

**FORM
LB-20**

**RESOURCES
GENERAL FUND
(Fund)**

Columbia Soil and Water Conservation District

	Historical Data			RESOURCE DESCRIPTION	Budget for Fiscal Year 2018-2019			
	Actual		Adopted Budget This Year 2017-2018		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2015-2016	First Preceding Year 2016-2017						
1	\$190,283.00	\$200,784.00	\$200,000.00	1. Available cash on hand* (cash basis) or	\$200,000.00	\$200,000.00	\$200,000.00	1
3	\$19,864.00	\$16,046.00	\$18,000.00	3. Previously levied taxes estimated to be received	\$18,000.00	\$18,000.00	\$18,000.00	3
4	\$1,356.00	\$1,312.00	\$1,200.00	4. Interest	\$1,600.00	\$1,600.00	\$1,600.00	4
5	\$0.00	\$0.00	\$0.00	5. Transferred IN, from other funds	\$0.00	\$0.00	\$0.00	5
6				6 OTHER RESOURCES				6
7	\$1,005.00	\$38,452.00	\$15,000.00	7 Miscellaneous Income	\$15,000.00	\$15,000.00	\$15,000.00	7
8	\$72,674.00	\$72,580.00	\$80,000.00	8 OWEB/ODA - WTS grant	\$78,488.00	\$78,488.00	\$78,488.00	8
9	\$55,138.00	\$42,621.00	\$55,000.00	9 OWEB - LCRWC council support	\$0.00	\$0.00	\$0.00	9
10	\$0.00	\$0.00	\$0.00	10 NFWF - Rock Creek Restoration	\$53,626.00	\$53,626.00	\$53,626.00	10
11	\$404,824.00	\$235,461.00	\$225,000.00	11 OWEB - Project grants	\$436,525.00	\$436,525.00	\$436,525.00	11
12	\$0.00	\$20,000.00	\$40,000.00	12 OWEB - small grants	\$45,000.00	\$45,000.00	\$45,000.00	12
13	\$9,042.00	\$11,150.00	\$24,000.00	13 OWEB/ODA - weed grants	\$28,963.00	\$28,963.00	\$28,963.00	13
14	\$372,503.00	\$88,559.00	\$255,000.00	14 Estuary Partnership - project grants	\$0.00	\$0.00	\$0.00	14
15	\$0.00	\$0.00	\$89,000.00	15 USFWS - partnership funds	\$0.00	\$0.00	\$0.00	15
16	\$0.00	\$0.00	\$0.00	16 NOAA - Rock Creek Restoration	\$68,213.00	\$68,213.00	\$68,213.00	16
17	\$0.00	\$17,652.00	\$25,000.00	17 BLM - Invasive/native plant project	\$20,037.00	\$20,037.00	\$20,037.00	17
18	\$0.00	\$111,642.00	\$350,000.00	18 other federal/state/local grants	\$25,000.00	\$25,000.00	\$25,000.00	18
19	\$0.00	\$0.00	\$45,000.00	19 ODFW R&E Program	\$0.00	\$0.00	\$0.00	19
20	\$27,294.00	\$27,294.00	\$27,294.00	20 Rent from NRCS	\$27,294.00	\$27,294.00	\$27,294.00	20
21	\$0.00	\$2,531,000.00	\$700,000.00	21 NRCS Emergency Watershed Protection	\$0.00	\$0.00	\$0.00	21
22	\$0.00	\$45,000.00	\$20,000.00	22 landowner contribution	\$10,000.00	\$10,000.00	\$10,000.00	22
23	\$0.00	\$0.00	\$14,500.00	23 DEQ 319	\$0.00	\$0.00	\$0.00	23
24	\$0.00	\$0.00	\$0.00	24 EPA - education grant	\$100,000.00	\$100,000.00	\$100,000.00	24
25	\$0.00	\$0.00	\$400,000.00	25 NRCS - RCPP	\$470,000.00	\$470,000.00	\$470,000.00	25
26	\$0.00	\$0.00	\$171,000.00	26 City of Rainier	\$0.00	\$0.00	\$0.00	26
27	\$1,153,983.00	\$3,459,553.00	\$2,754,994.00	27 Total resources, except taxes to be levied	\$1,597,746.00	\$1,597,746.00	\$1,597,746.00	27
28			\$457,134.00	28 Taxes estimated to be received	\$480,000.00	\$480,000.00	\$480,000.00	28
29	\$420,803.00	\$440,616.00		29 Taxes collected in year levied				29
30	\$1,574,786.00	\$3,900,169.00	\$3,212,128.00	30 TOTAL RESOURCES	\$2,077,746.00	\$2,077,746.00	\$2,077,746.00	30

