

Monday, August 12, 2024  
 6:00-7:30 PM Board Meeting  
 To join Zoom Video Conference:



<https://us02web.zoom.us/j/84468250202?pwd=Rk5sRERSZXI6WVV0UmJIWEFBcDIHUT09>

Phone: 1-669-900-6833

Meeting ID: 844 6825 0202

Passcode: 640956

### BENTON SWCD BOARD OF DIRECTORS AUGUST MEETING AGENDA

Goal	Item	Lead	Time	ACTION
	Call to Order, Introductions, Public Comments, Announcements, Additions to Agenda	<i>Johnson</i>	6:00	
	<b>BOARD MEETING CONSENT AGENDA</b>	<i>Johnson</i>	6:05	<b>ACTION</b>
5	Approve draft Minutes from July 8 Board Meeting			
5	Approve Financials (6/30/24)			
5	Budget Resolution FY2024-2025-01; add \$1,303 to Project Fund for FY24 carryover on MMT Willamette River Restoration grant #20100515			
5	Budget Resolution FY2024-2025-02; add \$11,820 for OWEB Small Grant #11-24-004 for Rainshine Orchards Riparian Restoration			
	<b>REGULAR AGENDA</b>			
4	Introduce Anna Eby, NRCS Habitat Conservation Specialist	<i>Johnson</i>	6:06	
5	Adopt Veterans' Preference Policy (Draft in packet)	<i>Crosson/ Board</i>	6:10	<b>ACTION</b>
5	Reminder about board questionnaire from auditor	<i>Crosson</i>	6:15	
5	SWCD Land Trust update (see letter in packet)	<i>Crosson</i>	6:20	
5	Executive Director recruitment update; proposed timeline, CEA contract for recruitment (in packet), etc.	<i>Crosson</i>	6:25	
5	PFC or Executive Committee authority to hire new ED and approve transition plan; Directors interested in serving on committee?; next steps	<i>Johnson</i>	6:40	<b>ACTION</b>
5	October board meeting - hold on 10/7 instead of 10/14 (holiday)?	<i>Johnson</i>	7:00	<b>ACTION</b>
1-5	Questions from Board on BSWCD and NRCS activities - 20 minutes	<i>Directors/ Staff/NRCS</i>	7:05	
1-5	Other Board business?	<i>Directors</i>	7:25	
	Meeting Adjourned	<i>Johnson</i>	7:30	

#### Strategic Direction Goals 2022-2027

**Goal #1:** Ensure that the soil, water, and ecosystems of Benton County, including diverse habitats on wild, working, and urban lands, are protected, restored, and resilient.

**Goal #2:** Deliver engaging education and outreach opportunities that inspire residents throughout Benton County to protect and restore soil, water, and habitat.

**Goal #3:** Develop clear, consistent communications so people throughout Benton County can easily participate in Benton SWCD services and take action to steward our resources.

**Goal #4:** Enhance our strategic partnerships and revenue to increase Benton SWCD's impact.

**Goal #5:** Implement operations that support highly effective programs and services.

**BSWCD Board and Outreach Events (subject to change)**

<b>Date/Time</b>	<b>Event</b>	<b>Location</b>
August 12, 6:00-7:30pm	Regular Board Meeting	TBD/Zoom
August 15, 6-8pm	<a href="#">Twilight Tour with GLT</a>	Horseshoe Lake
September 12 6:00-7:30pm	Regular Board Meeting	TBD/Zoom
September 28 10:00-6:00pm	Fall Festival 2024 - Bulb and Seed Sale	Central Park, Corvallis
September 29 10:00-5:00pm	Fall Festival 2024 - Bulb and Seed Sale	Central Park, Corvallis
Tues. Nov. 19 9:00am-1:00pm	DEIJ Training	Bald Hill Farmhouse 5700 SW Reservoir Ave. Corvallis, OR 97333

***Check our website calendar regularly for additional items that are still being finalized:***

<https://bentonswcd.org/calendar/>

Monday, July 8, 2024  
6:00-8:00 PM



To join Zoom Video Conference:

<https://us02web.zoom.us/j/84468250202?pwd=Rk5sRERSZXI6WVVOUmJIWEFBcDIHUT09>

Phone: 1-669-900-6833

Meeting ID: 844 6825 0202; Passcode: 640956

## BOARD OF DIRECTORS MEETING MINUTES

### In Attendance

Board Members Present: Nate Johnson, Greg Jones, Eliza Mason, Kerry Hastings, Aubrey Cloud, Marcella Henkels

