

Minnesota Department of Natural Resources

500 Lafayette Road · Saint Paul, Minnesota · 55155-4037

Office of the Commissioner

651-259-5555



April 8, 2009

Peter Wattson
Secretary of the Senate
231 State Capitol
St. Paul, Minnesota 55155

Albin Mathiowetz
Chief Clerk, Minnesota House
of Representatives
211 State Capitol
St. Paul, Minnesota 55155

Gentlemen:

Attached please find a report to the Legislature relating to the production of planting stock at Minnesota's state forest nurseries. This report is a requirement of *Minnesota Statutes*, section 89.36, subd. 4. It covers the reporting period of Fiscal Year 2008 (July 1, 2007—June 30, 2008). As directed in the statute, the required number of copies of the report have been sent to the Legislative Reference Library as well.

If you have questions regarding this material or need additional information, please contact DNR Forestry Director David Epperly at 651-259-5289 or Nursery Program Supervisor Olin Phillips at 651-259-5282.

Sincerely,

A handwritten signature in black ink that reads 'Mark Holsten'.

Mark Holsten
Commissioner

c/ David Epperly, Director, Division of Forestry
Bob Meier, Assistant Commissioner for Policy and Government Relations
Olin Phillips, Nursery Program Supervisor, Division of Forestry
Steve Vongroven, Supervisor, General Andrews Nursery
Craig VanSickle, Supervisor, Badoura Nursery
Senator Satveer Chaudhary, Chair, Environment and Natural Resources Committee
Senator Ellen Anderson, Chair, Envir., Energy, and Natural Resources Budget Div. Committee
Representative Kent Eken, Chair, Environment Policy and Oversight Committee
Representative Jean Wagenius, Chair, Envir. and Natural Resources Finance Div. Committee
Legislative Library (six copies)
DNR Library

**Minnesota Department of Natural Resources
Division of Forestry**

State Forest Nursery Program

Fiscal Year 2008 Legislative Report



For more information, contact:

Olin Phillips—Nursery Program Supervisor, (651) 259-5282
Steve Vongroven—General Andrews Nursery, (218) 372-3182
Craig VanSickle—Badoura Nursery, (218) 652-2385

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Introduction

Minnesota's state forest nurseries began producing conservation-grade seedlings for reforestation in 1932. In approximately two years, the total number of seedlings produced from these nurseries will reach the 1 billion mark. There currently are two state-operated forest nurseries: Badoura Nursery, located 10 miles south of Akeley, and General Andrews Nursery, located three miles north of Willow River.

The Department of Natural Resources is required by law (*Minnesota Statutes*, section 89.36, subd. 4) to annually submit to the Legislature a report on state forest nursery seedling production:

89.36 PRODUCING AND PROCURING PLANTING STOCK

Subd. 4. **Annual report.** The commissioner (of natural resources) shall submit an annual report to the legislature relating to the production of planting stock at state nurseries. The report must include the following:

- (1) sale figures;
- (2) income figures; and
- (3) expenses for operations and administration.

Copies of the report must be filed with the Legislative Reference Library and made available to the public.

The commissioner shall also provide any additional information requested by the legislature relating to the production of planting stock at state nurseries.

This law also requires the state forest nurseries to limit their production to not more than 10 million seedlings each year. Additionally, the state forest nurseries buy between 500,000 and 1 million seedlings each year from private producers for resale to its customers. Seedlings purchased from the state forest nurseries can only be planted in Minnesota and must be used to establish or reforest wood lots, windbreaks, and shelterbelts or used for erosion control, soil and water conservation, environmental education, or permanent food and cover for wildlife.



Snow is blown on seedling beds to prevent winter burn.

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Sales and Production Summary State Forest Nursery Program

Fiscal Year 2008

Table 1: Trees Produced, Purchased, and Sold

| Type | Number | Percent |
|--|------------------|------------|
| Trees Produced by State Nurseries and Sold | 8,212,915 | 96.8 |
| Privately Produced Trees Purchased by State Nurseries and Sold | 207,500 | 2.4 |
| Replacement Stock Shipped | 65,650 | 0.8 |
| Total | 8,486,065 | 100 |

NOTE: 1.4 million containerized seedlings at a cost of \$196,895 were purchased from private nurseries in FY08. These seedlings are used for reforestation and are purchased with bonding dollars. They are not part of the State Nursery program.

Figure 1: Trees Produced, Purchased, and Sold

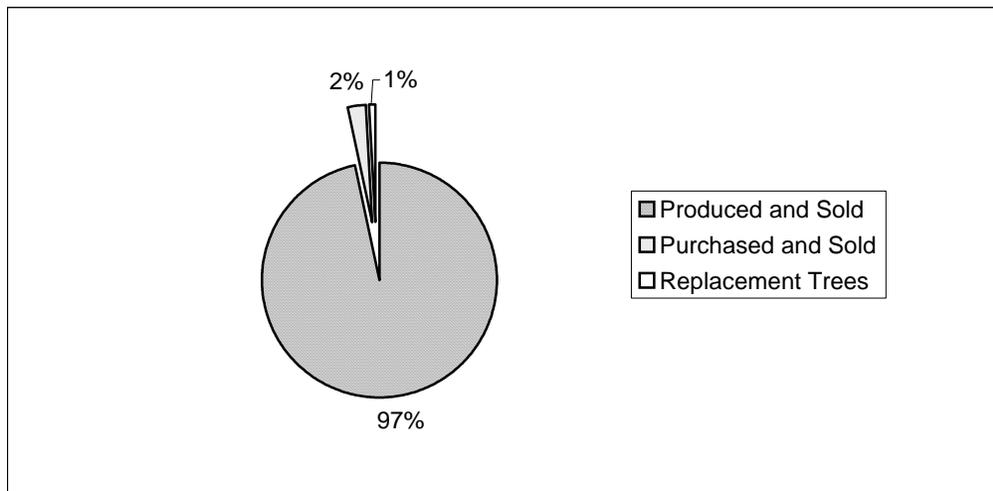


Table 2: Seedling Distribution

| Type | Number | Percent |
|------------------------|------------------|------------|
| Sales to Public Land | 4,291,745 | 50.6 |
| Sales to Private Lands | 4,194,320 | 49.4 |
| Total | 8,486,065 | 100 |