*Includes ending balance from prior year

REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
 GENERAL FUND

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2018-2019			
	Actual		Adopted Budget This Year 2017-2018		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2015-2016	First Preceding 2016-2017						
				PERSONNEL SERVICES				
1	\$160,227.00	\$204,356.00	\$202,168.00	1 District Operations	\$220,140.00	\$220,140.00	\$220,140.00	1
2	\$181,897.00	\$306,536.00	\$342,000.00	2 Field Operations	\$310,232.00	\$310,232.00	\$310,232.00	2
3	\$342,124.00	\$510,892.00	\$544,168.00	3 TOTAL PERSONNEL SERVICES	\$530,372.00	\$530,372.00	\$530,372.00	3
				MATERIALS AND SERVICES				
4	\$228,499.00	\$295,641.00	\$216,800.00	4 District operations (including building loan)	\$176,800.00	\$176,800.00	\$176,800.00	4
5	\$819,131.00	\$2,602,981.00	\$1,896,160.00	5 Field Operations	\$865,574.00	\$865,574.00	\$865,574.00	5
6	\$1,047,630.00	\$2,898,622.00	\$2,112,960.00	6 TOTAL MATERIALS AND SERVICES	\$1,042,374.00	\$1,042,374.00	\$1,042,374.00	6
				CAPITAL OUTLAY				
7	\$0.00	\$0.00	\$65,000.00	7 District Operations	\$65,000.00	\$65,000.00	\$65,000.00	7
8	\$0.00	\$0.00	\$45,000.00	8 Field Operations	\$45,000.00	\$45,000.00	\$45,000.00	8
9	\$0.00	\$0.00	\$110,000.00	9 TOTAL CAPITAL OUTLAY	\$110,000.00	\$110,000.00	\$110,000.00	9
				DEBT SERVICE				
10	\$0.00	\$97,964.00	\$120,000.00	10 Building loan (<i>balance July 1, 2018 \$339,087</i>)	\$120,000.00	\$120,000.00	\$120,000.00	10
11	\$0.00	\$97,964.00	\$120,000.00	11 TOTAL DEBT SERVICE	\$120,000.00	\$120,000.00	\$120,000.00	11
12			\$150,000.00	12 OPERATING CONTINGENCY	\$100,000.00	\$100,000.00	\$100,000.00	12
13	\$185,032.00	\$392,691.00		13 Ending balance (prior years)				13
14			\$175,000.00	14 UNAPPROPRIATED ENDING FUND BALANCE	\$175,000.00	\$175,000.00	\$175,000.00	14
15	\$1,574,786.00	\$3,900,169.00	\$3,212,128.00	15 TOTAL REQUIREMENTS	\$2,077,746.00	\$2,077,746.00	\$2,077,746.00	15

