



# RESOLUTION OF THE NEW JERSEY PINELANDS COMMISSION

NO. PC4-20- 38

**TITLE:** **Approving** With Conditions Applications for **Public Development** (Application Numbers 1993-0731.005 & 2001-0438.006)

Commissioner Lloyd moves and Commissioner Lohbauer seconds the motion that:

**WHEREAS**, the Pinelands Commission has reviewed the Public Development Application Reports and the recommendation of the Executive Director that the following applications for Public Development be approved with conditions:

**1993-0731.005**

**Applicant:** **Monroe Township Board of Education**  
Municipality: Monroe Township  
Management Area: Pinelands Regional Growth Area  
Date of Report: November 17, 2020  
Proposed Development: Installation of an accessory solar energy facility at the Williamstown High School; and

**2001-0438.006**

**Applicant:** **Monroe Township Board of Education**  
Municipality: Monroe Township  
Management Area: Pinelands Regional Growth Area  
Date of Report: November 17, 2020  
Proposed Development: Installation of an accessory solar energy facility at the Williamstown Middle School.

**WHEREAS**, no request for a hearing before the Office of Administrative Law concerning the Executive Director’s recommendation has been received for any of these applications; and

**WHEREAS**, the Pinelands Commission hereby adopts the Conclusion of the Executive Director for each of the proposed developments; and

**WHEREAS**, the Pinelands Commission hereby determines that each of the proposed public developments conform to the standards for approving an application for public development set forth in N.J.A.C. 7:50-4.57 if the conditions recommended by the Executive Director are imposed; and

**WHEREAS**, pursuant to N.J.S.A. 13A-5h, no action authorized by the Commission shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the meeting of the Commission has been delivered to the Governor for review, unless prior to expiration of the review period and Governor shall approve same, in which case the action shall become effective upon such approval.

**NOW, THEREFORE BE IT RESOLVED** that Application Numbers 1993-0731.005 & 2001-0438.006 for public development are hereby **approved** subject to the conditions recommended by the Executive Director.

### Record of Commission Votes

AYE NAY NP A/R*				AYE NAY NP A/R*				AYE NAY NP A/R*			
Avery	X			Irick	X			Pikolycky	X		
Christy	X			Jannarone		X		Quinn			X
Earlen	X			Lloyd	X			Rohan Green			X
Howell	X			Lohbauer	X			Prickett	X		

\*A = Abstained / R = Recused

Adopted at a meeting of the Pinelands Commission

Date: December 11, 2020

Nancy Wittenberg  
Executive Director

Richard Prickett  
Chairman



# State of New Jersey

THE PINELANDS COMMISSION

PO Box 359

NEW LISBON, NJ 08064

(609) 894-7300

www.nj.gov/pinelands



PHILIP D. MURPHY  
Governor

SHEILA Y. OLIVER  
Lt. Governor

General Information: [Info@pinelands.nj.gov](mailto:Info@pinelands.nj.gov)  
Application Specific Information: [AppInfo@pinelands.nj.gov](mailto:AppInfo@pinelands.nj.gov)

RICHARD PRICKETT  
Chairman  
NANCY WITTENBERG  
Executive Director

November 17, 2020

Lisa Schulz (via email)  
Monroe Township Board of Education  
700 North Tuckerton Road  
Williamstown, NJ 08094

Re: Application # 1993-0731.005  
Block 13001, Lots 7, 8, 27 & 30  
Monroe Township

Dear Ms. Schulz:

The Commission staff has completed its review of this application for installation of an accessory solar energy facility at the Williamstown High School. Enclosed is a copy of a Public Development Application Report. On behalf of the Commission's Executive Director, I am recommending that the Pinelands Commission approve the application with conditions at its December 11, 2020 meeting.

Any interested party may appeal this recommendation in accordance with the appeal procedure attached to this document. If no appeal is received, the Pinelands Commission may either approve the recommendation of the Executive Director or refer the application to the New Jersey Office of Administrative Law for a hearing.

Prior to any development, the applicant shall obtain any other necessary permits and approvals.

Sincerely,

Charles M. Horner, P.P.

Director of Regulatory Programs

Enc: Appeal Procedure

c: Secretary, Monroe Township Planning Board (via email)  
Monroe Township Construction Code Official (via email)  
Monroe Township Environmental Commission (via email)  
Secretary, Gloucester County Planning Board (via email)  
William Vogt (via email)





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RICHARD PRICKETT  
Chairman  
NANCY WITTENBERG  
Executive Director

## **PUBLIC DEVELOPMENT APPLICATION REPORT**

November 17, 2020

Lisa Schulz (via email)  
Monroe Township Board of Education  
700 North Tuckerton Road  
Williamstown, NJ 08094

Application No.: 1993-0731.005  
Block 13001, Lots 7, 8, 27 & 30  
Monroe Township

This application proposes installation of an accessory solar energy facility at the Williamstown High School located on the above referenced 46.45 acre parcel in Monroe Township. The proposed ground mounted solar energy facility is comprised of fifteen canopies located above existing paved parking areas.

The applicant also proposes to install roof mounted solar arrays on the existing high school. The Pinelands Comprehensive Management Plan (CMP, N.J.A.C. 7:50-4.1(a)20) provides that the installation of an accessory solar energy facility on an existing structure does not require application to the Pinelands Commission.

The applicant has indicated that the proposed ground mounted and roof mounted solar energy facilities will produce 4,497,000 Kwh per year which represents approximately 85 percent of the annual electric use of the existing high school.

### **STANDARDS**

The Commission staff has reviewed the proposed development for consistency with all standards of the CMP. The following reviews the CMP standards that are relevant to this application:

#### **Land Use (N.J.A.C. 7:50-5.28)**

The proposed development is located in a Pinelands Regional Growth Area. The proposed development is a permitted land use in a Pinelands Regional Growth Area.

#### **Vegetation Management Standards (N.J.A.C. 7:50-6.23 & 6.26)**

Portions of the proposed development will be located over and within existing maintained non-native grassed areas. The proposed soil disturbance is limited to that which is necessary to accommodate the proposed development.

### **PUBLIC COMMENT**

The applicant has provided the requisite public notices. Notice to required land owners within 200 feet of the above referenced parcel was completed on October 23, 2020. Newspaper public notice was completed on October 24, 2020. The application was designated as complete on the Commission's website on October 30, 2020. The Commission's public comment period closed on November 13, 2020. No public comment was submitted to the Commission regarding this application.

