



AGENDA

FORESTRY & PARKS COMMITTEE

Thursday, April 12, 2018

9:00 a.m.

Forestry & Parks Office

501 Pine Street

Peshtigo, WI 54157

1. Call to order
2. Public Comment – Limited to five minutes per person
3. Approve/amend agenda
4. Approve/amend minutes of March 8th, 2018. Action, if any.
5. Discuss/consider updated 2018 Crivitz Ski Cats User Agreement. Action, if any.
6. Discuss/consider responses for ¾-ton 4x4 pickup truck with lift gate. Action, if any.
7. Discuss/consider response for propane RFQs for 2018-19 heating season. Action, if any.
8. Discuss/consider approving agreement with PRT for red pine seedlings. Action, if any.
9. Discuss/consider spring timber sale date. Action, if any.
10. Discuss/consider setting the appraised value of parcel #020-00244.007 at \$100.00 which is the value the Forestry and Parks Committee approved as the minimum bid prior to the parcel being offered for sale on the 2014 County Land Sale. Action, if any.
11. Discuss/consider 2018 tax deed land sale date and set prices. Action, if any.
12. Informational: Day Use Collection Policy
13. Correspondence (Correspondence if not specifically listed will be for information only.)
14. Monthly Park Activity Report
15. Report on Forestry Division Activities field accomplishments of Forestry Crew & Foresters
16. DNR Forestry Liaison Officer Report on DNR activities on County Forest Land
17. Informational: monthly invoices
18. Distribute Forestry's Monthly Revenue Report
19. Distribute Parks' Monthly Revenue Report
20. Schedule next meeting date
21. Adjourn

501 Pine Street, Peshtigo, WI 54157

Note: Agenda items may not be considered and acted upon in the order listed.

Supervisors present at this meeting may constitute an unintended quorum of other county board committees. Supervisors appointed to the committee shall participate in action. Others may be present to listen and observe.

Committee Members: Chair Allen Mans
Vice David Zahn
Gilbert Engel
Joe Banaszak
Al Sauld

If you are an individual who needs a special accommodation while attending the meeting as required by the “Americans with Disabilities Act”, please notify the County Clerk, Kathy Brandt, Marinette County Courthouse (715-732-7406) at least 24 hours prior to the meeting in order to make suitable arrangements. (TDD 715-732-7760)



MINUTES

FORESTRY & PARKS COMMITTEE

Thursday, March 8, 2018
9:00 a.m.
Forestry & Parks Office
501 Pine Street
Peshtigo, WI 54157

Members Present: Vice Chair Dave Zahn, Supervisors Joe Banaszak & Gilbert Engel

Members Excused: Chair Al Mans & Supervisor Al Sauld

Others Present: Forestry & Parks Administrator Pete Villas, Assistant Administrator Marcus Isaacson, Dan Mertz & Caroline Ward with the DNR, Kellie Hartman and Peshtigo Times

1. Call to Order

Vice Chair Zahn called the meeting to order at 9:00 a.m.

2. Agenda

Motion (Engel/Banaszak) to approve agenda as presented. Motion carried.

3. Minutes

Motion (Banaszak/Engel) to approve the minutes of February 8th, 2018 as presented. Motion carried.

4. Public Comment

None

5. Enforcement for current timber sale performance bond policy

Motion (Banaszak/Engel) to reaffirm following policy to withhold the entire performance bond as written in section 9 of the Marinette County Timber Sale Contract if obligation of a timber sale contract has not been met. Motion carried.

6. RFP for 2018 spring tree planting

Motion (Engel/Banaszak) to approve entering into an agreement with Superior Forestry for \$79.95 per thousand with approximately 66,400 tree replanting totaling \$5,308.68. Motion carried.

7. ATV/Snowmobile annual meeting

The 2018 annual ATV/Snowmobile meeting will be on Monday, March 26th, 2018 starting at 6:00 p.m. at the Village Hall in the Village of Wausaukee. Motion carried.

8. Correspondence

American Transmission Company regarding purchase of easement for rebuilding 14 miles of electric lines along county forest.

Marinette County representative at tourism shows.

9. Information: Monthly Park Activity Report

Parks' activity report for February 2018 was presented and distributed.

10. Report on Forestry Division Activities field accomplishments of Forestry Crew & Foresters

Forestry Department's activity report for February 2018 was presented and distributed.

11. DNR Forestry Liaison Officer Report on DNR activities on County Forest Land

Caroline Ward reported the Alder sheering has been completed, which will regenerate Alder Trees and improve wildlife habitat. County Deer Advisory Council Meeting will be held on March 21st, 2018 starting at 6:00 p.m. at the Crivitz Village Hall.

Dan Mertz reported time standards are at 78%. The DNR is preparing for spring fire season.

12. Discuss/Consider Schedule of Invoices

The Committee reviewed Forestry & Park's schedule of invoices totaling \$108,643.58.

13. Distribute Monthly Forestry Revenue Report

Revenue for the month of February totaled \$ 173,906.30. Revenue is \$122,266.22 more than 2017 revenue at this time. Distributed report.

14. Distribute Monthly Parks Revenue Report

The Parks revenue report was distributed.

15. Schedule next meeting date

The next meeting will be held on April 12th, 2018 at 9:00 a.m. at Forestry/Parks Department in Peshtigo.

16. Adjourn

Motion (Engel/Banaszak) to adjourn at 10:10 a.m. Motion carried.

Kellie Hartman
Administrative Associate Forestry/Parks

The Committee and Purchaser mutually agree that this contract is subject to the following conditions:

CONTRACTING PARTIES

1. In this contract, the Committee and Purchaser include their respective officers, employees, agents, directors, subcontractors, assignees, partners, heirs, members and servants. The primary agent of the Committee is the County Forest Administrator, hereinafter referred to as the Administrator.

2. If the Purchaser ceases to exist, in fact or by law, the Committee may immediately terminate this contract and without waiving any remedies available to it, perform the contract.

CONTRACT PERIOD, EXTENSIONS, VIOLATIONS and TERMINATION

3. Cutting of timber on the premises shall not commence until after the Purchaser and Administrator have signed this contract and the premises have been shown to the Purchaser by the Administrator.

4. Cutting will continue with reasonable diligence so that all logging operations will be completed no later than . The Purchaser shall notify the Administrator when the operation has been completed.

5. Limited extension of the contract period may be granted only upon written application to the Committee. If granted, prices may be changed in accordance with Committee policy. The contract period, including extensions, should not exceed four (4) years.

6. Upon receipt by the Purchaser of written notice from the Administrator specifying a breach of any condition of the contract, all operations shall cease forthwith, and continued occupancy shall be a trespass. Operations may not be resumed without written authorization from the Administrator.

7. The Administrator shall be the sole judge as to whether the conditions of this contract are being complied with.

8. The Committee may terminate this contract for breach of any condition by giving the Purchaser five (5) days written notice thereof.

PERFORMANCE BOND

9. Purchaser has provided a cash deposit, or acceptable performance bond, or irrevocable letter of credit in the amount of \$ _____ to be held until all conditions of this contract have been completed to the satisfaction of the Committee. -If the Administrator determines there is a breach of any condition of any timber contract, then at the Committee's discretion all or a portion of any performance bonds filed by the Purchaser with the County shall be forfeited to the Committee for damages. -Purchaser will be given at least five (5) days advance written notice of the meeting where the forfeiture decision will be made. -Before returning any or all of the bond to the Purchaser, the Administrator shall have up to ninety (90) days from the time notice is received of the completion date or termination date, whichever occurs first, to inspect the premises to determine if the contract has been satisfactorily performed. -In addition to exercising any of it's rights under the performance bond, or in connection with this clause, or the deposit, the Committee may also seek actual damages and other remedies available to it under the law or this contract.

GENERAL CONDITIONS

10. MODIFICATIONS - Subject to Committee approval none of the terms of this contract shall be varied or modified except in writing by the Administrator. The Purchaser shall notify the Surety, if any, of any such changes or amendment.

11. ASSIGNMENT - Subject to Committee approval this contract cannot be assigned or subcontracted in part or in whole without prior written approval from the Administrator.

12. LIABILITY - The Purchaser agrees to protect, indemnify, and save harmless the Committee or its agents from and against any and all causes of actions, claims, demands, suits, liability or expense by reason of loss or damage to any property or bodily injury to any person, including death, as a direct or indirect result of timbering operations or in connection with any action or omission of Purchaser. Furthermore, the Purchaser shall defend the Committee in any such cause of action or claim.

13. DESIGNATED TIMBER - All and only timber marked or designated for cutting on the premises shall be cut whether it be more or less than the volume listed herein.

14. TITLE TO PRODUCTS - Title to any and all forest products cut under this contract shall remain with the Committee until the products are scaled and paid for and a release given in writing by the Administrator. Title to all products remaining on the sale area longer than one year beyond the date of final scale shall revert to Marinette County.

