

**FORM
LB-20**

**RESOURCES
GENERAL FUND
(Fund)**

Columbia Soil and Water Conservation District

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2016-2017			
	Actual		Adopted Budget This Year 2015-2016		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2013-2014	First Preceding Year 2014-2015						
1	\$164,403.00	\$144,587.00	\$200,000.00	1. Available cash on hand* (cash basis) or	\$200,000.00	\$200,000.00	\$200,000.00	1
2				2. Net working capital (accrual basis)				2
3	\$26,792.00	\$18,199.00	\$18,000.00	3. Previously levied taxes estimated to be received	\$18,000.00	\$18,000.00	\$18,000.00	3
4	\$886.00	\$910.00	\$600.00	4. Interest	\$1,200.00	\$1,200.00	\$1,200.00	4
5				5. Transferred IN, from other funds				5
6				6 OTHER RESOURCES				6
7	\$916.00	\$0.00	\$5,000.00	7 Miscellaneous Income	\$12,806.00	\$12,806.00	\$12,806.00	7
8	\$75,891.00	\$76,435.00	\$80,000.00	8 OWEB/ODA - WTS grant	\$80,000.00	\$80,000.00	\$80,000.00	8
9	\$54,392.00	\$54,986.00	\$42,000.00	9 OWEB - LCRWC council support	\$42,000.00	\$42,000.00	\$42,000.00	9
10	\$35,997.00	\$0.00	\$0.00	10 OWEB - CREP grant	\$0.00	\$0.00	\$0.00	10
11	\$146,500.00	\$312,678.00	\$430,718.00	11 OWEB - Project grants	\$496,000.00	\$496,000.00	\$496,000.00	11
12	\$0.00	\$20,000.00	\$65,000.00	12 OWEB - small grants	\$40,000.00	\$40,000.00	\$40,000.00	12
13	\$0.00	\$0.00	\$19,000.00	13 OWEB/ODA - weed grants	\$20,000.00	\$20,000.00	\$20,000.00	13
14	\$431,082.00	\$323,159.00	\$463,857.00	14 Estuary Partnership - project grants	\$287,000.00	\$287,000.00	\$287,000.00	14
15	\$0.00	\$53,789.00	\$141,120.00	15 USFWS - partnership funds	\$85,000.00	\$85,000.00	\$85,000.00	15
16	\$40,745.00	\$0.00	\$0.00	16 BLM - Firewise	\$0.00	\$0.00	\$0.00	16
17	\$0.00	\$12,756.00	\$31,659.00	17 BLM - Invasive/native plant project	\$25,000.00	\$25,000.00	\$25,000.00	17
18	\$5,408.00	\$69,543.00	\$195,000.00	18 other federal/state/local grants	\$0.00	\$0.00	\$0.00	18
19	\$0.00	\$45,000.00	\$69,850.00	19 ODFW R&E Program	\$80,000.00	\$80,000.00	\$80,000.00	19
20	\$27,924.00	\$27,924.00	\$27,294.00	20 Rent from NRCS	\$27,294.00	\$27,294.00	\$27,294.00	20
21	\$0.00	\$0.00	\$0.00	21 NRCS Emergency Watershed Protection	\$1,320,000.00	\$1,320,000.00	\$1,500,000.00	21
22	\$0.00		\$10,000.00	22 landowner contribution	\$150,000.00	\$150,000.00	\$150,000.00	22
23	\$0.00	\$0.00	\$14,500.00	23 DEQ 319	\$14,500.00	\$14,500.00	\$14,500.00	23
24	\$0.00	\$0.00	\$5,000.00	24 ODF - Lidar project	\$0.00	\$0.00	\$0.00	24
25				25 FEMA	\$200,000.00	\$200,000.00	\$200,000.00	25
26				26 IFA	\$200,000.00	\$200,000.00	\$200,000.00	26
27				27 NRCS - RCPP	\$150,000.00	\$150,000.00	\$150,000.00	27
28				28				28
29	\$1,010,936.00	\$1,159,966.00	\$1,818,598.00	29. Total resources, except taxes to be levied	\$3,448,800.00	\$3,448,800.00	\$3,628,800.00	29
30			\$405,000.00	30. Taxes estimated to be received	\$420,000.00	\$420,000.00	\$420,000.00	30
31	\$381,249.00	\$394,049.00		31. Taxes collected in year levied				31
32	\$1,392,185.00	\$1,554,015.00	\$2,223,598.00	32. TOTAL RESOURCES	\$3,868,800.00	\$3,868,800.00	\$4,048,800.00	32