### **CONDITIONS**

1. Except as modified by the below conditions, the proposed development shall adhere to the plan prepared by DSD, dated April 14, 2020 and revised to June 29, 2020.
2. Disposal of any construction debris or excess fill may only occur at an appropriately licensed facility.
3. Any proposed revegetation shall adhere to the "Vegetation" standards of the CMP. Where appropriate, the applicant is encouraged to utilize the following Pinelands native grasses for revegetation: Switch grass, Little bluestem and Broom-sedge.
4. Prior to any development, the applicant shall obtain any other necessary permits and approvals.

### **CONCLUSION**

As the proposed development conforms to the standards set forth in N.J.A.C. 7:50-4.57, it is recommended that the Pinelands Commission **APPROVE** the proposed development subject to the above conditions.



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General Information: [Info@pinelands.nj.gov](mailto:Info@pinelands.nj.gov)  
Application Specific Information: [AppInfo@pinelands.nj.gov](mailto:AppInfo@pinelands.nj.gov)

RICHARD PRICKETT  
Chairman  
NANCY WITTENBERG  
Executive Director

### **PINELANDS COMMISSION** **APPEAL PROCEDURE**

The Pinelands Comprehensive Management Plan (N.J.A.C. 7:50-4.91) provides an interested party the right to appeal any determination made the by Executive Director to the Commission in accordance with N.J.A.C. 7:50-4.91. An interested party is someone who has a specific property interest sufficient to require a hearing on constitutional or statutory grounds. Only appeal requests submitted by someone meeting the definition of an interested party will be transmitted to the New Jersey Office of Administrative Law for a hearing. Any such appeal must be made in writing to the Commission and received by the Commission's office no later than 5:00 PM on December 7, 2020 and include the following information:

1. the name and address of the person requesting the appeal;
2. the application number;
3. the date on which the determination to be appealed was made;
4. a brief statement of the basis for the appeal; and
5. a certificate of service (a notarized statement) indicating that service of the notice has been made, by certified mail, on the clerk of the county, municipal planning board and environmental commission with jurisdiction over the property which is subject of this decision.

Within 15 days following receipt of a notice of valid appeal, the Executive Director shall initiate the procedures for assignment of an Administrative Law Judge to preside at the hearing pursuant to the Administrative Procedures Act, N.J.S.A. 52:14B-1 et seq., and the procedures established by the Office of Administrative Law. The time, date and location of such hearing shall be designated by the Office of Administrative Law.



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RICHARD PRICKETT  
Chairman  
NANCY WITTENBERG  
Executive Director

November 17, 2020

Lisa Schulz (via email)  
Monroe Township Board of Education  
700 North Tuckahoe Road  
Williamstown, NJ 08094

Re: Application # 2001-0438.006  
Block 13001, Lots 22 - 26  
Monroe Township

Dear Ms. Schultz:

The Commission staff has completed its review of this application for installation of an accessory solar energy facility at the Williamstown Middle School. Enclosed is a copy of a Public Development Application Report. On behalf of the Commission's Executive Director, I am recommending that the Pinelands Commission approve the application with conditions at its December 11, 2020 meeting.

Any interested party may appeal this recommendation in accordance with the appeal procedure attached to this document. If no appeal is received, the Pinelands Commission may either approve the recommendation of the Executive Director or refer the application to the New Jersey Office of Administrative Law for a hearing.

Prior to any development, the applicant shall obtain any other necessary permits and approvals.

Sincerely,

Charles M. Horner, P.P.

Director of Regulatory Programs

Enc: Appeal Procedure

c: Secretary, Monroe Township Planning Board (via email)  
Monroe Township Construction Code Official (via email)  
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Secretary, Gloucester County Planning Board (via email)  
William Vogt (via email)  
Al Best (via email)







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RICHARD PRICKETT  
 Chairman  
 NANCY WITTENBERG  
 Executive Director

**PUBLIC DEVELOPMENT APPLICATION REPORT**

November 17, 2020

Lisa Schulz (via email)  
 Monroe Township Board of Education  
 700 North Tuckahoe Road  
 Williamstown, NJ 08094

Application No.: 2001-0438.006  
 Block 13001, Lots 22 - 26  
 Monroe Township

This application proposes installation of an accessory solar energy facility at the Williamstown Middle School located on the above referenced 74.69 acre parcel in Monroe Township. The proposed ground mounted solar energy facility is comprised of eight canopies located above existing paved parking areas.

The applicant also proposes to install roof mounted solar arrays on the middle school. The Pinelands Comprehensive Management Plan (CMP, N.J.A.C. 7:50-4.1(a)20) provides that the installation of an accessory solar energy facility on an existing structure does not require application to the Pinelands Commission.

The applicant has indicated that the proposed ground mounted and roof mounted solar energy facilities will produce 3,159,000 Kwh per year which represents approximately 59 percent of the annual electric use of the existing middle school.

**STANDARDS**

The Commission staff has reviewed the proposed development for consistency with all standards of the CMP. The following reviews the CMP standards that are relevant to this application:

Land Use (N.J.A.C. 7:50-5.28)

The proposed development is located in a Pinelands Regional Growth Area. The proposed development is a permitted land use in a Pinelands Regional Growth Area.

Vegetation Management Standards (N.J.A.C. 7:50-6.23 & 6.26)

Portions of the proposed development will be located over and within existing maintained non-native grassed areas. The proposed soil disturbance is limited to that which is necessary to accommodate the proposed development.

## **PUBLIC COMMENT**

The applicant has provided the requisite public notices. Notice to required land owners within 200 feet of the above referenced parcel was completed on October 23, 2020. Newspaper public notice was completed on October 24, 2020. The application was designated as complete on the Commission's website on October 30, 2020. The Commission's public comment period closed on November 13, 2020. The Commission received a request from a public commenter for a copy of the application submission. The Commission provided a copy of the application submission to the commenter and they are receiving a copy of this report.

## **CONDITIONS**

1. Except as modified by the below conditions, the proposed development shall adhere to the plan prepared by DSD, dated April 15, 2020 and revised to July 1, 2020.
2. Disposal of any construction debris or excess fill may only occur at an appropriately licensed facility.
3. Any proposed revegetation shall adhere to the "Vegetation" standards of the CMP. Where appropriate, the applicant is encouraged to utilize the following Pinelands native grasses for revegetation: Switch grass, Little bluestem and Broom-sedge.
4. Prior to any development, the applicant shall obtain any other necessary permits and approvals.

## **CONCLUSION**

As the proposed development conforms to the standards set forth in N.J.A.C. 7:50-4.57, it is recommended that the Pinelands Commission **APPROVE** the proposed development subject to the above conditions.



