



CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

State of New Jersey

Highlands Water Protection and Planning Council
100 North Road (Route 513)
Chester, New Jersey 07930-2322
(908) 879-6737
(908) 879-4205 (fax)
www.nj.gov/njhighlands



JIM RILEE
Chairman

MARGARET NORDSTROM
Executive Director

MEMORANDUM

To: Budget & Finance Committee
From: Margaret Nordstrom, Executive Director
Subject: Committee Meeting Minutes – October 6, 2016
Date: October 12, 2016

A Budget and Finance (B&F) Committee meeting/call was held on Thursday, October 6, 2016 at 9:00am. Committee Members present via phone: Committee Chair Holtaway and Bruce James. 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.

Highlands Council FY2017 General Operating Budget

Ms. Nordstrom asked members if they had any questions on the proposed FY2017 General Operating Budget. Member James noted for the record that salaries are low and staff should receive raises. Ms. Nordstrom noted that there is a plan. Committee Chair Holtaway noted that budget remains flat, little overhead space, but as a positive Council is not spending entire budget. Mr. Holtaway concurred with Member James advocating for staff raises. However, there is no plan at present time to address this issue.

FY2017 Highlands Protection Fund Capital Budget

Mr. August indicated that the FY2017 Highlands Protection Fund Capital Budget revenue is the same with an unencumbered rollover from FY2016. Mr. August stated that expenditures are for Municipal and County Plan Conformance Grants, as well as Water Use and Conservation Management Plans and TDR Implementation.

Committee Chair Holtaway made a motion to move the proposed FY2017 General Operating and FY2017 Highlands Protection Fund Capital budgets for Council's consideration. Committee Member James seconded the motion, and all were in favor.

Other Business:

Transfer of Development Rights (TDR) Feasibility Grant

Ms. Nordstrom informed the committee that the City of Jersey City (Hudson County) is interested in obtaining a TDR Receiving Zone Feasibility Grant in the amount of \$50,000. Two entities are pushing for this to happen due to fiscal benefits for Jersey City and the Highlands. Staff anticipates that a resolution will be on Council's October agenda to approve the funding which has been budgeted in the FY2017 Highlands Protection Fund Capital Budget. Jersey City needs to pass a resolution and it is expected that that resolution will be passed soon.

The committee meeting adjourned at 9:09am.