**ATTACHMENT A
RFP#18-014-25 – 2018 TREE PLANTING
TABULATION SHEET**

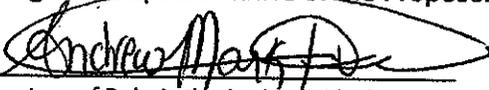
I/we herewith submit the following proposal for hand tree planting on the Marinette County Forest:

Proposal per 1,000 trees \$79.95

I/we understand that all bids may be rejected. I/we also understand that considerations and awarding of a contract will be based upon my/our past performance and ability to complete the contract based upon equipment and manpower subject to my/our control.

I/we certify that I/we have carefully examined the specifications and document and agree to abide by the conditions set forth.

I/we have full authority to make such statements and to submit this proposal as the duly recognized representative of the Proposer.


Signature of Duly Authorized Individual

 03/02/18
Date

Printed Name: Andrew Harnage

Title: Area Manager

Address: P.O. Box 25, Tilly AR, 72679

Phone Number: 870-496-2442

Email Address: aharnage@superiorforestry.com

ATTACHMENT A
RFP#18-014-25 – 2018 TREE PLANTING
TABULATION SHEET

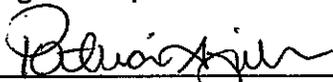
I/we herewith submit the following proposal for hand tree planting on the Marinette County Forest:

Proposal per 1,000 trees \$ 120.⁰⁰

I/we understand that all bids may be rejected. I/we also understand that considerations and awarding of a contract will be based upon my/our past performance and ability to complete the contract based upon equipment and manpower subject to my/our control.

I/we certify that I/we have carefully examined the specifications and document and agree to abide by the conditions set forth.

I/we have full authority to make such statements and to submit this proposal as the duly recognized representative of the Proposer.


Signature of Duly Authorized Individual

02/27/2018
Date

Printed Name: Patricia Aguilar
Title: President
Address: W1224 County Road FW, Eleva, WI 54738
Phone Number: (715) 287-3548
Email Address: northwoodsforestryinc@gmail.com

MARINETTE COUNTY PARKS

Camping Fees, Day Use, & Violation Revenue

Year 2018						
Month	46720 Camping Fees	46722 Day Use	45110 Violations	Total Revenue	Year-to-Date	
January	\$ 61,407.60	\$ 241.78	\$ -	\$ 61,649.38	\$	61,649.38
February	\$ 160.00	\$ 66.36	\$ -	\$ 226.36	\$	61,875.74
March				\$ -	\$	61,875.74
April				\$ -	\$	61,875.74
May				\$ -	\$	61,875.74
June				\$ -	\$	61,875.74
July				\$ -	\$	61,875.74
August				\$ -	\$	61,875.74
September				\$ -	\$	61,875.74
October				\$ -	\$	61,875.74
November				\$ -	\$	61,875.74
December				\$ -	\$	61,875.74
	\$ 61,567.60	\$ 308.14	\$ -			

Year 2017						
Month	46720 Camping Fees	46722 Day Use	45110 Violations	Total Revenue	Year-to-Date	
January	\$ 21,572.80	\$ 199.12	\$ -	\$ 21,771.92	\$	21,771.92
February	\$ 18,876.78	\$ 130.86		\$ 19,007.64	\$	40,779.56
March	\$ 8,198.96	\$ 449.50		\$ 8,648.46	\$	49,428.02
April	\$ 6,786.76	\$ 825.05		\$ 7,611.81	\$	57,039.83
May	\$ 12,510.74	\$ 8,457.56	\$ 90.00	\$ 21,058.30	\$	78,098.13
June	\$ 22,578.06	\$ 12,017.48	\$ 290.00	\$ 34,885.54	\$	112,983.67
July	\$ 21,233.89	\$ 15,837.73	\$ 290.00	\$ 37,361.62	\$	150,345.29
August	\$ 32,815.44	\$ 23,487.82	\$ 420.00	\$ 56,723.26	\$	207,068.55
September	\$ 23,757.99	\$ 13,423.35	\$ 229.50	\$ 37,410.84	\$	244,479.39
October	\$ 16,589.15	\$ 8,922.79	\$ 200.00	\$ 25,711.94	\$	270,191.33
November	\$ 963.98	\$ 3,721.43	\$ 30.00	\$ 4,715.41	\$	274,906.74
December	\$ 3,775.35	\$ 2,121.70	\$ 10.00	\$ 5,907.05	\$	280,813.79
	\$ 189,659.90	\$ 89,594.39	\$ 1,559.50			

Revenue status
thru 1-31-18 \$ 39,877.46 More than last year

**MONTHLY ACTIVITY REPORT
FORESTRY DEPARTMENT**

February 2018

FORESTRY CREW – AMBERG

FIELD WORK

Tax Deed Cleanup	(3-4 employees)	2.5 Days
Plow Snow – Forestry	(1 employee)	1.0 Days
Shearing for Regeneration	(1 employee)	5.5 Days
Brush Rake for Site Preparation	(1 employee)	2.0 Days

SHOP WORK

Equipment Maintenance	(1-3 employees)	7.0 Days
Office Work/Administration	(1 employee)	3.0 Days
Sign Making	(1-3 employees)	11.0 Days
Buildings Maintenance	(2 employees)	3.0 Days

FORESTERS/SCALER – WAUSAUKEE

Timber Sale Inspections	35 Routine
	3 Shows
	<u>1 Finals</u>
	39 Total

Recon Updating	979 Acres
Tract in Progress	10 Sale

Current Tracts on File	28 Sales
	(Holding 5 for Acorn production)

Appraised Value for 2018 Tracts to Date	\$594,383.85
2018 acres set up	727 Acres

SCALER

Scale Tickets	31
Total Cords	3265.95
Total MBF	86.75

Marcus Isaacson
Assistant Forest Administrator

MARINETTE COUNTY FORESTRY

Timber Contract Revenue

Year 2017

Month	Revenue	Year-to-Date
January	\$ 214,666.90	\$ 214,666.90
February	\$ 213,243.37	\$ 427,910.27
March	\$ 286,416.34	\$ 714,326.61
April	\$ 83,517.90	\$ 797,844.51
May	\$ 195,152.94	\$ 992,997.45
June	\$ 416,934.07	\$ 1,409,931.52
July	\$ 430,536.24	\$ 1,840,467.76
August	\$ 432,293.87	\$ 2,272,761.63
September	\$ 276,765.43	\$ 2,549,527.06
October	\$ 347,802.68	\$ 2,897,329.74
November	\$ 184,781.59	\$ 3,082,111.33
December	\$ 174,013.14	\$ 3,256,124.47

Year 2018

Month	Revenue	Year-to-Date
January	\$ 131,737.75	\$ 131,737.75
February	\$ 173,906.30	\$ 305,644.05
March		\$ 305,644.05
April		\$ 305,644.05
May		\$ 305,644.05
June		\$ 305,644.05
July		\$ 305,644.05
August		\$ 305,644.05
September		\$ 305,644.05
October		\$ 305,644.05
November		\$ 305,644.05
December		\$ 305,644.05

Current Status: \$ 122,266.22
 2/28/18 less than last year

MARINETTE COUNTY PARKS

Camping Fees, Day Use, & Violation Revenue

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Revenue status	
thru 1-31-18	\$ 39,877.46 More than last year



PRT Contract No.	ON-2018-071
Owner Contract No.	

SEEDLING MANAGEMENT CONTRACT

THIS AGREEMENT effective this 13rd day of February, 2018 between **MARINETTE COUNTY** ("Owner"), of 501 Pine Street, Peshtigo, WI, 54157, U.S.A., USA and **PRT USA INC.** ("PRT"), of #101 – 1006 Fort Street, Victoria, British Columbia, V8V 3K4, Canada.

BACKGROUND:

The Owner has agreed to engage PRT to cultivate a minimum number of seedlings as summarized below for the initial term of this agreement and detailed in Schedule "A", on the terms and conditions of this agreement:

YEAR AND TIME OF SOWING	YEAR AND TIME OF DELIVERY	MINIMUM NUMBER OF SEEDLINGS (K)
Spring 2018	Spring 2019	124.000
		124.000

AGREEMENTS:

For good and valuable consideration, the receipt and sufficiency of which each party acknowledges, the parties agree as follows:

1 RELATIONSHIP

- 1.1 **Engagement.** The Owner hereby engages PRT and PRT hereby accepts such engagement, for the purpose of providing the management services described in section 3.2 on the terms and conditions of this agreement.
- 1.2 **Relationship.** PRT and the Owner will at all times remain independent parties and are not, nor will they represent themselves to be, partners or joint venturers.

2 SUPPLY OF SEED

- 2.1 **Seed Supply.** The Owner will supply all seed from which it desires PRT to grow and deliver seedlings.
- 2.2 **Title.** Title to all seed supplied by the Owner and to all propagules and seedlings produced from such seed (the "Seedlings") will remain with the Owner throughout the initial term and any renewal term of this agreement, except as otherwise provided in this agreement.
- 2.3 **Acquisition of Seed by PRT.** If the Owner requests, and PRT agrees, to obtain the seed contemplated by this agreement, PRT will do so solely as the agent for the Owner and will have no obligation to the seed supplier or to the Owner, except as such agent. All seed so acquired for the Owner will be deemed for all purposes to be seed supplied by the Owner.