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Executive Director

### **PINELANDS COMMISSION** **APPEAL PROCEDURE**

The Pinelands Comprehensive Management Plan (N.J.A.C. 7:50-4.91) provides an interested party the right to appeal any determination made the by Executive Director to the Commission in accordance with N.J.A.C. 7:50-4.91. An interested party is someone who has a specific property interest sufficient to require a hearing on constitutional or statutory grounds. Only appeal requests submitted by someone meeting the definition of an interested party will be transmitted to the New Jersey Office of Administrative Law for a hearing. Any such appeal must be made in writing to the Commission and received by the Commission's office no later than 5:00 PM on December 7, 2020 and include the following information:

1. the name and address of the person requesting the appeal;
2. the application number;
3. the date on which the determination to be appealed was made;
4. a brief statement of the basis for the appeal; and
5. a certificate of service (a notarized statement) indicating that service of the notice has been made, by certified mail, on the clerk of the county, municipal planning board and environmental commission with jurisdiction over the property which is subject of this decision.

Within 15 days following receipt of a notice of valid appeal, the Executive Director shall initiate the procedures for assignment of an Administrative Law Judge to preside at the hearing pursuant to the Administrative Procedures Act, N.J.S.A. 52:14B-1 et seq., and the procedures established by the Office of Administrative Law. The time, date and location of such hearing shall be designated by the Office of Administrative Law.



# ***RESOLUTION OF THE NEW JERSEY PINELANDS COMMISSION***

**NO. PC4-20- 39**

**TITLE:** To Support the Pinelands Municipal Council's Initiative to Reinstate the Payment in Lieu of Taxes Program

**Commissioner Lloyd moves and Commissioner Lohbauer seconds the motion that:**

**WHEREAS**, the Pinelands Protection Act of 1979 recognized the Pinelands Area as an area comprised of significant and unique natural, ecological, agricultural, scenic, cultural and recreational resources, among them pine-oak forests, cedar swamps and extensive surface and ground water resources of high quality that provide unique habitat for a wide diversity of rare plant and animal species; and

**WHEREAS**, to ensure the protection of the Pinelands Area from threats posed by development pressure, the Pinelands Protection Act directed the Pinelands Commission to adopt a Comprehensive Management Plan designed to protect, preserve and enhance the significant values of the resources of the Pinelands Area; and

**WHEREAS**, through its implementation of the Comprehensive Management Plan, the Pinelands Commission has successfully safeguarded the core of the Pinelands Area while channeling growth toward designated areas with the infrastructure needed to support it; and

**WHEREAS**, the success of the Pinelands Comprehensive Management Plan is enhanced by land acquisition and preservation that protects the resources of the Pinelands, supports appropriate growth, and prevents piecemeal and scattered development; and

**WHEREAS**, the Pinelands Commission collects and reviews data from the New Jersey Department of Community Affairs and the New Jersey Department of Treasury to evaluate long-term economic trends in the Pinelands and in the non-Pinelands areas of southern New Jersey; and

**WHEREAS**, municipalities within the Pinelands are, on average, characterized by a higher proportion of taxes generated from residential uses, necessitating greater reliance on the residential tax base and placing a greater burden on Pinelands homeowners; and

**WHEREAS**, municipalities within the Pinelands are uniquely characterized by higher rates of land preservation and more land in conservation-oriented zoning districts than non-Pinelands municipalities; and

**WHEREAS**, as a result of public and private efforts, the amount of permanently preserved land in the Pinelands Area increased by nearly 75,000 acres since 2010; and

**WHEREAS**, as of June 30, 2020, 51% of the Pinelands Area (479,000 acres) has been permanently protected; and

**WHEREAS**, the Pinelands Commission supports continued land preservation efforts in the Pinelands Area while also recognizing the need to maintain vibrant and diverse communities through strong, stable municipal financial structures; and

**WHEREAS**, the Payment in Lieu of Taxes (PILOT) program was established on June 30, 1999 through the adoption of the Garden State Preservation Trust Act and was renewed in 2010; and

**WHEREAS**, the PILOT program recognized the unique municipal budget challenges of municipalities that host significant areas land preservation; and

**WHEREAS**, the PILOT program has been an important component of municipal revenue, particularly in those municipalities where future growth is limited by the State's permanent land preservation efforts; and

**WHEREAS**, the State budget for Fiscal Year 2021 included funding for PILOT payments but was subsequently amended to remove all such funding for municipalities; and

**WHEREAS**, the unexpected loss of PILOT funding has had a significant negative impact on municipal budgets that were adopted on the basis of PILOT payment receipts; and

**WHEREAS**, at its meeting of October 27, 2020, the Pinelands Municipal Council adopted Resolution 2020-1, urging the State to restore the entirety of the PILOT funding originally promised to municipalities for Fiscal Year 2021; and

**WHEREAS**, the Pinelands Commission supports full funding of the PILOT program for all Pinelands municipalities for the reasons outlined herein; and

**WHEREAS**, pursuant to N.J.S.A. 13:18A-5h, no action authorized by the Commission shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the meeting of the Commission has been delivered to the Governor for review, unless prior to expiration of the review period the Governor shall approve same, in which case the action shall become effective upon such approval.

**NOW, THEREFORE BE IT RESOLVED** that

1. The Pinelands Commission hereby expresses its support for Pinelands Municipal Council Resolution 2020-1 and the reinstatement of PILOT program funding for Pinelands Area municipalities.
2. The Executive Director shall forward a copy of this resolution to the Governor, members of the State Legislature and the Pinelands Municipal Council.

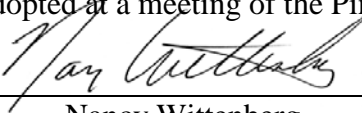
**Record of Commission Votes**

AYE NAY NP A/R*				AYE NAY NP A/R*				AYE NAY NP A/R*			
Avery	X			Irick	X			Pikolycky	X		
Christy	X			Jannarone			X	Quinn			X
Earlen	X			Lloyd	X			Rohan Green			X
Howell	X			Lohbauer	X			Prickett	X		

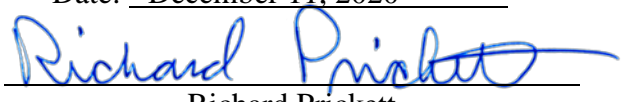
\*A = Abstained / R = Recused

Adopted at a meeting of the Pinelands Commission

Date: December 11, 2020



Nancy Wittenberg  
Executive Director



Richard Prickett  
Chairman

**PINELANDS MUNICIPAL COUNCIL**

**RESOLUTION 2020-01**

**OPPOSING STATE OF NEW JERSEY  
CUT OF PILOT PAYMENTS UNDER THE  
GARDEN STATE PRESERVATION TRUST ACT  
AFTER MUNICIPAL TAX RATES HAVE BEEN SET**

**WHEREAS**, the Garden State Preservation Trust Act was signed into law on June 30<sup>th</sup>, 1999 and extended payments in lieu of taxes to municipalities in which lands are purchased or held by the State or conservancies for recreational or conservational purposes by constitutionally-dedicated money, so that municipalities do not suffer a loss of taxes due to state acquisition of lands; and