Board Members Absent: David Barron (without notice)

Associate Directors Absent: Rana Foster (with notice)

Staff Present: Holly Crosson, Donna Schmitz, Teresa Matteson, Sara Roberts, Candace Mackey (minutes)

Staff Absent: Michael Ahr (with notice)

Others Present: Amy Garrett DFI Co-Director and Director of Operations; Stephanie Rice, NRCS

### Call to Order - Johnson (6:02pm)

### Introductions, Public Comments, Announcements, Additions/Changes to Agenda

**Introductions:** of Amy Garrett, Co-Director of DFI

**Public Comments:** None

**Announcements:** None

**Additions to agenda** (added by): None

### CONSENT AGENDA

- **Approve draft Minutes from June 10, 2024, Board Meeting**
- **Approve Financials (5/31/24)**

Discussion: none

MOTION: Approve Consent Agenda: Nate Johnson Second: Greg Jones

Results: Pass 6/0

### REGULAR AGENDA

- **Dry Farming Institute (DFI); Background, Resources, and Opportunities**  
Presentation will be on BSWCD YouTube Channel at a later date  
[Benton Soil and Water Conservation District - YouTube](#)
- **Jerry Paul Native Pollinator Habitat Conservation Grant Awards (summary in packet)**  
Sara Roberts presents projects for 2024 grantees. Over \$7,000 funded for four projects. A Transfer of Contingency resolution may be required before June 30, 2025 if there is not enough money left in the CCP to cover additional projects.
- **Request to Raise Credit Card Limit for Crosson & Mackey**  
Discussion: Aubrey Cloud makes suggestion that the limits be higher than proposed to avoid having to complete again as costs seem to be rising with inflation.

All documents referenced in these minutes are a part of the official record and can be distributed upon request.

MOTION: Increase credit card limit for Crosson to \$2,500 and Mackey for to \$2,000: Nate Johnson Second: Aubrey Cloud  
Result: Pass 6/0

- **Director Roles and Responsibilities**

Summary: (Nate Johnson) "We need to think about the board's expectations for attendance and checking in with people to see what's going on. I would like it to be clearer when the board chair (I) should be checking in with board members."

He suggests that after the 2<sup>nd</sup> missed meeting with no attempt to contact to explain, he will reach out to you. He is not interested in setting a punitive structure but set a point of dialogue if meetings are missed without notice.

Kerry Hastings suggests that if you can't attend, you have the courtesy to let the board or Candace/Staff know ahead of time, or in the case of emergency, contact someone after.

Donna Schmitz asks if there was a policy established in the past about this. Holly Crosson explains that the statute is clear on this topic and has established guidelines for the process of vacating a board position. HC reiterates that this discussion is not meant to be punitive, but rather to set expectations and create a method of communication that emphasizes that a certain level of participation is important and expected.

Solution: Responsibility of the board chair to check in with an absent director for 2 consecutive uncommunicated absences, or more than 25% uncommunicated absences. Over the course of the year, missing more than 4 meetings.

Nate Johnson also stresses that there are meetings that are crucial to the business of the district such as the Budget Committee Meeting and Budget Hearing. These two meetings need to have an attendance reply of either "yay" or "nay."

- **Letter of Support to Oregon Department of Transportation (in packet)**

Request came from Inge Williams, associate planner, Benton County Community Development. Letter of support for grant funding request related to assessment of evacuation needs was sent. No discussion or questions.

- **Questions from Board on BSWCD and NRCS activities-**

1. Stephanie Rice mentions a new person will be operating as helping with easements Anna Eby. Anna Eby is our new Habitat Conservation Specialist who just started out of the Tangent Office. She is a Pheasants Forever Partner Biologist and will be working with Kelcy McHarry to take over the management of the easements in Linn and Benton counties.
2. Thursday July 25th is the NRCS local workgroup meeting, where they will talk about landowner programs, introduce staff, and get input from landowners. To be held at the Philomath Library.
3. Financial Report Question: P&L Budget vs. Actual PROJECT FUND July 2023 through May 2024

Project Fund YTD Budget line item 68000/68010 is showing overspent and underspent at the same time, which is confusing. Holly explains that budget categories for the Project Fund should have been updated to match our annual budget instead of using OWEB project budgets which uses different language for line items. She will work with Michael and Jenny to get this fixed and an updated version of the May report will be in the August packet.

4. Nate Johnson asks if we actively recruit for board members or volunteers at events like twilight tours...etc. Sara Roberts is happy to incorporate this in events, as an idea.

