

**PINELANDS COMMISSION
OPERATING BUDGET REVENUES
GENERAL FUND
FISCAL YEAR 2026**

Revenue Source	FY2026 Anticipated	Notes
State Appropriation	\$3,899,000	1
State Supplemental Funding (Salaries)	\$95,000	2
State Supplemental Funding (Fringe Benefits)	\$687,000	3
Interest Income	\$125,000	4
NPS - Long Term Environmental Monitoring	\$149,000	5
NPS - Long Term Economic Monitoring	\$149,000	5
NJDEP Box Turtle	\$90,000	6
Wetlands Permitting	\$1,000	7
Development Application Fees and Escrows	\$850,000	8
TOTAL REVENUE	\$6,045,000	
Energy Conservation Reserve	\$363,000	9
Regulatory Programs Shelving Reserve	\$20,000	10
Administrative Assessment (PCF)	\$9,000	11
Undesignated Fund Balance Anticipated	\$940,086	12
TOTAL OTHER INCREASES	\$1,332,086	
TOTAL REVENUE AND OTHER INCREASES	\$7,377,086	

PINELANDS COMMISSION
OPERATING BUDGET EXPENDITURES
GENERAL FUND
FISCAL YEAR 2026

Expenditure Account	FY2026 Anticipated	Notes
PERSONNEL		
Salaries & Wages	\$4,069,287	13
Fringe Benefits	\$2,448,185	14, 15
TOTAL PERSONNEL	\$6,517,472	
SUPPLIES		
Printing & Office Supplies	\$33,725	16
Vehicular Supplies	\$9,600	17
Household Supplies	\$11,500	18
Fuel & Utilities	\$49,500	19
Other Supplies	\$39,352	20
TOTAL SUPPLIES	\$143,677	
SERVICES		
Travel	\$14,750	21
Telephone	\$46,600	22
Postage	\$2,850	23
Insurance	\$80,275	24, 25
Information Processing	\$160,774	26
Household Services	\$5,700	27
Professional Services	\$271,500	28
Other Services	\$23,625	29
TOTAL SERVICES	\$606,074	
MAINTENANCE & RENT		
Maintenance - Buildings & Grounds	\$41,500	30
Maintenance - Equipment	\$26,000	31
Maintenance - Vehicular	\$8,800	32
Rent - Other	\$6,763	33
TOTAL MAINTENANCE & RENT	\$83,063	
IMPROVEMENTS & ACQUISITIONS		
Acquisitions - Equipment	\$9,800	34
Acquisitions - Information Processing Equipment	\$17,000	35
TOTAL IMPROVEMENTS & ACQUISITIONS	\$26,800	
TOTAL EXPENDITURES	7,377,086	36,37,38

**PINELANDS COMMISSION
OPERATING BUDGET
FISCAL YEAR 2026 NOTES
August 19, 2025**

1. The adopted state budget includes a FY 2026 State Appropriation to the Commission in the amount of \$3,899,000.
2. The Commission has been informed of the State Treasury Department's commitment to providing additional funding in the amount of \$95,000 to support the Commission's salary program, as specified in the Collective Negotiations Agreements with the Communication Workers of America, Local 1040, for FY23-FY27.
3. State Supplemental Funding (Fringe Benefits) totaling \$687,000 helps to offset the Commission's health and pension costs. In FY 2004, the Department of the Treasury 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. No increase in funding occurred between FY 2016-FY 2025. The FY 2026 budget once again anticipates receipt of only \$687,000 from the state.
4. Interest Income is earned from the Commission's checking account and the cash management fund designated for general use. Interest income for the Pinelands Conservation Fund is reflected in the budgets for those programs. Interest rates have fluctuated in recent years, greatly affecting interest income. The Federal Reserve is expected to cut interest rates beginning in September 2025.
5. The Commission is entering its 30th year of the Environmental and Economic Long Term Monitoring programs, funded in part by a \$298,000 from the National Park Service.
6. The Commission is awaiting grant funding from NJDEP for the continuation of the Box Turtle study that began in FY 2022.
7. The anticipated revenue from the NJDEP Wetlands Permitting program that the Commission helps to administer reflects estimated permit fees to be received and is authorized through language in the Appropriations Act.
8. Development application fees and escrow payments of \$850,000 are anticipated to be received during FY 2026. This important component of the Commission's Operating Budget fluctuates tremendously from month to month and will be closely monitored throughout the fiscal year.
9. FY 2026 will be the third year of the Commission's Energy Conservation Reserve. This reserve is for projects and capital expenditures that foster the Commission's mission toward energy conservation and sustainability. Potential projects include installation of an electric vehicle

