

October 16, 2019

FOREST, PARKS, AND RECREATION COMMITTEE MEETING

Douglas County Board of Supervisors
Tuesday, October 22, 2019, 6:00 p.m., Forestry Headquarters
9182 East Hughes Avenue, Solon Springs, Wisconsin

Please call the Chairperson or the Forestry Department (715-378-2219) if you will not be able to attend.

MEMBERS: Mark Liebaert, Chair Mary Lou Bergman, Vice Chair Steve Long
Joseph Moen Nick Baker

**TIMBER SALE
AGENDA**

(Committee to maintain a two-hour meeting limit or take action to continue meeting beyond that time.)

1. Roll call.
2. Announcements.
3. Open and approve timber sale bids.
4. Action Items/Referrals:
 - (a) Reforestation Program Funding Policy (attached); and
 - (b) Campground end of season closing date and off-season camping policy (attached).
5. Informational items/correspondence:
 - (a) Upper St. Croix Land Conservation Project;
 - (b) 2019 Douglas County Park Campgrounds Revenues Report;
 - (c) 2019 Log-a-Load for Kids Charity Event on County Forest Land (Great Lakes Timber Professionals Association); and
 - (d) 2019 County Forest Certification Audit update.
6. Future agenda items.
7. Adjournment.

cc: Sue Sandvick County Board Supervisors WI DNR Terry Priem
Shelley Nelson Ann Doucette Carolyn Pierce WCFA

NOTE: Attachments to the agenda are available at the County Forestry Department for review or copying and at the Douglas County website at www.douglascountywi.org. Action may be taken on any item listed on the agenda. The County of Douglas complies with the Americans with Disabilities Act of 1990. If you are in need of an accommodation to participate in the public meeting process, please contact the Douglas County Forestry Office at (715) 378-2219 by 4:00 p.m. on the day prior to the scheduled meeting. Douglas County will attempt to accommodate any request depending on the amount of notice received.

Posted/Daily Telegram/Government Center/Courthouse:



10/16/2019

Name

Date

Reforestation Reserve Fund Funding Policy

Line	Description	2014	2015	2016	2017	2018
1	Gross Timber Sale Revenue (including town severance)	\$3,618,477.00	\$4,254,346.00	\$4,678,866.00	\$5,409,177.00	\$5,146,440.00
2	Town Severance (10% of gross)	\$360,998.00	\$425,435.00	\$467,308.00	\$540,918.00	\$514,644.00
3 *	Reforestation Fund (1.25% of gross)	\$45,230.96	\$53,179.33	\$58,485.83	\$67,614.71	\$64,330.50
4	Net Timber Sale Revenue (minus town severance)	\$3,337,282.00	\$3,856,788.00	\$4,218,433.00	\$4,885,801.00	\$4,644,643.00
5	Budgeted transfer from the Department to the General Fund (offset the levy)	\$758,000.00	\$758,000.00	\$858,000.00	\$858,000.00	\$858,000.00
6	One time budgeted transfer to the General Fund (offset the levy)	\$0.00	\$0.00	\$0.00	\$1,182,646.00	\$682,000.00
7	TOTAL budgeted transfer to the General Fund (offset the levy)	\$758,000.00	\$758,000.00	\$858,000.00	\$2,040,646.00	\$1,540,000.00
8	Excess/Surplus Revenue (CIP, etc.)	\$1,000,000.00	\$1,510,000.00	\$1,785,000.00	\$1,270,000.00	\$1,167,000.00
9	TOTAL amount transferred from the Department to the General Fund	\$1,758,000.00	\$2,268,000.00	\$2,643,000.00	\$3,310,646.00	\$2,707,000.00

1.25% of gross timber sale revenue
\$350,000 cap

OTHER FUNDING OPTIONS

See Declaration of Unassigned General Fund Prior Year Surplus Policy

1	1% of the TOTAL Unassigned General Fund Prior Year Surplus **			\$20,400.00	\$13,739.00	\$25,000.00
2	1% of the 15% Timber Sales Revenue Reserve			\$3,060.00	\$2,060.00	\$3,750.00

** this option would take the existing 15% Timber Sales Revenue Reserve and change it to 14% and 1%

Douglas County, Wisconsin Declaration of Unassigned General Fund Prior Year Surplus

POLICY STATEMENT

The Douglas County Board of Supervisors passed Resolution #39-12 (April 12, 2012) establishing the maintenance of a minimum balance in the Unassigned General Fund, fund balance. The resolution states that the unassigned general fund balance compared to governmental expenditures will be maintained at a minimum ratio of 12% or about eight weeks of working capital for operations.

