



# **NEW JERSEY PINELANDS COMMISSION**

## **MONTHLY MANAGEMENT REPORT**



A tour of the blueberry fields at the Philip E. Marucci Center for Blueberry and Cranberry Research and Extension in Chatsworth, NJ, in July

**JULY 2022**

# 1 EXECUTIVE OFFICE

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## 1.1 ACTING EXECUTIVE DIRECTOR

### 1.1A COMMITTEE MEETINGS

- **Personnel & Budget (P&B) Committee:** The Committee did not meet in July.
- **Pinelands Climate Committee:** The Committee met on July 29, 2022 and again discussed the recommendations made in the Local Government Energy Audit reports for the Commission's office buildings. The Committee voted to recommend that the P&B Committee establish a climate change reserve account as part of the Commission's FY23 budget. Funds in the account would be used for an electric vehicle charging station, solar energy feasibility analysis, energy-efficient office equipment and supplies and new vehicles, as well as long-term planning for replacement of existing systems. The Committee also started to review Pinelands Comprehensive Management Plan (CMP) amendments recommended by Commissioner Lohbauer and received a short presentation from staff about suggested areas of focus for future amendments, including solar energy facilities, tree removal and clearing and Pinelands management area boundaries.
- **Policy & Implementation (P&I) Committee:** The Committee met on July 29, 2022 and reviewed redevelopment plans from Pemberton and Southampton townships. The Committee recommended Commission approval of both plans. The Committee received a presentation from the staff on the Forest Stewardship Task Force recently formed by Senator Smith and began a discussion of forestry policy proposals that could be submitted to the Task Force. Finally, the Committee continued its discussion of FY23 initiatives and projects.

### 1.1B RULEMAKING

- **Stormwater Management:** Staff members continue to work on a draft model stormwater ordinance to be distributed to Pinelands municipalities for adoption. Completion of the ordinance has been delayed pending the New Jersey Department of Environmental Protection's (NJDEP) adoption of emergency rules that may need to be incorporated in the Pinelands model stormwater ordinance.
- **Water Management (Kirkwood-Cohansey):** At its July 8, 2022 meeting, the Commission authorized the proposal of amendments to the CMP for water management (N.J.A.C. 7:50-6.86.) Following expiration of the Governor's veto period for the Commission's meeting minutes, the rule proposal was posted to the Commission's website on July 28, 2022. The rule package will next be submitted to the New Jersey Office of Administrative Law in early August for publication in the New Jersey Register, which will begin a 60-day public comment period.

### 1.1C OPEN PUBLIC RECORDS ACT

- A total of 11 Open Public Records Act (OPRA) requests were received in July. Four were provided responsive material, three were advised that there was no responsive material, two were notified that the request needed to be more specific, one request was withdrawn and one will be responded to in August.

### 1.1D PINELANDS MUNICIPAL COUNCIL

- The Pinelands Municipal Council met at the Commission's office on July 26<sup>th</sup> as part of the annual Pinelands Orientation for Newly Elected or Appointed Officials. Commission staff delivered three presentations during the Orientation, which was also offered virtually via the Commission's YouTube Channel. Staff sent direct links to the presentations and recordings of the Orientation to more than 1,600 recipients.



**Above:** The Pinelands Municipal Council met at the Pinelands Commission's headquarters on July 26, 2022.

## 1.2 LEGAL AND LEGISLATIVE AFFAIRS

### 1.2A LEGISLATION

- **FY2023 Budget:** S2023, the Fiscal 2023 Budget, was passed by both Houses of the Legislature on June 29, 2022 and signed by the Governor, with line-item veto, on June 30, 2022 (P.L. 2022, c. 49.) The Budget includes a special \$500,000 appropriation to the Commission for purposes of maintaining and improving Fenwick Manor.

### 1.2B STATE RULEMAKING

- **NJDEP Protection Against Climate Threats (PACT):** Staff met with NJDEP on June 6, 2022 to discuss the portions of the NJPACT rules that the Department proposed to implement through an emergency rulemaking. The emergency rules were expected to be filed on June 14, 2022. However, as a result of opposition to this emergency rulemaking, NJDEP delayed its filing. Staff has requested information from NJDEP as to when the emergency rulemaking may be filed in the future, but has not received a response, nor have staff been provided with the text of the emergency rules.