charging station and necessary electrical upgrades, development of a long-term plan for replacement of the Commission's existing HVAC systems, purchase of new or replacement energy efficient supplies (e.g., LED light bulbs) and other initiatives recommended in the Local Government Energy Audit reports or by the Commission's Policy & Implementation Committee. Grants available to state agencies for such projects will also be pursued.

10. The FY 2024 budget reflected establishment of the Regulatory Programs Shelving Reserve. The current automated shelving system has reached its life expectancy of twenty years. An additional \$20,000 is being added to the reserve in FY 2026 so that the Commission will be prepared when the shelving needs to be replaced.

11. In April 2005, the Commission adopted a financial plan for the Pinelands Conservation Fund, which was amended in 2014. Included in the original plan was an annual administrative assessment of \$60,000 (see Pinelands Conservation Fund budget note #3). FY 2026 will see the continued reduction of the administrative assessment to \$9,000.

12. The projected amount needed from the Undesignated Fund Balance to balance the FY 2026 budget deficit is \$940,086.

13. 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 22 unfilled FTEs, or more than 33% of the authorized staffing level. The FY 2026 salaries and wages budgets (Operating and Pinelands Conservation Fund) finance only 44 of the 66 authorized full time equivalent positions.

14. The fringe benefits budget includes expenditures for the employer's share of Social Security (\$240,000), Medicare (\$60,000), disability insurance (\$500), flexible savings accounts (\$1,500) and miscellaneous administrative charges (\$750). The employer liability of pension related funds is estimated at \$725,000. The Commission's escalating health benefit premiums for active and retired employees are estimated at \$1,675,000 with a \$275,000 reduction for coinsurance payments from staff members. Also included is \$15,000 for dental insurance premiums and \$500 for participation in the Employee Advisory Service.

15. Upon Commission approval of the FY 2026 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 \$300,000.

16. 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 staff and Commissioner service awards. Grant-related expenses account for \$2,000 of this budget.

17. 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.

18. 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.
19. The fuel and utilities budget covers expenditures for heating fuel, electricity, water and sewer.
20. 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 97.5%) of this account, totaling \$38,402 for FY 2026.
21. The travel budget covers reimbursements to Commissioners and staff for business mileage on their personal vehicles, tolls and parking, and meal allowances.
22. The telephone budget includes basic service, toll charges, the service cost of a data circuit, conference calls, and cellular phone service.
23. 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 letters, reports, and public outreach materials. However, in FY26, increased funds for postage are included in the budget in recognition of the need to notify applicants and property owners of the upcoming expiration dates for Certificates of Filing and Waivers of Strict Compliance in the Commission's proposed CMP amendments. Due to the age of these applications, email contact information is unavailable, thereby requiring mailing of hard copies of hundreds of letters.
24. The insurance budget covers estimated premiums for automobiles, general liability, fire, theft, workers compensation, volunteers, and the umbrella liability policy.
25. Upon Commission approval of the FY 2026 Operating Budget, the Executive Director will be authorized to pay the State's insurance broker an amount not to exceed the budgeted funding of \$80,275 to cover the Commission's insurance premiums.
26. The FY 2026 budget for information processing includes \$101,550 for software maintenance agreements and data purchases, \$8,500 for payroll processing, \$1,723 for database administration services and \$1,000 for online legal services. The Commission will be seeking a new payroll processing service in FY26. Also new for FY 2026 is the NJOIT chargeback for Zscaler (remote access) and storage services anticipated to be \$48,000 per year.
27. The household services budget covers trash removal, alarm (security and fire) monitoring, and exterminating services.
28. The professional services account covers expenditures for legal fees, technical and consulting services, and other miscellaneous services. Anticipated costs include \$75,000 for legal fees associated with DAG services; \$3,000 for legal fees associated with mediation in a litigation