- Other Board Business-None raised.

**Meeting Adjourned - Johnson** (7:58pm)

DRAFT

## **Financial Report**

Period ending June 30, 2024  
Benton SWCD Board Meeting  
August 12, 2024

Our Oregon LGIP account closing balance was \$926,927.45. The dividend paid was \$3,914.07 and the monthly distribution yield was 5.20%. The fiscal year-to-date dividend paid was \$45,896.87

The Benton County Finance Department paid the District \$3,040.89 in tax revenue. The year-to-date amount paid was \$520,747.33

The total balance of both Citizen Bank accounts combined was \$98,769.72. The previous month's combined balance was \$152,461.18. Both accounts were reconciled and all checks were accounted for.

The balance of the credit-card account as of 6/27/24 was \$1,381.08 and charges were reconciled.

The Stripe account was reconciled. The starting balance was \$0. The ending balance was \$0.

Respectfully submitted,



Nate Johnson  
Board Chair

Benton Soil & Water Conservation District  
**Balance Sheet**  
As of June 30, 2024

	Jun 30, 24	Jun 30, 23	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
10100 · Citizens Bank	76,968.45	129,331.05	-52,362.60
10150 · Citizens Bank #2	5,382.78	5,001.04	381.74
10200 · LGIP	926,927.45	859,808.82	67,118.63
10300 · Stripe	0.00	-2.75	2.75
10310 · Stripe - Streamline	-0.49	0.00	-0.49
10800 · Petty Cash	24.00	24.00	0.00
<b>Total Checking/Savings</b>	<b>1,009,302.19</b>	<b>994,162.16</b>	<b>15,140.03</b>
<b>Accounts Receivable</b>			
11400 · Grants Receivable	29,273.97	58,362.30	-29,088.33
<b>Total Accounts Receivable</b>	<b>29,273.97</b>	<b>58,362.30</b>	<b>-29,088.33</b>
<b>Other Current Assets</b>			
12010 · 100-1505 Due to/Due frm BR Fund	-113,200.00	-113,200.00	0.00
12015 · 100-1500 Due to/from Proj Fund	-54,679.93	-54,679.93	0.00
12020 · 200-1080 Cash Due to/from Gen Fnd	54,679.93	54,679.93	0.00
12040 · 400-1080 Cash Due to/Due frm GF	113,200.00	113,200.00	0.00
13000 · Prepaid expenses-Audit	9,693.40	8,418.40	1,275.00
<b>Total Other Current Assets</b>	<b>9,693.40</b>	<b>8,418.40</b>	<b>1,275.00</b>
<b>Total Current Assets</b>	<b>1,048,269.56</b>	<b>1,060,942.86</b>	<b>-12,673.30</b>
<b>Other Assets</b>			
18400 · Property Tax Receivable-Audit	10,348.00	10,348.00	0.00
<b>Total Other Assets</b>	<b>10,348.00</b>	<b>10,348.00</b>	<b>0.00</b>
<b>TOTAL ASSETS</b>	<b>1,058,617.56</b>	<b>1,071,290.86</b>	<b>-12,673.30</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
20000 · General Accounts Payable	4,302.07	7,337.34	-3,035.27
20100 · Project Accts Payable	22,080.80	39,699.04	-17,618.24
<b>Total Accounts Payable</b>	<b>26,382.87</b>	<b>47,036.38</b>	<b>-20,653.51</b>
<b>Credit Cards</b>			
<b>22000 · CITIZENS BANK MASTER CARD</b>			
22200 · Holly CC - 2995	126.34	173.89	-47.55
22300 · Donna CC - 3001	0.00	480.00	-480.00
22400 · Teresa CC - 3019	655.06	163.07	491.99
22530 · Michael CC - 3266	152.38	238.99	-86.61
22532 · Sara CC - 0962	236.05	74.50	161.55
22533 · Candace CC - 0020	704.26	396.29	307.97
<b>Total 22000 · CITIZENS BANK MASTER CARD</b>	<b>1,874.09</b>	<b>1,526.74</b>	<b>347.35</b>
<b>Total Credit Cards</b>	<b>1,874.09</b>	<b>1,526.74</b>	<b>347.35</b>