### **1.3 HUMAN RESOURCES**

- **Return to Office:** In accordance with the Pinelands Commission Return to the Office plan, all staff began reporting to work at the office on a full-time basis starting January 31, 2022. Weekly COVID-19 testing of unvaccinated employees resumed April 1st. The office is open to the public, although most meetings continue to be held remotely.
- **Telework Pilot Program:** In coordination with the Civil Service Commission, the State established a pilot telework program for state employees on April 6, 2022. The pilot program began on July 1, 2022 and will be in effect for one year. Most Commission staff are now working remotely two days each week in accordance with the pilot program guidelines.
- **Recruitment/Promotions:** Recruitment continues for a Research Scientist. Promotions were approved and processed for four employees.
- **Evaluations:** The 2021-2022 Final Evaluations were due to Human Resources by July 7, 2022. Objectives for the 2022-23 year were also due.
- **CWA Contractual Increases:** The contractual salary increases effective July 1, 2022, were implemented.
- **Retirement/Separation:** Retirement of one staff member, effective July 1, 2022, was processed.

### **2 INTERAGENCY COORDINATION**

- **Interagency Council on Climate Change (IAC):** Staff participated in a meeting of the IAC's Environmental Systems and Land Use (ESLU) Advisory Group on June 2, 2022. Member agencies of the ESLU Advisory Group include NJDEP, NJ Dept. of Agriculture, NJ Dept. of State, Highlands Council, NJ Sports and Exposition Authority and the Pinelands Commission. Input from the group was sought regarding the role and duties of each member agency in the development of Resilience Action Plans. Additionally, recommendations for climate change subject matter experts that will assist the Advisory Group in the development of RAP's was sought and received. Staff also participated in the IAC's Communications Working Group on July 27, 2022.



- **Rutgers Cooperative Extension:** Throughout July, Commission staff members weeded, watered, and maintained the 340-square-foot rain garden that was installed in front of the Richard J. Sullivan (RJS) Center for Environmental Policy & Education on June 28-30, 2022. Additional compost was added at the base of the plants in July. The plants are faring well overall, despite the soaring, summer heat. Staff launched the new rain garden webpage on the Commission's website in July, and it is working to purchase plant identification markers.



**Above:** Native Virginia meadow beauty (*Rhexia virginica*) plants have been blooming in the Commission's rain garden for more than a month.

- **Barnegat Bay Partnership:** Staff attended a meeting of the Barnegat Bay Partnership's Advisory Committee on July 13, 2022. The Committee members were briefed on the progress made on the CMP water supply rule amendments. All members were encouraged to review the rule proposal upon its publication and to provide comments to the Commission during the public comment period.
- **New Jersey Water Supply Advisory Council:** Staff attended the Council's monthly meeting. Rutgers University staff made a presentation on ongoing efforts to update the Statewide Water Supply Plan.

### 3 PLANNING

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#### 3.1 CONFORMANCE ACTIVITY

	Monthly Total	Calendar Year to Date
<b>Master Plans/Ordinances Received</b>		
Adopted	3	48
Drafted or Introduced	8	59
Total <sup>1</sup>	9	75
Substantial Issue Finding <sup>2</sup>	0	6
No Substantial Issue Finding	3	26
No Issue Finding	1	10
Total	4	42
<b>Finding Letters Issued<sup>3</sup></b>	3	30

#### 3.2 CULTURAL RESOURCE ACTIVITY

Activity	Monthly Total	Calendar Year to Date
Applications Reviewed	8	69
Surveys Required	1	6
Surveys Reviewed	0	4
Certificates of Appropriateness Required	1	2

#### Notable Activity

- Cultural Resource staff conducted a site visit with a representative of the New Jersey Historic Trust on July 12, 2022. The site visit was scheduled to discuss the Commission's grant

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<sup>1</sup>The total accounts for unique master plans and ordinances received (i.e., it does not double count drafted, introduced, or adopted submissions for the same ordinance).