**WHEREAS**, the New Jersey Pinelands is a unique ecological and cultural area with extensive wetlands, vast oak-pine forest and diverse species of plants and animals; and

**WHEREAS**, the natural resources within the Pinelands are a treasure to be enjoyed by all citizens of New Jersey and the cost to protect and preserve this region are for the greater good of the entire state and should not be borne upon the local residents solely; and

**WHEREAS**, The State of New Jersey, in 2010, reduced this constitutionally-dedicated funding by one-third in order to meet budgetary constraints, which reductions have remained in place for a decade; and

**WHEREAS**, Municipalities have unfairly borne the additional costs of preservation for the entire state, and as additional State acquisitions have added to these costs by depleting the tax base of these municipalities, the impact of these costs have escalated; and

**WHEREAS**, in this year's budget, The State of New Jersey restored the funding to the municipalities and municipal budgets and tax rates were certified based on this funding; and

**WHEREAS**, on October 1, 2020, a Local Finance Notice, for the first time, alerted municipalities that the restored funding would not be funded and the municipalities now have no way to recoup the cuts since their budgets and tax rates are already certified; and

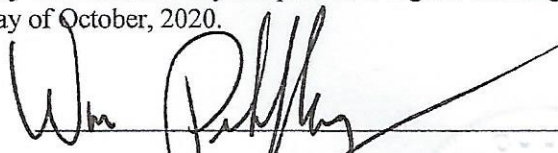
**WHEREAS**, the funding cuts will result in immediate deficits in anticipated revenue that municipalities are no longer in a position to fill, and will also result in a loss of municipal services and a reduction in public safety in the midst of a pandemic; and

**WHEREAS**, the Pinelands Municipal Council serves as a sounding board among fifty-three (53) municipalities within the State-designated Pinelands area, and is charged with the responsibility of addressing issues affecting the Pinelands and Pinelands municipalities; and

**WHEREAS**, the reduction of any funding is contrary to the terms of the Garden State Preservation Trust Act, and the reduction of funding this year after advising funding would be fully restored and the municipal tax rates have been set is contrary to the law and unprecedented.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the Pinelands Municipal Council urges State of New Jersey to restore the entirety of the funding promised to the municipalities through the constitutionally-dedicated money in order to adequately provide services and public safety to the residents of our municipalities and to prevent an unfair and irreparable negative impact on these municipalities.

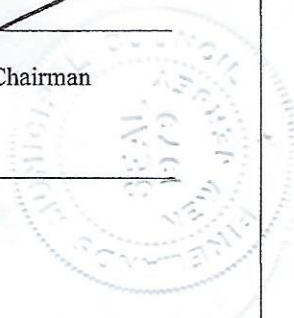
I certify that the foregoing Resolution was duly and unanimously adopted at a regular meeting of the Pinelands Municipal Council held on the 27<sup>th</sup> day of October, 2020.

  
\_\_\_\_\_

Hon. Mayor William Pikolycky, Chairman

  
\_\_\_\_\_

Karen H. Vaccaro, Secretary





# ***RESOLUTION OF THE NEW JERSEY PINELANDS COMMISSION***

**NO. PC4-20- 40**

**TITLE:** Scheduling Regular Pinelands Commission Meeting dates for 2021

**Commissioner Lohbuaer moves and Commissioner Lloyd seconds the motion that:**

**WHEREAS**, the Open Public Meetings Act requires that the Pinelands Commission establish an annual schedule of regular meetings prior to January 10<sup>th</sup> of each year; and

**WHEREAS**, due to the COVID-19 pandemic, it is anticipated that the Pinelands Commission will continue to hold its regular monthly meetings and committee meetings virtually through Zoom; and

**WHEREAS**, the public can livestream these meetings through the Commission's YouTube channel and can provide comment during the public comment portion of the meetings by dialing the phone number and entering the code displayed on the YouTube screen during each meeting. The number and code are also provided on each meeting agenda, which is posted on the Commission's website ([www.nj.gov/pinelands/](http://www.nj.gov/pinelands/)) days in advance of the meeting; and

**WHEREAS**, depending upon future developments involving the Covid-19 pandemic, it is anticipated that during the year 2021, the Pinelands Commission will resume in-person meetings at its offices or at an alternate, temporary meeting location within the Pinelands Area; and

**WHEREAS**, any meeting that will be scheduled in person at a meeting place, rather than remotely by Zoom, will be advertised at least 48 hours in advance in accordance with the requirements of the Open Public Meetings Act; and

**WHEREAS**, the Pinelands Commission will resume use of its Richard J. Sullivan Center for Environmental Policy and Education in New Lisbon, Pemberton Township, as the regular site for its meetings once it is safe to do so; and

**WHEREAS**, pursuant to N.J.S.A. 13:18A-5h, no action authorized by the Commission shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the meeting of the Commission has been delivered to the Governor for review, unless prior to expiration of the review period the Governor shall approve same, in which case the action shall become effective upon such approval.

**NOW, THEREFORE BE IT RESOLVED that** the Pinelands Commission shall conduct its meetings on the following dates in 2021, beginning at the specified time unless notice is otherwise provided in accordance with the Open Public Meetings Act:

Friday, January 8, 2021 (9:30 a.m.)  
Friday, February 12, 2021 (9:30 a.m.)  
Friday, March 12, 2021 (9:30 a.m.)  
Friday, April 9, 2021 (9:30 a.m.)  
Friday, May 14, 2021 (9:30 a.m.)  
Friday, June 11, 2021 (9:30 a.m.)

Friday, July 9, 2021 (9:30 a.m.)  
Friday, August 13, 2021 (9:30 a.m.)  
Friday, September 10, 2021 (9:30 a.m.)  
Friday, October 8, 2021 (9:30 a.m.)  
Friday, November 12, 2021 (9:30 a.m.)  
Friday, December 10, 2021 (9:30 a.m.)



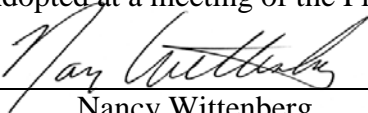
**BE IT FURTHER RESOLVED** that the Executive Director is directed to publish notice of this schedule in the Commission's official newspapers, file copies of the schedule with the Secretary of State of the State of New Jersey and Pinelands county and municipal clerks, post a copy of the notice in the Commission's offices and post the annual schedule on the Commission's website ([www.nj.gov/pinelands](http://www.nj.gov/pinelands)).