matter; and \$2,500 for publication of the Commission's rulemaking documents by the Office of Administrative Law and \$50,000 for a stormwater consultant. Grant-related technical services totaling \$12,000 are budgeted for such services as printing of the annual Pinelands calendar. The budget also anticipates expenditure of funds for professional services associated with review of proposed new well applications and cell tower plan amendments, both of which will be funded via escrow payments from applicants. Finally, \$25,000 has been budgeted for the services of a new outside accountant. It should be noted that the FY26 budget does not include funding for the Commission's outside labor counsel as sufficient encumbered funding from FY25 remains available for the limited amount of work anticipated this fiscal year.

29. Expenditures in the other services budget include annual subscriptions (\$3,000), required memberships and professional licenses (\$4,475); meeting expenses (\$1,700); legal advertising (\$4,650), research-related fees (\$1,100), training (\$8,000), and banking fees (\$700).

30. The maintenance buildings and grounds budget for FY 2026 includes an estimated cost for implementation of Energy Efficiency measures and installation of an Electric Vehicle Charging Station (the cost of which may be partially offset by grant funding). The remaining amount is available for minor maintenance services (plumbing, electrical, HVAC, etc.).

31. The maintenance - equipment budget provides for the inspection, maintenance and repair of certain building systems and other equipment.

32. The maintenance vehicular budget finances routine maintenance, vehicular fees, and repairs, including any needed body work not performed by the Commission's Maintenance Technician.

33. The FY 2026 budget includes \$400 for the postage meter and \$2,863 for the lease of one black and white copier. Leasing of a Large Format Scanner for \$2,500 per year is also included to facilitate continued scanning and saving of site plans and zoning maps. Finally, \$1,000 is included for repair and maintenance of an older copier that is out of lease.

34. The acquisitions - equipment budget contains \$7,800 for scientific equipment supporting grant-related projects and \$2,000 for unanticipated telephone system expenses.

35. The acquisitions - information processing equipment budget includes the replacement of outdated computers and laptops.

36. The total estimated Operating Budget expenditures for FY 2026 equal \$7,377,086. 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 and the Pinelands Conservation Fund do not exceed \$4,509,706.

37. 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 \$304,000 (OMB 26-02-DPP). These consist of employee health benefits and the employer liability assessed by the Division of Pensions.

38. Upon Commission approval of the FY 2026 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
PINELANDS CONSERVATION FUND
FISCAL YEAR 2026 BUDGET**

Revenue Source	FY2026 Anticipated	Notes
Interest Income - Land Acquisition	\$100,000	1
Interest Income - Conservation Planning & Research	\$45,000	1
Interest Income - Community Planning & Design	\$30,000	1
Interest Income - Education & Outreach	\$4,500	1
Total Revenue	\$179,500	
Reserves for Pinelands Conservation Activities	\$3,622,837	
Total Revenue/Other Sources Anticipated	\$3,802,337	

Expenditure Account	FY2026 Anticipated	Notes
<u>Land Acquisition</u>		
Salaries & Wages	\$15,000	
Fringe Benefits	\$10,650	
Land Acquisition	\$3,000,000	2
Printing & Office Supplies	\$650	
Total Land Acquisition Expenditures	\$3,026,300	4

<u>Conservation Planning and Research</u>		
Salaries & Wages	\$295,419	
Fringe Benefits	\$209,748	
Printing & Office Supplies	\$3,500	
Other Supplies	\$23,300	
Travel	\$4,000	
Information Processing	\$610	
Other Services	\$50	
Administrative Assessment	\$3,000	3
Total Conservation Planning/Research Expenditures	\$539,627	5

<u>Community Planning and Design</u>		
Salaries & Wages	\$114,000	
Fringe Benefits	\$81,540	
Postage	\$100	
Administrative Assessment	\$3,000	3
Total Community Planning/Design Expenditures	\$198,640	6

