



New Jersey
NATURAL LANDS TRUST

AGENDA

NATURAL LANDS TRUST MEETING

September 27, 2013

**Location: Duke Farms
1112 Dukes Parkway West
Hillsborough, N.J. 08844**

12:00 PM

- I. Statement of Open Public Meetings Act**
- II. General Public Comment**
- III. Financial Report**
 - Second Quarter 2013 Financial Reports, for decision
- IV. Minutes of June 14, 2013 meeting, for decision**
- V. Unfinished Business**
 - Petty's Island, Pennsauken Township, Camden County, status update including renewal of educational programming contract with New Jersey Audubon Society (no enclosure)
 - Delaware Bay Migratory Shorebird Subcommittee Report (no enclosure)
- VI. New Business**
 - Delaware Bay Migratory Shorebird Project 2014 Budget Request by Endangered and Nongame Species Program, for decision (proposed budget to be provided at meeting)
 - Bear Creek Project Area, Allamuchy Township, Warren County, for decision
 - Revision of Management Guidelines/Appendix 1 to authorize Hagedorn Preserve for hunting (bow only and under a management agreement with Veterans' Haven North), for decision (no enclosure)
 - Revision of approved Spending Authorization for Calendar Year 2013 to include purchase of a replacement truck, for decision
- VII. Adjourn**

THE NEW JERSEY NATURAL LANDS TRUST
STATEMENT OF ACTIVITIES AND NET ASSETS
FOR THE SIX MONTH PERIOD ENDED JUNE 30, 2013

Statement 2

(See Accountant's Review Report)

	Trust Funds							TOTAL	
	Fixed Asset Fund	General Fund	Hyponex	Petty's Island	Petty's Island Cultural	Shorebird	Wetlands Acquisition		Wetlands Mitigation
Revenue (Restricted)									
Contribution Income	\$ -	\$ 5,000	\$ -	\$ 207,500	\$ -	\$ -	\$ -	\$ 174,000	\$ 386,500
Expense									
Materials and Supplies	\$ -	\$ 36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36
Services	-	3,970	-	-	-	-	-	-	3,970
Maintenance	-	6,712	-	-	-	-	-	-	6,712
Annual Report	-	198	-	-	-	-	-	-	198
Capital	-	550	-	-	-	-	-	-	550
Subaccount Project Expenses	-	-	-	-	-	-	-	-	-
Other Authorized Expenditures	-	8,480	-	-	-	35,000	-	1,278	44,758
Depreciation Expense	-	-	-	-	-	-	-	-	-
Total Expenses	\$ -	\$ 19,946	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 1,278	\$ 56,224
Other Income									
Rent Income	-	14,350	-	-	-	-	-	-	14,350
Interest/Dividend Income	-	24,806	1,159	5,476	8,489	4,704	1	105,721	150,355
Miscellaneous Income	-	2,768	-	-	-	-	-	-	2,768
Gain or Loss on Sale	-	-	-	-	-	-	-	-	-
Total Other Income	\$ -	\$ 41,924	\$ 1,159	\$ 5,476	\$ 8,489	\$ 4,704	\$ 1	\$ 105,721	\$ 167,474
Excess Revenues Over Expenses	\$ -	\$ 26,978	\$ 1,159	\$ 212,976	\$ 8,489	\$ (30,296)	\$ 1	\$ 278,443	\$ 497,750
Net Asset Balance Dec 31 2012	\$ 38,079,629	\$ 1,884,492	\$ 136,390	\$ 491,071	\$ 1,086,044	\$ 345,556	\$ 15,547	\$ 8,335,480	\$ 50,374,209
Land Acquisition	-	-	-	-	-	-	-	-	-
Unrealized Loss/Gain	-	(11,500)	1,383	(3,444)	6,287	(11,830)	-	(37,459)	(56,563)
Adjustment for Prior Period	-	-	-	-	-	-	-	-	-
Net Asset Balance June 30, 2013	\$ 38,079,629	\$ 1,899,970	\$ 138,932	\$ 700,603	\$ 1,100,820	\$ 303,430	\$ 15,548	\$ 8,576,464	\$ 50,815,396

The accompanying notes are an integral part of the financial statements.

