



New Jersey  
**NATURAL LANDS TRUST**

**AGENDA**

**NATURAL LANDS TRUST MEETING**

**March 16, 2018**

**Location: Office of Natural Lands Management**

**501 E. State Street, 5 Station Plaza**

**4th Floor Large Conference Room**

**Trenton, NJ**

**12:00 PM**

- I. Statement of Open Public Meetings Act**
- II. General Public Comment**
- III. Financial Report**
  - Fourth Quarter 2017 Financial Reports, for decision
- IV. Minutes**
  - December 1, 2017 minutes, for decision
- V. Unfinished Business**
  - Petty's Island, Pennsauken Township, Camden County, status update (no enclosure)
- VI. New Business**
  - Nominating Committee Recommendations for Chair, Vice Chair, Secretary/Treasurer Officers, for election, for decision (no enclosure)
  - Calendar Year 2018 Spending Authorization, for decision
  - Delaware Bay Migratory Shorebird Project 2018 Budget Request by Endangered and Nongame Species Program and Conserve Wildlife Foundation, for decision
  - Tennessee Gas Pipeline (TGP) Plant Fund-Calendar Year 2018 Annual Work Plan, for decision
  - Richard J. Buhlman Preserve Project Area, Fairfield Township, Cumberland County, for decision
  - Hirst Ponds-Guercioni/GA, Land Management Assignment Offer, Galloway Township, Atlantic County, for decision
  - Six Flags Theme Parks Easement Offer, Jackson Township, Ocean County, for decision (no enclosure)
  - Primrose Brook Proposed Conveyance, Harding Township, Morris County, for decision
  - Draft 2017 Annual Report Text, for decision (no enclosure)
- VII. Adjourn**

THE NEW JERSEY NATURAL LANDS TRUST  
STATEMENT OF FINANCIAL POSITION  
DECEMBER 31, 2017

Statement 1

(See Accountant's Review Report)

	Fixed Asset Fund	General Fund	Hyponex	Petty's Island	Petty's Island Cultural	Shorebird	TGP Acquisition	TGP Animals	TGP Plants	Wetlands Acquisition	Wetlands Mitigation	TOTAL
<b>ASSETS</b>												
Current Assets												
Cash and Cash Equivalents	-	\$ 1,940,373	\$ 60,497	\$ 1,118,198	\$ 1,139,941	\$ 2,708	\$ 491,052	\$ 1,316,222	\$ 647,986	\$ 15,747	\$ 4,702,782	\$ 11,495,506
Tenants Escrow	-	3,039	-	-	-	-	-	-	-	-	-	3,039
Bennett Bogs Endowment	-	25,000	-	-	-	-	-	-	-	-	-	25,000
Hirst Pond Endowment	-	25,000	-	-	-	-	-	-	-	-	-	25,000
Hainesville Wood	-	25,000	-	-	-	-	-	-	-	-	-	25,000
Accrued Interest Receivable	-	1,079	-	-	-	-	-	-	-	-	-	1,079
Total Current Assets	-	2,019,491	60,497	1,118,198	1,139,941	2,708	491,052	1,316,222	647,986	15,747	4,702,782	11,514,624
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	38,079,629	-	-	-	-	-	-	-	-	-	-	38,079,629
Other Assets												
Investments-Long Term (FMV)	-	124,505	-	-	-	79,941	-	-	-	-	0	204,446
Due From Related Fund	-	444	-	81,000	-	-	-	-	-	-	-	81,444
Total Other Assets	-	124,949	-	81,000	-	79,941	-	-	-	-	-	285,890
TOTAL ASSETS	\$38,079,629	\$2,144,440	\$ 60,497	\$ 1,199,198	\$ 1,139,941	\$ 82,649	\$ 491,052	\$ 1,316,222	\$ 647,986	\$ 15,747	\$ 4,702,782	\$ 49,880,143
<b>LIABILITIES &amp; NET ASSETS</b>												
Liabilities												
Due To Related Fund	\$ -	\$ 81,000	\$ -	\$ 444	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 81,444
Due to Endowment Account	-	75,000	-	-	-	-	-	-	-	-	-	75,000
Security Deposits Payable	-	2,792	-	-	-	-	-	-	-	-	-	2,792
Total Liabilities	-	158,792	-	444	-	-	-	-	-	-	-	159,236
Net Assets												
Unrestricted	-	2,108,367	-	-	-	-	-	-	-	-	-	2,108,367
Permanently Restricted	38,079,629	-	-	-	-	-	-	-	-	-	-	38,079,629
Temporarily Restricted	-	(122,719)	60,497	1,246,259	1,139,941	105,808	491,052	1,316,222	647,986	15,747	5,214,759	10,238,271
Unrealized Gain/Loss	-	-	-	(47,505)	-	(23,159)	-	-	-	-	(511,977)	(705,360)
Total Net Assets	38,079,629	1,985,648	60,497	1,198,754	1,139,941	82,649	491,052	1,316,222	647,986	15,747	4,702,782	49,720,907
TOTAL LIABILITIES & NET ASSETS	\$38,079,629	\$2,144,440	\$ 60,497	\$ 1,199,198	\$ 1,139,941	\$ 82,649	\$ 491,052	\$ 1,316,222	\$ 647,986	\$ 15,747	\$ 4,702,782	\$ 49,880,143

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

THE NEW JERSEY NATURAL LANDS TRUST  
STATEMENT OF ACTIVITIES AND NET ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2017

(See Accountant's Review Report)

