

**Long Tom Watershed Council
Board of Directors Meeting
Thursday, February 13, 2014
Agate Alley Laboratory
2645 Willamette St., Eugene, OR 97404**

Present: Mike Brinkley, Steve Cole, Alan Dickman, Cary Hart, Steve Horning, Sue Kacskos, Beth Krisko, Jim Pendergrass, David Ponder, Deborah Saunders Evans, Therese Walch (11)

Absent: John Reerslev, Charles Ruff, David Turner (3)

Staff: Dana Dedrick, Rob Hoshaw, Katie MacKendrick

Meeting called to order at 5:51 p.m. by Deborah Saunders Evans, Chair

Business

A. Approve January 2014 Board Meeting Minutes – Secretary Walch

Calls for comments or corrections. None given.

MOTION TO APPROVE January 2014 Board of Directors Meeting Minutes by J. Pendergrass, seconded by T. Walch. Approved unanimously.

B. Approve December 2013 Financial Reports & Fiscal Year 2014 Quarter 2 Budget vs. Actual Report – Treasurer Brinkley

Our Total Assets are \$337,351 for Dec 2013, including \$126,000 in the Money Market account, \$72,700 in the checking account, and \$200 in petty cash. The cash at the end of the period was \$79,414.

Dana introduces the Quarter 2 Budget vs. Actual report for fiscal year 2014. Prefaces by saying that the Council's fiscal review for fiscal year 2013 is almost complete, and the 990 form has been submitted to Mike and Jim for review. We're halfway through the budget year for fiscal year 2014, and quarter 2 ended on Dec 31. Calls attention to the donations line of the income. Notes that we're tracking less than we had planned for donations, but the next steps with Resource Development is our campaign to major donors, our spring letter, and the board giving appeal. Given this, we're actually in good shape because we haven't done our asks to major donors yet.

For expenses, again for half the budgeted year, we've spent \$120,000 over the planned budget. Conveniently, we ended last year \$120,000 under budget, so we're on track overall. The differences are accounted in a couple very large culvert project expenditures which hit last fall. Also of note, we budgeted \$161,000 in payroll expenses, and the error by the accountant was corrected. We're actually \$25,000 under budget for payroll so far, in part because we're saving money while Dana

works a bit less. Notes that she's working with Deborah and Jim on our vision for staffing, which is noted in the staff meeting updates of the packet.

Notes that we only spent \$250 so far on office equipment. We're planning to make a couple purchases, 1) a good tablet for Dana that allows use of a thumb drive; 2) we might purchase another computer for the office. Adds that there is the potential for donated office space that she'll describe later.

Jim follows up on Dana's comment about materials and services being \$120,000 over budget while \$120,000 under budget last year. Given our plans for spring work, wonders if we're tracking on line for materials and services for the year, and if we can carry over the money was under-budgeted for that line item last year. **Dana** – needs to check with Amanda if we can carry that money over or if we just have to spend that much more money. Adds that materials and services is a detailed line item in each grant budget, and with the required level of detail, it's hard for us to get far off track.

Clarification that board giving also follows the fiscal year (July through June).

MOTION TO APPROVE December 2013 Financial Reports and Fiscal Year 2014 Quarter 2 Budget vs. Actual Report as presented by T. Walch, seconded by A. Dickman. Approved unanimously.

C. Committee Reports

1. Resource Development – *David Ponder for David Turner*

Notes that Fundraising Leadership Team met recently to review what has worked in the past for donor outreach and what we may do different for this year's campaign. Decision not to do a full donor reception/fundraising event and focus instead on building and cultivating relationships with people who have previously given to the Council.

Next step is to review a prospect list and divide up that list among fundraisers. We have about \$17,000 in real money that has come in so far, with another \$2,000 - \$2,500 in pledges, which means that we have about \$10,000 we need to raise to meet our \$30,000 goal.

Takes a moment to talk about individual board member giving. Notes the benefits of being able to state the LTWC has 100% board giving. So far since July, 4/14 people have given. Adds that we don't count contributions in support of the Annual Meeting, and we're looking for a contribution beyond that. Invites board members to give at whatever level is comfortable for them. It's more important to demonstrate that the board is 100% fully committed than the amount. Clarifies again that the giving period is for the fiscal year, and not the calendar year.