<sup>2</sup> Ordinances and Master Plans that are found to raise substantial issues with respect to the standards of the CMP require formal review and approval by the full Commission.

<sup>3</sup> A single finding letter can pertain to multiple master plans/ordinances from the same municipality.

application seeking funding from the Trust for the development of a comprehensive, historic preservation plan for Fenwick Manor.

### 3.3 PINELANDS DEVELOPMENT CREDIT (PDC) PROGRAM

Activity	Monthly Total	Calendar Year to Date
PDCs Allocated	0	7.36
PDCs Severed	11.50	16.0
Acres Protected	229.33	345.39
PDCs Extinguished	0	0.50
Acres Protected	0	15.82
PDCs Sold	0.50	24.00
Average Sales Price per PDC	\$90,000	\$80,667
Average Sales Price per right	\$22,500	\$20,117
PDCs Redeemed	0.75	5.75

#### Notable Activity:

- **PDC Severances:** 11.50 PDCs (46 rights) were severed from two properties in Hamilton Township’s Agricultural Production Area, permanently preserving 229.33 acres.
- **PDC Redemptions:** 0.75 PDCs were redeemed for the development of 11 single family dwellings in Egg Harbor Township.

## 4 REGULATORY PROGRAMS

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### 4.1 APPLICATION ACTIVITY

Activity	Monthly Total	Calendar Year to Date
Pre-Application Conferences	2	69
Certificates of Filing	14	112
Public Development Reports	3	16
Forestry Certificates of Filing	0	3
PDC Letters of Interpretation	0	8

Non-PDC Letters of Interpretation	0	1
MOA Consistency Determinations	5	36
Review of Agency Determinations	44	425

## 4.2 NOTABLE APPLICATIONS

- Residential Development, Jackson Township** (App. No. 1983-5386.002): This application proposes 457 dwelling units and a 24,500 square foot private school. The Pinelands Commission issued a Certificate of Filing for the proposed development on April 5, 2019. A Certificate of Filing denotes the completion of an application with the Commission. Thereafter, the proposed development was approved by a Consent Order issued by the United States District Court, District of New Jersey. After review of the court ordered development approval, the Commission staff issued a letter on May 16, 2022, scheduling a public hearing to review the “substantial issues” raised by the proposed development with the stormwater management standard and the 200 foot wide perimeter forest fire fuel break standard. The Commission staff letter also indicated that the proposed development raised a substantial issue with the residential density standard because the 27.5 Pinelands Development Credits required by the proposed residential development had not yet been submitted to the Pinelands Commission. On July 8, 2022, the applicant submitted additional information to address the stormwater management standards. On July 25, 2022, the applicant submitted additional information to address the 200 foot wide perimeter forest fire fuel break standard. That information is currently under review.
- Ocean County Recreational Park, Manchester Township** (App. No. 2004- 0057.002): In response to an application proposing development of a recreational park on a 262.5-acre parcel, the Commission staff issued a letter on July 12, 2022 requesting information to complete the application. The requested information included threatened and endangered (T&E) species surveys.
- Cannabis Facility, Galloway Township** (App. No. 1985-0666.020): An application has been filed with the Commission for a 205,000 square foot cannabis cultivation, processing and distribution facility on a 7.7-acre parcel in a Pinelands Regional Growth Area. By letter dated June 10, 2022, the Commission staff identified the information necessary to complete the application and address certain development violations that had occurred on the parcel. By email dated July 8, 2022, the applicant requested a site meeting. On July 27, 2022, the Commission staff met on the site with the applicant, the applicant’s representatives and Township representatives to discuss resolution of the development violations and the required buffers to wetlands.
- 421 Residential Dwelling Units and Hotel, Borough of Wrightstown** (App. No 2007-0301.004): The Commission issued a Certificate of Filing for this application on February 10, 2022, and it noted that the proposed development was inconsistent with the stormwater management standards. To address the stormwater inconsistency, the applicant submitted additional stormwater management information to the Commission on February 16, 2022,



April 8, 2022, and May, 10, 2022. The Commission staff reviewed and responded to each stormwater submission. On July 20, 2022, the applicant submitted additional information to the Commission to address the stormwater management inconsistency. That information is currently under review.