	Trust Funds										TOTAL	
	Fixed Asset Fund	General Fund	Hyponex	Petty's Island	Petty's Island Cultural	Shorebird	TGP Acquisition	TGP Animals	TGP Plants	Wellands Acquisition		Wellands Mitigation
Revenue (Restricted)												
Contribution Income	\$ -	\$ 23,387	\$ -	\$ 202,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ 225,987
Expense												
Materials and Supplies	-	115	-	-	-	-	-	-	-	-	-	115
Services	-	11,336	-	-	-	-	-	-	-	-	-	11,336
Maintenance	-	52,961	-	-	-	-	-	-	-	-	-	52,961
Annual Report	-	339	-	-	-	-	-	-	-	-	-	339
Capital	-	-	-	-	-	-	-	-	-	-	-	-
Educational Programming	-	-	-	-	-	-	-	-	-	-	-	-
Other Authorized Expenditures	-	23,000	4,000	84,897	-	61,350	-	-	-	-	2,444,030	2,617,277
Depreciation Expense	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	-	<b>87,751</b>	<b>4,000</b>	<b>84,897</b>	-	<b>61,350</b>	-	-	-	-	<b>2,444,030</b>	<b>2,682,028</b>
Other Income												
Rent Income	-	25,350	-	-	-	-	-	-	-	-	-	25,350
Interest/Dividend Income	-	20,517	488	9,975	10,201	2,935	3,948	10,585	5,210	126	58,356	122,341
Miscellaneous Income	-	16,670	-	-	-	-	-	-	-	-	-	16,670
Gain or Loss on Sale	-	-	-	-	(891)	-	-	-	-	-	-	(891)
<b>Total Other Income</b>	-	<b>62,537</b>	<b>488</b>	<b>9,975</b>	<b>9,310</b>	<b>2,935</b>	<b>3,948</b>	<b>10,585</b>	<b>5,210</b>	<b>126</b>	<b>58,356</b>	<b>163,470</b>
<b>Excess Revenues Over Expenses/</b>	<b>\$ -</b>	<b>\$ (1,827)</b>	<b>\$ (3,512)</b>	<b>\$ 127,078</b>	<b>\$ 9,310</b>	<b>\$ (58,415)</b>	<b>\$ 3,948</b>	<b>\$ 10,585</b>	<b>\$ 5,210</b>	<b>\$ 126</b>	<b>\$ (2,385,074)</b>	<b>\$ (2,292,571)</b>
<b>Net Asset Balance Dec 31, 2016</b>	<b>\$ 38,079,629</b>	<b>\$ 1,990,838</b>	<b>\$ 64,009</b>	<b>\$ 1,072,185</b>	<b>\$ 1,130,631</b>	<b>\$ 143,282</b>	<b>\$ 487,104</b>	<b>\$ 1,305,637</b>	<b>\$ 642,776</b>	<b>\$ 15,621</b>	<b>\$ 7,100,523</b>	<b>\$ 52,032,235</b>
Land Acquisition	-	-	-	-	-	-	-	-	-	-	-	-
Unrealized Loss/Gain	-	(3,363)	-	(509)	-	(2,218)	-	-	-	-	(12,667)	(18,757)
Adjustment for Prior Period	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net Asset Balance Dec 31, 2017</b>	<b>\$ 38,079,629</b>	<b>\$ 1,985,648</b>	<b>\$ 60,497</b>	<b>\$ 1,198,754</b>	<b>\$ 1,139,941</b>	<b>\$ 82,649</b>	<b>\$ 491,052</b>	<b>\$ 1,316,222</b>	<b>\$ 647,986</b>	<b>\$ 15,747</b>	<b>\$ 4,702,782</b>	<b>\$ 49,720,907</b>

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

**MINUTES OF THE  
NATURAL LANDS TRUST MEETING**

**December 1, 2017**

**12:00 PM**

**Office of Natural Lands Management, Trenton, New Jersey**

Chairman Catania called the meeting to order at 12:15 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 to facilitate transparency in government.

*In attendance were:*

Michael Catania, Chairperson  
James Hall, Vice Chairperson  
Theresa Lettman, Trustee/Secretary-  
Treasurer  
Judeth Yeany, DEP Trustee  
Larry Torok, DEP Trustee  
Steve Eisenhauer, Trustee  
Emile DeVito, Trustee

Matt Spayth, Trustee representative for the  
State Treasurer  
Adrienne Kreipke, alternate for Rich  
Boornazian, Trustee representative for the  
DEP Commissioner  
Robert J. Cartica, Executive Director  
Martin Rapp, Trust Staff  
Cari Wild, Trust Staff

*Absent were:*

Thomas Gilmore, Trustee  
State House Commission representative (not appointed)

**General Public Comment:** None

**Financial Report:** Mr. Cartica outlined the Financial Statements for the quarters ending March 31, 2017, June 30, 2017, and September 30, 2017. Ms. Kreipke motioned to approve the Financial Statements. Mr. Hall seconded the motion and the Financial Statements were unanimously approved by a vote of 9 to 0.

The **March 3, 2017 minutes** were reviewed. Mr. Hall motioned to approve the minutes. Mr. Torok seconded the motion and the minutes were approved by a vote of 7 to 0, with Ms. Kreipke and Mr. DeVito abstaining.

**Unfinished Business:**

Ms. Wild presented the Board with the **Resolution of the Board of Trustees to Approve Extension of CITGO Petroleum Company and Crowley Maritime Lease**. Per Trust bylaws, in the event a decision by the Board is required and a special meeting cannot be held due to time

constraints or lack of a quorum, the Executive Director may poll the members of the Board to determine their preference on an issue. In such a circumstance, the Executive Director shall supply to each Board member, in writing, a draft resolution and information sufficient for Board consideration. With the concurrence of the Board, the Executive Director may act in accordance with the resolution.

On November 3, 2017, Mr. Cartica polled the Trust's Board to determine their preference on the resolution.

Michael Catania	Yes	Larry Torok	Yes
James Hall	Yes	Tom Gilmore	Yes
Matt Spayth	Yes	Emile DeVito	Yes
Judeth Yeany	Yes	Adrienne Kreipke	Yes
Steve Eisenhauer	Yes		

After nine Board members, with at least one of them of them being an official of state government, responded affirmatively to approve the resolution, Mr. Cartica notified CITGO that its request for an extension of its lease with Crowley had been approved. Having been presented to the Board with no objection, this resolution was affirmed.

Ms. Wild provided the Board with a **Petty's Island, Pennsauken Township, Camden County Status Report** which included an update on the Trust's use of funding provided by the William Penn Foundation to produce a 23-minute documentary on the preservation of Petty's Island, a 3D model of Petty's Island existing conditions, and a script for a second documentary on the island's rich history. The Trust awarded the production of the 20-minute history documentary to the Camden County Historical Society under a sole source contract in the amount of \$15,000. The Trust also notified the New Jersey Audubon Society of its intent to renew the Petty's Island educational programming contract for another one-year term. Three one-year renewal options remain. As part of the Trust's coordination with the Alliance for Watershed Education (AWE), representation by Petty's Island in River Days 2017 was a big success especially during the Center for Aquatic Sciences/Adventure Aquarium's festival weekend. All the AWE centers, including Petty's Island, will be participating in the Philadelphia Flower Show in March of 2018.