**Benton Soil & Water Conservation District**  
**Balance Sheet**  
 As of June 30, 2024

	<b>Jun 30, 24</b>	<b>Jun 30, 23</b>	<b>\$ Change</b>
<b>Other Current Liabilities</b>			
<b>24000 - PAYROLL LIABILITIES</b>			
24010 - 941 Account	9,093.38	8,314.82	778.56
24020 - Oregon Withholding	2,267.00	2,151.00	116.00
24030 - OR-WBF SUTA	1,776.98	1,482.34	294.64
<b>Total 24000 - PAYROLL LIABILITIES</b>	<b>13,137.36</b>	<b>11,948.16</b>	<b>1,189.20</b>
24205 - Accrued Payroll	6,345.22	10,366.76	-4,021.54
25800 - Deferred Revenue Grants-Audit	17,996.94	56,028.15	-38,031.21
<b>Total Other Current Liabilities</b>	<b>37,479.52</b>	<b>78,343.07</b>	<b>-40,863.55</b>
<b>Total Current Liabilities</b>	<b>65,736.48</b>	<b>126,906.19</b>	<b>-61,169.71</b>
<b>Long Term Liabilities</b>			
27050 - Deferred Revenue Taxes -Audit	9,031.09	9,031.09	0.00
<b>Total Long Term Liabilities</b>	<b>9,031.09</b>	<b>9,031.09</b>	<b>0.00</b>
<b>Total Liabilities</b>	<b>74,767.57</b>	<b>135,937.28</b>	<b>-61,169.71</b>
<b>Equity</b>			
31100 - Building Reserve Fund Balance	113,200.00	108,200.00	5,000.00
31200 - Project Fund Balance	10,207.00	10,210.00	-3.00
32000 - General Fund Balance	811,946.58	735,673.75	76,272.83
Net Income	48,496.41	81,269.83	-32,773.42
<b>Total Equity</b>	<b>983,849.99</b>	<b>935,353.58</b>	<b>48,496.41</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,058,617.56</b>	<b>1,071,290.86</b>	<b>-12,673.30</b>



5:17 PM

07/25/24

Accrual Basis

**Benton Soil & Water Conservation District**  
**Citizens Bank Check Register**  
As of June 30, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>10100 · Citizens Bank</b>							138,220.74
Liability Check	06/27/2024		QuickBooks Payroll Service	Created by Payroll Service...		26,794.30	111,426.44
Deposit	06/21/2024			Deposit	5,000.00		116,426.44
Deposit	06/28/2024			Deposit	1,488.00		117,914.44
Deposit	06/30/2024			Interest	5.11		117,919.55
Check	06/18/2024	DBT	Card Service Center - Mast...	Online Payment		2,250.83	115,668.72
Paycheck	06/28/2024	DD	Ahr, Michael S	Direct Deposit	0.00		115,668.72
Paycheck	06/28/2024	DD	Bocys, Althea	Direct Deposit	0.00		115,668.72
Paycheck	06/28/2024	DD	Crosson, Holly A	Direct Deposit	0.00		115,668.72
Paycheck	06/28/2024	DD	Mackey, Candace	Direct Deposit	0.00		115,668.72
Paycheck	06/28/2024	DD	Matteson, Teresa L	Direct Deposit	0.00		115,668.72
Paycheck	06/28/2024	DD	Roberts, Sara	Direct Deposit	0.00		115,668.72
Paycheck	06/28/2024	DD	Schmitz, Donna J	Direct Deposit	0.00		115,668.72
Liability Check	06/05/2024	EFT	United States Treasury	93-1077051		8,817.48	106,851.24
Liability Check	06/05/2024	EFT	Oregon Dept of Revenue	0292193-0		2,227.00	104,624.24
Bill Pmt -Check	06/10/2024	EFT	1Auto - Xerox Financial Ser...	autopay due on 10th of ne...		156.17	104,468.07
Bill Pmt -Check	06/25/2024	EFT	1Auto - Verizon	autopay due on 25th of m...		89.16	104,378.91
Bill Pmt -Check	06/06/2024	8332	Jenny Brausch Business So...	CIR# 24-061		1,732.50	102,646.41
Bill Pmt -Check	06/06/2024	8333	Patricia Roman	CIR# 24-060		89.78	102,556.63
Bill Pmt -Check	06/06/2024	8334	Staff- Donna Schmitz	CIR# 24-064		36.42	102,520.21
Bill Pmt -Check	06/06/2024	8335	Althea Bocys - V	CIR# 24-062		82.41	102,437.80
Bill Pmt -Check	06/06/2024	8336	OSU - AMBC	CIR# 24-063		884.50	101,553.30
Bill Pmt -Check	06/17/2024	8337	Advantage Computing & El...	CIR# 24-073		381.70	101,171.60
Bill Pmt -Check	06/17/2024	8338	CTX-Xerox	BC46-224378 / CIR# 24-071		55.66	101,115.94
Bill Pmt -Check	06/17/2024	8339	MidValley Newspapers	CIR# 24-072		250.64	100,865.30
Bill Pmt -Check	06/17/2024	8340	Staff- Teresa Matteson	CIR# 24-065 & 24-067		338.35	100,526.95
Bill Pmt -Check	06/17/2024	8341	Staff- Teresa Matteson	CIR# 24-068 & 24-066		199.76	100,327.19
Bill Pmt -Check	06/20/2024	8342	1Bill - Crystal Lake Storage	CIR# 25-007		185.00	100,142.19
Bill Pmt -Check	06/20/2024	8343	Mater Investment Company	CIR# 25-002		2,062.58	98,079.61
Bill Pmt -Check	06/20/2024	8344	Marys River Watershed Co...	CIR# 24-074		1,000.00	97,079.61
Bill Pmt -Check	06/20/2024	8345	Red Hill Soils	CIR# 24-069		5,000.00	92,079.61
Bill Pmt -Check	06/20/2024	8346	Willamette Riverkeeper	CIR# 24-075		1,000.00	91,079.61
Liability Check	06/27/2024	8351	VALIC	Group #67994		3,736.08	87,343.53
Liability Check	06/27/2024	8352	SDIS	03-0018433		4,228.00	83,115.53
Liability Check	06/27/2024	8353	HRA VEBA Plan	YA20521 CIR# 24-076		816.00	82,299.53
Bill Pmt -Check	06/27/2024	8354	Grazing Oregon Catering	CIR# 24-085		1,200.00	81,099.53
Bill Pmt -Check	06/27/2024	8355	Luckiamute Watershed Cou...	CIR# 24-077		740.00	80,359.53
Bill Pmt -Check	06/27/2024	8356	Staff- Michael Ahr	CIR# 24-082		53.53	80,306.00
Bill Pmt -Check	06/27/2024	8357	Greenbelt Land Trust 1	CIR# 24-078		1,000.00	79,306.00

