

Long Tom Watershed Council ~ FY '15 DRAFT Budget (July 1 '14- June 30, 15)

INTERNAL USE ONLY PLEASE

Notes

Beginning Balance	297,004	
Reserve: for emergency only	110,000	This fund has been built since 1998
Restricted: Post-implementation Monitoring	9,200	
Restricted (CD): Amazon Initiative	50,391	Could release some
Restricted: Acrrued leave liability	2,313	
Subtotal Fund Balance	125,100	

Income				
Grants and Contracts Income	Total	<i>Pers & Fiscal</i>		<i>Fiscal to Gen Fund to support all jobs</i>
C Council Support 212-027 (OWEB)	\$ 63,979	45,205		
Local Match - Council Support pledges	\$ 20,500			Dana will arrange pledges
E Model Watershed Yr 5 (MMT)	\$ -	67,805		Received, In beginning balance
E Model Watershed Yr 6 (MMT)	\$ 100,000	17,000		Can only use 25%; see Reserves
P 13-01 Amazon Creek PSP II (MMT)	\$ 49,000	24,057		\$35K received in May 2013
E Amazon Toxics (EPA)	\$ 4,360	4,478		
R Amazon Creek Init: Capital Projects (City)	\$ 20,000	0		Offest exactly by Contracted Svs sub-item
R 212-3999 SIP 2012 Coy-Bear-Ferg PE (OWEB)	\$ 5,838	0		Revenue will show when expenses will occur
R 212-3022 South Marsh (OWEB)	\$ 91,461	8,361		
R 212-3064 Owens Cr (OWEB)	\$ 34,923	0		Out of PM
R 209-3034 Lomatium Rest (OWEB)	\$ 7,106	0		Out of PM
R 210-3019 Coyote Creek (OWEB)	\$ 14,165	0		Final payment, all expenses occurred in FY 14
R 211-3040 Kime Oak Savanna (OWEB)	\$ 21,828	0		Out of PM
T 213-3007 Bear Creek TA	\$ 19,416	0		Out of PM
R 213-3008 South Fork Ferguson	\$ 147,400	13,406		
R 214-3026 WIR Phase 4	\$ 41,178	3,420		
R 214-3999-10746 Snagboat Bend	\$ 69,879	8,930		
R 214-3027 Bear Creak Enhancement	\$ 84,800	13,716		
R 214-3999-10713 SIP phase 3 - PE	\$ 80,107	10,034		
R 214-3999-10657 SIP phase 3	\$ 80,107	4,368		
R 214-3058 Upper Coyote Creek	\$ 39,958	3,360		
R 214-3059 Business Outreach	\$ 26,223	20,565		
R 2014-27-449 OSWB Bear Creek	\$ 7,490	1,650		
M ODA Monitoring Contract	\$ 2,025	750		
M 056-14 Stormwater Landscapes	\$ 26,048	18,060		
M Cutthroat Migration Study (Evans)	\$ 7,500	0		Ask Evans family if interested in further donation
R BLM culverts RAC phase I (BLM)	\$ 95,000	4,812		
R Brown oak savanna SG (OWEB)	\$ 9,999	0		work completed previously
R Schudel Fish Passage SG (OWEB)	\$ 9,990	0		work completed previously
M WEW Wetland soils & water quality (BLM)	\$ 15,145	2,000		
Fee for Service arrangements				
CREP Riparian planting plans (CPRCD)	\$ 1,300			2 plans through joint OWEB TA grant
<i>Subtotal grants & contracts & fee for svc</i>	1,196,725	271,977		
General Fund Income				
Fundraising	45,000			Incl Campaign, Annual Mtg, Business, Other
Interest	200			Based on interest rcvd in FY12
<i>Subtotal general fund income</i>	45,200			
Total Income	1,241,925			
Subtotal Fund Balance (beginning+income)				1,367,025

Expenses

Contracted Services	472,798	mostly construction as outlined in grants
Amazon Capital Projects	0	Reimbursement to Property Owners
Fundrais, Web, Dbase, Marketing, Logo	15,150	\$3K FR, \$2300K Web, \$1,500 dbase, \$8K marketing
Restoration team contractors	5,100	Riparian work. Poss: Ed A, Bruce N.
Materials & Services	319,764	mostly construction materials as outlined in grants
Extra Amazon sampling	1,000	if needed for storm sampling
Education (restricted)	1,500	
Education Events & Volunteer gifts	5,000	Includes all events
Logo wear and inventory	2,350	Can sell most of these
Restoration project signage	100	Signs
Payroll expenses	383,753	Includes Dev. Director
Training/Conferences (incl travel/lodging)	16,500	
Travel/Mileage (all except trainings)	12,742	Based on cost '14
Printing	1,000	
Risk Management	2,500	Based on cost '14
Occupancy	23,930	Cell,wireless,telecom wiring, Willamette office rent
Office Supplies	1,000	Based on cost '14
Equipment	14,350	Cost '14 + copier+fiscal comp&softw+projects comp
Board Meetings	600	Based on cost '14
Postage (program & ops)	1,200	Based on cost '14
Professional Services	6,500	Review/990 (\$5500K) + Acctg (\$500) + Legal (\$500)
Dues & Subscriptions	1,000	Incl. newspapers, RLID, NOWC, EVDP, AFS, etc
Corporate Fees	230	\$50 regular + \$180 state filing fee
Bank Fee	100	Pay pal, other
Misc	750	Unplannable, or Staff review lunches & mtg treats 2x/yr
<i>subtotal expenses</i>	<u>1,288,917</u>	
Reserves		
New post-implementation & monitoring funds	10,160	From pre-pay on grants closing this year
Match accounts (Restoration, Amazon)	26,623	These are in Beg. Balance; Always try to reserve
Bulk Prepaid Grants	88,300	Meyer PSP & Model WS
Add to emergency reserve (not required)	5,000	Continue until Reserve goal met
Total Expenses and new Reserves	<u>1,419,000</u>	
Projected Ending Fund Balance		-51,975
Contingency (lose 5 office space/computers/both)	25,000	LTWC's space in "Red House"
Possible Ending Balance (including contingencies)		-76,975

Budget Calculation Notes

- 1 Budget may change if new grants are received.
- 2 Part of beginning balance is advanced grant funds
- 3 Contingency needed for potential office space changes since donated space is in partnership office
- 4 In-kind resources/expense) should be shown in this budget - currently \$67K for office, conference, barn, cooler, storage, computer/phone/machines
- 5 **Grants and Contracts includes awarded but uncontracted grants, and 2 projects we might need to delay
- 6 We will have \$37K from the City for match to businesses doing Trout Friendly Landscape construction but it's net zero (income=expense)
- 7 Each year we will also have net zero of income (or balance forward) and expense for Willamette Center office rent

Budget Committee Goals & Notes (est. 2008)

- A. Increase end fund balance by at least 10% each year
- B. Reserve Goal: 6 mo. operations (staff time, basic expenses) or 10% of regular budget (whichever makes sense). (\$180K, ~\$100K)
- C. In quarterly Budget to Actual reports, explain variances over 10% if >\$1,000.
- D. Add \$5,000 or 5% to reserve every year (decided June 2011 Board meeting)