#### **New Business:**

The Board considered the proposed **Reinhardt Preserve Project Area in Montague Township, Sussex County**. Mr. DeVito motioned to approve the Reinhardt Project Area. Mr. Hall seconded the motion and the project area was approved by a vote of 8 to 0. Because the Project Area included three Green Acres offerings, Ms. Yeany recused herself from the matter based on the advice from the NJ Attorney General's Office that her vote may present an appearance of conflict notwithstanding that she has no personal or financial stake in Trust management assignments.

The Board considered the proposed **Clarks Landing Preserve-Effron Land Donation Offer in Galloway Township, Atlantic County**. Mr. DeVito motioned to approve this land donation offer. Ms. Yeany seconded the motion and the offer was approved by a vote of 9 to 0.

The Board considered the **Bear Swamp at Red Lion-Braccio and Crush Properties/GA, Land Management Assignment Offers in Southampton Township, Burlington County**. Mr. DeVito motioned to approve these land management assignments. Mr. Eisenhauer seconded the motion and the land management assignments were approved by a vote of 8 to 0. Ms. Yeany recused herself from the matter based on the advice from the NJ Attorney General’s Office that her vote may present an appearance of conflict notwithstanding that she has no personal or financial stake in Trust management assignments.

The Board considered the **Sooy Place Preserve-Woodland Township/GA, Land Management Assignment Offer in Woodland Township, Burlington County**. Ms. Lettman motioned to approve this land management assignment. Mr. Torok seconded the motion and the land management assignment was approved by a vote of 7 to 0. Ms. Yeany recused herself from the matter based on the advice from the NJ Attorney General’s Office that her vote may present an appearance of conflict notwithstanding that she has no personal or financial stake in Trust management assignments. Mr. DeVito recused himself from the matter because New Jersey Conservation Foundation may be interested in acquiring this property as an addition to its Michael Huber Preserve.

Ms. Wild presented the Board with the **Sooy Place Preserve-Drusendahl (Woodland Township, Burlington County) Resolution Approving Land Donation Offer**. Per Trust bylaws, in the event a decision by the Board is required and a special meeting cannot be held due to time constraints or lack of a quorum, the Executive Director may poll the members of the Board to determine their preference on an issue. In such a circumstance, the Executive Director shall supply to each Board member, in writing, a draft resolution and information sufficient for Board consideration. With the concurrence of the Board, the Executive Director may act in accordance with the resolution.

On June 22, 2017, Mr. Cartica polled the Trust’s Board to determine their preference on the resolution.

Michael Catania	Yes	Larry Torok	Yes
James Hall	Yes	Theresa Lettman	Yes
Matt Spayth	Yes	Emile DeVito	Yes
Thomas Gilmore	Yes	Steve Eisenhauer	Yes

After eight Board members, with at least one of them of them being an official of state government, responded affirmatively to approve the resolution, the Trust agreed to accept the donation of land. Having been presented to the Board with no objection, this resolution was affirmed.

Mr. Cartica presented the Board with a **New Jersey Wetlands Mitigation Council Resolution Approving Expenditures**. Mr. Cartica explained that on June 13, 2017, he received a request from the New Jersey Wetlands Mitigation Council (Council) for disbursement from the Wetlands Mitigation Fund to the North Jersey Resource Conservation and Development Council

(NJRC&D) in the amount of \$1,499,256.29. Provided with the request was a signed resolution dated August 5, 2014 by the Acting Chair of the Council approving grant funding to the NJRC&D. In accordance with the Trust's April 28, 2004 MOU with the Council, the Executive Director of the Trust shall disburse moneys for projects approved by a resolution of the Council;

provided, however, that disbursements exceeding \$250,000 shall require the authorization of the Trust's Board, which shall act on any request for such authorization within ten working days after the Executive Director's receipt of a request for disbursement from staff to the Council. Per Trust bylaws, in the event a decision by the Board is required and a special meeting cannot be held due to time constraints or lack of a quorum, the Executive Director may poll the members of the Board to determine their position on an issue. In such a circumstance, the Executive Director shall supply to each Board member, in writing, a draft resolution and information sufficient for Board consideration. With the concurrence of the Board, the Executive Director may act in accordance with the resolution.

On June 16, 2017, Mr. Cartica polled the Trust's Board to determine their preference on the resolution.

Michael Catania	Yes	Larry Torok	Yes
James Hall	Yes	Tom Gilmore	Yes
Matt Spayth	Yes	Emile DeVito	Yes
Theresa Lettman	Yes		

After seven Board members, with at least one of them of them being an official of state government, responded affirmatively to approve the resolution, Mr. Cartica made the requested disbursement. Having been presented to the Board with no objection, this resolution was affirmed

Mr. Catania appointed Mr. Gilmore and Ms. Yeany to the **Nominating Committee** for recommendations to be made at the March 2018 meeting for the Board positions of Chairperson, Vice Chairperson, and Secretary/Treasurer.

Ms. Kreipke motioned for the meeting to be adjourned. Mr. Hall seconded the motion, and the meeting was adjourned at 1:20 PM by a unanimous vote of 9 to 0.

Respectfully submitted,

Theresa Lettman  
Secretary/Treasurer



**NEW JERSEY NATURAL LANDS TRUST  
SPENDING AUTHORIZATION FOR  
CALENDAR YEAR 2018**

	<u>2017 Authorization</u>	<u>2017 Expenditure</u>	<u>2018 Authorization</u>
<b>MATERIALS AND SUPPLIES</b>	<b>\$2,000</b>	<b>\$115</b>	<b>\$2,000</b>

**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.

<b>SERVICES</b>	<b>\$36,700</b>	<b>\$11,336</b>	<b>\$36,700</b>
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**Travel - \$700**

Includes funds for refreshments for Board meetings, travel and parking reimbursement for meetings of Board of Trustees, 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 - \$15,000**

Includes cost of professional accounting services, maintenance of the Trust's website, title searches and filing fees for land donations, legal advertisement of Board of Trustees 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.