ACTION ITEM – Rob will send email with date of last gift, total for last fiscal year. This is what they gave with last fiscal year.

General questions: a gift in Dec 2013 counts towards this fiscal year. Folks can donate through our website or send a check to the office at any time.

Jim – reiterates for folks to give whatever is comfortable, and it's important to say we go to the funders and say we have 100% board giving. **Dana** adds that we've achieved 100% each time we've done a board appeal. Clarifies that as a stakeholder board, we're not a pay to participate board where people need to feel obligated to give large amounts.

Deborah adds that we're also not considering holding a fundraising event for the first time. We were reasonably successful the first year when it was at Territorial Vineyards. Last year's event at the Hilton ended up costing us more money. Not sure if an event will pay in terms of impact on staff. **Jim** supports not doing an event this year. There may be other ways to reward donors, such as through hats or other swag.

Steve H – suggests having a restoration tour for donors. Several other board members like that idea as well. **Dana** notes that we want to honor the people who are giving, but we're also having trouble with staff capacity at the moment.

D. Bylaws Update – Dana & Rob

Rob summarizes the bylaws update found in the packet. OWEB is requiring that all watershed councils update their bylaws and create a new policies and procedures document clarify key aspects of our watershed council. These include things like board and member diversity, defining Council membership, and that we'll not use litigation – most of the updates are things the Council is already doing, and we're not being asked to update bylaws because we're doing something wrong. Rather, OWEB is trying to increase the level of rigor for receiving Council Support dollars. We're not one of the Councils they have in mind when they developed these requirements because these are things that we already do. The board must also adopt our 4-document Action Plan as a single unit (1-year and 2-year work plans, 5-year Strategic Plan, and 20-year Conservation Strategy).

The last piece that we're looking at amending is our watershed boundary to potentially include the Willamette River from Eugene to Harrisburg, and Dana is in conversations with other watershed councils and our funders. This area of the Willamette is not under the official boundary of any watershed council at the moment, and we're looking at what options there are to best serve this area, including expanding our geography.

Jim asks if we should ask for board input regarding the Willamette geography question. **Dana** thinks that's a good idea by email. Adds that we do have a procedure in place for removing Board of Directors, if for example, they miss a certain number of meetings.

David P recommends that we don't decree that the board is required to meet each month. In regards to litigation, asks if stating that we won't pursue litigation limits our opportunities to benefit from donations stemming from fines. **Dana** – no

Jim – asks if we'd be precluded from pursuing litigation against a contractor or project landowner that didn't follow through on their contract. **Dana** – no, we could still litigate for a contractor. **Steve H** – summarizes that we just wouldn't be able to sue in as a way to achieve our mission. **Jim & others** – noted that they wouldn't want to lose the right to sue a landowner / contractor if they didn't follow through with what they were supposed to do.

David P asks if it's a correct assumption that OWEB is not giving councils a choice to prepare and adopt these documents. **Dana** – yes, but clarifies that OWEB's requirements are about trying to be fair about the process of assigning council support funding and closing loopholes that allow underperforming councils to take advantage of OWEB's funding. She agrees that there should be thresholds we should meet in order to be a watershed council and use state funds.

Alan asks about the reference Rob mentioned of us being a "model watershed." **Dana** – We're part of the "Model Watershed Program," the 10-year program funded by Meyer Memorial Trust and including six other councils. The point of the prior comment is that we're not one of the councils creating problems and taking advantage of loopholes, and we're simply documenting what we already do to a large degree.

Dana emphasizes that the Willamette boundary is something we'll look at closely in terms of our bylaws and mission. This is more significant than the bylaws and policies and procedures document

Cary asks if the new boundary would include Linn County. **Dana** – the east side of the river would include Linn County, but we'll likely avoid doing that. Adds that she's in talks with local land trusts, Marys River Watershed Council and others with the overall goal to work well with landowners. We're not concerned about who lays stake to the area; in fact, it could be a "Willamette Team" that serves that area and includes professionals from multiple organizations. The goal is the service, not who's serving the region.