3 MANAGEMENT SERVICES

- 3.1 **Nursery.** PRT will manage the growth of the Seedlings at the nursery or nurseries specified in Schedule "A" or

such other nursery facility as may be agreeable to the Owner (the "Nursery").

- 3.2 **Services.** PRT will perform the services (collectively, the "Management Services") of seedling production for the Owner and any other services included in Schedule "A" of this agreement.
- 3.3 **Specifications.** PRT will perform the Management Services in such a manner as to deliver to the Owner the Seedlings in the quantity, species, stock types and seedlots set out in Schedule "A". PRT further agrees to deliver the Seedlings in conformity with the specifications set out in Schedule "A" and the following further specifications (collectively, the "Specifications"):
- a) the Seedlings will be in a morphological and physiological condition which is acceptable to the Owner, acting reasonably;
 - b) the Seedlings will be substantially free of disease, pests, chlorosis and mechanical damage; and
 - c) the Seedlings may have been treated only with pesticides registered under the Federal Insecticide, Fungicide, Rodenticide Act (FIFRA) and approved under such Act for application upon forest seedlings and applied in accordance with the manufacturer's specifications.
- 3.4 **Supply of Materials.** PRT will have the sole and exclusive right to determine the manner in which the Management Services are provided by it and shall supply, at its own expense, all materials other than the seed required for the provision of such Management Services.
- 3.5 **Inspection.** The authorized representative of the Owner will have a right of access to the Nursery premises at mutually agreed times, for the purpose of inspecting the Seedlings, including verifying completion of sowing and inventories of the Seedlings and in order to complete a final inspection.

4 **TERM AND TERMINATION**

- 4.1 **Term.** The initial term of this agreement will commence on the effective date shown on page one and will end on the date on which the Seedlings have been delivered to the Owner, or are deemed to have been abandoned by the Owner under this agreement, unless terminated earlier in accordance with the terms of this agreement. The parties may renew this agreement for one or more renewal terms by signing a revised Schedule "A" and attaching it to this agreement, which revised Schedule "A" will form part of this agreement and be deemed to be the Schedule "A" referred to herein. Each such renewal term will commence on the date on which the revised Schedule "A" is signed by both PRT and the Owner and will end on the date on which the Seedlings under the revised Schedule "A" have been delivered to the Owner, or are deemed abandoned by the Owner under this agreement, unless terminated earlier in accordance with the terms of this agreement.
- 4.2 **Termination.** If the Owner fails to make any payment required to be made under this agreement, and fails to remedy such breach within thirty (30) days of receipt of written notice from PRT requesting remedy thereof, PRT may, at its option, terminate this agreement without further notice to the Owner. In the event of such termination, the Owner will pay forthwith to PRT an amount equal to the Fees (as defined below) in full less any instalment payments previously received by PRT, and the Seedlings shall be deemed to have been abandoned to PRT.

5 **DELIVERY**

- 5.1 **Delivery.** PRT will deliver the Seedlings to the Owner F.O.B. the Nursery, or at such other location as is mutually agreeable to the Owner and PRT, on the delivery date set out in Schedule "A" (the "Delivery Date").
- 5.2 **Shipment.** PRT will mark all shipping containers with the planting stock description and box quantities (including species, age, stock type and seedlot) and will provide the Owner with shipping invoices showing the number of Seedlings, by species and stock types, and the pesticide uses and dates of application with each shipment.

6 REPORTING

- 6.1 **Samples.** At the Owner's request PRT will deliver samples of the Seedlings, provided that such samples will not exceed, in the aggregate, one-half of one percent (0.5%) of any of the seedling types specified in Schedule "A".
- 6.2 **Reports.** PRT will deliver reports to the Owner containing such details and information regarding the Seedlings as may reasonably be requested by the Owner.
- 6.3 **Pesticide Reporting.** PRT will maintain, and will make available to the Owner at the Owner's request, a complete and itemized written record of pesticide applications made to the Seedlings, including chemicals, dates, and rates of applications used.
- 6.4 **Written Inventory.** PRT will maintain, and will deliver to the Owner not less than twice during the crop cycle, a written inventory of the Seedlings and will advise the Owner of any material event which is likely to have a significant adverse impact on the physical condition or inventory of the Seedlings.

7 PAYMENT FOR MANAGEMENT SERVICES

- 7.1 **Fees.** In consideration of the Management Services, the Owner will pay PRT the management fees set out in Schedule "A" plus applicable taxes payable on such fees, which fees will be based on the number of Seedlings delivered (in aggregate, the "Fees"). All dollar amounts shall be in U.S. dollars unless otherwise specified.
- 7.2 **Payment Schedule.** The Owner agrees to pay the Fees in installments, in accordance with the payment schedule set out in Schedule "B". The Owner agrees to make all payments on PRT's standard invoice terms and in US Funds by Electronic Funds Transfer (EFT), in cash or by check on bankers' draft negotiable by PRT without fee at a Canadian or U.S. chartered bank designated by PRT.
- 7.3 **Excess Payments.** If, on the Delivery Date, the aggregate instalment payments made to PRT exceed the Fees owing for the Seedlings actually delivered on the Delivery Date, PRT will repay the amount of such excess to the Owner within 30 days of such date.
- 7.4 **Holding Over Fee.** If the Owner fails to accept any or all of the Seedlings on the Delivery Date as specified in Schedule "A" and the Seedlings have met the Specifications by such date, then the Owner shall pay to PRT, upon invoice, the amount of accrued and unpaid Fees as at the Delivery Date plus a sum equal to five percent (5%) of the Fees for each additional month or portion thereof during which the Owner does not take delivery of the Seedlings. The additional fee shall be payable upon delivery of the Seedlings.

8 EXCESS PRODUCTION AND ABANDONMENT

- 8.1 **Excess Seedlings.** If PRT produces Seedlings in excess of the quantities specified in Schedule "A" ("excess seedlings"), then PRT will offer such excess seedlings to the Owner at a fee per seedling equal to the fee set out in Schedule "A" for similar stock. If the Owner does not accept the excess seedlings within sixty (60) days following the lift date for the excess seedlings, it will be deemed to have abandoned all of the excess seedlings to PRT as of the Delivery Date.
- 8.2 **Excess Seedlings – Mandatory Contract Overruns.** The Owner agrees to accept Excess Seedlings identified as Mandatory Contract Overruns at a fee per seedling equal to the fee set out in Schedule "A" for similar stock. Mandatory Contract Overruns are defined as those excess seedlings required to complete the packaging of one full box of an order over the original contracted requested seedlings
- 8.3 **Failure to Accept Seedlings Meeting Specifications.** If, for any reason, the Owner does not take delivery of the

Seedlings on the Delivery Date, except only by reason of the failure of PRT to make delivery available in accordance with the terms of this agreement, and if the Seedlings meet the Specifications, the Seedlings will be deemed to have been abandoned to PRT by the Owner upon the expiration of fifteen (15) days from the Delivery Date provided that prior to the expiration of such 15 day period the Owner has not notified PRT that it wishes to engage PRT on a holding over basis on the terms set out in paragraph 7.4.

8.4 Seedlings Not Meeting Specifications. The Owner is not obligated to accept delivery of any of the Seedlings which do not meet the Specifications. However, the Owner may agree to accept such seedlings on such other terms as are mutually acceptable to the Owner and PRT. If the Owner does not accept such seedlings on the terms of this agreement or such other terms upon which PRT and the Owner may agree:

- a) the Owner will be relieved of its obligation to pay that portion of the Fees directly related to the non-conforming seedlings and will be entitled to a refund of all instalment payments made in respect of such seedlings. PRT will make such refund payments to the Owner within 30 days of the expiration of the initial term or, as applicable, any renewal term, of this agreement and PRT will be entitled to set-off any such refund payments against Fees payable by the Owner to PRT under this agreement; and
- b) the Owner will be deemed to have abandoned such non-conforming seedlings to PRT as of the Delivery Date without any right of compensation therefor.

8.5 No Obligation to Account. When used in this agreement the term "abandonment" (and any variations thereof) means that the Owner has abandoned to PRT absolutely all of the Owner's right, title and interest in and to the Seedlings for all purposes and except as otherwise expressly provided herein, with no right of compensation therefor or refund of Fees. PRT will not be obliged to account to the Owner in any fashion for the use made or proceeds of the Seedlings abandoned to PRT under the terms of this agreement.

9 LIMITED WARRANTY

9.1 Seedling Survival. PRT warrants to the Owner that seedlings produce under the terms of this Agreement and which are subject to cold storage at a PRT cold storage facility or other agreed upon cold storage facility shall be capable of 90% (ninety percent) or greater survival, as determined by potting tests, when shipped to the Owner.