NOTE: 1.4 million containerized seedlings at a cost of \$196,895 were purchased from private nurseries in FY08. These seedlings are used for reforestation and are purchased with bonding dollars. They are not part of the State Nursery program.

Figure 2: Seedling Distribution

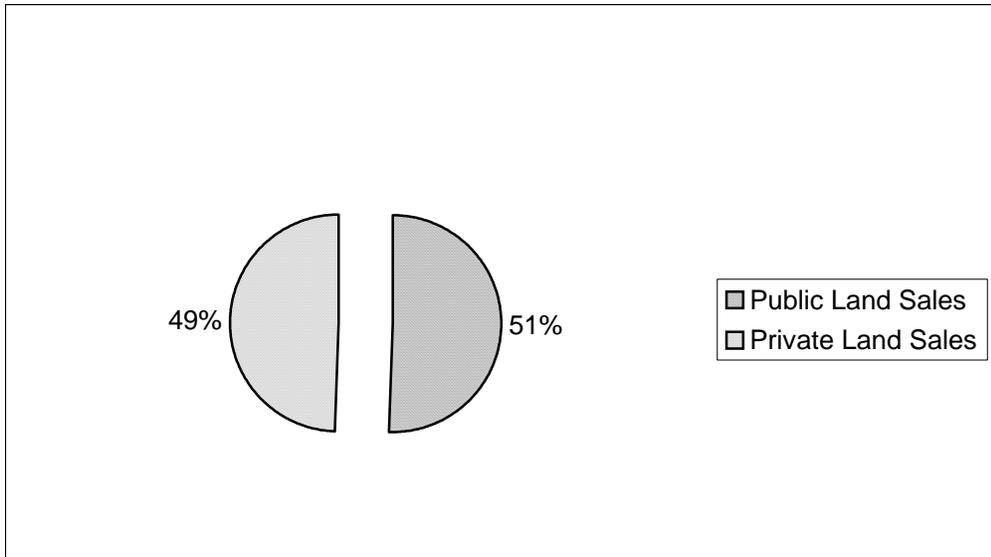
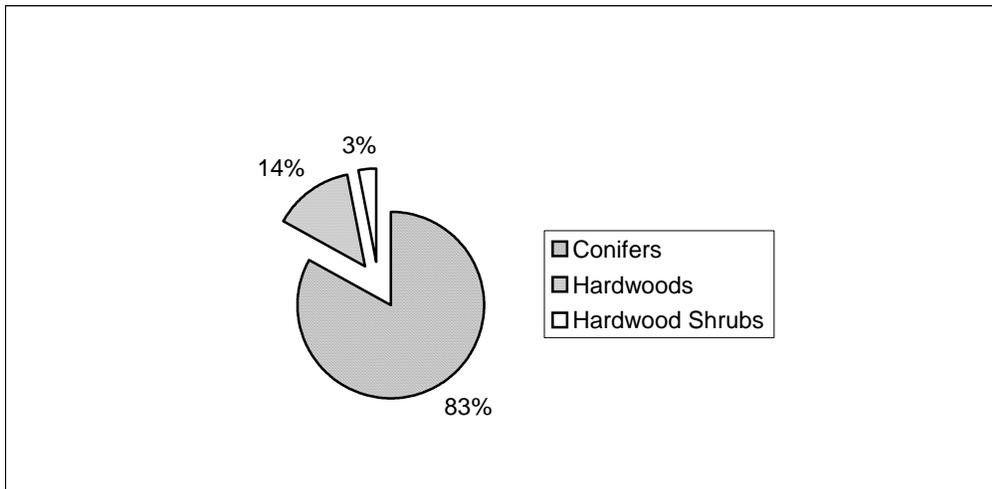


Table 3: Seedling Types

| Type | Number | Percent |
|-----------------------|------------------|------------|
| Conifers (Evergreens) | 7,052,770 | 83.1 |
| Hardwoods (Deciduous) | 1,178,595 | 13.9 |
| Hardwood Shrubs | 254,700 | 3.0 |
| Total | 8,486,065 | 100 |

NOTE: 1.4 million containerized seedlings at a cost of \$196,895 were purchased from private nurseries in FY08. These seedlings are used for reforestation and are purchased with bonding dollars. They are not part of the State Nursery program.

