

**Administrative / Budget Committee
April 1, 2019**

Mr. Doug Boyd, Chair

The Committee adopted the agenda and approved the minutes of the January 2019 meeting as written.

Agenda Item IV: Review of 2019 Budgeted Activities and 2019 Anticipated Budget

Dr. Simmons reviewed the meeting activities for work planned in 2019. Ms. Guyas inquired if the current plan included sufficient budget allocation to send a Council member to every SEDAR assessment meeting. Staff indicated that the proposed draft budget did not include these costs. The Committee and staff recalled that this practice had occurred several years ago but had not been so in recent time. The Committee discussed that the selection process for Council member attendance at SEDAR stock assessment meetings would be at the discretion of the Council chair.

The Committee recommends and I so move: To include funding in the budget to allow for Council member attendee at SEDAR meetings.

Motion carried with no opposition.

Ms. Hager presented the 2018-funded budget, 2018 expenditures, and a proposed draft 2019 budget based on estimated funding level to 2018. Based on the staff proposed 2019 activities, current staffing level, and demographics, personnel costs and benefits for 2019 are budgeted to be lower than 2018. Travel and Council member compensation may be revised based on the previous committee motion. Equipment and supply costs reflect planned replacements and upgrades. Significant savings in operating costs for rent and leased equipment are also anticipated in 2019. Staff intends to bring the amended 2019 budget to the Council for review and approval later this year, once final funding levels are known.

The Committee recommends and I so move: To accept the 2019 proposed budget as amended.

Motion carried with no opposition.

Mr. Chairman, this concludes my report.