In the event that seedlings are not capable of survival as described, PRT agrees to advise the Owner immediately, and further agrees to provide sufficient seedlings to make up the balance to 100% (one hundred percent) of the original delivered amount, as soon as possible, and not later than two years after the originally planned shipping date.

Except as specifically provided in this Section 9, there are no warranties, express or implied, in connection with the sale of seedlings or the provision of management services hereunder, and all warranties, including warranties or merchantability or of fitness for a particular purpose, are hereby disclaimed.

10 NOTICES

10.1 Notices. Any notice or report or other communication required to be given by either party to this agreement will be given in writing and will be deemed to have been duly given if delivered by hand or by verified facsimile, or upon the third business day after the communication has been delivered to Canada Post or the U.S. Postal Service, whichever may be applicable, postage prepaid, for delivery by registered mail to the other party at the address set out on page one.

10.2 Authorized Official. The Owner will appoint an authorized official with complete authority to exercise all discretion of the Owner provided for in this agreement and to conduct all inspections, approve all documents and otherwise communicate with PRT under this agreement and will specify such authorized official in Schedule "C". PRT will not be obliged to look to any further authority for the purposes of this agreement than the

designation of the authorized official in Schedule "C". If the Owner fails to appoint an authorized official, or to replace such authorized official when necessary and to notify PRT of such replacement, the President of the Owner (or the signatory to this agreement if the Owner is not a corporation) will be deemed to be the authorized official.

11 GENERAL CONDITIONS

- 11.1 Governing Law. This agreement will be governed by and interpreted in accordance with the laws of the state of Washington, U.S.A., and the parties hereby attorn to the jurisdiction of the Superior Court of King County, Washington, with venue in Seattle, Washington, in the event of the submission of any dispute to litigation.
- 11.2 Time of Essence. Time will be of the essence of this agreement.
- 11.3 Entire Agreement. This agreement constitutes the entire agreement between the parties and there are no representations, warranties, collateral contracts, conditions or terms, express or implied, other than included herein.
- 11.4 Force Majeure. PRT will not be liable to compensate the Owner in any manner if PRT is unable to deliver the Seedlings or any part thereof by reason of Acts of God or of the public enemy, wars, insurrection, riot, crop failure, failure of seeds to germinate, loss of seedlings by fungus or other disease, insects or other pests, fire, flood, strikes or other industrial dispute or any other cause beyond its control; provided that if any such event does not cause total destruction of the Seedlings, PRT will deliver and the Owner will accept such portion of the Seedlings as have grown and met the Specifications and the Owner will pay to PRT a proportional amount of the Fees.
- 11.5 Arbitration. In the event of any disagreement or dispute between the parties with respect to this agreement or the interpretation thereof, the dispute will be finally settled by arbitration administered by the Commercial Arbitration and Mediation Center for the Americas in accordance with its rules, with venue in Seattle, Washington. There shall be one arbitrator. The determination of the arbitrator shall be final and binding on the parties with the arbitration costs being borne equally by the parties, and the judgment or award rendered by the arbitrator may be entered in any court having jurisdiction thereof. Either party may serve notice to submit the dispute to arbitration, having attempted to resolve the dispute by agreement, if the dispute remains unresolved for a period of more than twenty-one (21) days after such attempt.
- 11.6 Limited Liability. PRT's liability for damages to the Owner for any cause whatsoever, and regardless of the form of action, whether in contract or in tort, will be limited to the Fees. In no event will PRT be liable for any lost profits or savings, or for incidental, consequential, punitive or exemplary damages, regardless of the form of action, even if PRT has been advised of the possibility of such damages, or for any claim against PRT by any other party.
- 11.7 Survival. This agreement will enure to the benefit of and be binding upon the parties hereto, their personal representatives, successors and permitted assigns as the case may be. This agreement may not be assigned without the prior written consent of the other, provided that PRT may at any time assign this agreement or subcontract the Services or any portion thereof, to any affiliate of PRT.
- 11.8 Severability. If any term of this agreement is partially or wholly invalid or unenforceable, the remainder of this agreement will not be affected and each remaining term will be separately valid and enforceable. The parties hereto agree to negotiate in good faith to agree to a substitute provision which will be as close as possible to the intention of an invalid or unenforceable provision as may be valid or enforceable.
- 11.9 Schedules. For greater certainty, it is specifically agreed and acknowledged that Schedule A, Schedule B and Schedule C attached hereto and separately signed by the parties form part of this agreement.

TO EVIDENCE THEIR AGREEMENT each of the parties has executed this agreement on the date appearing below.

Marinette County

By: _____
Authorized Signatory

Date: _____

PRT USA Inc.

By: *Mike Wood*

Authorized Signatory

Date: 2/13/2018



Schedule A
SEEDLING MANAGEMENT CONTRACT

PRT Contract No.	ON-2018-071
Owner Contract No.	
Contract Date	February 13, 2018

BETWEEN: Marinette County
AND: PRT USA Inc.

ORDER	GROW NURSERY	PRODUCT	SEEDLOT	YEAR & TIME of SOWING	DELIVERY BEFORE	SEASON of PLANTING	NO. of SEEDLINGS (K)	MGMT FEE / SEEDLING (USD\$)	ORDER VALUE (USD\$)	STOCK SPECIFICATIONS				
										TARGET		MINIMUM		MAX
										HT (cm)	RCD (mm)	HT (cm)	RCD (mm)	HT (cm)
2018ONCR570	Campbell River	PR PSB 311 1+0	PRTONUS 14-7310	Spring 2018	May 15-2019	SP2019	124.000	0.1587	\$19,678.80	12	2.3	8	1.8	20
TOTAL for ON-2018-071 :							124.000		\$19,678.80					

COLD STORAGE

Cold storage costs are included in the management fee.

REEFER RENTAL (IF REQUESTED)

Cost to Rent a Reefer will be \$150.00 per day plus the freight cost to pickup the reefer should a reefer be requested.
Please note that PRT must receive the request to rent the reefer by January 15th of the year of the plant in order to reserve a reefer.

GENERAL SEEDLINGS SPECIFICATIONS

Seedling: Substantially free of any diseases, insects, chlorosis, or mechanical damage.
Shoots: Shall not be forked from the base and will have clearly dominant leader.
Roots: Seedlings shall have a sufficient amount of roots to make a plantable plug.
Seedlings with sparse, deformed, or damaged root systems shall be culled out

ADJUDICATION

The number of seedlings harvested that do not meet specifications shall not exceed 6%

DELIVERY SPECIFICATIONS

Seedlings to be picked up at PRT Hayward WI Cold Storage location.

Dates: Delivery dates are defined by the Season of Planting:
Summer (SU) - between June 15th and not later than August 31st.
Fall (FA) - between September 1st and not later than October 15th.
Winter/Spring (WI/SP) - not later than June 30th.

OVERRUNS

Shall be at 100% of the Management Fee/Seedling

INITIALS	Owner	PRT <i>MW</i>
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**Schedule B
SEEDLING MANAGEMENT CONTRACT**

PRT Contract No.	ON-2018-071
Owner Contract No.	
Contract Date	February 13, 2018

BETWEEN: **Marinette County**
 AND: **PRT USA Inc.**

PRODUCT MONTHLY PAYMENTS

PRODUCT	SEEDLINGS	PRICE	CONTRACT VALUE (USD\$)	PAYMENTS		
				MONTH	%	AMOUNT (USD\$)
PR PSB 311 1+0	124.000	0.1587	\$19,678.80	2019 Jan	100 %	\$19,678.80
						<u>\$19,678.80</u>
TOTALS:	124.000		\$19,678.80			\$19,678.80

PAYMENTS SUMMARY

2019 Jan	<u>\$19,678.80</u>
2019 Total:	\$19,678.80
CONTRACT TOTAL:	\$19,678.80

INITIALS	Owner	PRT <i>mw</i>
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Schedule C
SEEDLING MANAGEMENT CONTRACT

PRT Contract No.	ON-2018-071
Owner Contract No.	
Contract Date	February 13, 2018

BETWEEN: Marinette County
AND: PRT USA Inc.

AUTHORIZED OFFICIALS

The **OWNER** hereby designates as its authorized official(s) for all purposes under the contract:

Name : Marcus Isaacson
Position :
Address : 501 Pine Street
Peshtigo, WI, 54157
U.S.A.
USA
Tel. No : (715) 732-7525
Fax No :

PRT hereby designates as its authorized official(s) for all purposes under the contract:

Name : Mike Wood
Position : Customer Support Representative
Address : c/o #101 - 1006 Fort Street
Victoria, BC
V8V 3K4
Tel. No : (800) 270-9973
Fax No : (807) 937-8361

OWNER
DELIVERED BY:

DATE :

PRT
ACCEPTED BY:
<i>Mike Wood</i>

DATE :
2/13/2018

2018

DAY USE

SELF-SERVE FEE COLLECTION

FIELD PERSONNEL

POLICY MANUAL

(updated 3/21/18)

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1) POLICY

The purposes of implementing this method of collection are:

- to make Park facilities available to the public where budget may someday prohibit same;
- to collect revenue where it is presently not feasible to do so;
- to provide the foreman with increased flexibility in allocating existing staff resources most effectively;
- to enhance the quality of contact between the visitor and Park staff by allowing existing staff to concentrate efforts on customer service, information roles, and maintenance roles.

