



State of New Jersey
Highlands Water Protection and Planning Council
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Chairperson

LISA J. PLEVIN
Executive Director

MEMORANDUM

To: Budget & Finance Committee

From: Lisa J. Plevin, Executive Director *LJP*

Subject: Committee Meeting Minutes – September 19, 2019

Date: October 10, 2019

A Budget and Finance (B&F) Committee meeting/call was held on Thursday, September 19, 2019 at 3:00pm. Committee Members present were: Council Chair Richko, Committee Chair Holtaway, Member Visioli; and present via teleconference was Member James.

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

Committee Chair Holtaway opened the meeting at 3:00pm.

FY2020 General Operation Budget

Staff member Ranji Persaud summarized the FY2020 General Operating Budget and referenced his memorandum to the committee which outlined specific line item adjustments. Mr. Persaud noted that the Council's State of New Jersey appropriation remains flat at \$2,315,000.

Regarding the IT budget, Committee Chair Holtaway asked why the EVPL (ethernet private line) line items increased. Mr. Persaud responded that Council is required to support OIT initiatives to have a secure network connection from the Chester office to Trenton (Garden State Network) and that the charges fluctuate based upon data usage.

Committee Chair Holtaway asked for a motion to approve FY2020 General Operation Budget and move to Council for final consideration. Committee Member Visioli made a motion and Council Chair Richko seconded it. All were in favor.

FY2020 Highlands Protection Fund Budget

Staff member Herb August summarized the FY2020 Highlands Protection Fund Budget and referenced his memorandum to the committee which outlined specific allocations for Plan Conformance programs. Mr. August noted that the Council's State of New Jersey appropriation remains flat at \$2,182,352. Council plans to allocate funding to the following programs:

- Plan Conformance Petition Planning and Implementation
- Regional Lake Management Plan Grants
- Regional Watershed Management Planning Grants
- County Plan Conformance Grants

Member James asked if we get grants from North Jersey Water Commission. Staff member James Humphries responded that our funding is for planning efforts for municipalities and counties. NJDEP can confer with North Jersey Water Commission for a regional approach. Mr. August responded that we can only reimburse for planning initiatives. Mr. August added that all funding the Council does not use is returned to Treasury. The funding for the programs outlined above are projected reimbursements. Awards can be delayed due to leadership changes in municipalities and staff turnover at the local level, requiring re-education on the Highlands grant program.

Committee Chair Holtaway noted that working with the counties on a regional approach will help municipalities.

Committee Chair Holtaway asked for a motion to approve FY2020 Highlands Protection Fund Budget and move to Council for final consideration. Committee Member Visioli made a motion and Member James seconded it. All were in favor.

The committee meeting adjourned at 3:23 pm.