Steve recommends looking at it through the lens of the research done by Stan Gregory and Dave Hulse surrounding the Willamette. Adds that he feels the organizations who should serve the area are the ones that already have relationships with the people. Feels LTWC knows the landowners better than the land trusts.

Deborah asks what the proper forum is for a boundary redraw, and likes taking a bigger picture of the Willamette. How much responsibility can councils themselves take on? **Dana** intends to define it for our mission and geography so that it's slightly open.

Jim feels that someone should be a coordinating entity

Alan asks if LTWC would try to serve the Willamette to the south, too, such as Laurel Valley, which drains into the Willamette near the I-5 bridge. Feels it would be great to see a map of adjacent councils and areas underserved by councils as context.

David P – recommends thinking about branding and what it means for our urban Amazon Initiative program. Serving the Willamette would go beyond just Eugene, and it would include Springfield and other major communities.

Dana feels the Rivers to Ridges partnership will help us understand the direction of the cooperative area.

Deborah feels this issue is going to require a lot of coordination and is not anticipating a great deal of help or support from OWEB.

David P feels that from OWEB's perspective, if we adopt part of the Willamette, then we may see some of the benefits to grant funding that comes from the species of concern/ESA-listed species in the river that funders prefer to support.

Steve H notes that the Stan Gregory and Dave Hulse presentation on the Willamette was phenomenal and changed the way he thinks about rivers, how one reach has so much impact on the area 15 reaches downstream. There are also sociological perspectives to future populations and land use changes. Where will land be available? Where will people live? Where are city boundaries going to be?

ACTION ITEM – The board requested staff to send a link of Dave Hulse's "Willamette Slices" presentation and also link to the Willamette River atlas. (do this)

Therese notes that the DEQ updated its 303D list, based on a section of the Clean Water Act. Eugene and Springfield are meeting to see if they agree with the findings. Notes that the McKenzie River was listed for mercury. Wonders if there is any question that merits clarification from a watershed council role in reviewing those kinds of reports. There is a great deal of effort that does into the discussion, and there are large implications to agencies and who will be affected if the waterway is on the state's list. The implications to the individual property owner may not end up being very big, but in the big picture there could be inaccuracies in the findings, especially with that much data. Feels it behooves LTWC to review and provide comment or at least consider what the council's role is in this. Notes that board has broad representation, but we do have an environmentally-focused mission. Feels the topic merits some discussion at some point.

Dana notes that this topic segues into the Strategic Plan update, and it may be something we want to discuss for the next 5 years. It may be good for us to consider where the line is when deciding when to comment on regulation. Historically, we haven't commented on regulation, and if we do, it would need to

have a very clear purpose. Asking all board members to agree may be as challenging as when the public is asked to review a complex topic like this and come to full agreement!

David P feels an appropriate approach would be not as an advocate but as a convener, or the entity that brings the different players to the table. That is one of the strengths of the council.

Cary notes that he read a recent newspaper publication that reran an story from 2000 about the McKenzie River Watershed Council having a discussion about getting involved with an endangered species act issue. The board was split. Feels the DEQ results are interesting, but would be a bit hesitant to get involved.

Steve H feels that there's a lot more opportunity for alienation than advancement in an advocate role. We're such a diverse watershed, and many of us will look at the same issue and come to different conclusions. Perhaps acting as a convener to bring all the different advocates together is possible. Cautions against risking 15 years of hard work and relationships that the council has built.

Cary would prefer to focus on restoration projects, the land, and the work we currently do.

Alan feels there's a way to not take a stand while at the same time presenting the arguments and some of the different perspectives.

Jim offers that the topic could be a good public meeting to inform people about what's going on, and we wouldn't have to take a side. Part of our role is making sure people are educated about key policies in the watershed.

Deborah suggests that we could post the results on our website and reference them in our newsletter as a way to educate people that these results exist and they can form their own opinions and provide their own comments.

Dana appreciates the conversation surrounding this topic because it will help us with the Strategic Plan and making sure we're clear in our purpose and goals.