THE NEW JERSEY NATURAL LANDS TRUST
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2013

(See Accountant's Review Report)

	Fixed Asset Fund	General Fund	Hyponex	Petty's Island	Petty's Island Cultural	Shorebird	Wetlands Acquisition	Wetlands Mitigation	TOTAL
ASSETS									
Current Assets									
Cash and Cash Equivalents	-	168,784	7,361	216,399	89,776	408	15,548	500,466	\$ 998,742
Tenants Escrow	-	3,032	-	-	-	-	-	-	3,032
Accrued Interest Receivable	-	7,953	373	2,682	4,705	-	-	36,793	52,506
Total Current Assets	-	<u>179,769</u>	<u>7,734</u>	<u>219,081</u>	<u>94,481</u>	<u>408</u>	<u>15,548</u>	<u>537,259</u>	<u>1,054,280</u>
Fixed Assets									
Land	38,079,629	-	-	-	-	-	-	-	38,079,629
Equipment	2,364	-	-	-	-	-	-	-	2,364
Vehicles	15,544	-	-	-	-	-	-	-	15,544
Accumulated Depreciation	(17,908)	-	-	-	-	-	-	-	(17,908)
Total Fixed Assets	<u>38,079,629</u>	-	-	-	-	-	-	-	<u>38,079,629</u>
Other Assets									
Investments-Long Term (FMV)	-	1,722,993	131,198	481,522	1,006,339	303,022	-	8,039,205	11,684,279
Total Other Assets	-	<u>1,722,993</u>	<u>131,198</u>	<u>481,522</u>	<u>1,006,339</u>	<u>303,022</u>	-	<u>8,039,205</u>	<u>11,684,279</u>
TOTAL ASSETS	<u>\$ 38,079,629</u>	<u>\$ 1,902,762</u>	<u>\$ 138,932</u>	<u>\$ 700,603</u>	<u>\$ 1,100,820</u>	<u>\$ 303,430</u>	<u>\$ 15,548</u>	<u>\$ 8,576,464</u>	<u>\$ 50,818,188</u>
LIABILITIES & NET ASSETS									
Liabilities									
Margin Loan	-	-	-	-	-	-	-	-	0
Security Deposits Payable	-	2,792	-	-	-	-	-	-	2,792
Total Liabilities	-	<u>2,792</u>	-	-	-	-	-	-	<u>2,792</u>
Net Assets									
Unrestricted	-	1,923,391	-	-	-	-	-	-	1,923,391
Permanently Restricted	38,079,629	-	-	-	-	-	-	-	38,079,629
Temporarily Restricted	-	-	135,612	717,325	1,115,311	291,643	15,548	8,530,556	10,805,995
Unrealized Gain/Loss	-	(23,421)	3,320	(16,722)	(14,491)	11,787	-	45,908	6,381
Total Net Assets	<u>38,079,629</u>	<u>1,899,970</u>	<u>138,932</u>	<u>700,603</u>	<u>1,100,820</u>	<u>303,430</u>	<u>15,548</u>	<u>8,576,464</u>	<u>50,815,396</u>
TOTAL LIABILITIES & NET ASSETS	<u>\$ 38,079,629</u>	<u>\$ 1,902,762</u>	<u>\$ 138,932</u>	<u>\$ 700,603</u>	<u>\$ 1,100,820</u>	<u>\$ 303,430</u>	<u>\$ 15,548</u>	<u>\$ 8,576,464</u>	<u>\$ 50,818,188</u>

The accompanying notes are an integral part of the financial statements.

**MINUTES OF THE
NATURAL LANDS TRUST MEETING
June 14, 2013
12:00 PM
Delaware River Port Authority, One Port Center
Camden, New Jersey**

Chairman Catania called the meeting to order at 12:20 PM and roll was taken. A quorum of trustees was present. At least one of the trustees was a state governmental representative.