DETAILED REQUIREMENTS

**FORM
LB-31**

GENERAL FUND

Historical Data				REQUIREMENTS DESCRIPTION	# of employees	Budget For Next Year 2018-2019				
Actual		Adopted Budget				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding 2015-2016	First Preceding 2016-2017	This Year 2017-2018								
PERSONNEL SERVICES										
1	\$70,942.00	\$73,624.00	\$73,528.00	1	District Manager	1	\$75,000.00	\$75,000.00	\$75,000.00	1
2	\$52,190.00	\$55,984.00	\$56,160.00	2	Assistant Manager (formerly operations admin)	1	\$57,290.00	\$57,290.00	\$57,290.00	2
3	\$101,015.00	\$164,050.00	\$130,000.00	3	Resource Conservationist	3	\$194,000.00	\$194,000.00	\$194,000.00	3
4	\$5,215.00	\$25,942.00	\$28,080.00	4	Office Assistant	1	\$28,650.00	\$28,650.00	\$28,650.00	4
5	\$7,400.00	\$40,952.00	\$42,000.00	5	Outreach Coordinator/Field Technician	1	\$42,432.00	\$42,432.00	\$42,432.00	5
6	\$33,512.00	\$44,510.00	\$62,400.00	6	Watershed Council Coordinator (moved to LCRWC fund)	0	\$0.00	\$0.00	\$0.00	6
7	\$35,374.00	\$36,580.00	\$41,000.00	7	Payroll liabilities (district share of taxes)	0	\$41,000.00	\$41,000.00	\$41,000.00	7
8	\$30,154.00	\$49,501.00	\$54,500.00	8	Employee benefits		\$52,000.00	\$52,000.00	\$52,000.00	8
9	\$4,596.00	\$9,621.00	\$12,000.00	9	Retirement - employer contribution		\$12,000.00	\$12,000.00	\$12,000.00	9
10	\$0.00	\$1,941.00	\$20,000.00	10	Temporary employees and interns		\$10,000.00	\$10,000.00	\$10,000.00	10
11	\$0.00	\$0.00	\$5,000.00	11	Salary adjustments		\$5,000.00	\$5,000.00	\$5,000.00	11
12	\$1,726.00	\$1,684.00	\$4,500.00	12	worker's comp insurance		\$3,000.00	\$3,000.00	\$3,000.00	12
13	\$0.00	\$6,503.00	\$15,000.00	13	Overtime		\$10,000.00	\$10,000.00	\$10,000.00	13
14	\$342,124.00	\$510,892.00	\$544,168.00	14	TOTAL PERSONNEL SERVICES		\$530,372.00	\$530,372.00	\$530,372.00	14
MATERIALS AND SERVICES										
15				15						15
16	\$15,269.00	\$20,823.00	\$35,000.00	16	Professional services		\$25,000.00	\$25,000.00	\$25,000.00	16
17	\$20,982.00	\$26,971.00	\$30,000.00	17	Office - utilities, telco, maintenance, etc		\$37,500.00	\$37,500.00	\$37,500.00	17
18	\$1,955.00	\$2,364.00	\$5,000.00	18	Fuel/maint/repair of district vehicle and equipment		\$3,000.00	\$3,000.00	\$3,000.00	18
19	\$14,762.00	\$1,485.00	\$20,000.00	19	Meetings, workshops, events		\$10,000.00	\$10,000.00	\$10,000.00	19
20	\$4,626.00	\$5,340.00	\$15,000.00	20	Insurance		\$13,000.00	\$13,000.00	\$13,000.00	20
21	\$4,132.00	\$4,361.00	\$5,000.00	21	Office Supplies and non-capital equipment		\$5,000.00	\$5,000.00	\$5,000.00	21
22	\$648.00	\$421.00	\$10,000.00	22	Program supplies		\$10,000.00	\$10,000.00	\$10,000.00	22
23	\$3,594.00	\$6,670.00	\$8,000.00	23	Postage/delivery		\$6,000.00	\$6,000.00	\$6,000.00	23
24	\$14,815.00	\$15,574.00	\$20,000.00	24	Printing/production		\$20,000.00	\$20,000.00	\$20,000.00	24
25	\$648.00	\$3,529.00	\$5,000.00	25	Media, advertising, marketing		\$5,000.00	\$5,000.00	\$5,000.00	25
26	\$8,264.00	\$9,405.00	\$10,000.00	26	Dues, Subscriptions, licenses		\$10,000.00	\$10,000.00	\$10,000.00	26
27	\$9,542.00	\$6,106.00	\$20,000.00	27	Staff training and related expenses		\$10,000.00	\$10,000.00	\$10,000.00	27
28	\$4,562.00	\$3,674.00	\$7,500.00	28	Director training and related expenses		\$5,000.00	\$5,000.00	\$5,000.00	28
29	\$11,654.00	\$12,594.00	\$20,000.00	29	Staff transportation and related expenses		\$15,000.00	\$15,000.00	\$15,000.00	29
30	\$645.00	\$0.00	\$2,000.00	30	Volunteer/cooperator recognition		\$2,000.00	\$2,000.00	\$2,000.00	30
31	\$221.00	\$186.00	\$300.00	31	Bank fees and interest paid		\$300.00	\$300.00	\$300.00	31
32	\$64.00	\$0.00	\$4,000.00	32	miscellaneous operational costs		\$0.00	\$0.00	\$0.00	32
33	\$819,131.00	\$2,779,119.00	\$1,896,160.00	33	Contracted Services		\$865,574.00	\$865,574.00	\$865,574.00	33
34	\$935,514.00	\$2,898,622.00	\$2,112,960.00	34	TOTAL MATERIALS AND SERVICES		\$1,042,374.00	\$1,042,374.00	\$1,042,374.00	34
CAPITAL OUTLAY										
35				35						35
36		0	\$15,000.00	36	Office equipment		\$15,000.00	\$15,000.00	\$15,000.00	36
37	\$0.00	\$0.00	\$15,000.00	37	Field equipment		\$15,000.00	\$15,000.00	\$15,000.00	37
38		0	\$50,000.00	38	Property improvements		\$50,000.00	\$50,000.00	\$50,000.00	38
39	\$0.00	\$0.00	\$30,000.00	39	District Vehicle		\$30,000.00	\$30,000.00	\$30,000.00	39