Figure 3: Seedling Types



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Summary of FY 2008 Sales by Species and Producer

| Product | State Produced Trees Sold | Purchased Trees Shipped | Replacement Trees | Total Trees Shipped |
|----------------------|---------------------------------|----------------------------|----------------------|------------------------|
| NORWAY PINE SMALL | 871,050 | 0 | 0 | 871,050 |
| NORWAY PINE 6"+ | 1,228,300 | 0 | 14,800 | 1,243,100 |
| NORWAY PINE TR | 250,400 | 0 | 500 | 250,900 |
| NORWAY PINE 2-3 TR | 24,200 | 0 | 0 | 24,200 |
| NORWAY PINE 4-0 | 143,000 | 0 | 1,000 | 144,000 |
| WHITE PINE SMALL | 61,600 | 0 | 0 | 61,600 |
| WHITE PINE 5"+ | 593,750 | 0 | 500 | 594,250 |
| WHITE PINE TR | 145,995 | 0 | 0 | 145,995 |
| JACK PINE | 1,042,000 | 0 | 600 | 1,042,600 |
| JACK PINE IMP | 295,500 | 0 | 0 | 295,500 |
| WHITE SPRUCE 6" | 991,400 | 0 | 5,500 | 996,900 |
| WHITE SPRUCE 4-0 | 57,400 | 0 | 21,000 | 78,400 |
| WHITE SPRUCE SM IMP | 440,800 | 0 | 0 | 440,800 |
| WHITE SPRUCE IMP | 368,200 | 0 | 300 | 368,500 |
| WHITE SPRUCE TR | 168,100 | 0 | 300 | 168,400 |
| WHITE SPRUCE 2-3 TR | 5,100 | 0 | 0 | 5,100 |
| BLACK SPRUCE IMP TR | 6,000 | 0 | 0 | 6,000 |
| BLACK SPRUCE IMP 2-0 | 20,800 | 0 | 0 | 20,800 |
| BLACK SPRUCE IMP | 56,000 | 0 | 200 | 56,200 |
| BALSAM FIR | 36,800 | 0 | 500 | 37,300 |
| BALSAM FIR 2-3 | 5,800 | 0 | 0 | 5,800 |
| BALSAM FIR TR | 24,900 | 0 | 0 | 24,900 |
| BALSAM FIR 2-3 TR | 100 | 0 | 0 | 100 |
| TAMARACK | 30,800 | 9,000 | 3,000 | 42,800 |
| WHITE CEDAR | 36,600 | 0 | 500 | 37,100 |
| WHITE CEDAR TR | 41,975 | 0 | 500 | 42,475 |
| WHITE CEDAR TR 2-3 | 1,200 | 0 | 0 | 1,200 |
| RED CEDAR | 46,300 | 0 | 500 | 46,800 |
| RED OAK SM | 3,000 | 0 | 0 | 3,000 |
| RED OAK | 335,900 | 0 | 0 | 335,900 |
| BUR OAK | 145,650 | 0 | 0 | 145,650 |
| WHITE OAK | 113,200 | 0 | 0 | 113,200 |
| MIXED OAK | 84,000 | 0 | 0 | 84,000 |
| BLACK ASH | 14,000 | 0 | 0 | 14,000 |
| WHITE ASH | 7,500 | 0 | 0 | 7,500 |
| GREEN ASH | 82,800 | 0 | 0 | 82,800 |
| SILVER MAPLE | 69,000 | 0 | 0 | 69,000 |
| ASPEN, TREMBLING | 2,100 | 0 | 14,350 | 16,450 |
| RED MAPLE | 300 | 2,400 | 0 | 2,700 |
| SUGAR(HARD)MAPLE | 400 | 2,700 | 0 | 3,100 |
| PAPER BIRCH | 30,300 | 2,100 | 1,200 | 33,600 |

| | | | | |
|------------------------|------------------|----------------|---------------|------------------|
| YELLOW BIRCH | 4,100 | 0 | 0 | 4,100 |
| HYBRID POPLAR | 13,620 | 72,400 | 0 | 86,020 |
| COTTONWOOD | 23,100 | 0 | 0 | 23,100 |
| BLACK WALNUT | 102,875 | 0 | 0 | 102,875 |
| BLACK CHERRY | 0 | 22,900 | 0 | 22,900 |
| BITTERNUT HICKORY | 300 | 0 | 0 | 300 |
| KENTUCKY COFFEETREE | 3,900 | 0 | 0 | 3,900 |
| BLACK ELDERBERRY | 6,400 | 1,000 | 0 | 7,400 |
| PIN CHERRY | 20,900 | 0 | 0 | 20,900 |
| NINEBARK | 8,900 | 0 | 0 | 8,900 |
| CHOKER CHERRY | 1,800 | 24,300 | 0 | 26,100 |
| WILD PLUM | 10,500 | 11,500 | 50 | 22,050 |
| HIBUSH CRANBERRY | 0 | 1,000 | 0 | 1,000 |
| RED OSIER DOGWOOD | 58,500 | 0 | 200 | 58,700 |
| GRAY DOGWOOD | 2,700 | 4,200 | 100 | 7,000 |
| CRABAPPLE | 1,000 | 14,200 | 50 | 15,250 |
| NANNYBERRY | 3,400 | 1,000 | 0 | 4,400 |
| 4 SEASON WILDLIFE PKTS | 54,700 | 28,300 | 0 | 83,000 |
| NORTH HARDWOOD PKTS | 9,000 | 6,000 | 0 | 15,000 |
| SOUTH HARDWOOD PKTS | 5,000 | 4,500 | 0 | 9,500 |
| TOTALS | 8,212,915 | 207,500 | 65,650 | 8,486,065 |

| | |
|-----------------------------------|------------------|
| Total State Produced Stock | |
| Sold | 8,212,915 |
| Purchased Stock Sold | 207,500 |
| Replacement Trees | 65,650 |
| TOTAL STOCK SOLD & | |
| REPLACED | 8,486,065 |

Basis of Accounting

The State Forest Nursery Program is operated on a self-sustaining basis so over time, the revenues must cover expenditures. Some seedlings take up to five years to produce. Each year of production, costs are incurred; however, approximately 70 percent of the total cost is incurred in the last year of production for lifting, packing, and shipping. In a given year, sales are defined as the revenues from seedlings *delivered* to customers that year from July 1 through June 30. The costs associated with that year are the production costs for all the seedlings in the inventory, not just for those seedlings sold. The nursery production is capped by statute at 10 million seedlings produced for sale per year. In addition, a limited amount of seedlings are purchased from outside for resale to meet demand. As a consequence of the above, a small surplus or deficit may occur in a given year, but over time it must balance.