**Record of Commission Votes**

	AYE	NAY	NP	A/R*		AYE	NAY	NP	A/R*		AYE	NAY	NP	A/R*
Avery	X				Irick	X				Pikolycky	X			
Christy	X				Jannarone			X		Quinn			X	
Earlen	X				Lloyd	X				Rohan Green			X	
Howell	X				Lohbauer	X				Prickett	X			

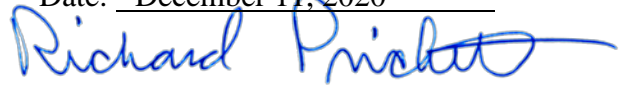
\*A = Abstained / R = Recused

Adopted at a meeting of the Pinelands Commission



Nancy Wittenberg  
Executive Director

Date: December 11, 2020



Richard Prickett  
Chairman



# ***RESOLUTION OF THE NEW JERSEY PINELANDS COMMISSION***

**NO. PC4-20- 41**

**TITLE:** To Adopt the Pinelands Commission's Fiscal Year 2021 Budgets for the Operating Fund, the Kirkwood Cohansey Aquifer Assessment Study Fund, Katie Trust Fund and the Pinelands Conservation Fund

Commissioner Avery moves and Commissioner Lohbauer seconds the motion that:

**WHEREAS**, pursuant to the Pinelands Protection Act, the Pinelands Commission is charged with the continuing implementation and monitoring of the Pinelands Comprehensive Management Plan; and

**WHEREAS**, the State of New Jersey has appropriated \$3,099,000 to support the Commission's operations during Fiscal Year 2021; and

**WHEREAS**, the Department of the Treasury informed the Commission that \$687,000 of budgeted health benefits and pension costs will be covered through the State's interdepartmental accounts in FY 2021; and

**WHEREAS**, the Commission anticipates that additional funding sources of \$1,172,070 will be available to further support the Commission's operations; and

**WHEREAS**, the FY 2021 Operating Budget anticipates a \$957,004 draw from the Commission's unreserved, undesignated fund balance; and

**WHEREAS**, the Commission is adopting an Operating Budget for FY 2021 totaling \$5,915,074; and

**WHEREAS**, the remaining unreserved, undesignated fund balance amount is sufficient to cover unforeseen or emergency expenditures in the near future; and

**WHEREAS**, the Kirkwood Cohansey Aquifer Assessment Study Fund budget for FY 2021 recommends expenditures of \$31,624, which will be drawn from the Fund Balance for this project; and

**WHEREAS**, the Katie Trust Fund Garden Budget for FY 2021 recommends expenditures of \$15,000, which will be drawn from the Fund Balance for the Garden project; and

**WHEREAS**, a financial plan for the Pinelands Conservation Fund (PCF), which designated four programs (Land Acquisition, Conservation Planning and Research, Community Planning and Design and Education and Outreach) within the Fund, was approved by the Commission in April 2005, and revised in August 2009, and revised again in August 2014; and

**WHEREAS**, during FY 2021, the budget for the Land Acquisition program totals \$24,696; and

**WHEREAS**, the FY 2021 budget for the Conservation Planning and Research program totals \$480,452; and

**WHEREAS**, the FY 2021 budget for the Community Planning and Design program totals \$211,148; and

**WHEREAS**, the FY 2021 budget for the Education and Outreach program totals \$114,320; and

**WHEREAS**, the total budget for the Pinelands Conservation Fund during FY 2021 totals \$830,616 and

**WHEREAS**, pursuant to N.J.S.A. 13:18A-5h, no action authorized by the Commission shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the meeting of the Commission has been delivered to the Governor for review, unless prior to expiration of the review period the Governor shall approve same, in which case the action shall become effective upon such approval.

**NOW, THEREFORE BE IT RESOLVED** that the Pinelands Commission hereby adopts the attached Fiscal Year 2021 Budgets for the Operating Fund totaling \$5,915,074; the Kirkwood Cohansey Aquifer Assessment Study Fund totaling \$31,624; the Katie Trust Fund Garden Budget totaling \$15,000 and the Pinelands Conservation Fund totaling \$830,616.

**Record of Commission Votes**

AYE NAY NP A/R*				AYE NAY NP A/R*				AYE NAY NP A/R*			
Avery	X			Irick	X			Pikolycky	X		
Christy	X			Jannarone			X	Quinn			X
Earlen	X			Lloyd	X			Rohan Green			X
Howell	X			Lohbauer	X			Prickett	X		

\*A = Abstained / R = Recused

Adopted at a meeting of the Pinelands Commission

Date: December 11, 2020



Nancy Wittenberg  
Executive Director



Richard Prickett  
Chairman

**PINELANDS COMMISSION  
OPERATING BUDGET REVENUES  
GENERAL FUND  
FISCAL YEAR 2021**

Revenue Source	FY2018 Audited	FY2019 Unaudited	FY2020 Unaudited	FY2021 Anticipated	Notes
State Appropriation	2,649,000	2,799,000	2,949,000	3,099,000	1
State Supplemental Funding (Fringe Benefits)	687,000	687,000	687,000	687,000	2
Miscellaneous Income	600	200	40	0	
Interest Income	5,000	25,000	50,000	4,000	3
CCMUA Hydrologic Monitoring	8,000	10,330	0	0	
NPS - Long Term Environmental Monitoring	329,750	313,271	192,000	144,000	4
NPS - Long Term Economic Monitoring	328,750	326,058	191,000	156,000	4
Drexel - DWRP	0	322,003	0	0	
EPA - Micro	0	140,379	100,000	125,000	
EPA - Kingsnake	0	0	0	160,000	
Stockton College MOA	20,000	20,000	0	0	
Wetlands Permitting	2,000	10,000	4,000	1,000	5
Pinelands Application Fees	340,000	430,000	690,000	380,000	6
Utility Companies ROW Program	59,200	59,200	0	0	
<b>TOTAL REVENUE</b>	<b>4,429,300</b>	<b>5,142,441</b>	<b>4,863,040</b>	<b>4,756,000</b>	
Microfilm Reserve Anticipated	3,650	3,650	3,650	3,650	7
Computer Reserve Anticipated	18,420	18,420	18,420	18,420	8
Fenwick Manor Painting Reserve Anticipated	100,000	120,000	120,000	120,000	9
Administrative Assessment (Pnlds. Conserv. Fund)	80,000	60,000	60,000	60,000	10
Undesignated Fund Balance Anticipated	394,468	570,563	849,964	957,004	11
<b>TOTAL OTHER INCREASES</b>	<b>596,538</b>	<b>772,633</b>	<b>1,052,034</b>	<b>1,159,074</b>	
<b>TOTAL REVENUE AND OTHER INCREASES</b>	<b>5,025,838</b>	<b>5,915,074</b>	<b>5,915,074</b>	<b>5,915,074</b>	