40	\$0.00	\$0.00	\$110,000.00	40	TOTAL CAPITAL OUTLAY	\$110,000.00	\$110,000.00	\$110,000.00	40
41				41	DEBT SERVICE				41
42	\$112,116.00	\$97,964.00	\$120,000.00	42	Building loan (<i>balance July 1, 2018 \$339,087</i>)	\$120,000.00	\$120,000.00	\$120,000.00	42
43	\$112,116.00	\$97,964.00	\$120,000.00	43	TOTAL TRANSFERS	\$120,000.00	\$120,000.00	\$120,000.00	43
44			\$150,000.00	44	OPERATING CONTINGENCY	\$100,000.00	\$100,000.00	\$100,000.00	44
45	\$185,032.00	\$392,691.00		45	Ending balance (prior years)				45
46			\$175,000.00	46	UNAPPROPRIATED ENDING FUND BALANCE	\$175,000.00	\$175,000.00	\$175,000.00	46
47	\$1,574,786.00	\$3,900,169.00	\$3,212,128.00	47	TOTAL REQUIREMENTS	\$2,077,746.00	\$2,077,746.00	\$2,077,746.00	47

**Special Fund
RESOURCES AND REQUIREMENTS**

Lower Columbia River Watershed Council
(Fund)

Columbia SWCD
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2018 - 19			
Actual		Adopted Budget Year 20__ - __		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 20__ - __	First Preceding Year 20__ - __						
1			1	RESOURCES			1
2			2	Cash on hand * (cash basis), or	0	0	2
3			3	Working Capital (accrual basis)	0	0	3
4			4	Previously levied taxes estimated to be received	0	0	4
5			5	Interest	0	0	5
6			6	Transferred IN, from other funds	0	0	6
7			7	Council Support Grant - OWEB (pending approval)	47348	47348	7
8			8	Outreach Plan Implementation (pending approval)	18310	18310	8
9			9	Project grants	32315	32315	9
10	0	0	10	Total Resources, except taxes to be levied	97973	97973	10
11			11	Taxes estimated to be received	0	0	11
12			12	Taxes collected in year levied			12
13	0	0	13	TOTAL RESOURCES	97973	97973	13
14			14	REQUIREMENTS **			14
15			15	Org Unit or Prog & Activity	Detail		15
16			16	Coordinator	council coordinator	49948	49948
17			17	Operations	supplies, phone, office equipment, mileage, hotel, food, postage, etc	7368	7368
18			18	Training	conference, meetings	1000	1000
19			19	Board Expense	conference, meetings	1500	1500
20			20	Fiscal Services	Columbia SWCD fiscal sponsor	8279	8279
21			21	Project funds	Contracted Services	29878	29878
22			22				22
23			23				23
24			24				24
25			25				25
26			26				26
27			27				27
28			28				28
29			29	Ending balance (prior years)			29
30			30	UNAPPROPRIATED ENDING FUND BALANCE			30
31	0	0	31	TOTAL REQUIREMENTS	97973	97973	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.