E. Paperwork Moment

Board members filled out and turned in volunteer match hours forms.

Program Topics

F. Council Meeting debrief – January Beaver meeting in Veneta – all

Deborah attended and thought it was a terrific program. Felt the speakers and beaver factoids were great.

Mike thought it was one of the best public meetings we've held in a while. Speakers were great. Beaver factoids were great.

Jim felt he learned a lot and the nearly 40 attendees were a great turnout, particularly on the same night as the State of the Union address. There were even people from north of Corvallis.

Therese also felt the meeting was excellent with great speakers, but the significance of the loss of beaver habitat over a short period of time was somewhat disheartening. Feels providing information to folks on how to work with beavers on their land would be a good goal to move forward.

Dana asked if the hosting was improved and if it was more polished. **Deborah** – felt it was very smooth. **Jim** – Lindsay was very comfortable and did a good job. There was also lots of board representation present. **Dana** wonders if we prepped her well enough and will ask Lindsay when she next sees her.

Question: how was it without having a break? Those who attended felt it worked fine and kept the flow going.

G. Program Presentation (Board learning) – Uplands restoration projects – Katie

Katie presented on uplands restoration, with an overview table of upland oak, prairie, and wetland work during 2013. The featured project was South Marsh Prairie restoration project on the south side of Fern Ridge Reservoir, owned by the Army Corps of Engineers. There were comments and discussion during and after the presentation.

H. Strategic Plan 2009-2014 – Draft Assessment of Progress – Dana

Dana presents her draft assessment of LTWC's progress with the 5-year Strategic Plan. Notes that our Strategic Plan includes our organizational *and* ecological goals. Adds that there is less funding available to us in more focused areas for the future, and the Strategic Plan is going to help us figure out where opportunities are to get work done in our watershed for the next 5 years.

Key accomplishments or noteworthy comments from each section.

- Section 1 – Planning & Project Development: major accomplishments have been getting the Army Corps out to tour the Long Tom despite no listed species in the watershed. Also, achieved first set of work on the Willamette River mainstem with technical designs for multiple projects.
- Section 2 – Monitoring: major accomplishment has been the assessment of over 300 barriers. Rapid bio assessment complete for Ferguson and Bear Creeks. Monitoring for the model sub-watersheds is funded and ongoing, coordinated regionally. The Cutthroat Migration Study has been a big success with volunteer engagement, the number of fish tagged, and especially the 2 years of funding from private donor Dick & Gretchen Evans.

- Section 3 – Aquatic Restoration Projects: We've removed over 25 fish passage barriers and Ferguson Creek is free flowing. We've planted >90 acres of native trees and shrubs. We've also done significant wet prairie restoration on sites like the Erickson's north of Fern Ridge, and these types of projects are likely to be funded in the future.
- Section 4 –Upland habitat projects: Katie's presentation showed how many acres we are working on as an indication of our work in this area; this work will continue and likely be a focus for funders and LTWC. Notes that we're fortunate from both an informational and funding perspective to have an interdisciplinary team of experts on staff (urban/botany/fisheries).
- Section 5 – Sub-watershed Enhancement: We've done significant landowner outreach and know the majority of landowner willingness in 3 of our priority sub-watersheds, and beginning on the Willamette. We'll continue that effort, though with less funding. We're hoping to receive an OWEB grant to help us continue delivering Amazon Creek projects.
- Section 6 – Education & Involvement: We've not gotten around to doing an Education Strategy yet. Even though we haven't documented our strategy, we've cohosted meetings with other organizations and this cooperation is part of the goal of the strategy. Likewise, our meeting attendance average is still very good in terms of numbers and diversity. Our goal is to write a grant to fund an education strategy. For our public meetings, we're trying to figure out topics that will draw people moving forward. For volunteer engagement, one of the biggest successes has been the Cutthroat Migration Study.
- Section 7 – Collaboration & TMDL with small cities: We did this regionally, and haven't had the capacity to help small cities further since then but this remains an opportunity. Agricultural water management, 7.2, didn't work that well. Dana has received complaints about how ODA works with the farm community, and feels OWEB doesn't necessarily understand how to fund projects with farmers. The Rivers to Ridges partnership has been a tangible example of successful collaboration at practitioner and executive levels without taking too much time. There may also be an opportunity to use Rivers to Ridges in terms of branding for our work along the Willamette. Invasive species are tough to address because there's minimal funding for it, even though it's a huge issue. With groundwater, we stay connected through Jim via the Groundwater Management Area group.
- Section 8 – Resource Development: We've been able to sustain our work through grant writing, but our proposals only have a 30% success rate, largely due to not having listed ESA species. (several board members note that a 30% success rate isn't bad and Dana says yes, but it used to be higher). Adds that unrestricted funding is going to be important to focus on increasing.

