

**FORM  
LB-20**

**RESOURCES  
GENERAL FUND  
(Fund)**

**Columbia Soil and Water Conservation District**

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016						
1	\$144,587.00	\$190,283.00	\$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	\$18,199.00	\$19,864.00	\$18,000.00	3. Previously levied taxes estimated to be received	\$18,000.00	\$18,000.00	\$18,000.00	3
4	\$910.00	\$1,356.00	\$1,200.00	4. Interest	\$1,200.00	\$1,200.00	\$1,200.00	4
5				5. Transferred IN, from other funds				5
6				<b>6 OTHER RESOURCES</b>				6
7	\$0.00	\$1,005.00	\$12,806.00	7 Miscellaneous Income	\$15,000.00	\$15,000.00	\$15,000.00	7
8	\$76,435.00	\$72,674.00	\$80,000.00	8 OWEB/ODA - WTS grant	\$80,000.00	\$80,000.00	\$80,000.00	8
9	\$54,986.00	\$55,138.00	\$42,000.00	9 OWEB - LCRWC council support	\$55,000.00	\$55,000.00	\$55,000.00	9
10	\$0.00	\$0.00	\$0.00	10 OWEB - CREP grant	\$0.00	\$0.00	\$0.00	10
11	\$312,678.00	\$404,824.00	\$496,000.00	11 OWEB - Project grants	\$225,000.00	\$225,000.00	\$225,000.00	11
12	\$20,000.00		\$40,000.00	12 OWEB - small grants	\$40,000.00	\$40,000.00	\$40,000.00	12
13	\$0.00	\$9,042.00	\$20,000.00	13 OWEB/ODA - weed grants	\$24,000.00	\$24,000.00	\$24,000.00	13
14	\$323,159.00	\$372,503.00	\$287,000.00	14 Estuary Partnership - project grants	\$255,000.00	\$255,000.00	\$255,000.00	14
15	\$53,789.00		\$85,000.00	15 USFWS - partnership funds	\$89,000.00	\$89,000.00	\$89,000.00	15
16	\$0.00	\$0.00	\$0.00	16 BLM - Firewise	\$0.00	\$0.00	\$0.00	16
17	\$12,756.00		\$25,000.00	17 BLM - Invasive/native plant project	\$25,000.00	\$25,000.00	\$25,000.00	17
18	\$69,543.00	\$0.00	\$0.00	18 other federal/state/local grants	\$350,000.00	\$350,000.00	\$350,000.00	18
19	\$45,000.00	\$0.00	\$80,000.00	19 ODFW R&E Program	\$45,000.00	\$45,000.00	\$45,000.00	19
20	\$27,924.00	\$27,294.00	\$27,294.00	20 Rent from NRCS	\$27,294.00	\$27,294.00	\$27,294.00	20
21	\$0.00	\$0.00	\$1,500,000.00	21 NRCS Emergency Watershed Protection	\$700,000.00	\$700,000.00	\$700,000.00	21
22		\$0.00	\$150,000.00	22 landowner contribution	\$20,000.00	\$20,000.00	\$20,000.00	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	\$0.00	24 ODF - Lidar project	\$0.00	\$0.00	\$0.00	24
25			\$200,000.00	25 FEMA	\$0.00	\$0.00	\$0.00	25
26			\$200,000.00	26 IFA	\$0.00	\$0.00	\$0.00	26
27			\$150,000.00	27 NRCS - RCPP	\$400,000.00	\$400,000.00	\$400,000.00	27
28				28 City of Rainier	\$171,000.00	\$171,000.00	\$171,000.00	28
29	\$1,159,966.00	\$1,153,983.00	\$3,628,800.00	29. Total resources, except taxes to be levied	\$2,754,994.00	\$2,754,994.00	\$2,754,994.00	29
30			\$420,000.00	30. Taxes estimated to be received	\$457,134.00	\$457,134.00	\$457,134.00	30
31	\$394,049.00	\$420,803.00		31. Taxes collected in year levied				31
<b>32</b>	<b>\$1,554,015.00</b>	<b>\$1,574,786.00</b>	<b>\$4,048,800.00</b>	<b>32. TOTAL RESOURCES</b>	<b>\$3,212,128.00</b>	<b>\$3,212,128.00</b>	<b>\$3,212,128.00</b>	<b>32</b>