89.36 PRODUCING AND PROCURING PLANTING STOCK

Subdivision 1. **Production at state nurseries.** The commissioner of natural resources may produce tree planting stock for the purposes of sections 89.35 to 89.39 upon any lands under control of the commissioner which may be deemed suitable and available therefore so far as not inconsistent with other uses to which such lands may be dedicated by law. The commissioner may not produce more than 10,000,000 units of planting stock annually, after January 1, 2003.

Subd. 2. **Purchase of stock.** The commissioner of natural resources may purchase tree planting stock for the purposes herein authorized under the provisions of sections 89.35 to 89.39, or any other applicable law now or hereafter in force.

In a given fiscal year, a significant portion of the "sales" has not been paid into the Forest Nursery Account and realized as cash receipts. So, as of the close of the year, an accounts receivable balance is carried. In addition, receipts from prior years' sales have been realized. Therefore, the cash receipts showing in the state accounting system (MAPS) should not be expected to tie to sales for that fiscal year.

The 2005 Legislature (Special Session) added to statute that up to \$250,000 per year could be used from the forest nursery account for forestry education and technical assistance. In Fiscal Year 2008, no monies were used from the forest nursery account for these purposes.

89.37 DISTRIBUTING PLANTING STOCK

Subd. 4. **Proceeds of sale.** All money received in payment for tree planting stock supplied under this section shall be deposited in the state treasury and credited to a forest nursery account and are available to the commissioner of natural resources for the purposes of sections 89.35 to 89.37, including up to \$250,000 per year for forestry education and technical assistance.

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| Table 4—Statement of Revenues and Costs Forest Nursery Account Fiscal Year 2008 | | |
|--|------------------------------------|--------------------|
| Revenues | | |
| | Total Sales Fiscal Year 2008 | \$2,834,039 |
| | Adjustments | (\$111,207) |
| | Investment Income | \$63,114 |
| | Total Revenues | \$2,785,946 |
| | | |
| Costs | | |
| | Salary and Other Compensation | \$1,684,056 |
| | Supplies and Expenses | \$547,510 |
| | Equipment and Capital Improvements | \$142,474 |
| | Other Costs | \$31,007 |
| | Total Costs | \$2,405,047 |
| | | |
| Difference | Revenues Minus Costs | \$ 380,899 |

| Table 5—Cash Receipts and Expenditures Forest Nursery Account Fiscal Year 2008 | | | |
|---|-----------------------------|-------------|----------------------|
| Balance Forward—In Prior Year | | | \$1,483,206 |
| Adjusted Balance | | | \$-0- |
| Adjusted Balance Forward—In | | | \$1,483,206 |
| Cash Receipts | | | |
| | Cash From AR Collections | \$1,853,854 | |
| | Cash Sales | \$782,233 | |
| | Investment Income | \$63,114 | |
| Fiscal Year 2008 Total Receipts | | | \$2,699,201 |
| Fiscal Year 2008 Expenditures | | | (\$2,405,047) |
| Balance Forward— Out | | | \$1,777,360 |

| Table 6—Accounts Receivable Reconciliation Forest Nursery Account Fiscal Year 2008 | | |
|---|-------------|--------------------|
| Accounts Receivable 6/30/07 | \$337,450 | |
| Total Sales Fiscal Year 2008 | \$2,834,039 | |
| Adjustments* | (\$111,207) | |
| Total | | \$3,060,282 |
| | | |
| Fiscal Year 2008 Accounts Receivable Collections | \$1,853,854 | |
| Fiscal Year 2008 Cash Sales | \$782,233 | |
| Total | | \$2,636,087 |
| | | |
| | | |
| | | |
| | | |
| Accounts Receivable 6/30/08 | | \$424,195 |

WIRES reports were used for the billed, collected, and adjustment amounts. WIRES (Web Integrated Revenue/Receivable System) is the Department of Natural Resources revenue/receivable system.

*Adjustments are used to cancel and/or correct invoice amounts and write offs.

Report: C85 APPR ALLT
 Revision: 112008.ejr

**Minnesota Department of Natural Resources
 Appropriation - Allotment Summary Balance Report
 Account Status For Active Appropriation 12/31/2008**