5:17 PM

07/25/24

Accrual Basis

**Benton Soil & Water Conservation District**  
**Citizens Bank Check Register**  
As of June 30, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt -Check	06/27/2024	8358	Integrated Resource Manag...	CIR# 24-081		682.79	78,623.21
Bill Pmt -Check	06/27/2024	8359	Joseph C Monfalcone	CIR# 24-070		1,352.00	77,271.21
Bill Pmt -Check	06/27/2024	8360	Staff- Michael Ahr	CIR# 24-083		92.13	77,179.08
Bill Pmt -Check	06/04/2024	10157	Staff- Donna Schmitz	AvidXchange second chec...		18.34	77,160.74
Bill Pmt -Check	06/04/2024	10158	Staff- Sara Roberts	Avid Pay		192.29	76,968.45
Total 10100 · Citizens Bank					6,493.11	67,745.40	76,968.45
<b>TOTAL</b>					<b>6,493.11</b>	<b>67,745.40</b>	<b>76,968.45</b>

**Benton Soil & Water Conservation District  
Holly's P&L Detail  
June 2024**

Type	Date	Num	Name	Memo	Class	Amount	Balance
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>43300 · Grant/Project Administration</b>							
Invoice	06/06/2024	012-00-161	3-OWEB:09-22-005	Grant Administration	Project Fund	136.00	136.00
Invoice	06/06/2024	012-00-161	3-OWEB:09-22-005	Contracted Services	Project Fund	1,352.00	1,488.00
Invoice	06/27/2024	012-00-163	3-OWEB:222-3016-22326	Grant Administration	Project Fund	463.10	1,951.10
Invoice	06/27/2024	012-00-163	3-OWEB:222-3016-22326	Contracted Services	Project Fund	4,631.04	6,582.14
Invoice	06/30/2024	012-00-165	3-OWEB:220-3033-17504 ...	Grant Administration	Project Fund	816.71	7,398.85
Invoice	06/30/2024	012-00-166	3-OWEB:223-3044-23047 ...	Mileage & Travel Expense	Project Fund	19.30	7,418.15
Invoice	06/30/2024	012-00-166	3-OWEB:223-3044-23047 ...	Wages for Michael Ahr, Nat...	Project Fund	274.91	7,693.06
Invoice	06/30/2024	012-00-166	3-OWEB:223-3044-23047 ...	April 2024 Project Wages ...	Project Fund	275.87	7,968.93
Invoice	06/30/2024	012-00-166	3-OWEB:223-3044-23047 ...	May 2024 Project Wages ...	Project Fund	206.92	8,175.85
Invoice	06/30/2024	012-00-166	3-OWEB:223-3044-23047 ...	June 2024 Project Wages ...	Project Fund	184.61	8,360.46
Invoice	06/30/2024	012-00-166	3-OWEB:223-3044-23047 ...	Wages for Donna Schmitz, ...	Project Fund	85.95	8,446.41
Invoice	06/30/2024	012-00-166	3-OWEB:223-3044-23047 ...	Wages for Donna Schmitz, ...	Project Fund	87.67	8,534.08
Invoice	06/30/2024	012-00-166	3-OWEB:223-3044-23047 ...	Wages for Donna Schmitz, ...	Project Fund	198.25	8,732.33
Invoice	06/30/2024	012-00-166	3-OWEB:223-3044-23047 ...	Grant Administration	Project Fund	133.36	8,865.69
Invoice	06/30/2024	24-165	3-OWEB:SIA 218-8010-16...	Project Wages Jan - Jun 20...	Project Fund	1,199.20	10,064.89
