



**NATURAL LANDS TRUST
SPENDING AUTHORIZATION FOR
CALENDAR YEAR 2011
Amended June 17, 2011**

EXPENDITURES

	<u>2010 Authorization</u>	<u>2010 Expenditure</u>	<u>2011 Authorization</u>
04-2 MATERIALS AND SUPPLIES	\$2,000	\$797	\$2,000

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

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

04-3 SERVICES OTHER THAN PERSONNEL	\$13,700	\$27,991	\$43,700
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Travel - \$700

Includes travel reimbursement for staff and Trustees for use of personal vehicles for meetings and inspections. Also included are funds for refreshments for Board meetings and parking vouchers.

Information Processing - \$1,000

Includes computer repairs and purchase of software.

DAG Expenses – \$30,000

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

Other Professional Services - \$12,000

Includes cost of title searches and filing fees for land donations and legal advertisement of meeting dates, membership fees and bank service charges. Also includes routine professional service contracts for surveys and preparation of deeds. Minimal back taxes are included as part of this line; however, substantial tax payments will be included in each offering brought to the Board. Professional Services also includes any costs associated with creation and maintenance of the Trust's website and for Trust professional accounting services. CY 2011 cost may include professional photographic services for pre-restoration record.

	<u>2010 Authorization</u>	<u>2010 Expenditure</u>	<u>2011 Authorization</u>
04-4 MAINTENANCE AND FIXED CHARGES	\$58,000	\$2,637	\$58,000

General Maintenance of Buildings, Grounds, Equipment and Vehicle - \$15,000

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

Conservation/Preserve Management Projects - \$43,000

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

Preserve inventories and/or management plan development: \$20,000

Hiring of hourly Trust GIS specialist/land management assistant: \$18,000

Invasive plant control and preserve management (various preserves): \$5,000

04-5 ANNUAL REPORT	\$1,500	\$881	\$1,000
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2010 Annual Report - \$1,000

The requested authorization includes the cost of graphic layout and development of the annual report in text and CD-Rom format. The CD format will enable the Trust to use color photographs. Text will be prepared by staff. The annual report will also be available for viewing and download on the Trust's website.

04-7 CAPITAL	\$2,500	\$275	\$35,000
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Miscellaneous Equipment Purchase and Replacement - \$2,500

This budget includes purchase of a new truck, estimated at \$30,000, for use by the Trust's Preserve Manager. It also allows for the purchase of a computer and license and miscellaneous small equipment purchases used for land management and office function.

TOTAL SPENDING AUTHORIZATION	\$77,700	\$34,352¹	\$139,700
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¹ Includes abatements to revenue generated by Trust rental units (\$1,905) and broker service fees (\$50).