

**PINELANDS COMMISSION
OPERATING BUDGET REVENUES
GENERAL FUND
FISCAL YEAR 2016**

Revenue Source	FY2013 Audited	FY2014 Unaudited	FY2015 Budget	FY2016 Anticipated	Notes
State Appropriation	2,469,000	2,469,000	2,469,000	2,469,000	1
State Supplemental Funding (PDC Purchase Prog. Admin.)	1,094	0	0	0	
State Supplemental Funding (Fringe Benefits)	687,000	687,000	687,000	687,000	2
Miscellaneous Income	402	500	500	300	
Interest Income	1,903	1,500	1,500	1,500	3
Interest Income - Snake Study Escrow	4	0	0	0	
Interest Income - Fence Escrow	13	0	0	0	
Unspent Flexible Spending Account Contributions	203	0	0	0	
MTMUA Hydrologic Monitoring	3,990	4,150	16,500	0	
CCMUA Hydrologic Monitoring	6,200	6,330	16,500	17,952	4
EPA Buffer Grant	6,066	36,000	41,500	0	5
NPS - Long Term Environmental Monitoring	257,044	180,000	178,820	178,820	6
NPS - Long Term Economic Monitoring	109,617	100,000	105,280	105,280	6
PDC Bank - Services	964	0	0	0	
Stockton College MOA	8,370	0	0	20,000	7
Vehicle Auction Proceeds	4,995	0	2,000	2,000	8
Wetlands Permitting	9,817	4,000	3,000	200	9
Pinelands Application Fees	489,092	425,000	253,000	425,000	10
Utility Companies ROW Program	59,200	59,200	59,200	59,200	11
Stafford Township MOA	165	2,000	0	0	12
TOTAL REVENUE	4,115,139	3,974,680	3,833,800	3,966,252	
Microfilm Reserve Anticipated	1,648	3,700	13,650	3,650	13
Computer Reserve Anticipated	73,665	14,300	21,600	21,600	14
Fenwick Manor Painting Reserve Anticipated	0	0	0	40,000	15
Administrative Assessment (Pnlds. Conserv. Fund)	60,000	60,000	80,000	80,000	16
Undesignated Fund Balance Anticipated	0	147,120	366,482	530,210	17
TOTAL OTHER INCREASES	135,313	225,120	481,732	675,460	
TOTAL REVENUE AND OTHER INCREASES	4,250,452	4,199,800	4,315,532	4,641,712	

June 30, 2015

**PINELANDS COMMISSION
OPERATING BUDGET EXPENDITURES
GENERAL FUND
FISCAL YEAR 2016**

Expenditure Account	FY2013 Audited	FY2014 Unaudited	FY2015 Budget	FY2016 Anticipated	Notes
PERSONNEL					
Salaries & Wages	2,457,971	2,473,700	2,452,800	2,473,705	18
Fringe Benefits	1,190,051	1,229,100	1,353,650	1,539,755	19,40
TOTAL PERSONNEL	3,648,022	3,702,800	3,806,450	4,013,459	
SUPPLIES					
Printing & Office Supplies	43,606	30,500	26,982	15,500	20
Vehicular Supplies	5,773	6,300	6,000	7,200	21
Household Supplies	7,183	7,500	4,200	6,000	22
Fuel & Utilities	37,181	39,000	39,000	41,100	23
Other Supplies	5,162	5,700	5,500	5,461	24
TOTAL SUPPLIES	98,905	89,000	81,682	75,261	
SERVICES					
Travel	3,265	5,500	5,900	8,000	25
Telephone	23,935	24,800	21,400	22,000	26
Postage	5,856	8,000	6,400	7,000	27
Insurance	40,692	41,300	40,800	43,900	28,40
Information Processing	33,257	44,500	63,400	69,500	29
Household Services	2,204	2,500	2,000	2,150	30
Professional Services	62,764	128,000	129,500	235,000	31,40
Other Services	8,660	21,200	17,900	21,679	32
TOTAL SERVICES	180,633	275,800	287,300	409,229	
MAINTENANCE & RENT					
Maintenance - Buildings & Grounds	3,655	51,800	50,000	57,300	33
Maintenance - Equipment	5,159	7,300	17,000	25,500	34
Maintenance - Vehicular	4,004	4,000	3,350	6,000	35
Rent - Other	5,806	9,800	5,150	7,400	36
TOTAL MAINTENANCE & RENT	18,624	72,900	75,500	96,200	
IMPROVEMENTS & ACQUISITIONS					
Improvements - Buildings & Grounds	0	8,000	11,600	0	
Acquisitions - Vehicles	0	27,000	27,000	0	
Acquisitions - Equipment	1,765	3,700	4,400	3,563	37
Acquisitions - Information Processing Equipment	56,838	20,600	21,600	44,000	38
TOTAL IMPROVEMENTS & ACQUISITIONS	58,603	59,300	64,600	47,563	
TOTAL EXPENDITURES	4,004,787	4,199,800	4,315,532	4,641,712	39