General...	06/30/2024	JB 23-24.47	2-OSWB:2024-37-012 WR...	2024-37-012 WRAWM X de...	Project Fund	357.57	10,422.46
General...	06/30/2024	JB 23-24.47	1-MMT:20100515 WR	MMT:20100515 WR deferre...	Project Fund	5,866.51	16,288.97
General...	06/30/2024	JB 23-24.47	8-ODA:4462-GR	ODA:4462-GR deferred reve...	Project Fund	7,724.08	24,013.05
Invoice	06/30/2024	24-165	3-OWEB:SIA 218-8010-16...	Contracted Services	Project Fund	557.00	24,570.05
Invoice	06/30/2024	24-165	3-OWEB:SIA 218-8010-16...	Grant Administration	Project Fund	175.62	24,745.67
General...	06/30/2024	JB 23-24.47	1-MMT:20100515 WR	MMT:20100515 WR deferre...	Project Fund	2,186.25	26,931.92
General...	06/30/2024	JB 23-24.47	1-MMT:20100515 WR	MMT:20100515 WR deferre...	Project Fund	1,000.00	27,931.92
General...	06/30/2024	JB 23-24.47	2-OSWB:2024-37-012 WR...	2024-37-012 WRAWM X de...	Project Fund	76.15	28,008.07
Invoice	06/30/2024	012-00-165	3-OWEB:220-3033-17504 ...	Contracted Services	Project Fund	8,167.16	36,175.23
Invoice	06/30/2024	24-167	2-OSWB:2023-36-016 Pur...	Mileage & Travel Expense	Project Fund	38.89	36,214.12
Invoice	06/30/2024	24-167	2-OSWB:2023-36-016 Pur...	Wages for Michael Ahr, Nat...	Project Fund	49.26	36,263.38
Invoice	06/30/2024	24-167	2-OSWB:2023-36-016 Pur...	August 2023 Wages ...	Project Fund	196.52	36,459.90
Invoice	06/30/2024	24-167	2-OSWB:2023-36-016 Pur...	September 2023 Wages ...	Project Fund	97.79	36,557.69
Invoice	06/30/2024	24-167	2-OSWB:2023-36-016 Pur...	October 2023 Wages ...	Project Fund	293.18	36,850.87
Invoice	06/30/2024	24-167	2-OSWB:2023-36-016 Pur...	November 2023 Wages ...	Project Fund	97.73	36,948.60
Invoice	06/30/2024	24-167	2-OSWB:2023-36-016 Pur...	April 2024 Wages 5.9...	Project Fund	272.05	37,220.65
Invoice	06/30/2024	24-167	2-OSWB:2023-36-016 Pur...	Grant Administration:	Project Fund	168.39	37,389.04
Invoice	06/30/2024	24-170	3-OWEB:SIA 218-8010-16...	Grant Administration	Project Fund	417.16	37,806.20
Invoice	06/30/2024	24-171	3-OWEB:220-3033-17504 ...	Grant Administration	Project Fund	25.55	37,831.75
Invoice	06/30/2024	24-167	2-OSWB:2023-36-016 Pur...	Contracted Services	Project Fund	645.96	38,477.71
Invoice	06/30/2024	24-171	3-OWEB:220-3033-17504 ...	Contracted Services	Project Fund	255.50	38,733.21
Invoice	06/30/2024	24-170	3-OWEB:SIA 218-8010-16...	Contracted Services	Project Fund	4,171.63	42,904.84
Invoice	06/30/2024	24-173	2-OSWB:2024-37-011 Pur...	Project Wages	Project Fund	4,432.21	47,337.05
Total 43300 · Grant/Project Administration						47,337.05	47,337.05