	<u>2017 Authorization</u>	<u>2017 Expenditure</u>	<u>2018 Authorization</u>
<b>MAINTENANCE AND FIXED CHARGES</b>	<b>\$73,000</b>	<b>\$52,961</b>	<b>\$104,000</b>

**General Maintenance of Buildings, Grounds, Equipment and Vehicle - \$30,000**

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 for consideration.

**Conservation/Preserve Management Projects - \$74,000**

The following planned projects are relevant to the Trust's mission of preservation of biodiversity. The costs for each project are gross estimates and quotes have not yet been sought.

High Rocks/Mtn, Lakes Bog Preserves: Biodiversity Inventory	<b>\$30,000</b>
Congelton Preserve: Biodiversity Inventory	<b>\$24,000</b>
Bennett Bogs Preserve Management	<b>\$6,000</b>
Black Meadows Preserve plant/herptile survey	<b>\$4,000</b>
Other directed preserve surveys	<b>\$10,000</b>

<b>ANNUAL REPORT</b>	<b>\$250</b>	<b>\$339</b>	<b>\$500</b>
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**2016 Annual Report - \$250**

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

<b>CAPITAL</b>	<b>\$3,000</b>	<b>\$0</b>	<b>\$2,500</b>
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**Miscellaneous Equipment Purchase and Replacement - \$3,000**

This budget allows for miscellaneous small equipment purchases used for land management and office function.

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<b>TOTAL SPENDING AUTHORIZATION</b>	<b>\$114,950</b>	<b>\$64,751</b>	<b>\$145,700</b>
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**Natural Lands Trust**  
**Proposed Budget - Delaware Bay Shorebird Project 2018**  
**Conserve Wildlife Foundation of NJ (CWF) and Federal Funding (ENSP)**  
**Work Period: July 1, 2017- June 30, 2018**

Item	Total Budget (Proposed) (NLT & FED.)	NLT to CWF	NLT to DFW Law	Federal to ENSP (Proposed)
<b>A. PROTECTION</b>				
Salaries	68,500	0	8,500	60,000
Materials and Supplies	6,500	0		6,500
Services other than Personnel	45,000	31,000		14,000
Maintenance and Fixed Charges	2,000	0		2,000
Capital Additions, Improvements and Equipment	750	0		750
Other	0	0		0
<b>TOTAL PROTECTION</b>	<b>122,750</b>	<b>31,000</b>	<b>8,500</b>	<b>83,250</b>
<b>B. PLANNING</b>				
Materials and Supplies	0	0		0
Services other than Personnel	5,000	0		5,000
Maintenance and Fixed Charges	0	0		0
Capital additions, improvements and equipment	0	0		0
Other	0	0		0
<b>TOTAL PLANNING</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>5,000</b>
<b>C. MONITORING</b>				
Salaries	5,000	0		5,000
Materials and Supplies	750	0		750
Services other than Personnel	51,500	10,000		41,500
Maintenance and Fixed Charges	4,000	0		4,000
Capital additions, improvements & equipment	0	0		0
Other	0	0		0
<b>TOTAL MONITORING</b>	<b>61,250</b>	<b>10,000</b>	<b>0</b>	<b>51,250</b>
<b>GRAND TOTAL</b>	<b>189,000</b>	<b>41,000</b>	<b>8,500</b>	<b>139,500</b>



The New Jersey  
NATURAL LANDS TRUST

**To:** Mark Texel, Director  
Division of Parks and Forestry

**From:** Robert J. Cartica, Executive Director  
New Jersey Natural Lands Trust *RJC*

**Date:** March 9, 2018

**Subject:** TGP Plant Fund - Annual Work Plan for Calendar Year 2018

A 2015 Memorandum of Agreement (MOA) between the Division of State Forestry Services, now Division of Parks and Forestry (Division), and the New Jersey Natural Lands Trust (Trust) outlines procedures for the transfer and management of mitigation funds received by the Division from the Tennessee Gas Pipeline Company, LLC and transferred from the Division to the Trust (TGP Plant Fund).

The MOA requires that no later than March 1 of each year the Division shall provide to the Trust an Annual Work Plan and a certification signed by the Division Director for disbursements from the TGP Plant Fund during the calendar year. Enclosed for your review and approval is a draft 2018 Annual Work Plan and certification form which will be presented to the Board of Trustees of the Trust at its annual financial meeting scheduled for March 16, 2018.

Proposed expenditures during 2018 are to be used to maintain employment for Jason Hafstad under the Office of Natural Lands Management's hourly employee blanket to perform diverse functions in support of Division and other DEP properties under the Natural Heritage Program, including but not limited to botanical field survey and data collection, database entry, and project/activity review. Per the enclosed CY 18 Annual Work Plan, the ONLM anticipates expenditures from the TGP Plant Fund of \$34,377.

Please sign and date the enclosed expenditure certification if you approve of the CY 18 Annual Work Plan and TGP Plant Fund disbursement.

Enclosure

c: Robin Madden  
John Sacco

# TGP Plant Fund - Annual Work Plan for Calendar Year 2018

## Division of Parks and Forestry

March 9, 2018

**The Division of Parks and Forestry (Division) authorizes the following expenditures from the New Jersey Natural Lands Trust's TGP Plant Fund during Calendar Year 2018:**

Continued funding for hourly Field Botanist/Data Manager under the Office of Natural Lands Management's hourly blanket #804143 to perform duties in support of the New Jersey Natural Heritage Program, including botanical field survey and data collection, database entry, project/activity review, and related tasks and duties.

### **Estimated Budget:**

**Salary:** 26.5 pay periods, 50 hours/pay period<sup>1</sup> @ \$20.00/hour

Subtotal Salary: \$26,500

**Fringe (only) @ 7.65**

Subtotal Fringe: \$2,027

**Operating:** Personal Laptop Computer @ \$4,000; OIRM assessment @ \$1,850

Subtotal Operating: \$5,850

**Total Budget: \$34,377**

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<sup>1</sup> Estimated hours exceed hourly employee maximum of 900 hours per fiscal year. Hours in excess of this limit as a temporary contract employee would be subject to approval by DEP Budget & Financial Operations.