**PINELANDS COMMISSION
OPERATING BUDGET
FISCAL YEAR 2016 NOTES
June 25, 2016**

1. The Governor's budget includes a FY 2016 State Appropriation to the Commission in the amount of \$2,469,000. This amount is equal to the FY 2015 State Appropriation.
2. State Supplemental Funding (Fringe Benefits) totaling \$687,000 helps to offset the Commission's health and pension costs. Since FY 2004, the Department of the Treasury has agreed to help the Commission finance its escalating health benefits premiums through an Interdepartmental Account. Beginning in FY 2009, the amount of assistance was calculated using projected health and pension costs not funded through other sources. Using this calculation, the Commission requested \$888,740 in FY 2011, \$838,218 in FY 2012, \$837,927 in FY 2013 and \$844,809 in FY 2014 and but was only approved to receive \$687,000. In FY 2015 only \$687,000 was received and this amount will remain consistent for FY 2016.
3. Interest Income is earned in the Commissions checking account and the cash management fund designated for general use. Interest income for the Kirkwood Cohansey Aquifer Study and the Pinelands Conservation Fund is reflected in the budgets for those programs. Interest rates have sharply declined over recent years and lower cash balances resulting from reduced appropriations have greatly affected interest income over the several years and will continue to do so in FY 2016.
4. Monitoring for the Camden County MUA hydrologic projects will continue into FY 2016. Anticipated revenue is calculated using the amount to be paid to the USGS for this monitoring.
5. In March 2008, the Commission accepted a grant from the U.S. Environmental Protection Agency to conduct a study titled "The Effectiveness of Upland Buffer Zones in Mitigating the Impact of Suburbanization on the Integrity of Wetland Communities". Revenue is based upon grant-related expenditures and is reimbursed at the 75% level. The Grant ended in January 2015.
6. The Commission is entering its 22nd year of the Environmental and Economic Long Term Monitoring programs. This anticipated revenue from the National Park Service is based upon that program's projected expenses during the fiscal year, which are reimbursed in full.
7. In November 2014, the Commission authorized execution of a Memorandum of Agreement with Richard Stockton College (now University) to establish an alternative permitting process MOA. , In accordance with Paragraph III.A.10. Stockton University is obligated to reimburse the Commission for staff costs associated with the development of the MOA and application fees for the review of any development projects conducted under the terms of the MOA.
8. During FY 2016 the Commission anticipates receiving \$2,000 as Vehicle Auction Proceeds for the surrender of a 2006 Jeep Liberty.

9. The anticipated revenue from the NJDEP Wetlands Permitting program that the Commission helps to administer reflects the estimated permit fees to be received and is authorized through language in the Appropriations Act.

10. Application Fees of \$425,000 are anticipated to be received during FY 2016. This important component of the Commissions Operating Budget fluctuates tremendously from month to month. This funding source will be closely monitored throughout the fiscal year.

11. In October 2009, the Commission adopted the New Jersey Pinelands Electric Transmission Right-of-Way Maintenance Plan that authorizes the Utility Companies to maintain electric transmission rights-of-way without applying to the Commission. According to the Memorandum of Agreement, the companies pay an annual fee to cover the Commission's inspection and monitoring expenses.

12. In July 2006, the Commission approved a Memorandum of Agreement with Stafford Township and Ocean County Regarding Landfill Closure and Redevelopment of the Stafford Business Park. This MOA provides for the reimbursement of Commission costs associated with the creation and implementation of the agreement.