*Includes ending balance from prior year

**FORM
LB-30**

**REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2016-2017				
	Actual		Adopted Budget This Year 2015-2016		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2013-2014	First Preceding 2014-2015							
				PERSONNEL SERVICES					
1	\$142,820.00	\$152,224.00	\$194,406.00	1	District Operations	\$204,335.00	\$204,335.00	\$204,335.00	1
2	\$160,305.00	\$206,532.00	\$221,480.00	2	Field Operations	\$422,165.00	\$422,165.00	\$422,165.00	2
3	\$303,125.00	\$358,756.00	\$415,886.00	3	7 TOTAL PERSONNEL SERVICES	\$626,500.00	\$626,500.00	\$626,500.00	3
					MATERIALS AND SERVICES				
4	\$286,550.00	\$259,787.00	\$377,300.00	4	District operations (including building loan)	\$365,300.00	\$365,300.00	\$365,300.00	4
5	\$688,711.00	\$745,189.00	\$1,280,412.00	5	Field Operations	\$2,442,000.00	\$2,442,000.00	\$2,622,000.00	5
6	\$975,261.00	\$1,004,976.00	\$1,657,712.00	6	14 TOTAL MATERIALS AND SERVICES	\$2,807,300.00	\$2,807,300.00	\$2,987,300.00	6
					CAPITAL OUTLAY				
7	\$0.00	\$0.00	\$20,000.00	7	District Operations	\$65,000.00	\$65,000.00	\$65,000.00	7
8	\$27,500.00	\$0.00	\$5,000.00	8	Field Operations	\$45,000.00	\$45,000.00	\$45,000.00	8
9	\$27,500.00	\$0.00	\$25,000.00	9	21 TOTAL CAPITAL OUTLAY	\$110,000.00	\$110,000.00	\$110,000.00	9
					TRANSFERRED TO OTHER FUNDS				
10	\$0.00	\$0.00	\$0.00	10	Transfer to Building Fund	\$0.00	\$0.00	\$0.00	10
11	\$0.00	\$0.00	\$0.00	11	Transfer to Vehicle Fund	\$0.00	\$0.00	\$0.00	11
12	\$0.00	\$0.00	\$0.00	12	25 TOTAL TRANSFERS	\$0.00		\$0.00	12
13			\$45,000.00	13	26 OPERATING CONTINGENCY	\$100,000.00	\$150,000.00	\$150,000.00	13
14	\$164,403.00	\$190,283.00		14	27 Ending balance (prior years)				14
15			\$80,000.00	15	28 UNAPPROPRIATED ENDING FUND BALANCE	\$225,000.00	\$175,000.00	\$175,000.00	15
16	\$1,470,289.00	\$1,554,015.00	\$2,223,598.00	16	29 TOTAL REQUIREMENTS	\$3,868,800.00	\$3,868,800.00	\$4,048,800.00	16