\*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 2017-2018				
	Actual		Adopted Budget This Year 2016-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2014-2015	First Preceding 2015-2016							
				PERSONNEL SERVICES					
1	\$152,224.00	\$160,227.00	\$204,335.00	1	District Operations	\$202,168.00	\$202,168.00	\$202,168.00	1
2	\$206,532.00	\$181,897.00	\$422,165.00	2	Field Operations	\$342,000.00	\$342,000.00	\$342,000.00	2
<b>3</b>	<b>\$358,756.00</b>	<b>\$342,124.00</b>	<b>\$626,500.00</b>	<b>3</b>	<b>7 TOTAL PERSONNEL SERVICES</b>	<b>\$544,168.00</b>	<b>\$544,168.00</b>	<b>\$544,168.00</b>	<b>3</b>
					MATERIALS AND SERVICES				
4	\$259,787.00	\$228,499.00	\$365,300.00	4	District operations (including building loan)	\$336,800.00	\$336,800.00	\$336,800.00	4
5	\$745,189.00	\$819,131.00	\$2,622,000.00	5	Field Operations	\$1,896,160.00	\$1,896,160.00	\$1,896,160.00	5
<b>6</b>	<b>\$1,004,976.00</b>	<b>\$1,047,630.00</b>	<b>\$2,987,300.00</b>	<b>6</b>	<b>14 TOTAL MATERIALS AND SERVICES</b>	<b>\$2,232,960.00</b>	<b>\$2,232,960.00</b>	<b>\$2,232,960.00</b>	<b>6</b>
					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
<b>9</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$110,000.00</b>	<b>9</b>	<b>21 TOTAL CAPITAL OUTLAY</b>	<b>\$110,000.00</b>	<b>\$110,000.00</b>	<b>\$110,000.00</b>	<b>9</b>
					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
<b>12</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>12</b>	<b>25 TOTAL TRANSFERS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>12</b>
13			\$150,000.00	13	<b>26 OPERATING CONTINGENCY</b>	\$150,000.00	\$150,000.00	\$150,000.00	13
14	\$190,283.00	\$185,032.00		14	27 Ending balance (prior years)				14
15			\$175,000.00	15	<b>28 UNAPPROPRIATED ENDING FUND BALANCE</b>	\$175,000.00	\$175,000.00	\$175,000.00	15
<b>16</b>	<b>\$1,554,015.00</b>	<b>\$1,574,786.00</b>	<b>\$4,048,800.00</b>	<b>16</b>	<b>29 TOTAL REQUIREMENTS</b>	<b>\$3,212,128.00</b>	<b>\$3,212,128.00</b>	<b>\$3,212,128.00</b>	<b>16</b>

