pm.