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MEMORANDUM

To: Budget & Finance Committee
From: Lisa J. Plevin, Executive Director LJP
Subject: Committee Meeting Minutes – October 5, 2018
Date: October 12, 2018

A Budget and Finance (B&F) Committee meeting was held on Friday, October 5, 2018. Committee Members present via teleconference were: Committee Chair Holtaway, Council Chair Richko, and Members James and Visioli

Also, present via phone: Lauren Nathan-LaRusso Governor's Authorities Unit Associate Counsel.

Staff Members present: Lisa J. Plevin, James Humphries, Ranji Persaud, Herbert August, and Annette Tagliareni.

Ms. Plevin opened the meeting at 11:35am.

Fiscal Year (FY) 2019 – General Operating Budget

Mr. Persaud gave a summary of the FY2019 General Operating Budget. Mr. Persaud noted that there were no significant changes to the budget. Mr. Persaud noted that salary budget was increased to budget for actual sick and vacation benefits time payout to Highlands retirees.

Member James asked about staff salary increases. Ms. Plevin responded that GAU currently has that information for review.

Committee Member James made a motion to move the proposed FY2019 General Operating budget for Council's consideration. Council Chair Richko seconded the motion. All were in favor.

Fiscal Year (FY) 2019 – Highlands Protection Fund Capital Budget

Mr. August gave a summary of the FY2019 Highlands Protection Fund Capital Budget. Mr. August noted that Highlands Council "grant" budget estimates are based off the need to continue to facilitate Highlands municipal conformance with the Regional Master Plan and regulatory changes at the New Jersey Department of Environmental Protection. Mr. August also noted that this funding is a reimbursement based grant so in order for municipalities/counties to receive funding, they must provide work deliverables.

Committee Chair Holtaway was present at 11:45am.

Committee Chair Holtaway was in favor of the FY2019 General Operating budget and noted that putting aside funding in the payroll account for retirements and raises is important.

Committee Member James made a motion to move the proposed FY2019 Highlands Protection Fund Capital budget for Council's consideration. Committee Member Visioli seconded the motion. All were in favor.

It was noted that Committee Chair Holtaway will provide a report to the full Council at its October meeting and Council will vote on the budgets.

Committee Member Visioli made a motion to adjourn the committee. Council Chair Richko seconded it. The committee meeting adjourned at 11:50am.