**PINELANDS COMMISSION  
OPERATING BUDGET EXPENDITURES  
GENERAL FUND  
FISCAL YEAR 2021**

Expenditure Account	FY2018 Audited	FY2019 Unaudited	FY2020 Unaudited	FY2021 Anticipated	Notes
<b>PERSONNEL</b>					
Salaries & Wages	2,691,781	3,031,731	3,094,758	3,050,972	12
Fringe Benefits	1,594,542	1,808,212	1,822,822	1,904,593	13, 34
<b>TOTAL PERSONNEL</b>	<b>4,286,323</b>	<b>4,839,943</b>	<b>4,917,580</b>	<b>4,955,565</b>	
<b>SUPPLIES</b>					
Printing & Office Supplies	18,080	31,860	28,705	35,275	14
Vehicular Supplies	6,250	5,750	7,525	6,900	15
Household Supplies	8,450	8,900	9,300	10,800	16
Fuel & Utilities	42,350	42,350	43,000	42,500	17
Other Supplies	5,930	16,599	14,503	33,309	18
<b>TOTAL SUPPLIES</b>	<b>81,060</b>	<b>105,459</b>	<b>103,033</b>	<b>128,784</b>	
<b>SERVICES</b>					
Travel	14,900	11,500	6,350	4,445	19
Telephone	30,305	36,325	36,800	40,500	20
Postage	6,650	7,150	6,150	3,650	21
Insurance	51,900	58,200	61,225	55,136	22, 34
Information Processing	77,471	77,410	77,325	85,082	23
Household Services	2,250	2,400	2,600	2,600	24
Professional Services	278,715	630,582	541,333	485,652	25, 34
Other Services	28,640	31,526	30,558	24,901	26
<b>TOTAL SERVICES</b>	<b>490,831</b>	<b>855,093</b>	<b>762,341</b>	<b>701,966</b>	
<b>MAINTENANCE &amp; RENT</b>					
Maintenance - Buildings & Grounds	92,000	42,500	46,500	47,000	27
Maintenance - Equipment	17,700	27,050	21,250	21,850	28
Maintenance - Vehicular	5,750	5,750	5,720	6,720	29
Rent - Other	6,950	6,750	8,050	8,050	30
<b>TOTAL MAINTENANCE &amp; RENT</b>	<b>122,400</b>	<b>82,050</b>	<b>81,520</b>	<b>83,620</b>	
<b>IMPROVEMENTS &amp; ACQUISITIONS</b>					
Acquisitions - Equipment	4,619	10,528	28,600	20,730	31
Acquisitions - Information Processing Equipment	40,605	22,000	22,000	24,408	32
<b>TOTAL IMPROVEMENTS &amp; ACQUISITIONS</b>	<b>45,224</b>	<b>32,528</b>	<b>50,600</b>	<b>45,138</b>	
<b>TOTAL EXPENDITURES</b>	<b>5,025,838</b>	<b>5,915,074</b>	<b>5,915,074</b>	<b>5,915,074</b>	33

**PINELANDS COMMISSION  
OPERATING BUDGET  
FISCAL YEAR 2021 NOTES  
December 11, 2020**

1. The Governor's budget includes a FY 2021 State Appropriation to the Commission in the amount of \$3,099,000.00.
  
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 \$838,218 in FY 2012, \$837,927 in FY 2013, \$844,809 in FY 2014 and \$840,455 in FY 2015 but was only approved to receive \$687,000. In FY 2016, only \$687,000 was received and this amount was consistent for FY 2017 through FY 2021.
  
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 fluctuated in recent years and have greatly affected interest income over several years. FY 2021 will see a drastic decrease from the last few years due to the Federal Bank Reserve cutting interest rates on March 15, 2020 due to the Covid-19 pandemic. The FED has imposed emergency interest rates.
  
4. The Commission is entering its 26<sup>th</sup> 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 and unspent funds from prior years, which are reimbursed in full.
  
5. 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.
  
6. Application Fees of \$380,000 are anticipated to be received during FY 2021. This important component of the Commission's Operating Budget fluctuates tremendously from month to month. This funding source will be closely monitored throughout the fiscal year.
  
7. 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.

8. The FY 2021 anticipated revenue from the Computer Reserve estimated at \$18,420 for Replacement Computers and Replacement Printers.

9. The 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 current total consists of \$40,000 from FY 2015; \$40,000 from FY 2016; \$20,000 from FY 2017 and \$20,000 from FY 2018. The Project will be moving forward during FY 2021.

10. 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 three programs (see Pinelands Conservation Fund budget note #3). This \$60,000 administrative assessment will finance costs associated with cash management activities, accounting services, procurement services and centralized support services.

11. The projected amount needed from the Undesignated Fund Balance to balance the FY2021 budget deficit is \$957,004.

12. 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 2021 salaries and wages budgets (Operating, Kirkwood Cohansey Study and Pinelands Conservation Fund) finance only 40 of the 66 authorized full time equivalent positions.

13. The fringe benefits budget includes expenditures for the employer's share of Social Security (\$200,000), Medicare (\$55,000), disability insurance (\$2,000), flexible savings accounts (\$1,500) and miscellaneous administrative charges (\$1,000). The employer liability of pension related funds is estimated at \$502,099. The Commission's escalating health benefit premiums for active and retired employees are estimated at \$1,310,000 with a \$160,000 reduction for coinsurance payments from staff members. Also included is \$16,000 for dental insurance premiums and \$900 for participation in the Employee Advisory Service. Lastly, \$215,892 of the total fringe benefits budget is projected to be funded by the Kirkwood Cohansey Study (\$9,964) and the Pinelands Conservation Fund (\$205,928) as shown in those budgets.

Upon Commission approval of the FY 2021 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 \$255,000.

14. 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 \$14,175 of this budget.

15. The majority of the vehicular supplies budget covers 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. However, high gasoline prices have offset some of the savings of a smaller fleet.

16. 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 \$2,000 and other operating supplies.

17. The fuel and utilities budget covers expenditures for heating fuel, electricity, water and sewer. During the latter part of FY 2016, the Commission was accepted into the State's cooperative purchasing for electricity and heating fuel.

18. 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 97 %) of this account, totaling \$32,359 for FY 2021.

19. 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.

20. The telephone budget includes basic service, toll charges, the service cost of a data circuit, conference calls, and cellular phone service and toll charges.

21. 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.

22. 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 Commission's buildings under the States property insurance.

Upon Commission approval of the FY 2021 Operating Budget, the Executive Director will be authorized to pay the State's insurance broker an amount not to exceed the budgeted funding of \$55,136.00 to cover the Commission's insurance premiums.

