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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 – July 7, 2015

Date: July 16, 2015

A Budget and Finance (B&F) Committee was held on Tuesday, July 7, 2015 at 1:00pm at the Highlands office in Chester. Committee Members present: Chairman Rilee, and Member James. Governor's Authorities Unit Representatives (via phone): Lisa LeBoeuf, Assistant Counsel GAU; Matt Kelly, DAG. Staff Members present: Margaret Nordstrom, Chris Danis, Herbert August, Kim Ball Kaiser, Carole Diction and Sabina Martine.

Margaret Nordstrom gave an overview of the proposed resolutions for Council's consideration at the July 16, 2015 meeting.

- Resolution - Approval To Extend The Fiscal Year Budgets 2015 At The Same Average Monthly Spending Level.
- Resolution – Approval of a Transfer of Development Rights (TDR) Receiving Zone Feasibility Grant, Borough of High Bridge, Hunterdon County.

Staff provided an overview of the TDR Feasibility grant. High Bridge is entirely in the Planning Area and is serviced by public water and waste water.

- Resolution – Approval For FY2016 Appropriation Of Funds In Support Of Updates For RMP Conformance Modules 2, 3, And 7 And NJ Supreme Court Decision Regarding Council On Affordable Housing Third Round Rules
 - COAH – Grant Updates
 - Module 2: Municipal Build out Analysis and Report

- Module 3: Housing Elements and Fair Share Plans
- Module 7: Highlands Implementation Plan and Schedule

Staff provided an overview of the Plan Conformance grant process indicating the requirement for approved scopes of work (SOW) and that all grants are paid based on reimbursement of reasonable expenses within the approved scope of work.

Chairman Rilee requested we spell out what we are providing the funds for in the SOW and requested that each town provide a SOW and we should make it clear in the grant program that the funds are not to be used for legal fees. Staff reiterated that there is no provision to provide for legal fees. Chairman Rilee asked that we clearly state that condition in the grant program and supporting Resolution.

The Committee had no questions.

Margaret Nordstrom asked for a motion to move the (3) proposed resolutions to Council.

Member James made a motion, Chairman Rilee seconded the motion, and all were in favor.

The B&F Committee adjourned at 1:15pm.