The self-serve fee collection method may be considered for application where the cost of collecting fees is not feasible.

The use of the self-serve fee collection system must not be viewed as a reason for relaxing accounting procedures. The collection, safeguarding, and remittance of funds under such a system are subject to all standard accounting procedures and controls.

The Parks Committee shall authorize the use of self-serve fee collection in the Marinette County Parks where financially beneficial to the County.

The following must be assured when the system is used:

- An adequate level of information and customer services at the entry to the Park must be maintained.
- When this system is in use, adequate direction must be given to sources of information and assistance.

Installation of the self-serve facility, including the fee pipe, envelope dispenser, and signs, must conform to designs approved by the Parks Administrator.

2) PURPOSE

The purpose of this policy manual is to provide the minimum procedures and standards for the collection and remittance of user fees in Parks by means of a self-serve system.

3) AN OVERVIEW OF ESTABLISHING AND MAINTAINING PAY STATIONS

Pay stations equipped with locked, secure fee pipes shall be set up at one or more locations in Parks. Stations are open from Park opening through Park closing each year.

Serial numbered permits with seal-able envelopes and stubs attached bearing matching numbers shall be placed at the pay stations. Alternate colored groups of envelopes shall be placed in the envelope dispenser. Records (Log Sheets) shall be kept of the serial numbers and quantities made available at each pay station. Log sheets are kept in the fee pipe.

Specific, clear information on applicable fees and the self-serve method of payment is to be prominently displayed at Park entrances and/or near pay stations.

The general method of payment shall be as follows:

- After completing the registration information, the user seals the necessary fee in the envelope and deposits it in the locked fee pipe, retaining the vehicle permit stub or sticker as a receipt.
- The user displays the vehicle pass or sticker on the inside of the windshield or from the rearview mirror so that it is easily visible to Park personnel.

4) COLLECTING FEES AND "SELF REGISTRATION ENVELOPE LOG" SHEETS

The Park's employee shall follow all directions listed on the log sheet and fill in all information requested. The Park's name shall be written at top of the log. Envelope serial numbers, time, and date placed and initials shall be written on the log. The log shall be placed in the pipe and a copy is placed in the corresponding district safe.

Between May 20th and October 7th each Fee Pipe shall be emptied at the Park's pay stations at least twice a week (or more often, if necessary), by one or more designated employees. Low use Parks should be emptied once every week.

It is strongly preferred, that the Fee Pipe is to be opened in the presence of at least one other employee and the contents removed; however, this is not a requirement. Further, it is also preferred that two employees be present at all times when money is handled up to and including completion of each log--however, it is not a requirement.

Envelopes removed from the pipe are to be bundled. If it is a complete bundle, the corresponding Log Sheet shall be removed and bundled with the envelopes. If it is a partial bundle the log is left in the feed pipe until the remaining envelopes are used.

If there is a miscellaneous envelope, "misc" is written on the back of the envelope, including the log number that it is bundled with on the back of the miscellaneous envelope. If there are more than one miscellaneous envelopes only the last one needs to have the log number written on the back of the envelope. Envelopes that are not sequenced within the log number set are considered miscellaneous envelopes.

B&R (bundled and removed), time, date, Park, employee's initials, and corresponding log number are written on the back of the envelope with the highest sequential number in the bundle. The bundle is then delivered and placed on the top shelf of the locked safe in the corresponding district. The number of missing envelopes must be noted on the log sheet.

The partial batch of envelopes retrieved at a later pick up, when delivered to the safe, is bundled with the envelopes already in the safe, and the completed bundle is placed in the well on the lower part of the locked safe.

The designated person shall remove bundled envelopes from the well of the locked safe. Employee shall review all discrepancies noted by other employees, then take the bundled envelopes and prepare a Deposit Log Worksheet. The deposit log worksheet includes the total number of envelopes. Employee shall also write (with marker) LOG# and PARK INITIALS on first envelope in bundle.

The designated employee then brings all completed bundles to the Treasurer's office. Deliveries to be made at least once a week between May 20th and October 7th; additional deliveries can be made if large amounts of funds are received. A Treasurer's employee at Treasurer's office accepts delivery and initials Deposit Log Worksheet and gives a copy to the designated employee.

Treasurer's employee at Treasurer's office will count all funds received and create a deposit worksheet recording the date, type of deposit, and which Park deposit was from. Worksheet should be checked against envelopes by running an adding machine tape total of the envelopes. Initial and date the tape total and attach to the envelope bundle.

Deposits are then given to another employee in the Treasurer's office and a receipt is generated. Funds are deposited with the bank as a separate deposit from the regular Treasurer's deposits.

The Treasurer's receipt is then attached to the deposit worksheet, bundled with the empty envelopes, and the adding machine tape of the logs listed on the deposit slip. Completed bundles and worksheets are placed in a box. Boxes are be delivered and stored at the Park's office in Peshtigo for a period of seven (7) years.

5) SPOT CHECK

A spot check of fee pipe contents is when an authorized employee is not taking envelopes out of Fee Pipe for bank deposit. Instead the employee is just spot checking envelope numbers, when envelopes were deposited, or correct envelope amounts, then placing contents back in the fee pipe. Before placing the envelopes back in the fee pipe the employee shall bundle the envelopes, initial, time and date and write the word "Spot" on the bundle before it is replaced in the fee pipe. In a situation where envelopes are opened, the envelopes shall be resealed, bundled, initialed, and the time, date, and the word "Opened" shall be written on the bundle before it is replaced into the deposit box.

Note to designated personnel:

A user who receives a Parks Violation will often attempt to pay late by placing money and envelope in the Fee Pipe. Then they will claim that they already paid and the Parks Violation was issued in error. Therefore, it is important that you open nearby pipes (if and only if time permits) and bundle existing envelopes before you write any tickets. However, you are not required to check the pipe before writing tickets if time does not permit same. This is a matter of employee judgement. Of course, as is Standard Operating Procedure, you will also initialize, date, time and write appropriate key words (either "Spot", or "Opened") when you open a pipe. It will allow you to counter their claim that they made a "timely deposit".

6) AUDITING TEST DEPOSITS

In addition to spot checks, the Parks Administrator will make test deposits to each Park at least twice annually for auditing and enforcement purposes. Record of monitoring shall be kept in the Park's office for audit purposes.

7) GENERAL CONTROLS

Access to all keys to fee pipes shall be limited to authorized personnel and a record of those holding keys and the key numbers shall be maintained.

Day use fees are a controversial item to many of our Park users. Employees shall not debate the pro's and con's of user fees with our valuable Park users. Be professional at all times.

Precautions must be taken to ensure the security of Park permit fees. Designated employees shall be very discreet and not flash money when handling it in a public or open air situation.

The pre-printed envelope number on permits provided exclusively for the self-serve system shall be used for monitoring purposes. Designated personnel shall know, in advance, the envelope numbers of all permit envelopes prior to placing them in the envelope dispensers.

A Fee Station for fees and user permits shall be available at all times for Park users.

Only personnel designated by the Park Supervisor shall have access to fee pipes, Park permits and returned permit envelopes, money and safes.

When a designated employee removes money from a fee pipe they shall keep this money in their possession until deposited in the bolted down safe. Alternatively money may be stored in bolted down safes inside Park shops. The safe configuration shall be approved by the Park's Administrator. The main safe door at each Park shall have a key available to designated employees. The employee who empties the fee pipe shall store that money in the general safe. Employees shall make bank deposits on a regular recurring schedule, preferably on a weekly basis to prevent large amounts from being stored in the safe.

8) RE- FAILURE TO PAY DAY USE FEE

If possible Spot Check the pipe before issuing a Park violation ticket.

To foster goodwill, the Park Employee should first make a visual scan and do 3 to 10 minutes of "walk and talk" of the immediate area to determine if a reasonable personal contact effort could be made to educate the person(s) in non-compliance.

After determination of this reasonable personal contact effort to educate and foster goodwill, the Park Officer may begin to issue a day use Parks Violation.

If a Violation has been written, and the pink copy has been placed under the windshield, then the violation shall not be voided.

However, a violation shall not be voided unless there are very compelling mitigating circumstances. Below are examples of situations which may occur:

- A person who did not pay because (s)he “did not see the sign” receives Parks Violation. The person approaches an employee and asks that the violation be voided if they pay “right away”. Employee shall **not** void the violation.
- Other reasons that are not acceptable for voiding a violation are:
 - 1) “did not have change”
 - 2) “was going to pay later”
 - 3) “was going to pay on way out”
 - 4) “my son was driving my car and he did not pay, so I (owner) should not get a ticket”
 - 5) “was only going to stay 5 minutes”
 - 6) “don’t believe a fee should be charged”
 - 7) “have just paid, so dismiss the violation”
 - 8) “a caretaker should have found me in the Park”
 - 9) “thought the entrance fee was only for camping”
 - 10) “thought the entrance fee was only for launching a boat”

Enforcement situations that are significantly different from those listed above will require employee discretion.