13. The \$3,650 anticipated revenue from the Microfilm Reserve equals the amount being recommended in the expenditure accounts for items relating to permanent record storage, including microfilming and document imaging. The remaining balance in the Microfilm Reserve account will be held in reserve to sustain the future costs of the long term records management project.

14. The FY 2016 anticipated revenue from the Computer Reserve estimated at \$21,600 equals the amount being recommended for new Accounting System, Network Switches and a new File Server in the Acquisition – Information Processing Equipment account.

15. Fenwick Manor Painting Reserve has been established to earmark funds for the future painting of Fenwick Manor. Funds will be added annually until the project is complete. The Commission will also seek grant possibilities as an additional source of funding.

16. In April 2005, the Commission adopted a financial plan for the Pinelands Conservation Fund. Included in the plan is an annual assessment of \$20,000 from each of the four programs (see Pinelands Conservation Fund budget note #5). This \$80,000 administrative assessment will finance costs associated with cash management activities, accounting services, procurement services and centralized support services.

17. The projected amount needed from the Undesignated Fund Balance to balance the FY2016 budget deficit is \$530,210. Traditionally, the actual amount drawn from the fund balance at the fiscal year end is lower than anticipated. The amount in the Commission's fund balance is sufficient to

cover the \$530,210 while leaving enough money to fund unforeseen expenses, emergencies and a similar budget deficit in the next few years.

18. The Commission's authorized staffing level is 66 full time equivalent positions (FTEs). Since FY 2007, unfilled vacancies have steadily increased to a total of 23 unfilled full time equivalent positions or more than 35% of the authorized staffing level. The FY 2016 salaries and wages budgets (Operating, Kirkwood Cohansey Study and Pinelands Conservation Fund) finance only 43.5 of the 66 authorized full time equivalent positions.

19. The fringe benefits budget includes expenditures for the employers' share of Social Security (\$180,347), Medicare (\$42,178), disability insurance (\$1,650), flexible savings accounts (\$1,200) and miscellaneous administrative charges (\$600). The employer liability of pension related funds is estimated at \$365,000. The Commission's escalating health benefit premiums for active and retired employees are estimated at \$1,310,282 with a \$150,700 reduction for coinsurance payments from staff members. Also included is \$9,976 for dental insurance premiums and \$675 for participation in the Employee Advisory Service. Lastly, \$223,260 of the total fringe benefits budget is projected to be funded by the Kirkwood Cohansey Study (17,475) and the Pinelands Conservation Fund (\$205,785) as shown in those budgets.

Upon Commission approval of the FY 2016 Operating Budget, the Executive Director will be authorized to pay the employer share of Social Security and Medicare at an amount not to exceed the budgeted funding of \$222,525.

20. The printing and office supplies budget includes expenditures for printing; office, computer, mailing, copying, and meeting supplies; office and computer equipment with an item cost of less than \$1,000; reference materials; scientific report printing/publication; and service awards. Grant-related expenses account for \$2,350 of this budget.

21. The majority of the vehicular supplies budget is gasoline for Commission vehicles. Other costs budgeted in this account include replacement tires, supplies used for routine vehicular maintenance and other miscellaneous supplies such as keys, mats, scrapers and first aid kits. In FY 2010, the Commission's fleet was reduced from seven to five vehicles and then in FY 2013 from five to four vehicles. However, high gasoline prices have offset some of the savings of a smaller fleet.

22. The household supplies budget provides for the purchase of materials to perform minor buildings and grounds maintenance, cleaning supplies, household paper products, basic kitchen supplies, household equipment costing less than \$1,000 and other operating supplies.

23. The fuel and utilities budget covers expenditures for heating gas, electricity, water and sewer. During the latter part of FY 2011, the Commission was accepted into the State's cooperative purchasing for electricity usage charges and has realized savings of approximately \$2,500 per year.