- Section 9 – Evaluate & Ensure Effectiveness: Regular staff performance reviews, Council self-evaluation conducted by board every 2 years.
- Section 10 - Risk management and fiscal diligence: Reviews clean, and we're often lauded for the way we cover ourselves from a fiscal standpoint.

Overall, this is a cursory overview of our work, and we've been doing a great job. We've largely done what we said we'd do. Opportunities are narrowing for the future, but we've positioned ourselves to handle future uncertainty as best as possible.

The Board asks that this progress be captured in a way that can be shared with the public on our website. Dana agrees and will look into how to do that. Her next step is to go into more detail for the Technical Team.

ACTION ITEM – Capture the progress of the Strategic Plan in some way to share it with the Public via the website (and likely fundraising literature), after finishing details for Technical Team in March.

Reports & Announcements

I. Staff Reports

See agenda packet background.

Special Request Regarding Master Contracting

Dana describes our master contract program, where we can arrange prices with a contractor for up to about 3 years. We have a \$25,000 limit per year per master contract. Firms do have to compete to win a master contract by responding during an RFP process. Notes that our best and proven stream design firm, River Design Group, is half the cost and twice the quality of other firms. We're currently running into an issue because our current master contract with them is expiring. We want to meet with Operations Committee to review that. For now, we'd like to ask for one-time exception of ~\$75,000 for RDG to do bidding on the Willamette project that Jed needs to push forward in the next 3 weeks. Knows this isn't the best process, but we're finding ourselves constrained by our own policy.

Deborah asks if the scope of the particular project is beyond \$25,000. **Dana** – yes, it would mean we're giving them more than \$25,000 per year based on the work order. **Deborah** explains that Dana is asking for approval from the board to move forward with River Design Group for a \$75,000 work order as a one-time exception before later reviewing the master contract policy with Operations Committee.

Jim feels we decided on the \$25,000 limit because that's what the City of Eugene uses, so we followed suit. Nothing special about the number.

Deborah/David P – ask if we're tied to the law. No. **Jim** explains that it's good to have a policy in place, but not sure if the limit should be \$75,000 for all work orders, but is ok with giving special permission in this case.

Steve C – asks if the expense is covered in a budget that we have funding for. Yes.

MOTION TO ALLOW A ONE-TIME EXCEPTION TO THE MASTER CONTRACT POLICY that would allow LTWC to move forward with a \$75,000 work order with River Design Group by A. Dickman, seconded by M. Brinkley. Approved unanimously.

Alan notes then in general, he feels it's good to follow a policy but also know when to break them as an exception.

Deborah adds that this is the first time we've made an exception for this, and it's worth discussing with Operations Committee.

J. Liaison Reports

None given.

K. Action Items Summary

- **Rob will send email with date of last gift, total for last fiscal year. This is what they gave with last fiscal year.**
- **The board requested staff to send a link of Dave Hulse's "Willamette Slices" presentation and also link to the Willamette River atlas.**
- **Add Strategic Plan to Board Notebook. Capture the progress of the Strategic Plan in some way to share it with the Public via the website (and likely fundraising literature), after finishing details for Technical Team in March.**

Adjourned at 7:41 p.m. by Chair Deborah Saunders Evans.

Notes prepared by Rob Hoshaw, reviewed by Dana and Therese, and submitted by Therese Walch. Reviewed by Dana.