# DETAILED REQUIREMENTS

**FORM  
LB-31**

GENERAL FUND

Historical Data				REQUIREMENTS DESCRIPTION	# of employees	Budget For Next Year 2017-2018				
Actual		Adopted Budget				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding 2014-2015	First Preceding 2015-2016	This Year 2016-2017								
<b>PERSONNEL SERVICES</b>										
1	\$68,432.00	\$70,942.00	\$73,000.00	1	District Manager	1	\$73,528.00	\$73,528.00	\$73,528.00	1
2	\$50,410.00	\$52,190.00	\$56,000.00	2	Assistant Manager (formerly operations admin)	1	\$56,160.00	\$56,160.00	\$56,160.00	2
3	\$58,521.00	\$101,015.00	\$200,000.00	3	Resource Conservationist	2	\$130,000.00	\$130,000.00	\$130,000.00	3
4	\$0.00	\$5,215.00	\$26,000.00	4	Office Assistant	1	\$28,080.00	\$28,080.00	\$28,080.00	4
5	\$0.00	\$7,400.00	\$42,000.00	5	Outreach Coordinator/Field Technician	1	\$42,000.00	\$42,000.00	\$42,000.00	5
6	\$38,190.00	\$0.00	\$45,000.00	6	Conservation Specialist - greenhouse/weeds( CREP TECH	0	\$0.00	\$0.00	\$0.00	6
7	\$31,065.00	\$33,512.00	\$35,000.00	7	Watershed Council Coordinator	1	\$62,400.00	\$62,400.00	\$62,400.00	7
8	\$0.00	\$0.00	\$0.00	8	weeds technician	0	\$0.00	\$0.00	\$0.00	8
9	\$41,341.00	\$35,374.00	\$50,000.00	9	Payroll liabilities (district share of taxes)		\$41,000.00	\$41,000.00	\$41,000.00	9
10	\$30,154.00	\$30,154.00	\$42,000.00	10	Employee benefits		\$54,500.00	\$54,500.00	\$54,500.00	10
11	\$5,201.00	\$4,596.00	\$13,000.00	11	Retirement - employer contribution		\$12,000.00	\$12,000.00	\$12,000.00	11
12	\$32,658.00		\$20,000.00	12	Temporary employees and interns		\$20,000.00	\$20,000.00	\$20,000.00	13
13	\$0.00	\$0.00	\$5,000.00	13	Salary adjustments		\$5,000.00	\$5,000.00	\$5,000.00	14
14	\$2,784.00	\$1,726.00	\$4,500.00	14	worker's comp insurance		\$4,500.00	\$4,500.00	\$4,500.00	15
15	\$0.00	\$0.00	\$15,000.00	15	Overtime		\$15,000.00	\$15,000.00	\$15,000.00	16
16	<b>\$358,756.00</b>	<b>\$342,124.00</b>	<b>\$626,500.00</b>	16	<b>TOTAL PERSONNEL SERVICES</b>		<b>\$544,168.00</b>	<b>\$544,168.00</b>	<b>\$544,168.00</b>	17
<b>MATERIALS AND SERVICES</b>										
18	\$65,315.00	\$15,269.00	\$150,000.00	18	Professional services		\$35,000.00	\$35,000.00	\$35,000.00	19
19	\$16,532.00	\$20,982.00	\$25,000.00	19	Office - utilities, telco, storage, maintenance, etc		\$30,000.00	\$30,000.00	\$30,000.00	20
20	\$10,621.00	\$1,955.00	\$15,000.00	20	Fuel/maint/repair of district vehicle and equipment		\$5,000.00	\$5,000.00	\$5,000.00	21
21	\$3,564.00	\$14,762.00	\$15,000.00	21	Meetings, workshops, events		\$20,000.00	\$20,000.00	\$20,000.00	22
22	\$4,256.00	\$4,626.00	\$6,000.00	22	Insurance		\$15,000.00	\$15,000.00	\$15,000.00	23
23	\$2,804.00	\$4,132.00	\$8,000.00	23	Office Supplies and non-capital equipment		\$5,000.00	\$5,000.00	\$5,000.00	24
24	\$11,684.00	\$648.00	\$15,000.00	24	Program supplies		\$10,000.00	\$10,000.00	\$10,000.00	25
25	\$8,612.00	\$3,594.00	\$15,000.00	25	Postage/delivery		\$8,000.00	\$8,000.00	\$8,000.00	26
26	\$3,564.00	\$14,815.00	\$20,000.00	26	Printing/production		\$20,000.00	\$20,000.00	\$20,000.00	27
27	\$2,915.00	\$648.00	\$15,000.00	27	Media, advertising, marketing		\$5,000.00	\$5,000.00	\$5,000.00	28
28	\$9,265.00	\$8,264.00	\$10,000.00	28	Dues, Subscriptions, licenses		\$10,000.00	\$10,000.00	\$10,000.00	29
29	\$11,605.00	\$9,542.00	\$20,000.00	29	Staff training and related expenses		\$20,000.00	\$20,000.00	\$20,000.00	30
30	\$2,350.00	\$4,562.00	\$5,000.00	30	Director training and related expenses		\$7,500.00	\$7,500.00	\$7,500.00	31
31	\$7,505.00	\$11,654.00	\$13,000.00	31	Staff transportation and related expenses		\$20,000.00	\$20,000.00	\$20,000.00	32
32	\$942.00	\$645.00	\$2,000.00	32	Volunteer/cooperator recognition		\$2,000.00	\$2,000.00	\$2,000.00	33
33	\$415.00	\$221.00	\$300.00	33	Bank fees and interest paid		\$300.00	\$300.00	\$300.00	34
34	\$3,264.00	\$64.00	\$4,000.00	34	miscellaneous operational costs		\$4,000.00	\$4,000.00	\$4,000.00	35
35	\$650,064.00	\$819,131.00	\$2,529,000.00	35	Contracted services		\$1,896,160.00	\$1,896,160.00	\$1,896,160.00	36
36	\$189,699.00	\$112,116.00	\$120,000.00	36	Building Loan Payments and service fees		\$120,000.00	\$120,000.00	\$120,000.00	37
45	<b>\$1,004,976.00</b>	<b>\$1,047,630.00</b>	<b>\$2,987,300.00</b>	45	<b>TOTAL MATERIALS AND SERVICES</b>		<b>\$2,232,960.00</b>	<b>\$2,232,960.00</b>	<b>\$2,232,960.00</b>	46
<b>CAPITAL OUTLAY</b>										
46				46						47
47		0	\$15,000.00	47	Office equipment		\$15,000.00	\$15,000.00	\$15,000.00	48

48	\$0.00	\$0.00	\$15,000.00	48	Field equipment	\$15,000.00	\$15,000.00	\$15,000.00	49
49		0	\$50,000.00	49	Property improvements	\$50,000.00	\$50,000.00	\$50,000.00	51
50	\$0.00	\$0.00	\$30,000.00	50	District Vehicle	\$30,000.00	\$30,000.00	\$30,000.00	
51	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$110,000.00</b>	51	<b>21 TOTAL CAPITAL OUTLAY</b>	<b>\$110,000.00</b>	<b>\$110,000.00</b>	<b>\$110,000.00</b>	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	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	55	<b>TOTAL TRANSFERS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	57
56			\$150,000.00	56	<b>OPERATING CONTINGENCY</b>	\$150,000.00	\$150,000.00	\$150,000.00	58
57	\$190,283.00	\$185,032.00		57	Ending balance (prior years)				59
58			\$175,000.00	58	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	\$175,000.00	\$175,000.00	\$175,000.00	60
59	<b>\$1,554,015.00</b>	<b>\$1,574,786.00</b>	<b>\$4,048,800.00</b>	59	<b>TOTAL REQUIREMENTS</b>	<b>\$3,212,128.00</b>	<b>\$3,212,128.00</b>	<b>\$3,212,128.00</b>	61