24. The other supplies budget covers expenditures for supplies and equipment (less than \$1,000) supporting map-making, scientific research, fieldwork, and photographic needs. Grant related expenditures are a significant portion (over 78 %) of this account, totaling \$5,461 for FY2016.
25. The travel budget covers reimbursements to the staff for business mileage on their personal vehicles, tolls and parking, and meal allowances. The majority of the travel budget is used to reimburse Commissioners for business mileage and tolls.
26. The telephone budget includes basic service, toll charges, the service cost of a data circuit, conference calls, and cellular phone service and toll charges. The Commission has saved money by changing methods of placing conference calls.
27. The postage budget finances general postage fees, parcel delivery charges and post office box rental charges. Over the last several years, this account has decreased as more correspondence is sent electronically including public outreach.
28. The insurance budget covers estimated premiums for automobiles, general liability, fire, theft, workers compensation, volunteers and the umbrella liability policy. Through the years, the Commission has realized premium savings by participating in the States Tort Claims Fund and by including the Commissions buildings under the States property insurance. In FY 2011, the automobile insurance premium was lower because of two less vehicles. In the latter months of FY 2013, another vehicle was eliminated and similar coverage was combined. These coverage changes have helped to offset rising premiums.
- Upon Commission approval of the FY 2016 Operating Budget, the Executive Director will be authorized to pay the State's insurance broker an amount not to exceed the budgeted funding of \$43,900.00 to cover the Commission's insurance premiums.
29. The FY 2016 budget for information processing includes \$33,082 for software maintenance agreements, \$19,918 for software and data purchases, \$3,500 for payroll processing, \$2,000 for database administration services, and \$1,000 for online legal services and \$4,000 for hardware maintenance. For FY 2016, there is \$5,000 for potential maintenance charges payable to the State's Office of Technology for an upgraded time reporting system. Over \$14,875 of this budget is reimbursable through grants or special revenue.
30. The household services budget covers trash removal, alarm (security and fire) monitoring, and exterminating services. As a cost saving measure, trash removal services were changed to bi-weekly in FY 2011.
31. The professional services account covers expenditures for legal fees, technical and consulting services, and other miscellaneous services. Estimated costs include \$50,000 for legal fees associated with DAG services, \$100,000 for labor counsel and litigation, \$1,000 for the Office of Administrative Law assessment fees. Grant related technical services totaling \$24,000 are budgeted. Also included is \$5,000 for accounting services and \$54,000 for temporary staffing services.

32. Expenditures in the other services budget include annual subscriptions (\$550), required memberships (\$2,287), meeting expenses (\$850); advertising (\$3,875), research related fees (\$450), training (\$10,715), and banking fees (\$1,000).
33. The maintenance buildings and grounds budget for FY 2016 includes a major maintenance project estimated at an amount of \$40,000 to prepare and paint all or part of the exterior of the Fenwick Manor building. This project was originally budgeted for completion during FY 2013 but the mailing of the Request for Proposal was delayed. If alternative funding such as a grant is received, the fund budgeted for the painting could be reallocated to the purchase of a generator. The remaining \$17,300 is available for minor maintenance services (tree trimming, plumbing, electrical, HVAC, etc.).
34. The maintenance - equipment budget provides for the inspection, maintenance and repair of certain building systems and other equipment. Included is \$7,600 for the buildings' systems (fire equipment, elevator, security, and access), \$1000 for office equipment, \$500 for scientific equipment and \$500 for maintenance equipment. There is an additional 10,000 for replacement of the TDM room audio recording system.
35. The maintenance vehicular budget finances routine maintenance, vehicular fees, and repairs, including any needed body work, not performed by the Commissions Maintenance Technician.
36. Since FY2011, several changes in the rent other budget have occurred. In FY2011 a smaller postage machine was rented saving thousands in acquisition, rental and maintenance expenses. The FY2016 budget includes \$1,000 for the postage meter, \$6,100 for the lease of (2) black and white copiers, \$100 for excess copy charges, and \$200 for the safe deposit box.
37. The acquisitions - equipment budget contains \$3,563 for scientific equipment supporting the long term environmental monitoring program funded by the National Park Service.
38. The acquisitions - information processing equipment budget includes the replacement of six computers (\$13,200), replacement Network Switches (\$11,000) and a File Server (\$3,800). Based on the State Auditor's recommendation \$15,000 has been requested for a New Accounting System.
39. The total estimated Operating Budget expenditures for FY2016 equal \$4,641,712. During the fiscal year, certain unforeseen and/or emergency expenditures may become necessary. The Personnel and Budget Committee has discussed this issue and recommends that the Executive Director be authorized to exceed the budget of an expenditure category (personnel, supplies, services, maintenance/rent, improvements/acquisitions) by no more than 10% provided that funds are available in other expenditure categories to ensure that the total Operating Budget is not exceeded and provided further that the combined salary budgets for the Operating Fund, Kirkwood-Cohansey Study and the Pinelands Conservation Fund do not exceed \$2,908,818.