Long Tom Watershed Council
Balance Sheet
As of January 31, 2014

	Jan 31, 14	Dec 31, 13
ASSETS		
Current Assets		
Checking/Savings		
Money Market (PCB)	126,245.13	126,229.05
Checking (PCB)	90,214.16	72,769.99
Petty Cash	200.00	200.00
Total Checking/Savings	216,659.29	199,199.04
Accounts Receivable		
Accounts Receivable	103,932.33	257,936.35
Total Accounts Receivable	103,932.33	257,936.35
Other Current Assets		
Undeposited Funds	0.00	(119,784.29)
Total Other Current Assets	0.00	(119,784.29)
Total Current Assets	320,591.62	337,351.10
TOTAL ASSETS	320,591.62	337,351.10
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	0.00	8,566.48
Total Accounts Payable	0.00	8,566.48
Credit Cards		
PCB Credit Card	(118.06)	(579.03)
Total Credit Cards	(118.06)	(579.03)
Other Current Liabilities		
Payroll Liabilities		
401K	154.86	154.86
Health Insurance	(162.72)	1,114.92
FWT	(576.00)	495.00
Medicare	0.00	558.82
Soc Sec	0.00	2,389.44
SUI	1,193.44	1,360.07
SWT	(396.00)	280.00
WBF	(12.47)	10.17
Payroll Liabilities - Other	5,133.27	4,347.57
Total Payroll Liabilities	5,334.38	10,710.85
Total Other Current Liabilities	5,334.38	10,710.85
Total Current Liabilities	5,216.32	18,698.30
Total Liabilities	5,216.32	18,698.30
Equity		
Opening Fund Balance	861.91	861.91
Retained Earnings	476,065.39	476,065.39
Net Income	(161,552.00)	(158,274.50)
Total Equity	315,375.30	318,652.80
TOTAL LIABILITIES & EQUITY	320,591.62	337,351.10

	<u>Jan 14</u>
Ordinary Income/Expense	
Income	
Grants & Contracts	21,720.03
Donations	
Individual Donation	2,435.27
Business League	500.00
Total Donations	<u>2,935.27</u>
Events	
Sponsors	300.00
Total Events	<u>300.00</u>
Interest	<u>16.08</u>
Total Income	24,971.38
Expense	
Working Meals	76.54
Equip-Project	
Purchase	714.90
Total Equip-Project	714.90
Education & Involvement	25.78
Materials & Services	21.19
Payroll Expenses	
Salaries & Wages	20,946.41
Employee Benefits	2,780.35
Payroll Tax Expense	2,003.82
Total Payroll Expenses	<u>25,730.58</u>
Training/Conferences	462.43
Travel/mileage	
Mileage	154.16
Total Travel/mileage	<u>154.16</u>
Occupancy	
Internet	17.49
Telephone	348.79
Total Occupancy	<u>366.28</u>
Office Supplies	179.30
Postage	517.72
Total Expense	<u>28,248.88</u>
Net Ordinary Income	<u>(3,277.50)</u>
Net Income	<u><u>(3,277.50)</u></u>

Long Tom Watershed Council
Statement of Cash Flows
January 2014

	<u>Jan 14</u>
OPERATING ACTIVITIES	
Net Income	(3,277.50)
Adjustments to reconcile Net Income to net cash provided by operations:	
Accounts Receivable	154,004.02
Accounts Payable	(8,566.48)
PCB Credit Card	460.97
Payroll Liabilities	785.70
Payroll Liabilities:Health Insurance	(1,277.64)
Payroll Liabilities:FWT	(1,071.00)
Payroll Liabilities:Medicare	(558.82)
Payroll Liabilities:Soc Sec	(2,389.44)
Payroll Liabilities:SUI	(166.63)
Payroll Liabilities:SWT	(676.00)
Payroll Liabilities:WBF	(22.64)
Net cash provided by Operating Activities	<u>137,244.54</u>
Net cash increase for period	137,244.54
Cash at beginning of period	<u>79,414.75</u>
Cash at end of period	<u><u>216,659.29</u></u>