- **West End Park, Pemberton Township** (App. No. 1982-3514.004): On January 8, 2021, the Commission approved the development of certain recreational facilities at the Township's West End Park. Due to the presence of wetlands, the staff could not recommend approval of proposed soccer fields in wetlands or an 8-foot-wide paved walking trail through wetlands. The concerned wetlands are a fallow farm field. By email dated July 14, 2022, the Township Administrator expressed his displeasure with the "unfair, unreasonable and prejudicial" decision of the Commission staff relative to the proposed soccer fields and walking trail that were proposed in wetlands. By letter date July 26, 2022, the Commission staff responded to the Township by providing background information on the application and the Commission's wetlands regulations. The Commission staff letter also indicated that we believe that our staff appropriately and consistently administered the wetlands protection standards. If the Township believes this is not the case, or that the Commission's wetlands protection standards should be changed, our letter encouraged Township representatives to attend a Commission meeting and express their concerns.
- **Landfill Capping and Solar Energy Facility, Pemberton Township** (App. No. 2021-0112.001) Information was provided to the staff regarding the known presence of an endangered animal species on the parcel. During a telephone conference, the staff provided guidance to the applicant regarding the extent of threatened and endangered (T&E) species survey information that must be provided to address the consistency of the proposed landfill capping and solar energy facility with the T&E species protection standard. On March 3, 2022, an application was filed with the Commission proposing approximately 2.5 acres of clearing on the 27-acre landfill parcel to conduct investigative work to delineate the limits of the landfill. On May 6, 2022, the Commission staff issued a letter indicating that it had not been demonstrated that the proposed clearing of approximately 2.5 acres associated with the investigation work was consistent with the T&E species protection standards. On June 22, 2022, the applicant submitted additional information to address the inconsistency with the T&E species protection standard. On July 12, 2022, the applicant requested to meet with the Commission staff prior to the staff issuing a review letter. A meeting is scheduled for August 10, 22 to discuss the proposed clearing associated with the investigative work.
- **Landfill Capping and Solar Energy Facility, Berkeley Township** (App. No 1986-0127.001 & App. No. 1986-0127.015) By letter dated January 22, 2022, the staff provided extensive guidance to the applicant regarding the proposed development. The letter included the requirement to address T&E species and land development violations on the parcel. On January 26, 2022, the staff met with the applicant to discuss the contents of the January 22, 2022 letter. By letter dated March 10, 2022, the staff indicated agreement with the proposed T&E species survey protocol. Although the final T&E survey report has not yet been submitted, to date, the staff has been advised that two T&E animal species have been identified on or in the immediate vicinity of the approximately 40 acres of forest proposed to be cleared for the landfill capping. The Commission staff continues to review the issues raised by the presence of the identified T&E animal species. The Commission staff anticipates the submission of a full T&E species survey report by September 1, 2022.

- **Solar Energy Facility, Tabernacle Township** (App. No. 1985-0653.006) The staff is reviewing an application proposing an approximately 11-acre solar energy facility on a 62.9-acre parcel. The solar energy facility is proposed to be located within an area on the parcel that was previously subject to resource extraction (sand mining). By letter dated March 8, 2022, the staff advised the applicant of the information necessary to complete the application. The applicant continued to submit information from March 29, 2022 through July 22, 2022 to complete the application. A Certificate of Filing for the proposed development is pending.
- **Cannabis Cultivation and Processing Facility, Winslow Township** (App. No. 1989-0707.004): On August 10, 2021, the Commission staff issued a Certificate of Filing for a proposed 215,000 square foot addition to an existing 36,700 square foot office/warehouse building in a Pinelands Rural Development Area. The existing and proposed development will be serviced by an onsite septic system(s). The Certificate of Filing noted that the proposed development was inconsistent with the stormwater management standards. Upon receipt of Township site plan approval, the Commission staff issued a letter scheduling the application for a Commission staff public hearing. The public hearing was necessitated because the proposed development is inconsistent with the stormwater management standard and the groundwater quality (septic dilution) standard. The applicant is currently attempting to resolve the stormwater management and groundwater quality (septic dilution) inconsistencies.