40. Several expenditure account budgets include funding for various services and benefits which are reimbursed to the State of New Jersey and are over the Executive Directors authorized contracting limit of \$36,000. These consist of employee health benefits; the employer liability assessed by the Division of Pensions and the Commission's attorney (DAG) fees.

Upon Commission approval of the FY 2016 Operating Budget, the Executive Director will be authorized to pay the State of New Jersey for the aforementioned items in an amount not to exceed the budgeted funding.

**PINELANDS COMMISSION
KIRKWOOD COHANSEY AQUIFER ASSESSMENT STUDY
FISCAL YEAR 2016 BUDGET**

	FY2012 Audited	FY2013 Audited	FY2014 Unaudited	FY2015 Unaudited	FY2016 Anticipated	Notes
REVENUE PROJECTIONS						
State Approp.- Kirkwood Cohansey Aquifer Study	-	-	-	-	-	
Interest Income	332	350	150	150	150	1
Total Revenue	332	350	150	150	150	
Reserve for K/C Study Anticipated	11,272	-	-	-	-	2
K/C Study Fund Balance Anticipated	394,340	117,650	74,850	239,600	225,815	3
Total Revenue/Reserve Anticipated	405,944	118,000	75,000	239,750	225,965	

Expenditure Account	FY2012 Audited	FY2013 Audited	FY2014 Unaudited	FY2015 Unaudited	FY2015 Anticipated	Notes
PERSONNEL						
Salaries & Wages	82,610	80,000	50,000	25,000	31,490	4
Fringe Benefits	31,351	29,600	23,000	12,750	17,475	5
TOTAL PERSONNEL	113,961	109,600	73,000	37,750	48,965	
SUPPLIES						
Printing & Office Supplies	-	8,000	1,500	1,500	1,500	6
Vehicular Supplies	-	-	-	-	-	
TOTAL SUPPLIES	-	8,000	1,500	1,500	1,500	
SERVICES						
Travel	115	100	50	50	50	
Telephone	-	-	-	-	-	
Information Processing	888	300	450	450	450	
Professional Services	290,980	-	-	200,000	175,000	7
Other Services	-	-	-	-	-	
TOTAL SERVICES	291,983	400	500	200,500	175,500	
MAINTENANCE & RENT						
Maintenance - Equipment	-	-	-	-	-	
Maintenance - Vehicular	-	-	-	-	-	
Rent - Other	-	-	-	-	-	
TOTAL MAINTENANCE & RENT	-	-	-	-	-	
IMPROVEMENTS & ACQUISITIONS						
Acquisitions - Vehicles	-	-	-	-	-	
Acquisitions - Equipment	-	-	-	-	-	
Acquisitions - Information Processing Equip	-	-	-	-	-	
TOTAL IMPROVEMENTS & ACQUISITIONS	-	-	-	-	-	
Total Expenditures	405,944	118,000	75,000	239,750	225,965	

PINELANDS COMMISSION
KIRKWOOD COHANSEY AQUIFER ASSESSMENT FUND
FISCAL YEAR 2016 BUDGET NOTES
June 24, 2015

1. The funds provided from the Water Supply Fund to prepare the Kirkwood Cohansey Aquifer Assessment and Report are kept in a separate cash account. The interest income estimated at \$150 stays within the program and is available to help fund the project. This amount is consistent with last years but lower than in past years because of the decline in interest rates and a lower cash balance as the program nears completion. The cumulative interest earnings are accounted for as Fund Balance.
2. Early in FY 2012, the balance of funds provided from the Water Supply Fund in the Reserve (Deferred Revenue) account was exhausted.
3. In FY 2016, it is projected that approximately \$225,815 will need to be drawn from the Fund Balance. In FY 2016 it is anticipated that an additional \$225,815 will be needed from the Fund Balance to fund the staff's preparation and the printing of the final report. It is likely that any remaining Fund Balance existing at the end of the fiscal year will be used to support the Commission's development of water supply policies and/or regulations.
4. The FY 2016 salaries and wages budget finances salary expenses of employees who spend time working on this project and are estimated at \$31,490.
5. The fringe benefits budget represents the chargeable benefits calculated using the OMB issued "Employee Benefit" reimbursement rates for FY 2016.
6. The printing and office supplies budget of \$1,500 represents the estimated cost to print and publish the final report.
7. The professional services budget of \$175,000 represents the continued work of USGS needed in preparation of the final report.