**NEW JERSEY NATURAL LANDS TRUST  
CERTIFICATION FOR TRUST EXPENSES**

**VENDOR NAME:** Treasurer, State of NJ

**INVOICE NUMBER:** N/A

**GENERAL FUND:**

**Materials and Supplies**

General Printing/Office Supplies [ ]  
Clothing/Volunteer Materials [ ]

**Maintenance and Fixed Charges**

General Maintenance [ ]  
Major Project [ ]

**Services Other Than Personnel**

Travel [ ]  
Information Processing [ ]  
DAG Charges [ ]  
Professional Services [ ]

**Annual Report [ ]**

**Capital [ ]**

**OTHER FUND:**

[ ]

**Shorebird Fund**

ENSP [ ]  
Conserve Wildlife [ ]  
Wetlands Mitigation Fund [ ]

Wetlands Mit. Acq. Fund [ ]  
Real Property [ ]  
Acquisition Cost [ ]

**Other Fund: TGP Plant Fund**

ITEM	COST
<b>Calendar Year 2018 salary and operating expenses for Field Botanist/Data Manager hourly employee under ONLM blanket #804143</b>	<b>\$34,377.00</b>
	<b>\$34,377.00</b>

I certify that the goods or services described above have been received or rendered as stated. A vendor's receipt is attached.

Signature Mark DeFel

Date 3/9/2018

AUTHORIZATION NUMBER: _____	CHECK NUMBER: _____	CREDIT CARD: <input type="checkbox"/>
DISBURSEMENT APPROVAL: _____	DATE OF DISBURSEMENT: _____	
DATE OF COMPUTER ENTRY: _____	DATE CHECK MAILED: _____	



## **RICHARD J. BUHLMAN PROJECT AREA**

Fairfield Township, Cumberland County

March 16, 2018

### **Description of Project Area**

The Richard J. Buhlman Project Area in Fairfield Township, Cumberland County would facilitate the expansion of the Trust's existing 172-acre Richard J. Buhlman Preserve. It would also accommodate one recent offer to the Green Acres Program (Amaranto #9083) as well as many properties proposed for acquisition as part of a federal grant application to protect critical habitat along the Rattlesnake Gut for an occurrence of the federally threatened, state endangered swamp pink (E).

### **Ecological Description**

The 500-acre Project Area encompasses swamp pink occurrences along two branches of the Rattlesnake Gut within a complex of swampy forested wetlands bordering meandering streamlets, headwater wetlands, sphagnum wetlands with scattered Atlantic white-cedars, and spring seepage areas. The number of swamp pink plants occurring on the properties ranges from dozens to hundreds. Many of the plants have multiple rosettes. Approximately 75 percent of the project area is forested. The habitat for all the properties along the Rattlesnake Gut is mostly exceptional with limited adjacent development and excellent water quality. The largest concentration of plants, a minimum of 200 clumps, is a new subpopulation on a Fairfield Township-owned site close to the headwaters of the Rattlesnake Gut, which runs south to north. This new subpopulation was discovered on November 18, 2015 by the botanist for the New Jersey Natural Heritage Program, David Snyder.

It is likely that the extent of the swamp pink occurrence extends further north and south than has been observed. The full extent of this occurrence and total numbers of plants will require additional field surveys. All properties that include wetlands along the Rattlesnake Gut in this complex have potential swamp pink habitat and should be preserved. Beyond what has already been preserved by the State or is owned by Fairfield Township, the Trust identified eight additional properties (Amaranto, Batten, Carrington, Hanby, McClean, Olszewski, Rhubarb and Sooy) in a federal grant application that should be prioritized for acquisition. Five of the eight properties include confirmed swamp pink subpopulations.

### **Management Issues and Concerns**

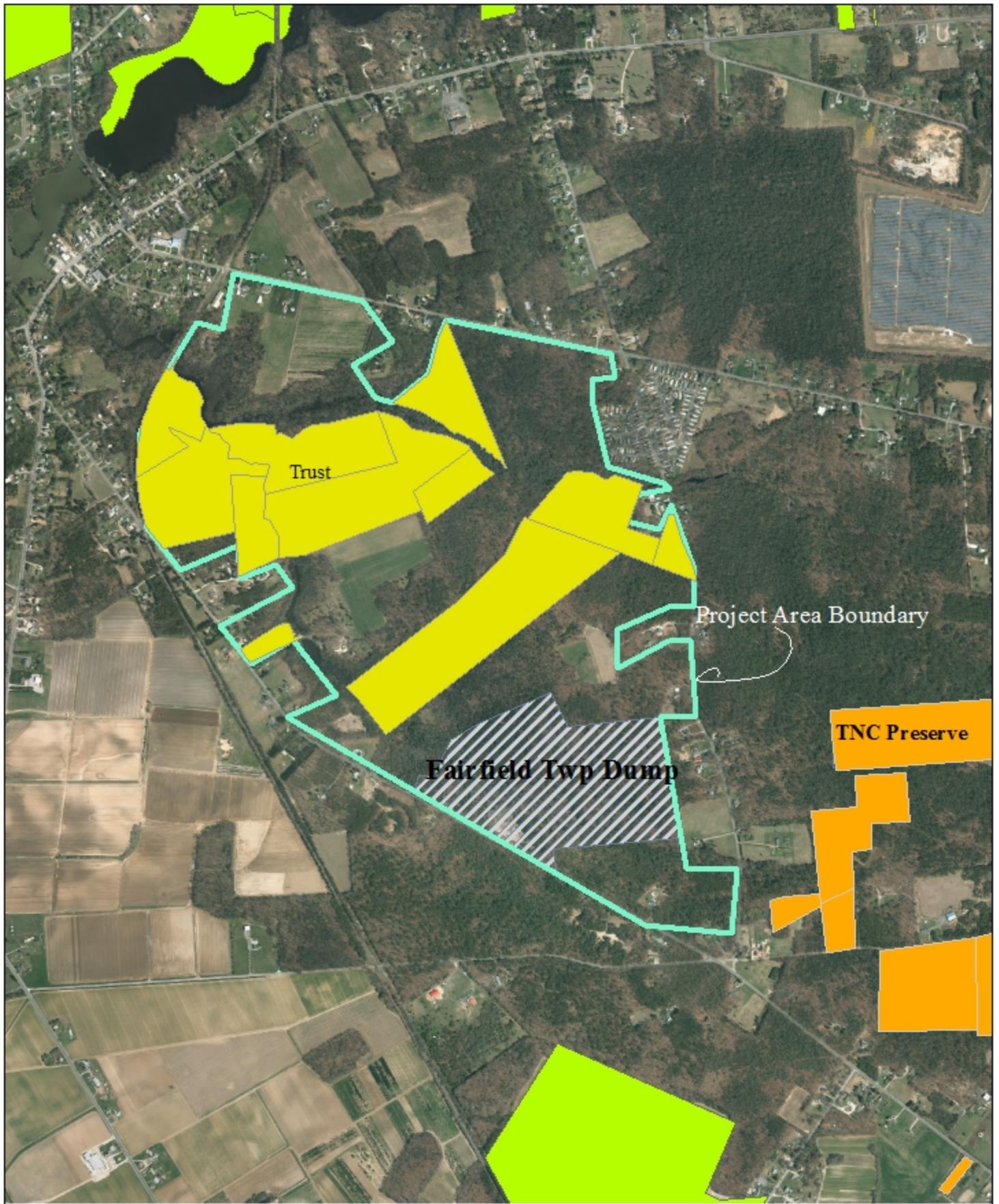
Structures or improvements on the properties are not targeted for acquisition although partial acquisition of vacant land within a developed lot is a possibility. Staff is familiar with the Project Area based on management of the existing Richard J. Buhlman Preserve and expects no significant management issues or concerns. If any agricultural lands are acquired, staff recommends that they continue to be farmed.