Printed On: 2/4/2009
 Printed At: 3:29PM

APPROPRIATION SUMMARY BALANCE INFORMATION

| | | | | | | | | | |
|---|------------------|-----------------------|-------------------------|--------------------------------|--------------------------------------|---------------------|-------------------------------|------------------|-----------------|
| FY: 08 | Fund: 203 | Appr Unit: 300 | Bdgt Auth Opt: O | Proj/Grant Indicator: N | Legal Citation: MS 089 37 004 | Section: 426 | NATURAL RESOURCES DEPT | Status: A | Type: 04 |
| Appropriation Name: FORESTRY NURSERIES ACCOUNT | | | | | | | | | |

| APPROPRIATION | | RECEIPTS | | BALANCE FORWARD | | ANTIC TRANS | | ACTUAL TRANS | |
|-----------------|-----------------|------------------|-----------------|---------------------|-----------------|-------------------|-----------------|---------------|---------|
| ORIGINAL APPR: | \$ 0.00 | ORGNL EST RCPT: | \$ 2,808,000.00 | IN: | \$ 1,483,206.02 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| CUR MOD APPR: | 0.00 | CURNT EST RCPT: | 2,699,343.47 | OUT: | 1,777,359.52 | 0.00 | 0.00 | 0.00 | 0.00 |
| REDUCTIONS: | 0.00 | ACTUAL RECEIPTS: | 2,699,200.98 | TOTAL ALLOTMENTS: | \$ 2,427,093.51 | PRE-ENCUMBRANCES: | \$ 0.00 | ENCUMBRANCES: | \$ 0.00 |
| CANCELLATIONS: | 0.00 | DED RCPT CAP: | 0.00 | UNOBLIGATED BAL: | 22,046.03 | EXPENDED AMT: | \$ 2,405,047.48 | | |
| ENC BDGT AUTHY: | \$ 2,405,189.97 | SPENDING AUTH: | \$ 2,405,047.48 | UNLIQUID. CASH BAL: | \$ 0.00 | | | | |

| | | | |
|---------------------------------|-----------------------|--------------------------------|------------------|
| AVAILABLE FOR ALLOTMENT: | \$ (21,903.54) | Appropriation End Date: | 6/30/2008 |
|---------------------------------|-----------------------|--------------------------------|------------------|

ALLOTMENT SUMMARY BALANCE INFORMATION

| <u>FY</u> | <u>Org</u> | <u>Allotment</u> | <u>Status</u> | <u>Allotted</u> | <u>Pre-Encumbered</u> | <u>Encumbered</u> | <u>Expended</u> | <u>Balance</u> |
|-----------|------------|------------------------------|---------------|------------------------|-----------------------|-------------------|------------------------|---------------------|
| 08 | 3738 | FORESTRY GEN ANDREWS NURSERY | A | 1,105,105.53 | 0.00 | 0.00 | 1,093,860.22 | 11,245.31 |
| 08 | 3739 | FORESTRY BADOURA NURSERY | A | 1,292,672.42 | 0.00 | 0.00 | 1,281,871.70 | 10,800.72 |
| 08 | 3740 | TREE IMPROVEMENT | A | 29,315.56 | 0.00 | 0.00 | 29,315.56 | 0.00 |
| | | | | \$ 2,427,093.51 | \$ 0.00 | \$ 0.00 | \$ 2,405,047.48 | \$ 22,046.03 |

Table 7

Report: C85 MFR ALLT
 Revision: 111908.cjr

Minnesota Department of Natural Resources
 Managers Financial Report

Printed On: 2/11/2009
 Printed At: 1:00PM

Account Balances As Of: 12/31/2008 (Including Salary Expenditures for Pay Periods Ending On or Before: 12/21/2008)
 FY: 08 - 08 Region: R000 - R000 Fund: 203 - 203 Orgn: 3738 - 3740 Appr: 300 - 300 Sortby = Orgn
 Obligated Amounts for Object Classes 1A0 and 1B0 are Current Modified Payroll Obligation Amounts from SEMA4

Orgn: 3738 FORESTRY - PROT - GAN

Table 8

| Allotment | Object Class | Allocated | Salary Obligation | Encumbered | Expended | Balance | % Bal |
|---------------------------------------|---|----------------|-------------------|------------|----------------|--------------|---------|
| 08 203 3738 300 | - FORESTRY GEN ANDREWS NURSERY (Status = A) | | | | | | |
| | 1A0 FULL TIME | 349,700.00 | 0.91 | 0.00 | 273,506.09 | 76,193.91 | 21.8 % |
| | 1B0 PART-TIME, SEASONAL, LABOR SER | 550,000.00 | 0.72 | 0.00 | 445,469.28 | 104,530.72 | 19.0 % |
| | 1C0 OVERTIME PAY | 10,000.00 | | 0.00 | 10,150.82 | (150.82) | (1.5)% |
| | 1D0 PREMIUM PAY | 400.00 | | 0.00 | 13.98 | 386.02 | 96.5 % |
| | 1E0 OTHER BENEFITS | 100,000.00 | | 0.00 | 52,630.64 | 47,369.36 | 47.4 % |
| | 2A0 SPACE RENTAL, MAINT, & UTILITY | 25,000.00 | | 0.00 | 26,267.71 | (1,267.71) | (5.1)% |
| | 2B0 REPAIRS, ALTERATIONS, & MAINT | 20,000.00 | | 0.00 | 649.95 | 19,350.05 | 96.8 % |
| | 2C0 PRINTING AND ADVERTISING | 5,000.00 | | 0.00 | 565.44 | 4,434.56 | 88.7 % |
| | 2D0 PROF/TECH SERVICES OUTSIDE VEN | 3,000.00 | | 0.00 | 2,050.00 | 950.00 | 31.7 % |
| | 2E0 COMPUTER & SYSTEMS SERVICES | 3,500.00 | | 0.00 | 0.00 | 3,500.00 | 100.0 % |
| | 2F0 COMMUNICATIONS | 25,000.00 | | 0.00 | 19,587.38 | 5,412.62 | 21.7 % |
| | 2G0 TRAVEL & SUBSISTANCE -INSTATE | 2,000.00 | | 0.00 | 747.87 | 1,252.13 | 62.6 % |
| | 2H0 TRAVEL & SUBSISTANCE -OUTSTATE | 2,000.00 | | 0.00 | 1,390.26 | 609.74 | 30.5 % |
| | 2J0 SUPPLIES | 195,000.00 | | 0.00 | 182,244.21 | 12,755.79 | 6.5 % |
| | 2K0 EQUIPMENT | 139,000.00 | | 0.00 | 56,151.84 | 82,848.16 | 59.6 % |
| | 2L0 EMPLOYEE DEVELOPMENT | 500.00 | | 0.00 | 270.00 | 230.00 | 46.0 % |
| | 2M0 OTHER OPERATING COSTS | 19,000.00 | | 0.00 | 10,224.78 | 8,775.22 | 46.2 % |
| | 2P0 STATEWIDE INDIRECT COSTS | 18,000.00 | | 0.00 | 17,754.00 | 246.00 | 1.4 % |
| | 2R0 STATE AGENCY REIMBURSEMENTS | 0.00 | | 0.00 | (6,549.00) | 6,549.00 | 0.0 % |
| | 2S0 AGENCY PROVIDED PROF/TECH SERV | 0.00 | | 0.00 | 734.97 | (734.97) | 0.0 % |
| | 2T0 AGENCY DIRECT COST | 2,300.00 | | 0.00 | 0.00 | 2,300.00 | 100.0 % |
| | 5D0 AID/GRANTS TO HIGHER ED INSTIT | 6,000.00 | | 0.00 | 0.00 | 6,000.00 | 100.0 % |
| | CLS EXPENSE BUDGET CLOSING | (370,294.47) | | 0.00 | 0.00 | (370,294.47) | 0.0 % |
| Totals for Allotment: 08 203 3738 300 | | \$1,105,105.53 | \$1.63 | \$0.00 | \$1,093,860.22 | \$11,245.31 | 1.0 % |
| Totals for Fund: 203 | | \$1,105,105.53 | \$1.63 | \$0.00 | \$1,093,860.22 | \$11,245.31 | |
| Totals for: 3738 | | \$1,105,105.53 | \$1.63 | \$0.00 | \$1,093,860.22 | \$11,245.31 | |

