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MEMORANDUM

To: Budget & Finance Committee

From: Margaret Nordstrom, Executive Director

Subject: Committee Meeting Minutes – November 7, 2014

Date: November 20, 2014

A Budget and Finance (B&F) Committee was held on Friday, November 7, 2014 at 3:00pm at the Highlands office in Chester. Committee Members present: Chairman Rilee (via phone), Committee Chair Holtaway, and Member James (via phone). Governor's Authorities Unit Representatives (via phone): Tyler Yingling, Assistant Counsel. Staff Members present: Margaret Nordstrom, Chris Danis, Herbert August, and Annette Tagliareni.

Committee Chair Holtaway gave an overview of the proposed resolution for Council's consideration at the December 4, 2014 meeting.

Resolution – Approval Of FY2015 Highlands Protection Fund Capital Budget For Water Use And Conservation Management Plan, Stormwater Program, And Plan Conformance Petition Completion And Adoption Funding

Committee Chair Holtaway noted that Council approved the Highlands Capital Budget at their last meeting. This resolution for Council's consideration at Council's December 4th meeting is to fine tune the allocations of funds for the following purposes:

- Water Use and Conservation Management Plan – the amounts shown on the resolution are based on the complexity of a municipality's sub-watersheds.
- Stormwater Program – the amounts shown on the resolution are meant to assist municipalities with integration of the Stormwater Management Planning, including the use of a mobile phone with either an Apple or Android device to collect stormwater outfalls in the field with GPS points to create an inventory.

- Plan Conformance Petition Completion and Adoption Funding – the amounts shown on the resolution are for municipalities who are moving forward in the Plan Conformance Petition process and the additional funds that are needed to continue their Petitions which was not included in previous grant awards.

Committee Chair Holtaway asked for a motion to move the proposed resolution to Council.

Member James made a motion, Committee Chair Holtaway seconded the motion, and all were in favor.

The B&F Committee adjourned at 3:15pm.