#### 4.3 OTHER ITEMS OF INTEREST

- **New Jersey Forest Task Force:** On June 20, 2022 and June 21, 2022, the Commission staff attended meetings of two working groups that were established by the New Jersey Forest Task Force: the Forestry Climate Work Group and the Forestry Ecological Health Work Group. The two working groups are developing recommended forestry policies for State-owned lands in New Jersey. Commission staff attended additional meetings of the two working groups on July 11, 2022, July 12, 2022, July 25, 2022 and July 26, 2022. Additional working group meetings are scheduled for August 8, 2022 and August 9, 2022.

The Commission staff prepared draft forestry policy proposals for State-owned lands in the Pinelands Area. The draft forestry policies were introduced at the July 29, 2022 Policy and Implementation Committee meeting and will be further discussed at the Committee's August 26, 2022 meeting. Thereafter, depending on the recommendation of the Policy and Implementation Committee, the forestry policy proposals may be forwarded to the New Jersey Forestry Task Force for discussion and consideration.

- **NJDEP Forestry Meeting** (App. No 2007-0318.001 and App. No 1990-0868.033): On July 13, 2022, the Commission staff met with representatives of NJDEP Forest Service and the Forest Fire Service to discuss these two applications. App. No 2007-0318.001 proposes 1,304 acres of forestry and the creation of approximately 13 miles of forest firebreak in Bass River and Little Egg Harbor Townships. App. No 1990-0868.033 proposes the spot treatment of herbicide to control invasive plant species within 16.4 acres previously cleared to restore the visibility from the Bass River State Forest fire observation tower. These are the two applications that were considered by the Commission in 2021. Neither application received eight votes to be either approved or

denied by the Pinelands Commission. Concern was expressed by NJDEP representatives regarding the Commission’s position on herbiciding and forestry considering the Commission’s regulations. Concern was also expressed by NJDEP regarding forest fire safety in the area of the proposed 13-mile forest firebreak. Other topics discussed at the meeting included NJDEP pursuing an New Jersey Office of Administrative Law (NJ OAL) hearing for the two applications. Alternatively, NJDEP may choose to amend and submit two new applications to the Commission for the proposed activities.

## 5 SCIENCE

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### 5.1 ENVIRONMENTAL MONITORING

- **Water Level Monitoring:** In July, Communications staff measured water levels at forest plots and ponds in the Commission network of long-term monitoring sites. This work is completed each month with assistance from the Communications Office. A total of 17 of the 37 ponds were dry in July, which reflects the relatively dry late spring and early summer. Science staff replaced continuous water-level recorders that failed in two ponds and downloaded water-level data from recorders in five other ponds. The manufacturer of the failed recorders is attempting to retrieve data from the two devices.

### 5.2 LONG TERM STUDIES

- **King Snake Study:** In July, Science and Herpetological Associates (HA) staff continued to track 23 king snakes in several different study areas. Although most of the radio tracked king snakes spend much of their time in wetlands, two of the king snakes seem to use predominantly uplands. One of these king snakes was spending substantial time around the nest area where the drift fence array was installed as part of the Joint Corn Snake Study (see update below). That king snake ended up being caught in one of the box traps installed along the drift fence, which was only the second king snake trapped along the drift fence so far in the past four years.



**Above:** A king snake that spends much of its time in upland habitats. This snake was captured when it ate a corn snake that was being radio tracked.

- **Joint Corn Snake Study:** Science and HA staff continued to monitor the drift fence array for animals found under the wood and metal cover and in box traps established along the drift

fence. In July, along with many other animals, the second king snake, which is the tracked snake mentioned above in the King Snake Study update, and a third timber rattlesnake were caught in traps installed along the drift fence array.