23. The FY 2021 budget for information processing includes \$67,432 for software maintenance agreements and data purchases, \$6,000 for payroll processing, \$2,700 for database administration services and \$1,000 for online legal services and \$1,000 for hardware maintenance. Over \$6,950 of this budget is reimbursable through grants or special revenue.

24. The household services budget covers trash removal, alarm (security and fire) monitoring, and exterminating services.



25. The professional services account covers expenditures for legal fees, technical and consulting services, and other miscellaneous services. Estimated costs include \$75,000 for legal fees associated with DAG services, \$175,000 for labor counsel. Grant related technical services totaling \$209,152 are budgeted.
26. Expenditures in the other services budget include annual subscriptions (\$2,050), required memberships (\$3,845), and meeting expenses (\$2,500); advertising (\$2,950), research related fees (\$1,356), training (\$11,000), and banking fees (\$1,200).
27. The maintenance buildings and grounds budget for FY 2021 includes Repairs to the Barn Roof, Gutter replacement/repairs and Handicap Parking paver replacement. The remaining amount is available for minor maintenance services (plumbing, electrical, HVAC, Tree Trimming, etc.). There is funding to sponsor an Electrical Vehicle charging station.
28. The maintenance - equipment budget provides for the inspection, maintenance and repair of certain building systems and other equipment.
29. The maintenance vehicular budget finances routine maintenance, vehicular fees, and repairs, including any needed body work not performed by the Commission's Maintenance Technician.
30. Since FY 2011, several changes in the rent other budgets have occurred. In FY2011 a smaller postage machine was rented saving thousands in acquisition, rental and maintenance expenses. The FY 2021 budget includes \$500 for the postage meter, \$7,200 for the lease of (2) black and white copiers, \$100 for excess copy charges, and \$250 for the safe deposit box.
31. The acquisitions - equipment budget contains \$18,730 for scientific equipment supporting grant related projects and \$2,000 for unanticipated telephone system expenses.
32. The acquisitions - information processing equipment budget includes the replacement computers and replacement Printers anticipated to be installed in FY 2021.
33. The total estimated Operating Budget expenditures for FY 2021 equal \$5,915,074. 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 \$3,510,318.
34. Several expenditure account budgets include funding for various services and benefits that are reimbursed to the State of New Jersey and are over the Executive Director's authorized contracting limit of \$44,000. 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 2021 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 2021 BUDGET**

	FY2018 Audited	FY2019 Unaudited	FY2020 Unaudited	FY2020 Anticipated	Notes
<b>REVENUE PROJECTIONS</b>					
Interest Income	1,000	1,000	2,000	38	1
<b>Total Revenue</b>	1,000	1,000	2,000	38	
K/C Study Fund Balance Anticipated	162,792	114,270	68,000	31,586	2
<b>Total Revenue/Reserve Anticipated</b>	163,792	115,270	70,000	31,624	

Expenditure Account	FY2018 Audited	FY2019 Unaudited	FY2020 Unaudited	FY2020 Anticipated	Notes
<b>PERSONNEL</b>					
Salaries & Wages	32,100	26,000	26,000	21,200	3
Fringe Benefits	16,692	13,260	13,000	9,964	4
<b>TOTAL PERSONNEL</b>	48,792	39,260	39,000	31,164	
<b>SUPPLIES</b>					
Printing & Office Supplies	500	500	-	-	
Vehicular Supplies	-	-	-	-	
<b>TOTAL SUPPLIES</b>	500	500	-	-	
<b>SERVICES</b>					
Travel	50	50	-	-	
Training	-	5,000	-	-	
Information Processing	450	460	-	460	
Professional Services	114,000	70,000	31,000	-	
Other Services	-	-	-	-	
<b>TOTAL SERVICES</b>	114,500	75,510	31,000	460	
<b>Total Expenditures</b>	163,792	115,270	70,000	31,624	

**PINELANDS COMMISSION  
KIRKWOOD COHANSEY AQUIFER ASSESSMENT FUND  
FISCAL YEAR 2021 BUDGET NOTES  
December 11, 2020**

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 \$38 stays within the program and is available to help fund the project. This amount is a drastic decrease from the last few years due to the Federal Bank Reserve cutting interest rates on March 15, 2020 due to the Covid-19 pandemic. The FED has imposed emergency interest rates.
2. 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. FY 2021 is anticipated as the final year of this accounts current funding.
3. The FY 2021 salaries and wages budget finances salary expenses of employees who spend time working on this project and are estimated at \$31,164.
4. The fringe benefits budget represents the chargeable benefits calculated using the OMB issued "Employee Benefit" reimbursement rates for FY 2020. (Rates for FY20 have been made available in Circular Letter 20-12-OMB). The Rates for FY 2021 have not been published at this time.

**PINELANDS COMMISSION  
KATIE TRUST FUND  
FISCAL YEAR 2021 BUDGET**

Revenue	FY 2018 Audited	FY 2019 Unaudited	FY 2020 Unaudited	FY 2021 Anticipated	Notes
Katie Trust Fund Balance Anticipated	20,638	15,000	15,000	15,000	1
Total Reserve Anticipated	20,638	15,000	15,000	15,000	

Expenditure Account	FY 2018 Audited	FY 2019 Unaudited	FY 2020 Unaudited	FY 2021 Anticipated	Notes
Ground Supplies					
Plants & Fencing	9,638	4,000	4,000	4,000	2
Total Supplies	9,638	4,000	4,000	4,000	
Services					
Professional Services	10,000	10,000	10,000	10,000	3
Total Services	10,000	10,000	10,000	10,000	
Improvements & Acquisitions					
Acquisitions - Furniture	1,000	1,000	1,000	1,000	4
Total Improvements & Acquisitions	1,000	1,000	1,000	1,000	
Total Expenditures	20,638	15,000	15,000	15,000	

**PINELANDS COMMISSION  
KATIE TRUST FUND  
FISCAL YEAR 2021 BUDGET NOTES  
December 11, 2020**

1. This is the anticipated Fund Balance needed to complete the Garden Project.
2. The Ground Supplies budget of \$4,000.00 represents the estimated cost of the plants is \$3,000.00 and Split Rail fencing added between the Garden and Springfield Road to create a perimeter. The estimated cost for the fence is \$1,000.00.
3. The Professional Services budget of \$10,000 represents the New Path in Concrete, Exposed Aggregate or Flagstone.
4. The Acquisitions – Furniture budget is for 2 Memorial Benches that will be purchased.