Ordinary Income/Expense

	July - Jun Cumulative				Annual	
	Actual	Planned	Difference	Variance	FY'13 Budget	% Rcvd
Income						
Program Service Revenue	\$ -	\$ -	\$ -		\$ -	0%
Donations	\$ 30,333	\$ 17,500	\$ 12,833	73%	\$ 17,500	173%
Interest	\$ 111	\$ 400	\$ (289)	72%	\$ 400	28%
Grants & Contracts	\$ 544,622	\$ 746,830	\$ (202,208)	27%	\$ 746,830	73%
Subtotal Income	\$ 575,066	\$ 764,730	\$ (189,664)	25%	\$ 764,730	75%
Expense						
Education & Involvement	\$ 3,898	\$ 10,645	\$ 6,747	63%	\$ 10,645	37%
Materials & Services	\$ 419,274	\$ 540,547	\$ 121,273	22%	\$ 540,547	78%
Board Meetings	\$ 160	\$ 400	\$ 240	60%	\$ 400	40%
Total Payroll Expenses	\$ 267,814	\$ 304,454	\$ 36,640	12%	\$ 304,454	88%
Training/Conferences	\$ 1,451	\$ 7,500	\$ 6,049	81%	\$ 7,500	19%
Total Travel/mileage	\$ 14,130	\$ 12,742	\$ (1,388)	11%	\$ 12,742	111%
Risk Management	\$ 2,460	\$ 2,365	\$ (95)	4%	\$ 2,365	104%
Total Professional Services	\$ 7,153	\$ 6,500	\$ (653)	10%	\$ 6,500	110%
Dues & Subscriptions	\$ 568	\$ 500	\$ (68)	14%	\$ 500	114%
Total Occupancy	\$ 906	\$ 1,980	\$ 1,074	54%	\$ 1,980	46%
Total Equip-Office	\$ 182	\$ 4,350	\$ 4,168	96%	\$ 4,350	4%
Office Supplies (incl postage)	\$ 2,251	\$ 1,800	\$ (451)	25%	\$ 1,800	125%
Printing/copying/website	\$ 286	\$ 1,100	\$ 814	74%	\$ 1,100	26%
Bank Fee	\$ 81	\$ 100	\$ 19	19%	\$ 100	81%
Corporate fees	\$ 254	\$ 230	\$ (24)	10%	\$ 230	110%
Misc.	\$ 329	\$ 750	\$ 421	56%	\$ 750	44%
Subtotal Expense	\$ 721,197	\$ 895,963	\$ 174,766	20%	\$ 895,963	80%
Net Ordinary Income	\$ (146,131)	\$ (131,233)	\$ (14,898)	11%	\$ (131,233)	

Notes provided if variance over 10% and \$1,000

17,840 donations, 5,000 local match.

Delayed receipts (Owens/permits, WIR & SIP Yr1/reports)
 No lost revenue. Per expectations described w/budget approval, we'll receive 73% budgeted revenue due to work timing.

Any extra can be used in personnel; add intern
 Timing. All spent by F&14 Qtr2 (\$124K "over")