PINELANDS COMMISSION
PINELANDS CONSERVATION FUND
FISCAL YEAR 2016 BUDGET

Revenue Source	FY2012 Audited	FY2013 Audited	FY2014 Unaudited	FY2015 Unaudited	FY2016 Anticipated	Notes
Stafford Township (Existing Landfills Assessment)	152,900	0		0	0	
EPA Grant - Intermittent Ponds	28,791	61,500	84,386	84,000	84,000	1
EPA Grant - Natural and Created Wetlands	0	30,000	83,390	83,000	83,000	2
Septic Technologies Study - Pilot Program	0	0		0	0	
Interest Income - Land Acquisition	2,262	1,000	770	700	650	3
Interest Income - Conservation Planning & Research	2,335	2,500	2,756	2,700	2,300	3
Interest Income - Community Planning & Design	1,949	1,700	2,169	2,100	1,200	3
Interest Income - Education & Outreach	0	0	0	0	440	3
Total Revenue	188,237	96,700	173,471	172,500	171,590	
Cancellation of Prior Year Encumbrances	108,396	0	14,299	0	0	
Reserves for Pinelands Conservation Activities	1,521,395	4,275,700	2,224,753	1,461,673	1,840,204	4
Total Revenue/Other Sources Anticipated	1,818,028	4,372,400	2,412,523	1,634,173	2,011,794	

Expenditure Account	FY2012 Audited	FY2013 Unaudited	FY2014 Unaudited	FY2015 Unaudited	FY2016 Anticipated	Notes
Land Acquisition						
Salaries & Wages	77,700	36,000	31,422	45,000	84,029	
Fringe Benefits	29,487	13,300	15,947	23,000	42,380	
Information Processing	434	1,010	931	816	1,600	
Professional Services	31,057	121,500	32,243	25,000	25,000	
Land Acquisition	1,137,155	3,717,000	544,138	797,598	750,000	
Administrative Assessment	20,000	20,000	20,000	20,000	20,000	5
Total Land Acquisition Expenditures	1,295,833	3,908,810	644,680	911,414	923,009	6

Conservation Planning and Research						
Salaries & Wages	120,760	167,900	231,371	213,000	222,629	
Fringe Benefits	45,828	61,900	117,334	108,630	113,704	
Printing & Office Supplies	273	200	855	300	100	
Household Supplies (clothing)	0	300	837	730	1,300	
Other Supplies	47	600	4,259	4,259	1,844	
Travel	302	1,350	3,292	350	9,000	
Information Processing	2,112	1,900	4,969	16,000	5,700	
Technical Services	0	0	61,600	61,600	70,000	
Professional Services	160,000	20,000	0		100,000	
Other Services	0	1,500	180	2,250	2,000	
Acquisitions - Equipment	0	7,500				
Acquisitions - Information Processing Equipment	5,425	6,000				
Administrative Assessment	20,000	20,000	20,000	20,000	20,000	5
Total Conservation Planning/Research Expenditures	354,747	289,150	444,696	427,119	546,277	7

Community Planning and Design						
Salaries & Wages	105,626	110,000	72,634	111,000	62,217	
Fringe Benefits	40,084	40,700	36,862	56,610	31,910	
Printing & Office Supplies	244	0	29	50	150	
Other Supplies	10	0				
Travel	295	370	188	100	100	
Postage	157	250		250	250	
Information Processing	506	1,020	1,751		2,570	
Other Services	526	2,100	509	150	150	
State Aid and Grants	0	0	0	26,250		
Administrative Assessment	20,000	20,000	20,000	20,000	20,000	5
Total Community Planning/Design Expenditures	167,448	174,440	131,973	214,410	117,347	8