The Open Public Meetings Act notice was read as follows: Notice of the date, time, location and agenda, to the extent known, was forwarded to three newspapers of general circulation, and provided to the Secretary of State in accordance with the Open Public Meetings Act. It was also noted that such notice was provided on the Trust's website in compliance with the Act requiring State, regional, and local authorities, boards, and commissions to establish a website providing specific information in order to facilitate transparency in government.

In attendance were:

Michael Catania, Chairperson	Larry Torok, DEP Trustee
James Hall, Vice Chairperson	Judeth Yeany, DEP Trustee
Emile DeVito, Trustee	Maurice Griffin, DAG, Trust Counsel
Adrienne Kreipke, representative for the State Treasurer	Robert J. Cartica, Executive Director
Steve Eisenhauer, Trustee	Martin Rapp, Trust Staff
	Cari Wild, Trust Staff

Absent were:

Ed Mulvan, alternate for Rich Boornazian, representative for the DEP Commissioner
Theresa Lettman, Trustee/Secretary- Treasurer
Thomas Gilmore, Trustee
State House Commission representative (not appointed)

General Public Comment: None

Financial Report: Mr. Cartica outlined the Financial Statements for the quarter ending March 31, 2013. Ms. Kreipke motioned to approve the Financial Statements. Mr. Hall seconded the motion and, by a vote of 7 to 0, the Financial Statements were approved.

The **February 22, 2013 minutes** were reviewed. Mr. Hall motioned to approve the minutes. Mr. DeVito seconded the motion and the minutes were approved by a vote of 6 to 0 with Ms. Kreipke abstaining.

Unfinished Business:

Mr. Catania provided the Board with a report on the status of activities at **Petty's Island Preserve in Pennsauken Township, Camden County**. The Trust has received a draft report from Lammey and Giorgio, a consultant firm under term contract with the NJDEP, to conduct

the feasibility study. The Trust expects to receive a final report from Lammey and Giorgio in the very near future after which the Trust will conduct another stakeholder meeting. The Trust is developing an RFP for the services of an environmental services consultant with expertise in ecology and toxicology to provide a conceptual remediation and restoration approach to enable some of the former oil tank impoundments on Petty's Island to be used as habitat for plant and animal species. The Trust is also developing an RFP for the design, fabrication and installation of 12 or more interpretive wayside exhibits and other trail construction and/or improvements at Petty's Island using grants from the William Penn Foundation and the New Jersey Recreational Trails Program.

Mr. Catania provided the **Delaware Bay Migratory Shorebird Subcommittee Report**. Mr. Catania reported that shorebird and horseshoe crab habitat along the Delaware Bay shoreline from Reed's Beach to Pierces Point (an approximate 3.6 mile stretch) reduced to mud and rubble by Hurricane Sandy last fall was successfully restored just days before the beginning of the horseshoe crab spawning season. The additional funding approved by the Trust at its February 22, 2013 meeting was critical as it was the first funding made available for Delaware Bay shoreline restoration enabling matching funds to be sought and provided by the American Littoral Society, NJ Recovery Fund, National Fish and Wildlife Foundation, and Corporate Wetlands Partnership. Middle Township and the Cape May County Mosquito Control Commission also helped with the rubble removal. Based on early reports, it appears that the red knot population was up this spring from the past few years. As noted at the September 2012 meeting, the Delaware Bay Migratory Shorebird account is being quickly depleted. The subcommittee is looking at a number of potential opportunities to replenish the account so that important research and monitoring efforts can be continued.

New Business:

The Board considered the **Hainesville Woods Project Area in Sandyston Township, Sussex County**. The Board suggested that the Trust accept some of the properties in fee, instead of just as a land management assignment, if possible. Mr. DeVito motioned to approve the Hainesville Woods Project Area on the conditions that a \$25,000 land stewardship endowment be provided to the Trust for properties currently owned by The Nature Conservancy and that lands within the Project Area that would present management concerns, such as structures, improvements or contamination or that would require the expenditure of Trust funds, be brought to the Board for specific approval before acquisition. Mr. Torok seconded the motion and the offer was accepted by a vote of 7 to 0.