<u>Education and Outreach</u>		
Salaries & Wages	\$16,000	
Fringe Benefits	\$12,320	
Travel	\$200	
Other Supplies	\$5,750	
Other Services	\$500	
Administrative Assessment	\$3,000	3
Total Education and Outreach	\$37,770	7

Total Expenditures	\$3,802,337	
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**PINELANDS COMMISSION
PINELANDS CONSERVATION FUND
FISCAL YEAR 2026 BUDGET NOTES**

August 19, 2025

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 2026 estimated interest income totals are anticipated to reach \$179,500 and are comprised of interest income from the four cash accounts. All interest income stays within the specific program and is available to help fund the associated projects.
2. This revenue results from the SJTA MOA Amendment executed in April of 2019, under which SJTA was required to contribute a total of \$3,000,000 to the Commission for land acquisition in the Pinelands Area. All of the required funding was provided in accordance with that MOA Amendment and deposited in the Land Acquisition account of the PCF.
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 included a \$20,000 annual assessment from each program to cover administrative expenses as described in Operating Budget note #12. The Commission amended the PCF policies in 2014 to include a fourth program, Education & Outreach, from which a \$20,000 annual administrative assessment was also to be drawn. The annual assessment from the Land Acquisition program was eliminated in FY 2019. Assessments from the other three programs were reduced to \$3,000 in FY 2024. The FY 2026 budget continues that reduced administrative assessment.
4. The Land Acquisition program budget for FY 2026 totals \$3,026,300. Personnel costs (salaries/wages and fringe benefits) are estimated at \$25,650 in support of the Commission's permanent land protection initiatives, which include completion of a new round of land acquisition, PCF deed restriction monitoring and the fourth annual permanent land protection summit. The budget reflects allocation of all available land acquisition funds (\$3,000,000) to specific acquisition projects. An additional \$650 is included to cover meeting supplies.
5. The Conservation Planning and Research program budget for FY 2026 totals \$539,627. Personnel costs (salaries/wages and fringe benefits) are estimated at \$505,167 to support the following initiatives and special projects: continued implementation of the alternate septic system pilot program; continued implementation of the Kirkwood-Cohansey aquifer water management CMP amendments; work on a data sharing agreement with NJDEP related to rare plants and consideration of an expanded protected plant list; and data maintenance and reporting related to permanent land protection. In addition, the Science Office will be continuing to conduct its corn snake, king snake and box turtle research projects, which are also partially funded by the National Park Service as part of the Commission's Long Term Environmental Monitoring Program. An additional \$31,460 is budgeted for related expenses, including printing of scientific journal articles, scientific supplies, permits, software maintenance and travel (mileage). Rounding out the budget is the \$3,000 administrative assessment mentioned in Note 3 above.

6. The Community Planning and Design program budget for FY 2026 totals \$198,640. Personnel costs (salaries/wages and fringe benefits) are estimated at \$195,540 to support the following initiatives and special projects: CMP amendments related development of accessible trails; administration of the Pinelands Development Credit Bank; PDC supply and demand; administration of the Pinelands Infrastructure Trust Fund; technical assistance related to implementation of the state's new affordable housing legislation; and completion of the new Local Conformance and Zoning System. Also reflected in the budget are funds to support a variety of climate change initiatives and efforts, including participation on the state's Interagency Council on Climate Resilience, coordination with NJBPU on a dual-use solar program in the Pinelands Area, research on artificial turf, implementation of any adopted NJDEP REAL rules (particularly with respect to stormwater management), and research to support future CMP amendments. A total of \$100 is budgeted for office supplies and postage for the PDC Bank. Rounding out the budget is the \$3,000 administrative assessment mentioned in Note 3 above.
7. The Education and Outreach program budget for FY 2026 totals \$37,770. Personnel costs (salaries/wages and fringe benefits) are estimated at \$28,320 to support the two annual Pinelands Short Courses and the World Water Monitoring Challenge. A total of \$5,750 is included for photographic equipment and supplies related to the Visitors Center, the World Water Monitoring Challenge, maintenance of the bog and native species gardens on the Commission's property and additional plant/tree markers. Miscellaneous expenses supporting the program total \$700 and include honoraria for participants in the Pinelands Speakers Series and mileage. Rounding out the budget is the \$3,000 administrative assessment mentioned in Note 3 above.