Field personnel shall tear out and submit white copies of Parks Violation to office in a timely fashion. Mail if necessary. Copies are to be submitted to the office in numerical order including any voided violations.

Courtesy is the most important item when a caretaker talks to a Park user who has received a violation. Please be polite. Do not debate. Answer all questions with courtesy. Your answers should not be too short or too long. Don’t place violator on defensive. Don’t apologize for proper enforcement. Keep your contacts at a minimum. For more explanation, see Rules Enforcement Manual.

The Park user shall mail violation fees to the Parks office or deposit money in fee pipe. Do not accept violation monies in the field.

9) RE - DAY USE FEE PAYMENT, BUT FAILURE TO DISPLAY/FILL OUT

Employee shall "Spot Check" the pipe before issuing a Park Violation if possible.

In the interest of educating the Public and Fostering goodwill, Park employees should dismiss Day Use Parks Violations if the following criteria are met:

The alleged violator must approach the issuing officer about their Parks Violation prior to the users leaving the Park where the violation occurred.

Upon questioning, the alleged violator must claim to the issuing officer that they placed their money in the fee pipe and properly marked their deposited envelope, but failed to properly display and/or fill out their pass.

Then the issuing officer shall go to the fee pipe with the alleged violator to verify the deposit.

If the alleged violator's claim is substantiated, the issuing officer shall dismiss the Parks Violation if all other compliance is appropriate. Write "Void" on all copies of the Violation. Turn in white and pink copies to Parks Courthouse office.

This procedure is in effect until further notice, but on only one occasion per alleged violator. A second occurrence of "failure to display" by the same person should be interpreted all other things being equal as intentional non-compliance.

10) FREE PASSES POLICY

Until further notification, Marinette County Highway Vehicles, Wisconsin Public Service Vehicles, School Buses, School Instructor Vehicles, Blackwell Vehicles and Wisconsin Department of Natural Resources Vehicles while in the general discourse of their duties are exempt from paying the Day-Use Fee. The existing non-profit organization, Wagner Fire Department Picnic at Menominee River Park, is grand fathered, however if the organization skips a year, it is no longer grand fathered. Park employees will cover collection pipes at that Park on the day of the picnic.

Please apply this policy to other recognized government agencies-- ask your supervisor for clarification if you have any questions.

If vehicles are clearly marked with words or license plate, logo, etc. (ie: School Buses or WPS vehicles); no permit is needed.

If vehicles are not clearly marked and comes to the Park often, this vehicle shall be issued an annual sticker. This shall be noted as a free sticker on the sticker log using the normal sticker log procedure.

If vehicles are not clearly marked and is going to be in the Park for one day only, a free day use envelope and stub shall be permitted. The party fills out the envelope as per instructions on envelope and also writes the name of the organization in big letters on both the envelope and stub.

The new Lake Noquebay Buffer Zone Demonstration Project at Lake Noquebay Park. Parks Administrator will give free one time passes to the Land and Conservation Department for distribution for those viewing this project.

11) PURCHASE OF BULK DAY USE ENVELOPES FOR LODGE RESERVATIONS

The minimum number of envelopes for a bulk purchase shall be 10 envelopes. Purchaser should request number of envelopes needed no later than 10 days in advance of pickup, so envelopes can be prepared in advance for pickup. After notice has been given, bulk envelopes may be picked up only at the Park Office up to 1 working day prior to the lodge reservation date. (note: no mailing of bulk envelopes, ie: too costly/envelopes could get lost)

No refunds for unused envelopes. If they are not used they can be kept by responsible party for future use.

Both portions of envelopes are to be stamped "pre-paid" and detached. Only stamped, vehicle permit stubs are to be given to the person requesting reservation. All stubs must be completely filled out by each individual.

The Parks Department is responsible for keeping separate log sheets for "prepaid" bulk purchases. (Follow the log sheet procedures for bulk purchases.)

The goal here is to make it simple, easy and convenient for lodge users who request bulk purchases, and to keep the envelope dispenser from being emptied.

BULK PURCHASE OF DAY USE ENVELOPES BY BUSINESSES shall follow same policy.

Exceptions: 10 days of notice needed in advance of envelope pickup date at Parks Department

12) ANNUAL STICKERS

Supervisor shall follow Annual Sticker Contract and instructions on the annual sticker envelopes and logs.

13) REPLACEMENT STICKERS - VEHICLE WITH PREVIOUS ANNUAL STICKER

If a Park user sells their vehicle, they shall remove the old sticker (with a single edge blade or hair dryer) and bring it to Marinette County Parks Office, 501 Pine Street, Peshtigo, WI or to any authorized Sticker Vendor.

The cost of the replacement sticker is \$5.00 first time, full price second time. Staple old sticker to Sticker Form and fill out. Record the information on Annual Sticker Log Sheet. No replacement stickers shall be issued without old sticker.

If a Park user loses his sticker, (s)he shall purchase a new sticker at full price.

14) POLICY FOR FREE 2ND ANNUAL VEHICLE STICKER

On a one-time basis, first annual sticker will cost full price, second annual sticker will be at no cost:

- Marinette County residents **ONLY** must present (2) two current vehicle registrations with same Marinette County address at the time of purchase.
- Annual Sticker form must be filled out and indicate “free” next to amount.
- Indicate “free” next to sticker number on sticker log.
- 3rd, 4th, 5th, etc. stickers will cost full price.
- Replacement stickers shall be at \$5.00 standard replacement sticker cost.

15) NO REFUNDS

There are no refunds for Day Use fees or Annual Stickers.

04/10/2018 11:04
KHartman

Marinette County, WI - LIVE
INVOICE LIST BY GL ACCOUNT

P 1
apinvgl

YEAR/PERIOD: 2018/3 TO 2018/3	ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	CHECK RUN CHECK	DESCRIPTION
	55210000			PARKS		
	55210000 51158			UNEMPLOYMENT BENEFITS		
	000824 DWD-UI	181C553CDE8NH	0	2018 3 DIR P	10,267.77 DD95	14926 WI UNEMPLOYMENT TAX
				ACCOUNT TOTAL	10,267.77	
	55210000 52225			TELEPHONE		
	000762 CELLCOM	39865	0	2018 3 INV P	172.46	Cell phones
	002066 HNS*HUGHESNET.COM	40438	0	2018 3 INV P	67.02	Internet for Camp B
	002809 CENTURYLINK	40173	0	2018 3 INV P	25.89	CENTURYLINK/SPEEDPA
	002809 CENTURYLINK	40461	0	2018 3 INV P	2.57	CENTURYLINK/SPEEDPA
					28.46	
	003736 J&T ELECTRIC & SUPPL	40799	0	2018 3 INV P	10.85	Cellphone charger
	004893 CENTURYLINK	301435162 2018 C	0	2018 3 INV P	183.91 032118	14888 ACT 301435162
	004893 CENTURYLINK	301533416 2018 C	0	2018 3 INV P	40.97 032818	14976 ACCT# 301533416
	004893 CENTURYLINK	301533835 2018 C	0	2018 3 INV P	140.34 032118	14888 ACT 301533835
	004893 CENTURYLINK	301534456 2018 C	0	2018 3 INV P	84.73 032118	14888 ACT 301534456
	004893 CENTURYLINK	301547509 2018 C	0	2018 3 INV P	43.22 032118	14888 ACT 301547509
	004893 CENTURYLINK	431786911 2018 C	0	2018 3 INV P	74.34 032118	14888 ACT 431786911
					567.51	
				ACCOUNT TOTAL	846.30	
	55210000 52229			UTILITIES		
	000738 WI PUBLIC SERVICE	2335100011-00000	0	2018 3 DIR P	484.70 DD95	14932 FEB 2018 WPS PARKS
	000738 WI PUBLIC SERVICE	2335106501-00000	0	2018 3 DIR P	279.30 DD95	14933 FEB 2018 PARKS MULT
					764.00	
	001284 READSVILLE COUNTRY	40143	0	2018 3 INV P	847.12	Propane for Camp Bi
	001284 READSVILLE COUNTRY	40750	0	2018 3 INV P	122.77	Propane for Twin Br
					969.89	
				ACCOUNT TOTAL	1,733.89	
	55210000 52291			PURCHASE OF SERVICE		
	000667 ADVANCED DISPOSAL ON	40755	0	2018 3 INV P	314.46	Garbage
	002041 OFFICIAL PAYMENTS CO	INVINT00000056160	0	2018 3 INV P	449.78 032118	14829 CUSTOMER ID: MARINE
	003785 PRINT SHOP, THE	7032522	0	2018 3 INV P	408.24 030718	14685 PARKS & FORESTRY ST
				ACCOUNT TOTAL	1,172.48	
	55210000 52410			OFFICE SUPPLIES		