Report: C85 MFR ALLT

Revision: 111908.cjr

**Minnesota Department of Natural Resources
Managers Financial Report**

Printed On: 2/11/2009

Printed At: 1:00PM

Account Balances As Of: 12/31/2008 (Including Salary Expenditures for Pay Periods Ending On or Before: 12/21/2008)

FY: 08 - 08 Region: R000 - R000 Fund: 203 - 203 Orgn: 3738 - 3740 Appr: 300 - 300 Sortby = Orgn

Obligated Amounts for Object Classes 1A0 and 1B0 are Current Modified Payroll Obligation Amounts from SEMA4

Orgn: 3739 FORESTRY - PROT - B.N.

Table 8

| <u>Allotment</u> | <u>Object Class</u> | <u>Allotted</u> | <u>Salary Obligation</u> | <u>Encumbered</u> | <u>Expended</u> | <u>Balance</u> | <u>% Bal</u> |
|--|--|-----------------------|------------------------------|-------------------|-----------------------|--------------------|--------------|
| 08 203 3739 300 | - FORESTRY BADOURA NURSERY (Status = A) | | | | | | |
| | 1A0 FULL TIME | 350,000.00 | (1.35) | 0.00 | 274,538.35 | 75,461.65 | 21.6 % |
| | 1B0 PART-TIME, SEASONAL, LABOR SER | 475,000.00 | (0.71) | 0.00 | 522,602.71 | (47,602.71) | (10.0)% |
| | 1C0 OVERTIME PAY | 17,000.00 | | 0.00 | 25,981.95 | (8,981.95) | (52.8)% |
| | 1D0 PREMIUM PAY | 500.00 | | 0.00 | 20.95 | 479.05 | 95.8 % |
| | 1E0 OTHER BENEFITS | 50,000.00 | | 0.00 | 79,141.11 | (29,141.11) | (58.3)% |
| | 2A0 SPACE RENTAL, MAINT, & UTILITY | 15,000.00 | | 0.00 | 22,086.63 | (7,086.63) | (47.2)% |
| | 2B0 REPAIRS, ALTERATIONS, & MAINT | 10,000.00 | | 0.00 | 2,824.87 | 7,175.13 | 71.8 % |
| | 2C0 PRINTING AND ADVERTISING | 500.00 | | 0.00 | 1,514.57 | (1,014.57) | 202.9)% |
| | 2D0 PROF/TECH SERVICES OUTSIDE VEN | 1,000.00 | | 0.00 | 1,210.00 | (210.00) | (21.0)% |
| | 2F0 COMMUNICATIONS | 10,000.00 | | 0.00 | 12,225.37 | (2,225.37) | (22.3)% |
| | 2G0 TRAVEL & SUBSISTANCE -INSTATE | 600.00 | | 0.00 | 1,113.40 | (513.40) | (85.6)% |
| | 2H0 TRAVEL & SUBSISTANCE -OUTSTATE | 1,500.00 | | 0.00 | 1,122.18 | 377.82 | 25.2 % |
| | 2J0 SUPPLIES | 255,509.00 | | 0.00 | 270,777.26 | (15,268.26) | (6.0)% |
| | 2K0 EQUIPMENT | 50,000.00 | | 0.00 | 58,640.16 | (8,640.16) | (17.3)% |
| | 2L0 EMPLOYEE DEVELOPMENT | 500.00 | | 0.00 | 625.00 | (125.00) | (25.0)% |
| | 2M0 OTHER OPERATING COSTS | 140,125.04 | | 0.00 | 7,809.61 | 132,315.43 | 94.4 % |
| | 2R0 STATE AGENCY REIMBURSEMENTS | 0.00 | | 0.00 | (1,052.40) | 1,052.40 | 0.0 % |
| | 2S0 AGENCY PROVIDED PROF/TECH SERV | 1,000.00 | | 0.00 | 689.98 | 310.02 | 31.0 % |
| | CLS EXPENSE BUDGET CLOSING | (85,561.62) | | 0.00 | 0.00 | (85,561.62) | 0.0 % |
| Totals for Allotment: 08 203 3739 300 | | \$1,292,672.42 | \$(2.06) | \$0.00 | \$1,281,871.70 | \$10,800.72 | 0.8 % |
| Totals for Fund: 203 | | \$1,292,672.42 | \$(2.06) | \$0.00 | \$1,281,871.70 | \$10,800.72 | |
| Totals for : 3739 | | \$1,292,672.42 | \$(2.06) | \$0.00 | \$1,281,871.70 | \$10,800.72 | |