## **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.

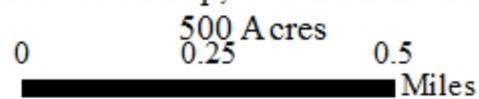
## **Staff Recommendations**

Staff recommends the approval of this Project Area to preserve critical habitat and to facilitate acquisition of properties by Green Acres 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  
Richard Bulman Preserve Project Area**

Fairfield Township, Cumberland County, New Jersey





**The New Jersey Natural Lands Trust  
LAND OFFERING FORM**

**Site Name:** Hirst Ponds-Guercioni/GA  
**ID#:** 352-03

**Donor(s):** Green Acres, NJDEP  
**Address:** 501 Station Plaza, Mail Code-501-01  
**City, State, Zip:** Trenton, NJ 08625  
**Phone:** 609-984-0500  
**Agent/Contact:** Terry Caruso

**Municipality:** Galloway Township  
**County:** Atlantic  
**Frontage:** White Horse Pike (US 30)  
**Block:** 254/255/256  
**Lots:** 2/1/1, 2.01 and 2.03

**Acreage/dimensions:** 6 acres total  
**Assessed value:** \$53,200

**Improvements:** None  
**Offer restrictions:** None  
**Offer contingencies:** None  
**ROWs or easements:** None

**Type of Acquisition:** Assignment

**Property taxes paid through end of year transfer:** N/A  
**Property taxes paid by:** N/A

**Farmland assessed:** No

**Estimated annual management costs:** Nominal  
**Land management fund donation:** None

**Who will prepare deed:** Green Acres  
**Intended date of closing:**  
**Will property survey & monuments be provided:** Yes

## **Description of Offering**

This Land Management Assignment Offer is located on the White Horse Pike in Galloway Township, Atlantic County. The property consists of five adjacent tax lots totaling over six acres. To the north is a paper street, South Berlin Avenue. The Atlantic City Railroad is located along the western boundary of the property, with the White Horse Pike forming the eastern boundary. To the south is Jimmie's Florist, owned by the property owner, Guercioni. Over the years, Mr. Guercioni has allowed the Natural Heritage Program unfettered access to his property for plant surveys.

## **Ecological Description**

The property is almost completely within the Berlin Avenue Bogs Natural Heritage Priority Site. It is comprised of forested wetlands and is in the Pinelands within the Mullica River watershed. Botanists have known of this site for almost a century and consider it a biodiversity "hot spot." Over the years, at least 22 rare plants have been documented from the Berlin Avenue Bogs Site. An old borrow pit on the property, from which sand and gravel were excavated in the 1930s to build up the adjacent railroad bed, is now a two-acre pond surrounded by Atlantic white cedar swamp.

While this pond is not natural in origin, it contains native vegetation and functions as a coastal plain intermittent pond providing habitat for the globally imperiled and state endangered Hirst Brothers' panic grass (E), mudbank crown grass (SC), and floatingheart (SC). This pond is one of only four known locations in New Jersey of Hirst Brothers' panic grass, with this population just discovered in 2015 being the most robust population, as well as the only one located on private property. Since 2007, Hirst Brothers' panic grass has only been seen here and at one other New Jersey location. No invasive species have been observed in the pond, but a potential threat to the population is possibly through water quality degradation from a storm water culvert that enters the site from White Horse Pike.