The Board considered the **Sterling Hill-Dicosmo/GA Land Management Assignment Offer in Ogdensburg Borough, Sussex County**. Ms. Yeany recused herself from the matter. Mr. DeVito motioned to accept the Management Assignment Offer on the condition that the partial taking line was roughly as provided on the map. Mr. Hall seconded the motion and, by a vote of 6 to 0, the offer was accepted with Ms. Yeany abstaining.

The Board considered the **Lincoln Grove Project Area in Franklin Township, Somerset County, and South Brunswick Township, Middlesex County**. Mr. DeVito motioned to approve the Lincoln Grove Project Area on the condition that lands within the Project Area that would present management concerns, such as structures, improvements or contamination or that would require the expenditure of Trust funds, be brought to the Board for specific approval

before acquisition. Mr. Torok seconded the motion and the offer was accepted by a vote of 6 to 0 with Ms. Yeany abstaining.

The Board considered the **Revision of Management Guidelines/Appendix 1 to authorize Hagedorn Preserve for hunting**. The Board considered whether the Hagedorn Preserve should be opened to the general public for bow hunting only or whether it should enter into a management agreement with an adjacent property owner, Veterans Haven North, for assistance in management of the deer population. Mr. Rapp will discuss this issue with Veterans Haven North and report back to the Board with recommendations regarding hunting at the Hagedorn Preserve.

The Board considered the **2012 Annual Report**. Ms. Wild reported that no comments were received on the report approved by the Board on February 22, 2013, and the report was finalized and posted on the Trust's website.

The remaining **2013 meeting dates** are: September 20, 2013 (to be held at Duke Farms) and December 6, 2013.

Ms. Kreipke motioned for the meeting to be adjourned. Mr. Hall seconded the motion and, by a vote of 7 to 0, the meeting was adjourned at 2:10 PM.

Respectfully submitted,

Theresa Lettman
Secretary/Treasurer



BEAR CREEK PROJECT AREA
Allamuchy and Frelinghuysen Townships, Warren County
September 27, 2013

Description of Project Area

The -acre Bear Creek Project Area in Allamuchy and Frelinghuysen Townships, Warren County encompasses 972 acres already managed by the Trust as its Bear Creek Preserve. In addition to adding properties recently offered for sale to the Green Acres Program, the Project Area proposes to expand slightly in all directions beyond the existing preserve to preserve additional areas of Natural Heritage Priority Sites, provide connectivity to other preserved lands and to improve access. The Project Area is generally bounded by Route 80, Route 519, State Park, Southtown, Bear Creek, and Shades of Death roads.

Ecological Description

The Bear Creek Project Area lies within the glaciated Ridge and Valley region of northwestern New Jersey. The Project Area includes confirmed critical habitat for the federally endangered, state endangered dwarf wedgemussel, the federally threatened, state endangered bog turtle and the state endangered bobcat, and a number of state endangered plant species such as spreading globe flower, water sedge, few-flower spike-rush, Labrador marsh bedstraw, and small bedstraw. Draining headwater areas of the Pequest River, the Bear Creek flows through some of Warren County's most productive farmland areas. Within the Bear Creek Preserve, the Trust leases several agricultural fields to local farmers who grow corn, wheat, soybeans, and hay.

The Bear Creek Project Area encompasses several Natural Heritage Priority Sites which delineate important areas for the state's biodiversity. The Project Area includes all of the Glovers Pond and Luse Pond Natural Heritage Priority Sites as well as the portion of the Southtown Sinkhole Natural Heritage Priority Site that includes habitat for the state endangered large water-plantain.