**Benton Soil & Water Conservation District**  
**Holly's P&L Detail**  
 June 2024

Type	Date	Num	Name	Memo	Class	Amount	Balance
<b>44535 · Taxes Levied</b>							
Deposit	06/26/2024		Benton County {C}	Deposit	General Fun...	2,894.89	2,894.89
Total 44535 · Taxes Levied						2,894.89	2,894.89
<b>45000 · Interest Income</b>							
Deposit	06/30/2024		LGIP	Deposit	General Fun...	3,914.07	3,914.07
Deposit	06/30/2024			Interest	General Fun...	5.11	3,919.18
Deposit	06/30/2024		Citizens Bank	Deposit	General Fun...	0.09	3,919.27
Total 45000 · Interest Income						3,919.27	3,919.27
<b>48000 · TRANSFERS IN</b>							
<b>48400 · Transfer Admin from Project Fd</b>							
General...	06/30/2024	JB 23-24.43		Admin Transfers for June	General Fun...	3,886.64	3,886.64
Total 48400 · Transfer Admin from Project Fd						3,886.64	3,886.64
Total 48000 · TRANSFERS IN						3,886.64	3,886.64
Total Income						58,037.85	58,037.85
Gross Profit						58,037.85	58,037.85
<b>Expense</b>							
<b>60000 · MATERIALS &amp; SERVICES</b>							
<b>61300 · CONFERENCES AND TRAINING</b>							
<b>61330 · Registration</b>							
Credit C...	06/01/2024		OSU Extension Service Be...	Forest For the Birds workshop	General Fun...	5.00	5.00
Total 61330 · Registration						5.00	5.00
Total 61300 · CONFERENCES AND TRAINING						5.00	5.00
<b>61500 · COMMUNITY CONSERVATION PROGRAMS</b>							
<b>61520 · Conservation Incentive Program</b>							
Bill	06/30/2024	2024#1	R. Franco Restoration Inc.	Ivy control by contractor with...	General Fun...	445.19	445.19
Total 61520 · Conservation Incentive Program						445.19	445.19
<b>61530 · Invasives Program</b>							
Bill	06/30/2024	2024#1	R. Franco Restoration Inc.	Ivy control by contractor with...	General Fun...	2,666.00	2,666.00
Total 61530 · Invasives Program						2,666.00	2,666.00

**Benton Soil & Water Conservation District  
Holly's P&L Detail  
June 2024**

Type	Date	Num	Name	Memo	Class	Amount	Balance
<b>61540 · Native Plant Sale</b>							
Bill	06/01/2024	12198	Native Plant Program:Plant...	Plants for Native Plant Sale	General Fun...	68.84	68.84
Total 61540 · Native Plant Sale						68.84	68.84
<b>61570 · Soil Quality Program</b>							
Credit C...	06/05/2024		BioLogical Carbon LLC	.5 yard of Ag Grade Biochar ...	General Fun...	200.00	200.00
Credit C...	06/28/2024	64842	iZone Imaging	panel for Central Park Rege...	General Fun...	455.06	655.06
Total 61570 · Soil Quality Program						655.06	655.06
Total 61500 · COMMUNITY CONSERVATION PROGRAMS						3,835.09	3,835.09
<b>62100 · CONTRACTED AND PROF SERVICES</b>							
<b>62120 · Computer Support</b>							
Bill	06/01/2024	240989	Advantage Computing & El...	May 2024 contracted compu...	General Fun...	381.70	381.70
Total 62120 · Computer Support						381.70	381.70
<b>62130 · PROFESSIONAL SERVICES</b>							
<b>62150 · Accounting</b>							
Bill	06/01/2024	2590	Jenny Brausch Business S...	May 2024 bookkeeping servi...	General Fun...	1,732.50	1,732.50
Total 62150 · Accounting						1,732.50	1,732.50
Total 62130 · PROFESSIONAL SERVICES						1,732.50	1,732.50
Total 62100 · CONTRACTED AND PROF SERVICES						2,114.20	2,114.20
<b>62300 · Dues/Subscriptions/Fees</b>							
Credit C...	06/02/2024		1Auto HC CC - QBTime	June subscription	General Fun...	54.40	54.40
Check	06/03/2024	DBT	LGIP	ACH redemption fee	General Fun...	0.05	54.45
Bill	06/05/2024	40988148	AvidXchange, Inc.	May 2024 AP software subs...	General Fun...	395.00	449.45
Credit C...	06/06/2024		1Auto SR CC - Mailchimp	Jun 6 - Jun 30 2024	General Fun...	48.13	497.58
Credit C...	06/10/2024	E0400S8NP8	1Auto HC CC - Microsoft	6/1 - 6/30 Exchange online	General Fun...	4.00	501.58
Credit C...	06/10/2024	E0400S8IBK	1Auto HC CC - Microsoft	6/7 - 6/30 billing	General Fun...	70.00	571.58
Credit C...	06/15/2024		1Auto HC CC - MidValley ...	Newspaper	General Fun...	33.99	605.57
Credit C...	06/19/2024		1Auto CM CC - Adobe	X/18 - X/17 Acrobat team lic...	General Fun...	143.94	749.51
Bill	06/25/2024		1Auto CM CC- Comcast	Jun 30	General Fun...	4.00	753.51
Total 62300 · Dues/Subscriptions/Fees						753.51	753.51