04/10/2018 11:04
KHartman

Marinette County, WI - LIVE
INVOICE LIST BY GL ACCOUNT

P 2
apinvgla

YEAR/PERIOD: 2018/3	TO 2018/3										
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION			
000434 AMAZON MKTPLACE PMTS	40753	0	2018 3	INV	P			Daily planner/addre	59.82		
000588 DMI* DELL K-12/GOVT	40462	0	2018 3	INV	P			DMI* DELL HLTHCR/PT	238.12		
000621 QUILL CORPORATION	39866	0	2018 3	INV	P			Printer toner	161.98		
000621 QUILL CORPORATION	39867	0	2018 3	INV	P			White board erasers	21.54		
									183.52		
								ACCOUNT TOTAL	481.46		
55210000 52411								POSTAGE			
000096 UNITED MAILING SERVI	156579	0	2018 3	INV	P	031418	14756	CUSTOMER ID - MARIN	50.30		
								ACCOUNT TOTAL	50.30		
55210000 52458								GAS/OIL/FLUIDS ETC			
000151 J & R AUTO PARTS	40195	0	2018 3	INV	P			Engine oil	13.85		
000151 J & R AUTO PARTS	40798	0	2018 3	INV	P			Oil, filters for tr	276.05		
									289.90		
003796 THOMPSON'S AUTO REPA	02/27/18	0	2018 3	INV	P	030718	14686	GMC REPAIR	510.00		
								ACCOUNT TOTAL	799.90		
55210000 52467								BUILDING MAINTENANCE			
000434 AMAZON MKTPLACE PMTS	40196	0	2018 3	INV	P			Lights for Camp Bir	740.25		
000456 MENARDS MARINETTE WI	39848	0	2018 3	INV	P			Light bulbs, hand t	126.53		
000456 MENARDS MARINETTE WI	40191	0	2018 3	INV	P			Screen and hardware	17.28		
000456 MENARDS MARINETTE WI	40197	0	2018 3	INV	P			Roofing nails, ligh	17.69		
000456 MENARDS MARINETTE WI	40199	0	2018 3	INV	P			Ridge caps, screen,	480.55		
000456 MENARDS MARINETTE WI	40485	0	2018 3	INV	P			Screen and material	97.94		
000456 MENARDS MARINETTE WI	40488	0	2018 3	INV	P			Ladder, building ma	294.14		
									1,034.13		
000458 MATHIS HRDWRE & LUMB	40192	0	2018 3	INV	P			Screen and hardware	127.35		
000458 MATHIS HRDWRE & LUMB	40794	0	2018 3	INV	P			Fastners, drill bit	32.02		
000458 MATHIS HRDWRE & LUMB	40797	0	2018 3	INV	P			Screen, fastners, d	561.85		
									721.22		
000524 PIGGLY WIGGLY #282	40193	0	2018 3	INV	P			Staples	6.99		
000524 PIGGLY WIGGLY #282	40486	0	2018 3	INV	P			Materials for Rec H	60.54		
000524 PIGGLY WIGGLY #282	40801	0	2018 3	INV	P			Concrete for Camp B	5.79		
									73.32		
000918 FOX SPECIALTY CO	40144	0	2018 3	INV	P			Cleaning supplies f	5,684.54		

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YEAR/PERIOD: 2018/3	TO 2018/3									
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION		
003788 CRIVITZ LUMBER COMPA	40194	0	2018 3	INV	P			Nails, screws, and		
081379 GROVE ELECTRIC	03/09/18	0	2018 3	INV	P	650.00	032818	14982 COOKS CABIN ELECTRI		
ACCOUNT TOTAL						8,921.59				
55210000 52468			EQUIPMENT MAINTENANCE							
000151 J & R AUTO PARTS	40198	0	2018 3	INV	P	10.44		Starter button for		
001090 REINDERS - SUSSEX CS	40422	0	2018 3	INV	P	144.39		Oil filters, air fi		
001090 REINDERS - SUSSEX CS	40423	0	2018 3	INV	P	129.96		Belts for mower		
001090 REINDERS - SUSSEX CS	40424	0	2018 3	INV	P	141.68		Oil filters and v-b		
001090 REINDERS - SUSSEX CS	40738	0	2018 3	INV	P	-144.39		Credit from oil fil		
001090 REINDERS - SUSSEX CS	40739	0	2018 3	INV	P	50.49		Oil filters, air fi		
001090 REINDERS - SUSSEX CS	40741	0	2018 3	INV	P	140.26		Threaded rods, wash		
001090 REINDERS - SUSSEX CS	40742	0	2018 3	INV	P	98.22		Caster wheel assemb		
						560.61				
002337 MILLS FLEET FARM 800	40795	0	2018 3	INV	P	5.03		Bolts for Torro mow		
ACCOUNT TOTAL						576.08				
55210000 52469			GROUNDS MAINTENANCE							
000456 MENARDS MARINETTE WI	40796	0	2018 3	INV	P	139.50		Lumber for picnic t		
000458 MATHIS HRDWRE & LUMB	40793	0	2018 3	INV	P	9.60		Cement and patio bl		
001235 MARINE RESCUE PRODUC	39847	0	2018 3	INV	P	207.25		Ropes and floats fo		
001873 LEXOW'S NORTHWOODS	03/09/18	0	2018 3	INV	P	32.50	032118	14859 WELD REPAIR		
003788 CRIVITZ LUMBER COMPA	40740	0	2018 3	INV	P	253.69		Hardware cloth, scr		
005627 MAR-OCO LANDFILL	32139	0	2018 3	INV	P	31.35	032818	14978 ACCOUNT # 60 LN SIG		
ACCOUNT TOTAL						673.89				
55210000 52499			OTHER EXPENSE							
000523 KWIK TRIP	457000045 40425	0	2018 3	INV	P	10.00		Wash for Parks truc		
001528 SCHOOL KIDS HEALTH	40131	0	2018 3	INV	P	106.25		Defibulator pads fo		
ACCOUNT TOTAL						116.25				
ORG 55210000 TOTAL						25,639.91				
55440000			SNOWMOBILE TRAILS							
55440000 52291			PURCHASE OF SERVICE							
002106 RANGER CITY RIDERS S	01/16/18	0	2018 3	INV	P	1,752.00	031418	14747 GRANT # S-5007		
005407 RIVER ROAD RIDERS	01/29/18-02/05/18	0	2018 3	INV	P	4,898.20	031418	14750 GRANT # S-5007		

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YEAR/PERIOD: 2018/3 TO 2018/3										
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION		
005407 RIVER ROAD RIDERS	02/15/18-02/22/18	0	2018 3	INV	P	1,012.30	031418	14750 GRANT # S-5007		
005407 RIVER ROAD RIDERS	03/07/18	0	2018 3	INV	P	756.00	031418	14750 GRANT #S-5007		
						6,666.50				
						ACCOUNT TOTAL		8,418.50		
						ORG 55440000 TOTAL		8,418.50		
56110000								COUNTY FOREST		
56110000 51158								UNEMPLOYMENT BENEFITS		
000824 DWD-UI	181C553CDE8NH	0	2018 3	DIR	P	1,076.00	DD95	14926 WI UNEMPLOYMENT TAX		
						ACCOUNT TOTAL		1,076.00		
56110000 52214								DATA PROCESSING		
004893 CENTURYLINK	0301551305 2018 C	0	2018 3	INV	P	86.88	032118	14888 ACT 301551305		
						ACCOUNT TOTAL		86.88		
56110000 52225								TELEPHONE		
000762 CELLCOM	39864	0	2018 3	INV	P	116.17		Cell phones		
002809 CENTURYLINK	40173	0	2018 3	INV	P	15.53		CENTURYLINK/SPEEDPA		
002809 CENTURYLINK	40461	0	2018 3	INV	P	3.36		CENTURYLINK/SPEEDPA		
						ACCOUNT TOTAL		18.89		
004893 CENTURYLINK	301534379 2018 C	0	2018 3	INV	P	180.89	032118	14888 ACT 301534379		
004893 CENTURYLINK	432914522 2018 C	0	2018 3	INV	P	74.34	032118	14888 ACT # 432914522		
						ACCOUNT TOTAL		390.29		
56110000 52229								UTILITIES		
000738 WI PUBLIC SERVICE	0402661270-00006 B18 0	0	2018 3	DIR	P	187.80	DD95	14934 FEB 2018 WPS FOREST		
						ACCOUNT TOTAL		187.80		
56110000 52291								PURCHASE OF SERVICE		
000667 ADVANCED DISPOSAL ON	40755	0	2018 3	INV	P	99.14		Garbage		
002041 OFFICIAL PAYMENTS CO	INVINT000000056160	0	2018 3	INV	P	9.00	032118	14829 CUSTOMER ID: MARINE		
003785 PRINT SHOP, THE	7032522	0	2018 3	INV	P	102.06	030718	14685 PARKS & FORESTRY ST		
						ACCOUNT TOTAL		210.20		
56110000 52410								OFFICE SUPPLIES		
000452 MILLERS ACTION OFFIC	39925	0	2018 3	INV	P	3.15		Desk top calendar r		