Management Issues and Concerns

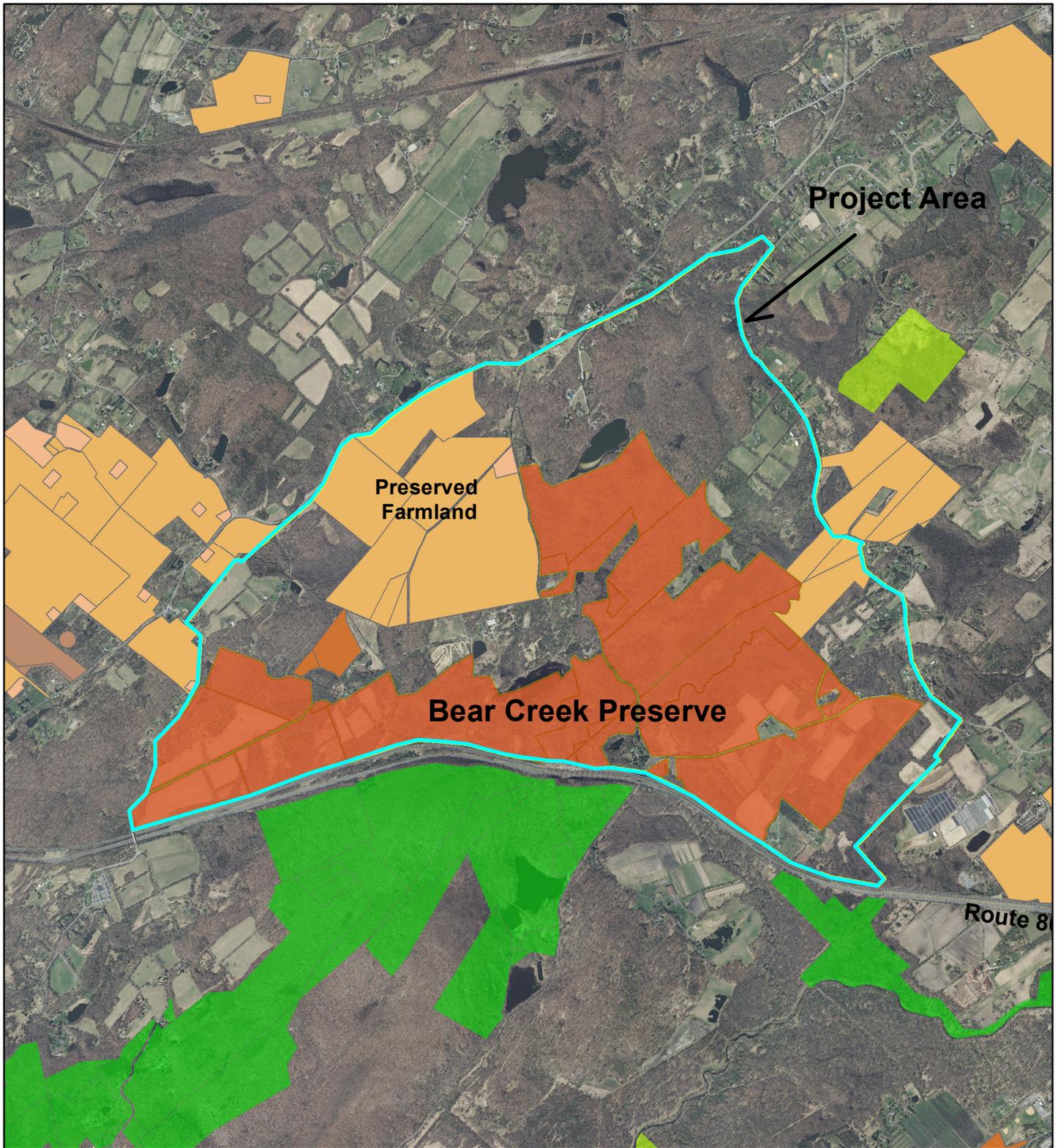
Improved properties and farmland already preserved under the Farmland Preservation Program are not targeted for acquisition although partial acquisition of vacant land within a developed lot is a possibility. Staff is very familiar with the area of the Project Area based on its management of the Bear Creek Preserve. Based on its knowledge of the area, staff expects no significant management issues or concerns.

Acquisition Criteria

Properties within this Project Area meet the acquisition criteria for Endangered Species Habitat since they include habitat for a state or federally listed plant or animal species or suitable buffers to protect such species.