Report: C85 MFR ALLT
 Revision: 111908.ejr

**Minnesota Department of Natural Resources
 Managers Financial Report**

Printed On: 2/11/2009
 Printed At: 1:00PM

Account Balances As Of: 12/31/2008 (Including Salary Expenditures for Pay Periods Ending On or Before: 12/21/2008)
 FY: 08 - 08 Region: R000 - R000 Fund: 203 - 203 Orgn: 3738 - 3740 Appr: 300 - 300 Sortby = Orgn
 Obligated Amounts for Object Classes 1A0 and 1B0 are Current Modified Payroll Obligation Amounts from SEMA4

Orgn: 3740 FORESTRY - NURSERY TREE COOP

| <u>Allotment</u> | <u>Object Class</u> | <u>Allotted</u> | <u>Salary Obligation</u> | <u>Encumbered</u> | <u>Expended</u> | <u>Balance</u> | <u>% Bal</u> |
|---------------------------------------|------------------------------------|-----------------|------------------------------|-------------------|-----------------|----------------|--------------|
| 08 203 3740 300 | - TREE IMPROVEMENT (Status = A) | | | | | | |
| | 2J0 SUPPLIES | 0.00 | | 0.00 | 1,133.56 | (1,133.56) | 0.0 % |
| | 2M0 OTHER OPERATING COSTS | 0.00 | | 0.00 | 500.00 | (500.00) | 0.0 % |
| | 3C0 BUILDINGS & LAND IMPROVEMENTS | 0.00 | | 0.00 | 27,682.00 | (27,682.00) | 0.0 % |
| | 5D0 AID/GRANTS TO HIGHER ED INSTIT | 44,491.00 | | 0.00 | 0.00 | 44,491.00 | 100.0 % |
| | CLS EXPENSE BUDGET CLOSING | (15,175.44) | | 0.00 | 0.00 | (15,175.44) | 0.0 % |
| Totals for Allotment: 08 203 3740 300 | | \$29,315.56 | \$0.00 | \$0.00 | \$29,315.56 | \$0.00 | 0.0 % |
| Totals for Fund: 203 | | \$29,315.56 | \$0.00 | \$0.00 | \$29,315.56 | \$0.00 | |
| Totals for : 3740 | | \$29,315.56 | \$0.00 | \$0.00 | \$29,315.56 | \$0.00 | |

Table 8

Minnesota Department of Natural Resources

Actual Receipts Report

Selected Date Range 7/1/2007 to 12/31/2008

| | | |
|--|----|-----------------------|
| Appropriation Level: 2008 203 300 3000 FORESTRY NURSERIES ACCOUNT, Rev Code 5354 NURSERY SEED CONE | \$ | 334,930.82 |
| Appropriation Level: 2008 203 300 3000 FORESTRY NURSERIES ACCOUNT, Rev Code 5355 NURSERY SEEDLINGS | \$ | 2,301,156.29 |
| Appropriation Level: 2008 203 300 3000 FORESTRY NURSERIES ACCOUNT, Rev Code 8000 ITC INTEREST EARNINGS | \$ | 63,113.87 |
| Grand Total: | | \$2,699,200.98 |

Table 9

There will be an error in returned data if a state payment (PV 2 or 3) did not use accurate transaction line numbers.

Parameter Selections: Hide Detail: Yes, FY 2008 to 2008, Fund: 203 to 203, Appr: 300 to 300
Sort Selection: Allotment and Rev Code



Minnesota Department of Natural Resources

WIRES QTRLY A/R BILLINGS, ADJUSTMENT AND WRITE OFF REPORT (BY FUND & REV SOURCE) CREATION DATES: FROM 07/01/07 TO 06/30/08



FY 2008

CE Path: WIRES\Accounts Receivable
Revision: 01/15/2008.DDC

Printed on 04/03/2009
Printed at 12:23:29PM

| Fund/Revenue Source Customer | Customer # | Transaction Type | Invoice/CM # | Creation Date | Adjustment Activity Fund/Revenue Source | Amount | Adjustments | Write Offs | Billings |
|---------------------------------|------------|------------------|--------------|---------------|--|----------------|----------------|------------|----------------|
| Nurseries | | | | | | | | | |
| | | | | | 100 . 1952 | 157.63 | (12.22) | (8.37) | 178.22 |
| | | | | | 100 . 8011 | 422.50 | 425.93 | (3.43) | 0.00 |
| | | | | | 203 . 5354 | 340,682.54 | (99,999.59) | 0.00 | 440,682.13 |
| | | | | | 203 . 5355 | 1,599,760.82 | (11,036.84) | (326.03) | 1,611,123.69 |
| | | | | | ORG TOTAL: | \$1,941,023.49 | \$(110,622.72) | \$(337.83) | \$2,051,984.04 |
| | | | | | GRAND TOTAL: | \$1,941,023.49 | \$(110,622.72) | \$(337.83) | 2,051,984.04 |