**PINELANDS COMMISSION  
PINELANDS CONSERVATION FUND  
FISCAL YEAR 2021 BUDGET**

Revenue Source	FY2018 Audited	FY2019 Unaudited	FY2020 Unaudited	FY2021 Anticipated	Notes
Interest Income - Land Acquisition	5,000	6,000	15,000	1,640	1
Interest Income - Conservation Planning & Research	15,000	25,000	47,255	3,200	1
Interest Income - Community Planning & Design	5,000	10,000	34,000	1,600	1
Interest Income - Education & Outreach	5,000	8,000	22,000	620	1
SJTA - MOA	0	0	500,000	500,000	2
<b>Total Revenue</b>	<b>30,000</b>	<b>49,000</b>	<b>618,255</b>	<b>507,060</b>	
Cancellation of Prior Year Encumbrances	0	0	0	0	
Reserves for Pinelands Conservation Activities	1,252,675	814,397	0	323,556	
<b>Total Revenue/Other Sources Anticipated</b>	<b>1,282,675</b>	<b>863,397</b>	<b>618,255</b>	<b>830,616</b>	

Expenditure Account	FY2018 Audited	FY2019 Unaudited	FY2020 Unaudited	FY2021 Anticipated	Notes
<b><u>Land Acquisition</u></b>					
Salaries & Wages	12,000	5,000	5,750	16,800	
Fringe Benefits	6,240	2,550	2,875	7,896	
Information Processing	225	0	0	0	
Land Acquisition	500,000	276,457	0	0	
Administrative Assessment	20,000	0	0	0	3
<b>Total Land Acquisition Expenditures</b>	<b>538,465</b>	<b>284,007</b>	<b>8,625</b>	<b>24,696</b>	4

**Conservation Planning and Research**

Salaries & Wages	231,000	157,000	207,133	232,346	
Fringe Benefits	120,120	80,070	103,566	109,203	
Printing & Office Supplies	250	0	0	0	
Other Supplies			17,872	15,125	
Travel	4,175	1,702	2,227	3,100	
Information Processing	6,628	5,538	728	1,410	
Technical Services	54,353	70,000		5,300	
Professional Services				90,868	
Other Services	2,100	300	200	100	
Acquisitions - Equipment				3,000	
Administrative Assessment	20,000	20,000	20,000	20,000	3
<b>Total Conservation Planning/Research Expenditures</b>	<b>438,626</b>	<b>334,610</b>	<b>351,726</b>	<b>480,452</b>	5

**Community Planning and Design**

Salaries & Wages	65,000	62,000	85,000	129,000	
Fringe Benefits	33,800	31,620	42,500	60,630	
Printing & Office Supplies	125	385	500	100	
Travel	25	154	54	0	
Postage	200	250	500	500	
Information Processing	923	500	500	618	
Other Services	21,200	200	550	300	
Administrative Assessment	20,000	20,000	20,000	20,000	3
<b>Total Community Planning/Design Expenditures</b>	<b>141,273</b>	<b>115,109</b>	<b>149,604</b>	<b>211,148</b>	6

**Education and Outreach**

Salaries & Wages	48,500	45,000	55,000	60,000	
Fringe Benefits	25,220	22,950	27,500	28,200	
Printing & Office Supplies	650	500	500	0	
Travel	0	0	0	100	
Other Supplies	1,450	900	500	1,320	
Other Services	84,891	40,321	4,800	4,700	
Administrative Assessment	20,000	20,000	20,000	20,000	3
<b>Total Education and Outreach</b>	<b>180,711</b>	<b>129,671</b>	<b>108,300</b>	<b>114,320</b>	7

**Total Expenditures**

<b>12</b>	<b>1,299,075</b>	<b>863,397</b>	<b>618,255</b>	<b>830,616</b>
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**PINELANDS COMMISSION**  
**PINELANDS CONSERVATION FUND**  
**FISCAL YEAR 2021 BUDGET NOTES**  
**December 11, 2020**

1. The funds provided from Atlantic City Electric (formerly Conectiv) and other related revenue sources are kept in four separate cash accounts, one for each program of the Fund. The FY 2021 estimated interest income totals \$7,060 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. This amount is a drastic decrease from the last few years due to the Federal Bank Reserve cutting interest rates on March 15, 2020 due to the Covid-19 pandemic. The FED has imposed emergency interest rates.
2. This revenue results from the SJTA MOA amendment executed in April of 2019, under which SJTA is required to contribute a total of \$3,000,000 for land acquisition in the Pinelands Area. The Pinelands Commission will receive six annual payments of \$500,000.00.
3. The financial plan that designated the three original programs within the Fund (Land Acquisition, Conservation Planning & Research and Community Planning & Design) was approved by the Commission in April 2005 and includes a \$20,000 annual assessment from each program to cover administrative expenses as described in Operating Budget note # 10. The Commission amended the PCF policies in 2014 to include a fourth program, Education & Outreach, from which a \$20,000 annual administrative assessment is also drawn. FY 2021 will continue to see the removal of the annual assessment from the Land Acquisition program.
4. The Land Acquisition program budget for FY 2021 totals \$24,696. Personnel costs (salaries/wages and fringe benefits) are estimated at \$24,696 in support of the Commission's permanent land protection initiatives. In FY2021, these initiatives include preparation for a new round of land acquisition.
5. The Conservation Planning and Research program budget for FY 2021 totals \$480,452. Personnel costs (salaries/wages and fringe benefits) are estimated at \$341,549 to support the following initiatives and special projects: implementation of the rapid landfill assessment, implementation of the alternate septic system pilot program and adoption and implementation of water supply and water conservation standards for the Kirkwood/Cohansey aquifer. In addition to Planning projects, the Science Office is conducting Corn Snake and King Snake (partnered with EPA and Herpetological Associates) research. Miscellaneous expenses (supplies, training, travel and legal advertisements) supporting the program total \$15,125. Professional Services for both Snake Studies total \$90,868.. Rounding out the budget is the \$20,000 administrative assessment mentioned above.



6. The Community Planning and Design program budget for FY 2021 totals \$211,148. Personnel costs (salaries/wages and fringe benefits) are estimated at \$189,630 to support the following initiatives and special projects: review and proposal of amendments to the Forest and Rural Development Area clustering rules, proposal of CMP amendments related to the Pinelands Development Credit program , preparation of updated PDC supply and demand estimates, administrative responsibilities supporting the Pinelands Development Credit Bank and administration of the Pinelands Infrastructure Trust Fund. Miscellaneous expenses (software, postage, printing, supplies, meeting expenses and legal advertisements) supporting the program equal \$1,518. Rounding out the budget is the \$20,000 administrative assessment mentioned above.
  
7. The Education and Outreach program budget for FY 2021 totals \$114,320. Personnel costs (salaries/wages and fringe benefits) are estimated at \$88,200 to support the Pinelands Short Course and other Outreach programs. Also included is \$4,700 for supplies related to the Exhibit Center. Miscellaneous expenses (supplies and mileage) supporting the program equal \$1,420. Rounding out the budget is the \$20,000 administrative assessment mentioned above.