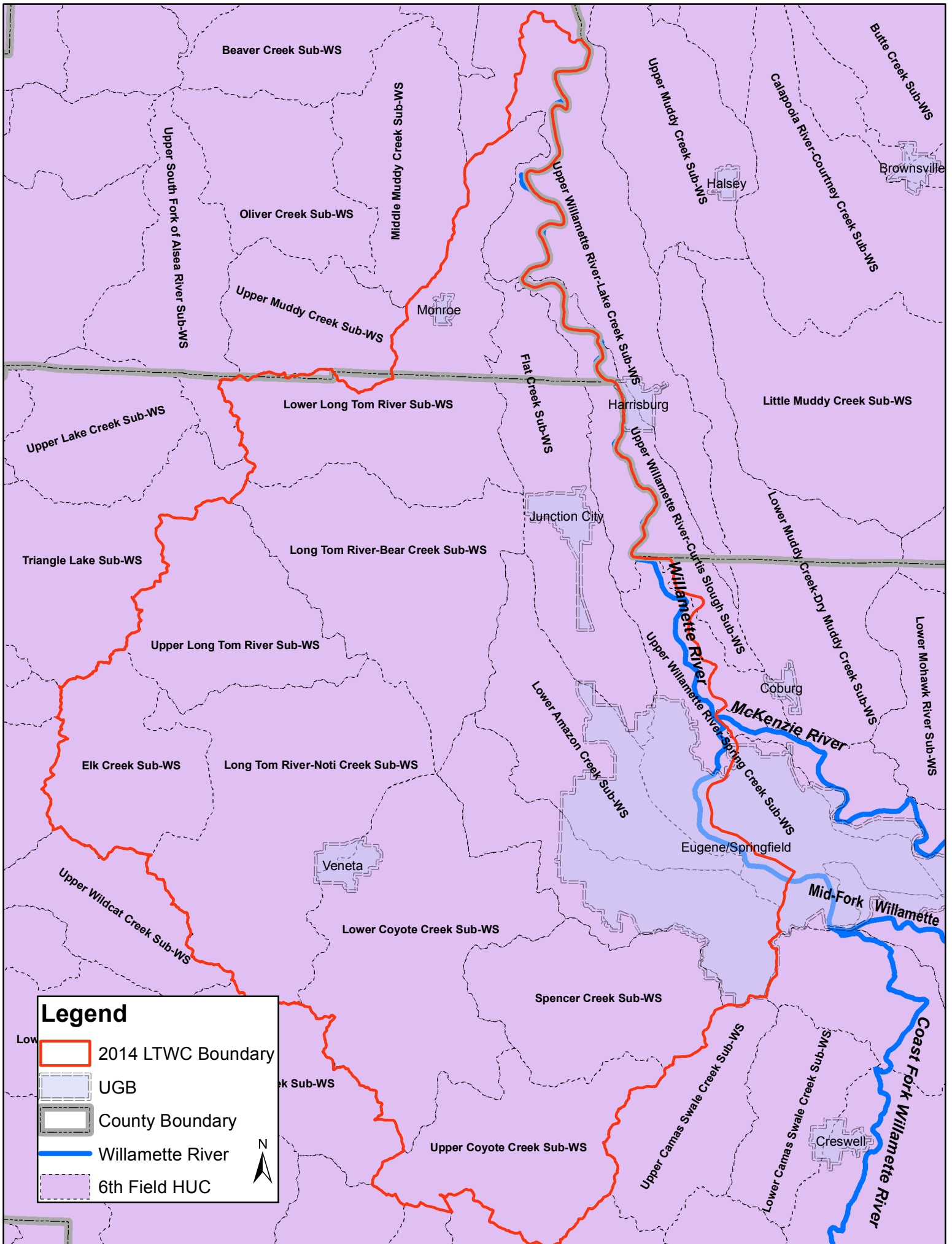
Delayed hiring, funding uncertainties. "Starving for staff" tho.
 Spent less this year; hopefully we'll catch up a bit next year!
 Over (Cindy, OWEB, Monroe trap). Take from Conferences.

Delaying purchase to await tech advances, staff decisions






Savings from delayed expenses matches revenue delay.

Balance Sheet Perspective	
Beginning Fund Balance 7/1/12	\$ 332,804
Restricted: Future Monitoring (subtract)	\$ 6,770
Restricted: Amazon Initiative (subtract)	\$ 47,869
Reserve (subtract)	\$ 100,000
Annual Accrued Leave (subtract)	\$ 4,809
Subtotal Fund Balance	\$ 173,356
Net Ordinary Income FY'13	\$ (131,233)
Contingency (office space) (subtract)	\$ 27,700
New Reserve (\$5K emergency, \$13K new post-project monitoring) (subtract)	\$ 18,000
Available Balance	\$ (3,577)

Adjusted View for real-time balancing the budget	
Available Balance	\$ (3,577)
Add:	
: grants & contracts (25% of Evans)	1,875
: additional donations	-
: Amazon Initiative (25% year 3)	8,750
	-
Subtract: overages not otherwise covered	-
	-
Adjusted Available Balance	\$ 7,048



Legend

-  2014 LTWC Boundary
-  UGB
-  County Boundary
-  Willamette River
-  6th Field HUC