Education and Outreach						
Salaries & Wages	0	0	0	23,000	34,749	
Fringe Benefits	0	0	0	11,730	17,791	
Printing & Office Supplies	0	0	0	1,000		
Other Supplies	0	0	0	0	2,500	
Information Processing	0	0	0	25,000		
Other Services	0	0	0	500	350,121	
Administrative Assessment	0	0	0	20,000	20,000	
Total Education and Outreach	0	0	0	81,230	425,161	9

Total Expenditures	1,818,028	4,372,400	1,221,349	1,634,173	2,011,794	
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PINELANDS COMMISSION
PINELANDS CONSERVATION FUND
FISCAL YEAR 2016 BUDGET NOTES
June 25, 2015

1. In November 2011, the Commission accepted a multi-year grant from the U.S. Environmental Protection Agency to conduct a study titled “Assessing the Ecological Integrity of Intermittent Ponds and Their Vulnerability to Land-use Impacts”. Revenue is based upon grant-related expenditures and is reimbursed at the 75% level.
2. In November 2012, the Commission accepted a multi-year grant from the U.S. Environmental Protection Agency to conduct a study titled “Comparing the Functional Equivalency of Natural and Created Wetlands”. Revenue is based upon grant-related expenditures and is reimbursed at the 75% level.
3. The funds provided from Atlantic City Electric (formerly Conectiv) and other related revenue sources are kept in three separate cash accounts, one for each program of the Fund. The FY 2016 estimated interest income totals \$4,590 and is comprised of interest income from the four cash accounts. All interest income stays within the particular program and is available to help fund the various projects.
4. The difference between the revenues and expenditures for the year, estimated at \$1,840,204, is financed from the Reserves for Pinelands Conservation Activities. Each of the four programs (Land Acquisition, Conservation Planning and Research, and Community Planning and Design, Education and Outreach) has its own reserve account.
5. The financial plan that designated these three programs within the Fund was approved by the Commission in April 2005 and includes a \$20,000 assessment from each of the four programs to cover administrative expenses as described in Operating Budget note #16.
6. The Land Acquisition program budget for FY 2016 totals \$923,009. Personnel costs (salaries/wages and fringe benefits) are estimated at \$126,409 in support of the land acquisition and permanent land protections initiatives. Land acquisitions could total up to \$750,000. \$25,000 for the LPU acquisition program if DEP administers the program. Software maintenance supporting the land acquisition program is anticipated to be \$1600. Rounding out the budget is the \$20,000 administrative assessment mentioned above.
7. The Conservation Planning and Research program budget for FY 2016 totals \$546,277. Personnel costs (salaries/wages and fringe benefits) are estimated at \$336,333 to support the following initiatives and special projects: analysis of landfill capping alternatives, a comprehensive Hammonton wastewater management/water supply policy, implementation of the alternate septic system pilot program / septic system management, the roadside plants management project, management of

threatened and endangered species data, planning associated with the Black Run – Kettle Run rule, an assessment of the existing Pinelands landfills, and the two EPA research projects on intermittent ponds and natural / created wetlands. Also included in this year's budget is \$170,000 for technical services from the USGS associated with the natural / created wetlands study , Kirkwood Cohansey Study and miscellaneous expenses (software, mileage, reference books, training, and scientific supplies and equipment) supporting the conservation planning and research program equal \$19,944. Rounding out the budget is the \$20,000 administrative assessment mentioned above.

8. The Community Planning and Design program budget for FY 2016 totals \$117,347. Personnel costs (salaries/wages and fringe benefits) are estimated at \$94,127 to support the following initiatives and special projects: implementation of the clustering ordinances, the Pinelands Development Credit and density rules, administrative responsibilities supporting the Pinelands Development Credit Bank. Miscellaneous expenses (software, postage, printing, meeting expenses and legal advertisements) supporting the program equal \$3,220. Rounding out the budget is the \$20,000 administrative assessment mentioned above.

9. The Education and Out Reach program budget for FY 2016 totals \$425,161. Personnel costs (salaries/wages and fringe benefits) are estimated at \$52,540 to support the following initiative for the issuance of a Request for Proposals (RFP) for the installation and fabrication of exhibits in the Richard J. Sullivan Center. The cost of the Exhibit Center is estimated at \$350,000. Miscellaneous expenses (printing, permits and other services) supporting the program equal \$2,621. Rounding out the budget is the \$20,000 administrative assessment mentioned above.