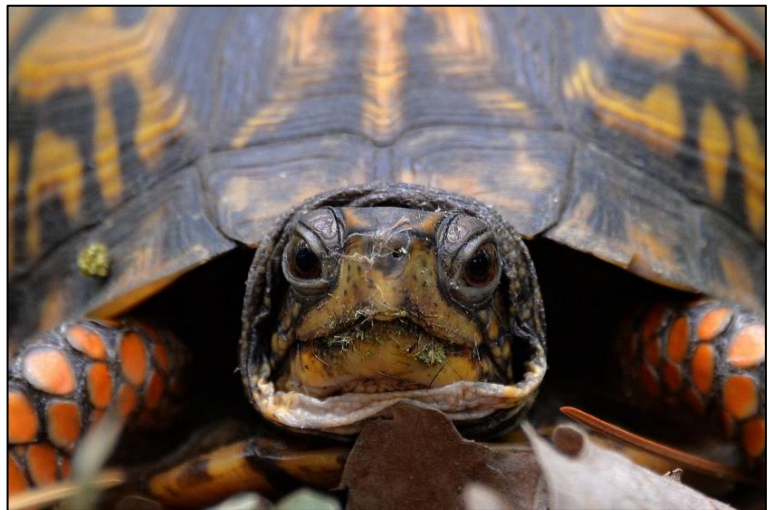
- **Rare Snake Monitoring:**

Science staff continued to radio track snakes as part of this monitoring program. At the end of July, 20 corn snakes, 10 pine snakes, and 2 hognose snakes were being tracked. The primary goal is to locate nesting areas, shedding areas, and the winter hibernacula for each snake. Twenty corn snakes, 3 king snakes, 1 pine snake, and 1 hognose laid eggs in captivity, and the eggs are being incubated in the lab. Most of the female corn snakes and the hognose have been implanted with radio transmitters and are being tracked to locate their winter dens. The hatchlings will be pit tagged and released for future population monitoring.



**Above:** Female eastern hognose being radio tracked to find her den as part of the Long-term Rare Snake Monitoring Project.

Two corn snakes were being radio tracked in the area burned by the 13,500-acre Mullica River fire. One of these corn snakes was burned on the surface and the other corn snake retreated to unburned wetlands and survived. The wooden cover placed in this study area to capture snakes was burned and then replaced after the fire. A new corn snake was captured under the new cover in the same location the one corn snake was burned. Two female corn snakes that were captured before the fire and were in the lab to lay eggs were implanted with radio transmitters and released after the fire to track in the burned landscape. Staff is currently tracking four corn snakes in burn area to see how they use their new habitat.



**Above:** Radio tracked female box turtle with meal evidence on her face.

- **Box Turtle Study:** Science staff continued to radio track 29 box turtles in July. Staff removed the transmitter from one turtle and released it because it lived too far from the core areas targeted for the study. Samples were collected from four turtles and shipped out for genetic analysis as part of a larger box turtle study being conducted across its range.

### 5.3 OTHER ITEMS OF INTEREST

- Science staff assisted NJDEP staff in deploying devices to sample diatoms in several ponds and stormwater basins. Diatoms are microalgae with a specialized cell wall made of ornate silica.
- Science staff received a draft 2022 scientific collecting permit for snakes from the NJDEP Endangered and Nongame Species Program (ENSP) and are reviewing the permit for accuracy.
- Dr. Howard Reinert of The College of New Jersey continued to train two Science staff members on how to conduct snake surgeries to implant and remove radio transmitters. Both staff members have now satisfied the NJDEP requirements for surgically implanting and removing radio transmitters and will perform the transmitter surgeries themselves in 2023.

## 6 COMMUNICATIONS

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### 6.1 COMMUNICATIONS & PUBLICATIONS

- **Website:** The Pinelands Commission’s website was viewed 13,064 times in July 2022. Staff launched a new rain garden webpage on the Commission’s website in early July 2022.
- **Press Releases:** Staff prepared and issued a press release to announce the state funding for refurbishing Fenwick Manor on July 8, 2022 and a press release to promote the Pinelands Summer Short Course on July 12, 2022.
- **Inquiries/Correspondence:** The Communications Office received and responded to 32 inquiries from the public in July, including phone calls, e-mails, and media inquiries.