PINELANDS COMMISSION
Fenwick Manor Preservation Budget
FISCAL YEAR 2026 BUDGET

Revenue	FY 2026 Anticipated	Notes
NJHT Capital Grant	\$575,000	1
Fund Balance - Commission Match	\$575,000	1
Fund Balance from Fenwick Painting Reserve	\$45,000	1
FY26 State Appropriation	\$69,000	2
Total	<u>\$1,264,000</u>	

Expenditure Account	FY 2026 Anticipated	Notes
Partial Exterior Restoration	\$436,013	3
Structural Reinforcement/Maintenance	\$315,805	3
Partial Interior Restoration	\$297,583	3
Non Construction Costs	\$102,100	4
Other	\$112,500	5
Total Expenditures	<u>\$1,264,000</u>	

**PINELANDS COMMISSION
FENWICK MANOR PRESERVATION BUDGET
FISCAL YEAR 2026 BUDGET NOTES
August 19, 2025**

1. Revenue includes a \$575,000 Preserve New Jersey Capital Improvement Grant for Fenwick Manor, awarded to the Commission by the New Jersey Historic Trust in late 2023. The Fund Balance includes the Commission's match of \$575,000, primarily provided through a \$500,000 special state appropriation to the Commission in the State of New Jersey FY 2023 Budget (Pages 79-80 of P.L. 2022, Chapter 49). All remaining funds in the Fenwick Manor Painting Reserve (\$45,000) are also included. The Commission executed a contract with Connolly & Hickey Historical Architects in May 2025 for the Historic Fenwick Manor Rehabilitation project.
2. The State of New Jersey FY 2026 Budget appropriates \$69,000 to the Commission for Fenwick Manor Capital Improvements. In addition, the FY 2026 State Budget states that "there are appropriated to the commission such additional amounts as are required to complete necessary structural and safety repairs to the Fenwick Manor administration building, subject to the approval of the Director of the Division of Budget and Accounting".
3. Costs associated with Exterior Restoration, Structural Reinforcement/Maintenance and Interior Restoration are based on the estimates provided in the Fenwick Manor Preservation Plan prepared in FY23 by the Commission's consultant, Connolly & Hickey.
4. Non-construction related costs are based on the Commission's May 2025 contract with Connolly & Hickey and include engineering services, design development, and contract administration.
5. Other expenditures are not detailed in the budget but are expected to be necessary due to increased construction costs and unanticipated issues identified after the rehabilitation work commences.

**PINELANDS COMMISSION
KATIE FUND
FISCAL YEAR 2026 BUDGET**

Revenue	FY 2026 Anticipated	Notes
Katie Fund Available Balance 7/1/2025	\$30,410	
Revenue Needed for FY26 Projects	\$4,550	1

Expenditure Account	FY 2026 Anticipated	Notes
Rain Garden Supplies	\$100	2
Grounds Supplies Plants, Mulch and Pavers	\$750	3
Pinelands Online Store Merchandise and Supplies	\$3,500	4
On-Line Store Postage	\$200	5
Total Expenditures	\$4,550	

Notes:

- 1 This is the anticipated amount needed to support Katie Fund projects and activities planned for FY26. The Katie Fund was established in memory Kathleen M. Lynch-van de Sande, a Pinelands Commission Environmental Specialist who died in a car accident in June 1989. It funds the planting of native Pinelands species and projects that raise awareness of native Pinelands plants.
- 2 Supplies and replacement native plants that may be needed for the Rain Garden.
- 3 Supplies include native seeds, grasses and plants, mulch and stone and/or pavers leading to a new Native Grass/Seed Mix demonstration garden between the RJS building and Springfield Road.
- 4 For purchase of merchandise needed to replenish the Commission's online store and mailing/display supplies.
- 5 For postage associated with filling orders from the Commission's online store.