The policy for the declaration of unassigned general fund prior year surplus is in conjunction with that resolution. In the event of a surplus from the prior year, this policy set guidelines for any disbursement of those funds.

A. Authorization

Approval for the use of surplus funds from a prior year will be at the County Board of Supervisor level, as referred by the Administration Committee.

B. Purpose

The disbursement will be determined in the following order:

1. Maintain unassigned general fund balance as set in resolution #39-12 at a minimum of 12% of governmental expenditures; and
2. Remaining balance:
 - a. 50% Capital Improvements as defined in the Capital Improvement Plan;
 - b. 15% Timber Sales Revenue Reserve and cap at \$1,000,000.
 - c. 15% Courthouse/Government Center Maintenance Fund (15% of which is to be allocated to Courthouse/Government Center Reserve Fund for emergency-related repairs); and
 - d. 20% Discretionary allocation recommended by the Administration Committee to the full County Board to fund the following for example:
 - i. Merit Reward System for employees;
 - ii. Adjustments to the Wage Compensation Plan; and
 - iii. Special Projects.

PROCEDURES

Availability of funds will be determined after the annual audit is complete and the financial records are finalized for the year.

If funds are available, requests for capital improvement funding and other funding requests will be presented to the Administration Committee for approval and referral to the full County Board, with the exception of the Courthouse/Government Center Reserve Fund which funds may be expended upon approval of County Administrator, County Board Chair, and Building and Grounds Director.

CAMPGROUND SEASONAL CAMPING POLICY

Lucius Woods Campground, Gordon Dam Campground, and Mooney Dam Campground:

All campgrounds are open annually from two Fridays before Memorial Day to one week after Labor Day (approximately 16 weeks).

Gordon Dam Campground:

Off Season - During the off-season when the campground is closed (from one week after Labor Day to two Fridays before Memorial Day) the park is minimally maintained. Restrooms and fish cleaning house are closed, no electrical service, no garbage disposal or trash collection, and no snow removal in the park or along the service road is provided.

** October 29, 2012 Meeting of the Douglas County Forest, Parks, & Recreation Committee:

Off-Season Camping Availability Policy (Gordon Dam County Park and Mooney Dam County Park): Policy options reviewed.

ACTION: Motion by Corbin, second Robinson, to approve off-season camping on a trial basis at Gordon Dam Park, at a fee of \$10.00 per night (weather dependent self-registration), open upper restrooms with no cleaning or supply stocking services, no firewood delivery service, no electric service, and no garbage collection. Weather dependent park access with no snow removal services provided. Motion carried.

Camping Permit Revenue Record

2014 - 2019 Douglas County Forest

Camping Fees

	Lucius Woods		Gordon Dam		Mooney Dam	
	Electric	Non-Electric	Electric	Non-Electric	Electric	Non-Electric
2019	\$25.00	\$20.00	\$25.00	\$20.00	\$25.00	\$20.00
2018	\$18.00	\$15.00	\$18.00	\$15.00	\$18.00	\$15.00
2017	\$18.00	\$15.00	\$18.00	\$15.00	n/a	\$10.00
2016	\$18.00	\$15.00	\$18.00	\$15.00	n/a	\$10.00
2015	\$18.00	\$15.00	\$18.00	\$15.00	n/a	\$10.00
2014	\$18.00	\$15.00	\$18.00	\$15.00	n/a	\$10.00

Total Camping Fee Revenue

	Lucius Woods	Gordon Dam	Mooney Dam	TOTAL	Annual Difference
2019	\$26,330.00	\$20,709.00	\$6,299.00	\$53,338.00	\$14,527.01
2018	\$18,853.99	\$16,622.00	\$3,335.00	\$38,810.99	-\$2,957.01
2017	\$21,556.00	\$19,138.00	\$1,074.00	\$41,768.00	\$3,991.00
2016	\$17,586.00	\$18,728.00	\$1,463.00	\$37,777.00	-\$973.00
2015	\$16,812.00	\$19,698.00	\$2,240.00	\$38,750.00	\$5,412.00
2014	\$15,599.00	\$16,011.00	\$1,728.00	\$33,338.00	---
5yr AVG	\$18,081.40	\$18,039.40	\$1,968.00	\$38,088.80	

Estimated Number of Permits Sold

	Lucius Woods	Gordon Dam	Mooney Dam	TOTAL	Annual Difference
2019	1,170	920	280	2,371	18
2018	1,143	1,007	202	2,352	-222
2017	1,306	1,160	107	2,574	227
2016	1,066	1,135	146	2,347	-90
2015	1,019	1,194	224	2,437	348
2014	945	970	173	2,089	---
5yr AVG	1,096	1,093	171	2,360	