## **Management Issues and Concerns**

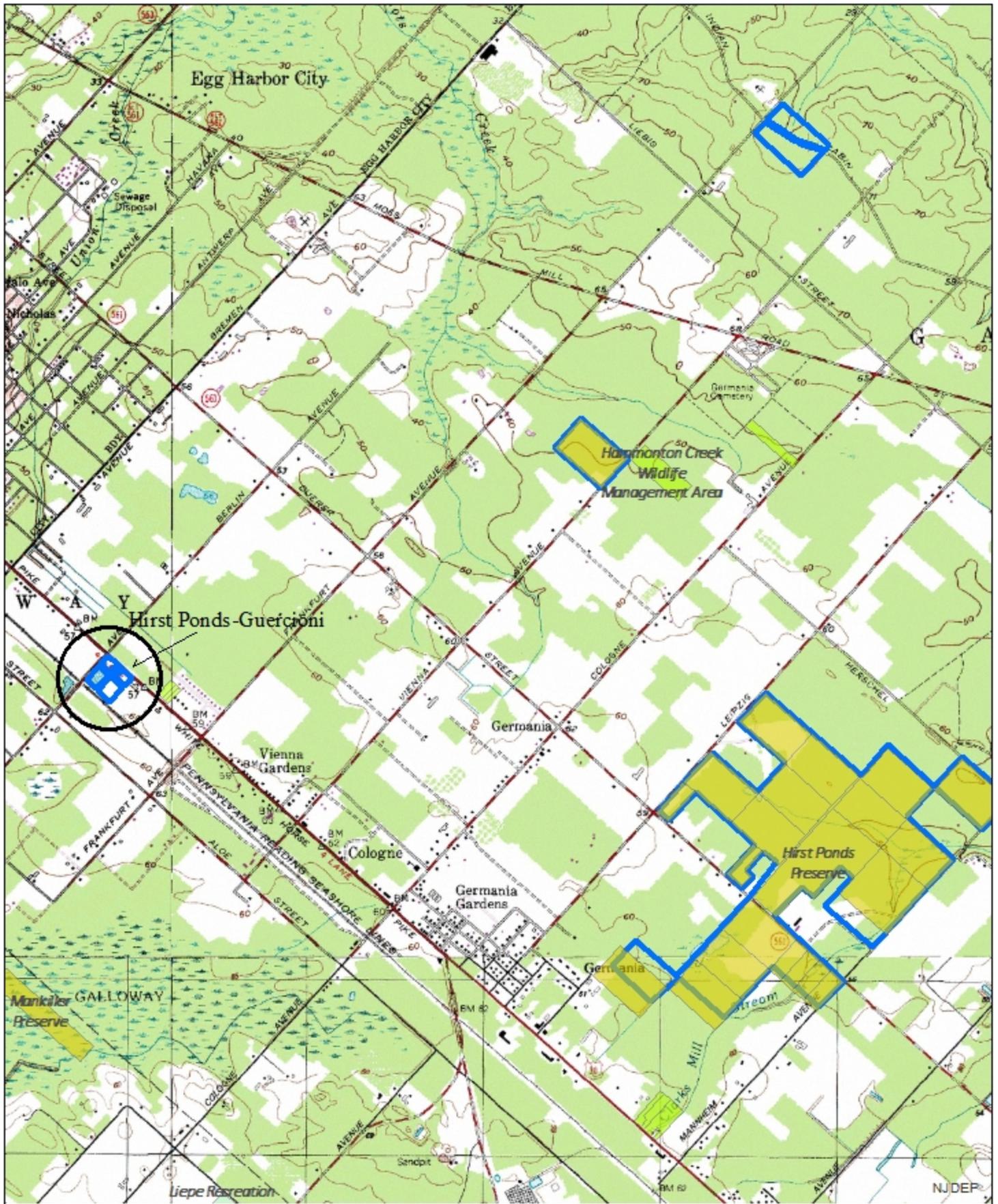
This property will be an addition to the Trust's Hirst Ponds Preserve even though it is located about two miles from the main preserve. The addition of this property should not greatly increase the Trust's management responsibilities at the Hirst Ponds Preserve. The New Jersey Natural Heritage Program will continue to monitor the Hirst Brothers' panic grass population and advise the Trust as to management needs.

## **Acquisition Criteria**

This property meets the Board's acquisition criteria for Endangered Species Habitat since it includes suitable habitat for state or federally listed plant or animal species.

## **Staff Recommendations**

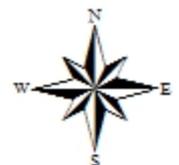
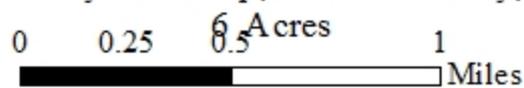
Staff recommends the approval of this Land Management Assignments as an addition to its Hirst Ponds Preserve.



# New Jersey Natural Lands Trust

## Hirst Ponds-Guercioni

Galloway Township, Atlantic County, New Jersey



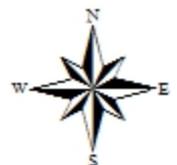


**New Jersey Natural Lands Trust**

**Hirst Ponds-Guercioni**

Galloway Township, Atlantic County, New Jersey

6 Acres





## **PRIMROSE BROOK CONVEYANCE**

Harding Township, Morris County

March 16, 2018

### **Description of Conveyance**

The United States Fish and Wildlife Service (Service) has requested to purchase the 88-acre Primrose Brook Preserve in Harding Township, Morris County as an addition to the Great Swamp National Wildlife Refuge. The acquisition price would be based on fair market value as determined by an appraisal done by the federal government.

### **Description of the Preserve**

The Trust acquired the Primrose Brook in 1989 as a donation from the Prudential Insurance Company (Prudential). Prudential donated the property known as the MacDougall Mitigation Parcel as part of a wetlands mitigation plan associated with a development at Lee Meadows in Hanover Township, Morris County required by a Water Quality Certificate issued by the Department of Environmental Protection. On the mitigation parcel, 67 acres of wetlands were to be preserved, 15 acres of wetlands were to be created, and 5.4 acres were to be left as wetlands buffer. Prior to its preservation, approximately two-thirds of the preserve was used for agricultural purposes (hay).

Today the preserve is dominated by freshwater wetlands. The southern portion of the preserve, adjacent to the Great Swamp, is primarily palustrine forested wetland of pin oak, black ash, and elm, with some open scrub-shrub areas. The Primrose Brook forms the eastern border of the site and there is a drainage ditch in the southern portion of the site.

The deed from Prudential to the Trust included a temporary easement to implement the wetlands mitigation plan required by federal and state permits. It also included the following perpetual restrictions:

1. That Grantee shall utilize the property solely as a natural area and for no other purposes whatsoever;
2. That Grantee shall not interfere with the exercise by Harding Township or any other governmental agency of any right to maintain Primrose Brook along the easterly border of the property in a continuous flow condition;
3. That Grantee is expressly permitted to remove snags from Primrose Brook; and
4. That Grantee shall as a condition of this conveyance provide Harding Township Planning Board and the Harding Township Environmental Commission with a copy of any management plan Grantee may prepare for the property.