Table 10



Minnesota Department of Natural Resources

WIRES QTRLY A/R COLLECTIONS REPORT (by Fund)

FROM 07/01/2007 TO 06/30/2008

ORG: Nurseries

FY 2008



CE Path: WIRES\Accounts Receivable Quarterly Reports

Revision: 12/27/2007.cjr

Printed on 04/03/2009

Printed at 8:38:40AM

| <u>FY - P</u> | <u>Payment Method</u> | <u>Created Date</u> | <u>MAPS Date</u> | <u>Invoice #</u> | <u>Applied Amount</u> | <u>Customer #</u> | <u>Customer Name</u> | <u>Receipt #</u> |
|--------------------------------|-----------------------|--|------------------|-------------------------------|-----------------------|-------------------|----------------------|------------------|
| Accounting String: 100 | | | | | | | | |
| Revenue Source: 1952.-- | | State Tax - No Sub Rev | | | | | | |
| | | | | Revenue Source: 1952 | \$200.66 | | | |
| Revenue Source: 8011.-- | | INTEREST OF DELINQ COLLECTIONS - No Sub Rev | | | | | | |
| | | | | Revenue Source: 8011 | \$473.92 | | | |
| | | | | 100 | \$674.58 | | | |
| Accounting String: 203 | | | | | | | | |
| Revenue Source: 5354.-- | | NURSERY SEED CONE - No Sub Rev | | | | | | |
| | | | | Revenue Source: 5354 | \$322,552.51 | | | |
| Revenue Source: 5355.-- | | NURSERY TREE SALES - No Sub Rev | | | | | | |
| | | | | Revenue Source: 5355 | \$1,531,301.10 | | | |
| | | | | 203 | \$1,853,853.61 | | | |
| | | | | Nurseries Total: | \$1,854,528.19 | | | |
| | | | | Grand Total (Applied): | \$1,854,528.19 | | | |

Table 11

Due to the use of creation date any intra/inter agency bills paid in MAPS on the last day of the month will not be included in the totals; the interface to WIRES occurs the following day.



Minnesota Department of Natural Resources
 WIRES AR AGING REPORT (BY FUND AND REVENUE SOURCE)



ORG: NURSERIES
 ALL TRANSACTION TYPES
 As of 6/30/2008 4:42:12PM

CE Path: WIRES \ Aging
 Revision: 01/22/2008 (dicampbe)

Printed on 6/30/2008
 Printed at 4:42:12PM

ORG: NURSERIES

| Customer Name | Customer Number | Transaction Type | Due Date | Invoice Number | Fund | Revenue Source | Outstanding Amount | Current Amount | Days Past Due | | | | | |
|---------------|-----------------|------------------|----------|-----------------------------------|------|----------------|--------------------|----------------|---------------|----------|---------|----------|-----------|----------|
| | | | | | | | | | 1 - 30 | 31 - 60 | 61 - 90 | 91 - 120 | 121 - 365 | 366 + |
| | | | | Subtotals: | 100 | 1952 | 85.16 | 0.00 | 77.03 | 0.00 | 0.00 | 0.00 | 8.13 | 0.00 |
| | | | | Subtotals: | 100 | 8011 | 230.18 | 0.00 | 0.00 | 8.39 | 0.00 | 72.50 | 65.53 | 83.76 |
| | | | | Subtotals: | 203 | 5354 | 20,965.55 | 15,621.95 | 0.00 | 1,320.00 | 0.00 | 3,938.00 | 9.10 | 76.50 |
| | | | | Subtotals: | 203 | 5355 | 403,229.74 | 374,198.03 | 22,158.60 | 0.00 | 0.00 | 0.00 | 4,890.23 | 1,982.88 |
| | | | | Subtotals: | 203 | 5463 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | Grand Totals: | | | 424,510.63 | 389,819.98 | 22,235.63 | 1,328.39 | 0.00 | 4,010.50 | 4,972.99 | 2,143.14 |
| | | | | Percentage of Outstanding Amount: | | | | 91.83% | 5.24% | 0.31% | 0.00% | 0.94% | 1.17% | 0.50% |

DATE: April 8, 2009

LEGISLATIVE REPORT – Cost of Preparation

NAME OF LEGISLATIVE REPORT – Minnesota Department of Natural Resources, Division of Forestry—State Forest Nursery Program; Fiscal Year 2008 Legislative Report

Based on: Legislatively Mandated Report

Minnesota Statute Reference: Minnesota Statutes, section 89.36, subd. 4

Prepared by: Meg Hanisch, Division of Forestry, Department of Natural Resources

Phone: 651-259-5265

E-Mail: meg.hanisch@dnr.state.mn.us

| Description of Cost | Further explanation if necessary | Amount |
|---|----------------------------------|-------------------|
| Staff Time | 30 hours by seven people | \$1,284.31 |
| | | |
| | | |
| Duplication Cost (includes paper) | \$0.10 x 420 pages | \$42.00 |
| | | |
| | | |
| Other: | | |
| | | |
| TOTAL TO PREPARE REPORT | | |
| <i>(Note: Right click on amount cell and choose update to complete)</i> | | \$1,326.31 |