



**NEW JERSEY NATURAL LANDS TRUST
SPENDING AUTHORIZATION FOR
CALENDAR YEAR 2020**

	<u>2019 Authorization</u>	<u>2019 Expenditure</u>	<u>2020 Authorization</u>
MATERIALS AND SUPPLIES	\$2,000	\$1,557	\$2,000

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

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

SERVICES	\$23,700	\$20,559	\$23,700
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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 – \$7,000

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>2019 Authorization</u>	<u>2019 Expenditure</u>	<u>2020 Authorization</u>
MAINTENANCE AND FIXED CHARGES	\$91,000	\$83,309	\$71,000

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, dumpster rental, encroachment surveys, etc., as needed. Major maintenance and capital improvement projects not included within this authorization will be submitted individually, together with a recommended funding source, to the Board for consideration. Known 2020 maintenance projects to include the following:

Hamilton Preserve cleanup and installation of gates - \$10,000

Conservation/Preserve Management Projects - \$41,000

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.

Reinhardt Preserve Biodiversity Inventory - \$21,000

Mackenzie's Bob Preserve butterfly, dragonfly, and rare wetland plant survey - \$4,000

High Mountain Preserve glade rare plant survey and habitat management - \$3,000

Lincoln Grove Preserve skid steer hydraulic mower rental - \$3,000

Other directed preserve surveys - \$10,000

ANNUAL REPORT	\$500	\$0	\$500
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2018 Annual Report - \$500

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

CAPITAL	\$2,500	\$0	\$2,500
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Miscellaneous Equipment Purchase and Replacement - \$2,500

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

TOTAL 2020 SPENDING AUTHORIZATION	\$119,700	\$105,425	\$99,700
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