### **Conveyance Guidelines**

Under its *Guidelines for Conveyance of Land*, the Trust may initiate a land conveyance where it determines in its sole discretion that the conveyance of land shall facilitate management of lands of interest to the Trust and enhance preservation, restoration, improved stewardship and/or

natural diversity/biodiversity of lands of interest to the Trust taking into consideration the factors listed in Section 4 of the *Guidelines* and provided:

1. That the transferee is a Local government unit, nonprofit or State or Federal agency that has as its primary purpose to acquire, administer, protect, develop and maintain lands for recreation and conservation purposes; that conservation restrictions shall continue to apply to the land being conveyed or such other assurances to ensure that the land being conveyed is retained in a natural condition appropriate for the conservation of soil, vegetation or wildlife and subject to such terms and conditions as may be deemed appropriate by the Trust; and that the document by which the land is transferred specifies this; or
2. That the land to be conveyed had been identified by the Board at a public meeting as a potential subsequent land conveyance at the time of the Trust's acquisition.

Section 4 of the *Guidelines* provides that in determining whether preservation, restoration, improved stewardship and/or natural diversity/biodiversity will be enhanced as a result of the proposed conveyance and replacement lands, the Trust shall consider the following, as may be applicable:

- A. Whether the quantity and quality of the replacement land satisfy the criteria set forth in the *Guidelines* for Land Acquisition;
- B. Whether lands of interest to the Trust will be positively or adversely affected by the proposed conveyance, replacement lands and/or project;
- C. Whether secondary impacts to lands of interest to the Trust may result from or be prevented by the proposed project;
- D. Whether cumulative impacts to lands of interest to the Trust may result from or be prevented by the proposed project;
- E. Whether adequate resources are available to the Trust to ensure responsible, long-term stewardship of the replacement land; and
- F. Any other factor(s) that the Trust determines will have a positive or an adverse effect on the natural diversity/biodiversity of lands of interest to the Trust if the Trust approves the proposed conveyance.

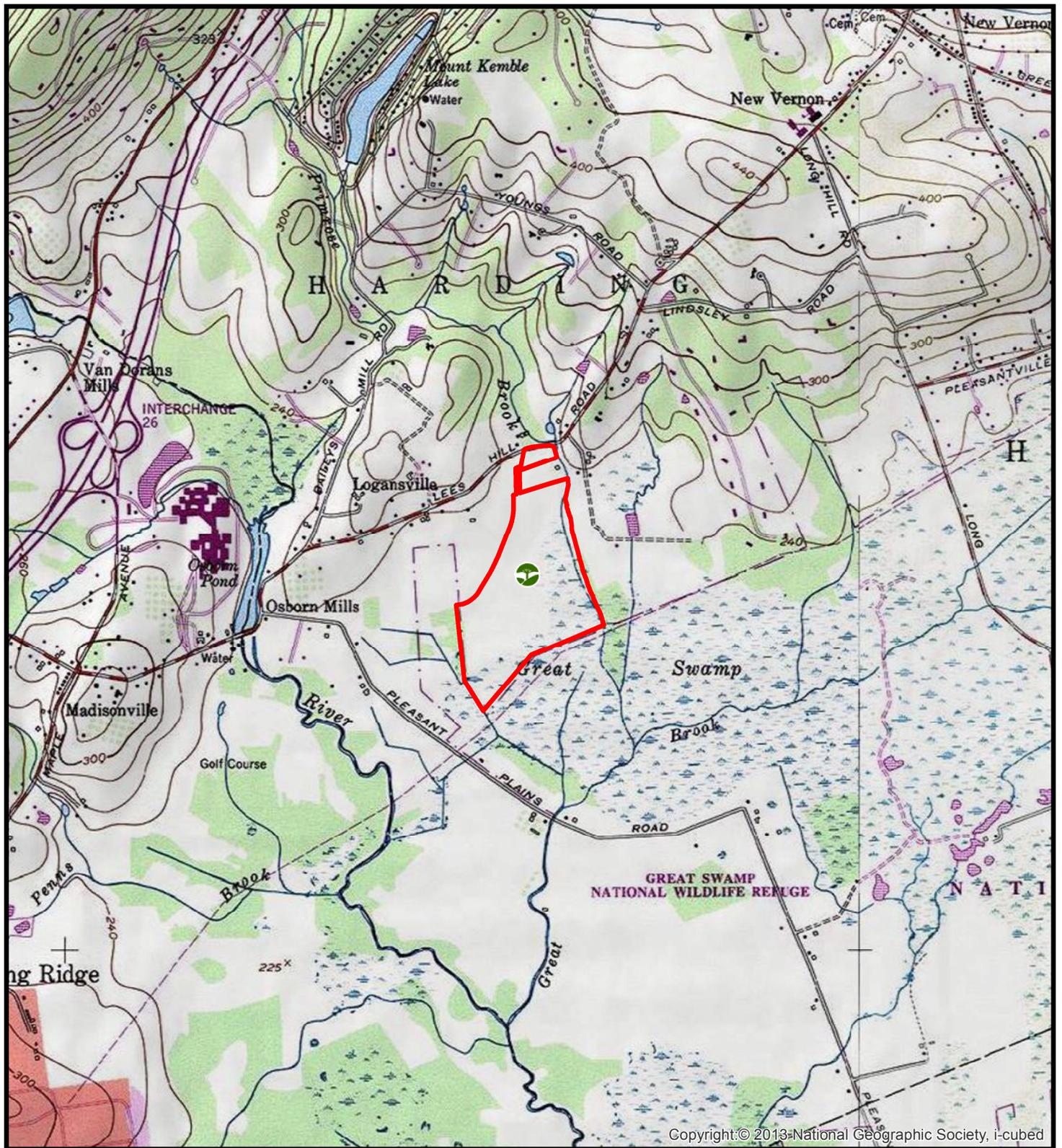
A Trust-initiated conveyance is subject to any and all restrictions in the deed that conveyed title in such lands to the Trust and must be approved by the Board at a public meeting and comply with all conditions imposed by the deed that conveyed title in such lands to the Trust.

The Service has been provided with a copy of Prudential's deed to the Trust and has agreed to all the restrictions contained therein. The restrictions will be included in any deed issued by the Trust to the Service.

Given the proximity of the Great Swamp National Wildlife Refuge to the Primrose Brook Preserve, the preserve would be more efficiently managed by the Service.

### **Staff Recommendations**

Staff recommends the approval of this conveyance to the Service to facilitate efficiency in habitat management and stewardship.



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# New Jersey Natural Lands Trust Primrose Brook Preserve

## Legend

-  40.723358, -74.516951
-  Preserve Boundary

Harding Township  
Morris County  
88 Acres



1:24,000

6/7/2016