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YEAR/PERIOD: 2018/3 TO 2018/3	ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	CHECK RUN CHECK	DESCRIPTION
	000588 DMI* DELL K-12/GOVT	40462	0	2018 3 INV P	238.12	DMI* DELL HLTHCR/PT
				ACCOUNT TOTAL	241.27	
56110000 52411	000096 UNITED MAILING SERVI	156579	0	POSTAGE 2018 3 INV P	42.95 031418	14756 CUSTOMER ID - MARIN
				ACCOUNT TOTAL	42.95	
56110000 52435	002542 HOTEL MARSHFIELD	40751	0	MEALS AND LODGING 2018 3 INV P	164.00	Lodging for WCFA Sp
	002542 HOTEL MARSHFIELD	40752	0	2018 3 INV P	164.00	Lodging for WCFA Sp
					328.00	
				ACCOUNT TOTAL	328.00	
56110000 52458	000448 BP#3333069NORTHLANDQ	39904	0	GAS/OIL/FLUIDS ETC 2018 3 INV P	47.50	Fuel for forestry t
	000448 BP#3333069NORTHLANDQ	39905	0	2018 3 INV P	45.58	Fuel for Forestry t
					93.08	
	000458 MATHIS HRDWRE & LUMB	40189	0	2018 3 INV P	12.98	Hydraulic oil
	000581 UP INTERNATIONAL TRU	40792	0	2018 3 INV P	8.67	Clutch lube
	000684 SHELL OIL 574249518Q	40722	0	2018 3 INV P	49.00	Fuel for truck
				ACCOUNT TOTAL	163.73	
56110000 52467	000429 TRACTOR SUPPLY #1255	40787	0	BUILDING MAINTENANCE 2018 3 INV P	26.98	Hand cleaner, latex
	000456 MENARDS MARINETTE WI	39902	0	2018 3 INV P	208.97	Epoxy garage floor
	000456 MENARDS MARINETTE WI	40190	0	2018 3 INV P	96.00	Floor epoxy for Amb
					304.97	
	000458 MATHIS HRDWRE & LUMB	39901	0	2018 3 INV P	15.93	Cleaning supplies
	000458 MATHIS HRDWRE & LUMB	40479	0	2018 3 INV P	6.99	Gaskets
	000458 MATHIS HRDWRE & LUMB	40791	0	2018 3 INV P	9.23	Battery cleaner, fa
					32.15	
	000661 HOMEDEPOT.COM	39899	0	2018 3 INV P	104.91	Epoxy sealant for g
	000661 HOMEDEPOT.COM	39900	0	2018 3 INV P	-104.91	Returned epoxy seal
					.00	
	000914 CONTROLS SUPPLY COMP	39898	0	2018 3 INV P	147.30	Motor for shop fan

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YEAR/PERIOD: 2018/3 ACCOUNT/VENDOR	TO 2018/3 INVOICE	PO	YEAR/PR TYP S	CHECK RUN CHECK	DESCRIPTION
002023 WI DEPT OF NATURAL R	MARCH 2, 2018	0	2018 3 INV P	6,528.00 031418	14774 LEASE PAYMENT FOR C
ACCOUNT TOTAL				7,039.40	
56110000 52468			EQUIPMENT MAINTENANCE		
000151 J & R AUTO PARTS	39903	0	2018 3 INV P	33.66	Quick couplers for
000151 J & R AUTO PARTS	39906	0	2018 3 INV P	65.66	Oil change for Fore
000151 J & R AUTO PARTS	40405	0	2018 3 INV P	68.66	Lube and fuel filte
000151 J & R AUTO PARTS	40484	0	2018 3 INV P	84.69	Air filters, lube f
000151 J & R AUTO PARTS	40789	0	2018 3 INV P	69.69	Air filter for dump
000151 J & R AUTO PARTS	40790	0	2018 3 INV P	38.95	Air filter for JD d
				361.31	
000458 MATHIS HRDWRE & LUMB	40186	0	2018 3 INV P	39.47	Window repair mater
000458 MATHIS HRDWRE & LUMB	40480	0	2018 3 INV P	10.48	Brake and engine cl
				49.95	
000463 TRANSMOTION LLC	40187	0	2018 3 INV P	85.52	Hydraulic hose, cou
000463 TRANSMOTION LLC	40188	0	2018 3 INV P	22.63	Hydraulic couplings
				108.15	
000477 WM SUPERCENTER #2545	39824	0	2018 3 INV P	68.40	Jumper cables, med
000581 UP INTERNATIONAL TRU	40482	0	2018 3 INV P	-36.42	Brake line elbow fo
000581 UP INTERNATIONAL TRU	40483	0	2018 3 INV P	97.47	Brake line parts fo
000581 UP INTERNATIONAL TRU	40788	0	2018 3 INV P	108.18	Parts for Volvo sem
				169.23	
000587 PACKER CITY INTERNAT	X103056825 01	0	2018 3 INV P	30.44 032118	14827 DUMP TRUCK PART - C
000936 MICHIGAN WISCONSIN S	40481	0	2018 3 INV P	230.06	Brakes for Volvo se
001016 BEAVER MACHINE INC.	40754	0	2018 3 INV P	342.02	Window for New Holl
002095 ELIAS AUTO PARTS INC	40404	0	2018 3 INV P	352.57	Oil filters, air fi
002532 WEYERS EQUIPMENT INC	40435	0	2018 3 INV P	91.43	Brush mower sellino
ACCOUNT TOTAL				1,803.56	
56110000 52498			OPERATION EXPENDITURES		
000434 AMAZON MKTPLACE PMTS	40406	0	2018 3 INV P	269.98	Trail cameras for m
000456 MENARDS MARINETTE WI	40811	0	2018 3 INV P	19.98	First aid kits
ACCOUNT TOTAL				289.96	
56110000 52566			MAINTENANCE OF FOREST RDS		

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YEAR/PERIOD: 2018/3 ACCOUNT/VENDOR	TO 2018/3 INVOICE	PO	YEAR/PR TYP S	CHECK RUN CHECK	DESCRIPTION
000659 RENT-A-FLASH OF WISC	40437	0	2018 3 INV P		Signs for Ernst Roa
002638 G & G MIDWEST ENTERP	MC3618	0	2018 3 INV P	032118	14875 60" BLADES 03/06/18
ACCOUNT TOTAL				341.40	
56110000 52980			EQUIP & MATERIALS ACQUISITION		
000598 POMP'S TIRE SERVICE	40146	0	2018 3 INV P		Tires for Forestry
ACCOUNT TOTAL				594.56	
ORG 56110000 TOTAL				12,796.00	
56120000			HEAVY EQUIPMENT PURCHASES		
56120000 53890			OUTLAY		
002340 ELLINGTON INDUSTRIAL	18272.01	0	2018 3 INV P	032818	14941 PORTABLE BOARD EDGE
002340 ELLINGTON INDUSTRIAL	18434	0	2018 3 INV P	032818	14941 SHIPPING FOR EDGER
				9,114.80	
ACCOUNT TOTAL				9,114.80	
ORG 56120000 TOTAL				9,114.80	
56150000			WILDLIFE HABITAT MANAGEMENT		
56150000 52498			OPERATION EXPENDITURES		
001236 STATE OF WISCONSIN	370-0000007453	0	2018 3 INV P	031418	14768 CUSTOMER # 00000361
ACCOUNT TOTAL				1,266.54	
ORG 56150000 TOTAL				1,266.54	
=====					
FUND 100 GENERAL FUND				TOTAL:	57,235.75
=====					

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YEAR/PERIOD: 2018/3 ACCOUNT/VENDOR	TO 2018/3 INVOICE	PO	YEAR/PR TYP S	CHECK RUN CHECK	DESCRIPTION
55290000			FORESTRY & PARKS DEVELOPMENT		
55290000 52980			EQUIP & MATERIALS ACQUISITION		
000456 MENARDS MARINETTE WI	40802	0	2018 3 INV P	502.26	Steel for Camp Bird
000661 HOMEDEPOT.COM	39849	0	2018 3 INV P	599.00	Miter/chop saw for
000887 PEMBINE SPORT AND LA	40436	0	2018 3 INV P	1,120.00	Chainsaws
001559 NKS TIRE AND SERVICE	40487	0	2018 3 INV P	601.98	Drive tires for Par
002507 AMAZON.COM	40800	0	2018 3 INV P	903.96	Lights for Camp Bir
			ACCOUNT TOTAL	3,727.20	
			ORG 55290000 TOTAL	3,727.20	
=====					
FUND 217 FORESTRY & PARKS DEVELOPMENT TOTAL:				3,727.20	
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** END OF REPORT - Generated by Kellie Hartman **