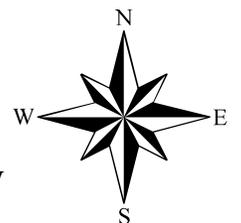
Staff Recommendations

Staff recommends the approval of this Project Area to facilitate Green Acres' acquisition of properties in the area. As required by the Trust's Guidelines for Land Acquisition, lands within the Project Area that would present management concerns, such as structures, improvements or contamination or that would require the expenditure of Trust funds, would be brought to the Board for specific approval before acquisition.



New Jersey Natural Lands Trust
Bear Creek Project Area

Allamuchy and Frelinghysen Township, Warren County
2479-Acres





**NATURAL LANDS TRUST
SPENDING AUTHORIZATION FOR
CALENDAR YEAR 2013
Amended September 27, 2013**

EXPENDITURES

	<u>2012 Authorization</u>	<u>2012 Expenditure</u>	<u>2013 Authorization</u>
04-2 MATERIALS AND SUPPLIES	\$2,000	\$686	\$2,000

General Printing, Office Supplies and Mail Services - \$2,000

Includes routine office supplies, photocopying, reference materials and publications, maps and reproduction of maps, creating signage, and similar expenses. Production and printing of the Annual Report is not included under this category. If needed, this item will fund additional functions for outreach and volunteers for management and acquisition.

04-3 SERVICES	\$46,700	\$20,676	\$36,700
----------------------	-----------------	-----------------	-----------------

Travel - \$700

Includes funds for refreshments for Board meetings and parking vouchers and staff reimbursement for occasional use of personal vehicles.

Information Processing - \$1,000

Includes computer repairs and purchase of software.

DAG Expenses – \$20,000

Includes charges assessed to the Trust for professional services provided by staff of the Attorney General's office.

Other Professional Services - \$15,000¹

Includes cost of title searches and filing fees for land donations and legal advertisement of meeting dates, membership fees and bank service charges. Also includes routine professional service contracts for surveys and preparation of deeds. Minimal back taxes are included as part of this line; however, substantial tax payments will be included in each offering brought to the Board. Professional Services also includes any costs associated with creation and maintenance of the Trust's website and for Trust professional accounting services.

¹ Does not include account maintenance fees and asset management costs associated with recently established accounts with Vanguard Financial Services.

	<u>2012 Authorization</u>	<u>2012 Expenditure</u>	<u>2013 Authorization</u>
04-4 MAINTENANCE AND FIXED CHARGES	\$58,000	\$16,072	\$70,000

General Maintenance of Buildings, Grounds, Equipment and Vehicle - \$23,000

Includes funds for maintenance of rental units (including furnace or roof replacement, road regrading, power restoration, and other emergency measures), gates and access, safety/stabilization needs, tree trimming and removal, encroachment surveys, etc., as needed. Major planned maintenance and capital improvement projects are not included within this authorization and would be submitted individually, together with a recommended funding source, to the Board of Trustees for consideration.

Conservation/Preserve Management Projects - \$47,000

The following preserve management projects related to the Trust’s mission of preservation of biodiversity are included in the budgeted amount planned for this calendar year. The costs for each project are gross estimates and quotes have not yet been sought.

- Preserve inventories and/or management plan development: \$15,000
- Salary for hourly Trust GIS specialist/land management assistant: \$16,000
- Invasive plant control and preserve management (various preserves): \$16,000

04-5 ANNUAL REPORT	\$500	\$197	\$250
---------------------------	--------------	--------------	--------------

2010 Annual Report - \$1,000

The requested authorization includes the cost of graphic layout and development of the annual report for posting on the Trust’s website.

04-7 CAPITAL	\$5,000	\$5,973	\$35,000
---------------------	----------------	----------------	----------------------------

Miscellaneous Equipment Purchase and Replacement - \$2,500

This budget allows for purchase of a new truck to replace the Trust’s Dodge Dakota and for miscellaneous small equipment purchases used for land management and office function.

TOTAL SPENDING AUTHORIZATION	\$112,200	\$43,604²	\$113,143,950
-------------------------------------	------------------	-----------------------------	---------------------------------

² Includes abatements to revenue generated by Trust rental units (\$152).