### 6.2 EVENTS, OUTREACH & INTERPRETIVE PROGRAMS

- **Pinelands Speaker Series Webinars:** The Commission will host a presentation entitled “Close Encounters of the Bird Kind” in the Richard J. Sullivan Center at 11 a.m. on August 17, 2022. The presentation will provide an overview of birds, including their biology and impact on human culture.



- Social Media Enhancements:** In July, staff shared 103 photos on the Commission’s Instagram site and 34 tweets on Twitter. Facebook locked the Commission out of its account in late May, but staff has contacted the social media site to contest the lockout. The Commission continues to add content to its YouTube Channel, which now has 962 subscribers.



- Science Office Assistance:** A member of the Communications Office assisted the Science Office by measuring water levels on July 5-6.

**Above:** Staff shared 103 photos on Instagram in July, including this photo of a native Turk’s-cap lily blooming in the Commission’s bog garden.

- Public Education Programs:** A member of the Communications Office staff delivered two educational presentations on July 12, 2022, at the Stafford Library and the Cedar Glen Lake Community Center in Whiting.

- Pinelands Summer Short Course:** Approximately 75 people attended the 6<sup>th</sup> annual Pinelands Summer Short Course on July 21, 2022. The daylong, educational event was held at Stockton University’s Kramer Hall in downtown Hammonton. The event featured five classroom programs and four field trips. The online, participant evaluations of the event are overwhelmingly positive, with 100% of the respondents rating the event as either excellent or good and 100% of respondents saying they would return next year.



**Above:** Approximately 75 people attended the Pinelands Summer Short Course, which featured a guided hike at Batsto Village.



## 7 INFORMATION SYSTEMS

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- **Pinelands Commission Information System Upgrades:** The Pinelands Commission Information System (PCIS) is the internal system of record for all applications to the Pinelands and associated transactions. Staff provided desktop support, implemented enhancements and bug fixes.
- **Cybersecurity:** Vigilance to protect the internal networks, hardware, and data of the Pinelands Commission is critical in today's networked world. The Information Systems office participated in the monthly call hosted by the New Jersey Cybersecurity & Communications Integration Cell (NJCCIC). Staff began to apply NJCCIC compliant password policies to all accounts.
- **Permanent Land Protection (PLP) Data System:** The PLP system manages the data related to all the preserved land in the Pinelands National Reserve. Staff supported the Planning Office in maintaining PLP records.
- **Ad Hoc Reporting:** Staff assist the Pinelands Commission by generating reports to provide insight into relevant topics of interest. A report was prepared to summarize applications related to trails and paths.
- **Pinelands Development Credit Bank:** The Pinelands Development Credit (PDC) Bank utilizes custom software to manage all operations including tracking data and issuing certificates. Staff is collaborating with the Planning Office to prepare the annual report due in August, including preparing a full export of the fiscal year data for review.
- **Technology Enhancements:** Staff members continually evaluate emerging technologies for how they can impact or enhance the office environment. Staff evaluated the technology needs of the Pinelands Commission regarding the NJ Telework Pilot Program and ordered laptops to address them.
- **Staff Transition:** Maureen Olson, Principal MIS Specialist 3, retired after 37 years of dedicated service to the Pinelands Commission on June 30<sup>th</sup>. A new specialist was hired on July 5<sup>th</sup> and staff worked to provide training related to all aspects of desktop and system support in our environment.

## 8 BUSINESS OFFICE

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### 8.1 FINANCIAL MANAGEMENT

- **Application Fees:** July 2022, Net Total: \$64,860.85; Fiscal Year to Date Total: \$64,860.85.
- A draft of the FY2023 Budget is being prepared for review at the upcoming P&B Committee meeting on August 23, 2022.

### 8.2 FACILITIES MANAGEMENT

- The exterior wooden steps from the Terrence D. Moore Conference Room were replaced and refinished.