DETAILED REQUIREMENTS

**FORM
LB-31**

GENERAL FUND

Historical Data				REQUIREMENTS DESCRIPTION	# of employees	Budget For Next Year 2016-2017				
Actual		Adopted Budget				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding 2013-2014	First Preceding 2014-2015	This Year 2015-2016								
PERSONNEL SERVICES										
1	\$64,740.00	\$68,432.00	\$71,530.00	1	District Manager	1	\$73,000.00	\$73,000.00	\$73,000.00	1
2	\$45,819.00	\$50,410.00	\$53,875.00	2	Assistant Manager (formerly operations admin)	1	\$56,000.00	\$56,000.00	\$56,000.00	2
3	\$50,555.00	\$58,521.00	\$105,980.00	3	Resource Conservationist	3	\$200,000.00	\$200,000.00	\$200,000.00	3
4	\$0.00	\$0.00	\$22,880.00	4	Office Assistant	1	\$26,000.00	\$26,000.00	\$26,000.00	4
5	\$0.00	\$0.00	\$35,360.00	5	Outreach Coordinator/Field Technician	1	\$42,000.00	\$42,000.00	\$42,000.00	5
6	\$36,134.00	\$38,190.00	\$0.00	6	Conservation Specialist - greenhouse/weeds(CREP TECH	1	\$45,000.00	\$45,000.00	\$45,000.00	6
7	\$28,875.00	\$31,065.00	\$25,000.00	7	Watershed Council Coordinator	1	\$35,000.00	\$35,000.00	\$35,000.00	7
8	\$1,636.00	\$0.00	\$0.00	8	weeds technician	0	\$0.00	\$0.00	\$0.00	8
9	\$31,492.00	\$41,341.00	\$41,161.00	9	Payroll liabilities (district share of taxes)		\$50,000.00	\$50,000.00	\$50,000.00	9
10	\$24,603.00	\$30,154.00	\$34,000.00	10	Employee benefits		\$42,000.00	\$42,000.00	\$42,000.00	10
11	\$0.00	\$5,201.00	\$9,500.00	11	Retirement - employer contribution		\$13,000.00	\$13,000.00	\$13,000.00	11
12	\$0.00	\$32,658.00	\$10,000.00	12	Temporary employees and interns		\$20,000.00	\$20,000.00	\$20,000.00	13
13	\$0.00	\$0.00	\$0.00	13	Salary adjustments		\$5,000.00	\$5,000.00	\$5,000.00	14
14	\$2,593.00	\$2,784.00	\$3,600.00	14	worker's comp insurance		\$4,500.00	\$4,500.00	\$4,500.00	15
15	\$16,678.00	\$0.00	\$3,000.00	15	Overtime		\$15,000.00	\$15,000.00	\$15,000.00	16
16	\$303,125.00	\$358,756.00	\$415,886.00	16	TOTAL PERSONNEL SERVICES		\$626,500.00	\$626,500.00	\$626,500.00	17
MATERIALS AND SERVICES										
18	\$51,606.00	\$65,315.00	\$50,000.00	18	Professional services		\$150,000.00	\$150,000.00	\$150,000.00	19
19	\$15,389.00	\$16,532.00	\$25,000.00	19	Office - utilities, telco, storage, maintenance, etc		\$25,000.00	\$25,000.00	\$25,000.00	20
20	\$7,981.00	\$10,621.00	\$15,000.00	20	Fuel/maint/repair of district vehicle and equipment		\$15,000.00	\$15,000.00	\$15,000.00	21
21	\$2,888.00	\$3,564.00	\$5,000.00	21	Meetings, workshops, events		\$15,000.00	\$15,000.00	\$15,000.00	22
22	\$3,848.00	\$4,256.00	\$6,000.00	22	Insurance		\$6,000.00	\$6,000.00	\$6,000.00	23
23	\$3,518.00	\$2,804.00	\$6,000.00	23	Office Supplies and non-capital equipment		\$8,000.00	\$8,000.00	\$8,000.00	24
24	\$13,977.00	\$11,684.00	\$12,000.00	24	Program supplies		\$15,000.00	\$15,000.00	\$15,000.00	25
25	\$1,370.00	\$8,612.00	\$12,000.00	25	Postage/delivery		\$15,000.00	\$15,000.00	\$15,000.00	26
26	\$5,138.00	\$3,564.00	\$12,000.00	26	Printing/production		\$20,000.00	\$20,000.00	\$20,000.00	27
27	\$10,120.00	\$2,915.00	\$10,000.00	27	Media, advertising, marketing		\$15,000.00	\$15,000.00	\$15,000.00	28
28	\$9,449.00	\$9,265.00	\$10,000.00	28	Dues, Subscriptions, licenses		\$10,000.00	\$10,000.00	\$10,000.00	29
29	\$14,351.00	\$11,605.00	\$13,000.00	29	Staff training and related expenses		\$20,000.00	\$20,000.00	\$20,000.00	30
30	\$0.00	\$2,350.00	\$5,000.00	30	Director training and related expenses		\$5,000.00	\$5,000.00	\$5,000.00	31
31	\$22,219.00	\$7,505.00	\$10,000.00	31	Staff transportation and related expenses		\$13,000.00	\$13,000.00	\$13,000.00	32
32	\$2,264.00	\$942.00	\$2,000.00	32	Volunteer/cooperator recognition		\$2,000.00	\$2,000.00	\$2,000.00	33
33	\$319.00	\$415.00	\$300.00	33	Bank fees and interest paid		\$300.00	\$300.00	\$300.00	34
34	\$4,246.00	\$3,264.00	\$4,000.00	34	miscellaneous operational costs		\$4,000.00	\$4,000.00	\$4,000.00	35
35	\$688,711.00	\$650,064.00	\$1,260,412.00	35	Contracted services		\$2,349,000.00	\$2,349,000.00	\$2,529,000.00	36
36	\$117,867.00	\$189,699.00	\$200,000.00	36	Building Loan Payments and service fees		\$120,000.00	\$120,000.00	\$120,000.00	37
45	\$975,261.00	\$1,004,976.00	\$1,657,712.00	45	TOTAL MATERIALS AND SERVICES		\$2,807,300.00	\$2,807,300.00	\$2,987,300.00	46
CAPITAL OUTLAY										
46				46						47
47		0	\$5,000.00	47	Office equipment		\$15,000.00	\$15,000.00	\$15,000.00	48

48	\$27,500.00	\$0.00	\$5,000.00	48	Field equipment	\$15,000.00	\$15,000.00	\$15,000.00	49
49		0	\$15,000.00	49	Property improvements	\$50,000.00	\$50,000.00	\$50,000.00	51
50	\$0.00	\$0.00	\$0.00	50	District Vehicle	\$30,000.00	\$30,000.00	\$30,000.00	
51	\$27,500.00	\$0.00	\$25,000.00	51	21 TOTAL CAPITAL OUTLAY	\$110,000.00	\$110,000.00	\$110,000.00	53
52				52	TRANSFERRED TO OTHER FUNDS				54
53	\$0.00	\$0.00	\$0.00	53	Building Fund	\$0.00	\$0.00	\$0.00	55
54	\$0.00	\$0.00	\$0.00	54	Vehicle Fund	\$0.00	\$0.00	\$0.00	56
55	\$0.00	0	\$0.00	55	TOTAL TRANSFERS		\$0.00	\$0.00	57
56			\$45,000.00	56	OPERATING CONTINGENCY	\$100,000.00	\$150,000.00	\$150,000.00	58
57	\$164,403.00	\$190,283.00		57	Ending balance (prior years)				59
58			\$80,000.00	58	UNAPPROPRIATED ENDING FUND BALANCE	\$225,000.00	\$175,000.00	\$175,000.00	60
59	\$1,470,289.00	\$1,554,015.00	\$2,223,598.00	59	TOTAL REQUIREMENTS	\$3,868,800.00	\$3,868,800.00	\$4,048,800.00	61