**Benton Soil & Water Conservation District**  
**Holly's P&L Detail**  
 June 2024

Type	Date	Num	Name	Memo	Class	Amount	Balance
<b>62800 · OFFICE OCCUPANCY</b>							
<b>62830 · Utilities</b>							
Bill	06/06/2024	9686132853	1Auto - Verizon	May 7 - Jun 6 2024 service	General Fun...	89.16	89.16
Credit C...	06/16/2024		1Auto CM CC - Vonage	6/16 - 6/30 Local number, u...	General Fun...	68.50	157.66
Bill	06/30/2024		1Auto - Verizon	Jun 7 - Jun 30 2024 service	General Fun...	71.38	229.04
Total 62830 · Utilities						229.04	229.04
Total 62800 · OFFICE OCCUPANCY						229.04	229.04
<b>65000 · SUPPLIES AND MATERIALS</b>							
<b>65010 · COPIER AND SUPPLIES</b>							
<b>65012 · Copies</b>							
Bill	06/05/2024	IN4206544	CTX-Xerox	Copy overage for May 1 - M...	General Fun...	55.66	55.66
Total 65012 · Copies						55.66	55.66
<b>65014 · Lease</b>							
Bill	06/10/2024		1Auto - Xerox Financial Se...	Jun 9 - Jun 30	General Fun...	114.52	114.52
Total 65014 · Lease						114.52	114.52
Total 65010 · COPIER AND SUPPLIES						170.18	170.18
<b>65020 · Equipment</b>							
Credit C...	06/01/2024		Amazon.Com	PPE bags	General Fun...	131.70	131.70
Credit C...	06/01/2024		Amazon.Com	Safety goggles	General Fun...	26.98	158.68
Credit C...	06/11/2024		Amazon.Com	gloves for PPE kit	General Fun...	19.80	178.48
Total 65020 · Equipment						178.48	178.48
Total 65000 · SUPPLIES AND MATERIALS						348.66	348.66
<b>65320 · Mileage/travel related expenses</b>							
Bill	06/01/2024		Staff- Sara Roberts	April Mileage	General Fun...	192.29	192.29
Bill	06/27/2024		Staff- Michael Ahr	June mileage	General Fun...	53.53	245.82
Bill	06/30/2024		Staff- Teresa Matteson	June travel	General Fun...	361.80	607.62
Total 65320 · Mileage/travel related expenses						607.62	607.62

**Benton Soil & Water Conservation District**  
**Holly's P&L Detail**  
 June 2024

Type	Date	Num	Name	Memo	Class	Amount	Balance
<b>65400 · Meetings &amp; Events</b>							
Bill	06/01/2024		Staff- Donna Schmitz	Safeway and Winco meeting...	General Fun...	36.42	36.42
Credit C...	06/01/2024		Adair Village Food Mart	Adair Village Food Mart: refr...	General Fun...	5.39	41.81
Credit C...	06/01/2024		New Morning Bakery	pollinator workshop refresh...	General Fun...	77.50	119.31
Credit C...	06/07/2024		Laughing Planet	Food for focus group	General Fun...	158.50	277.81
Credit C...	06/12/2024		First Alternative Co-Op	inperson staff meeting & bre...	General Fun...	53.30	331.11
Credit C...	06/28/2024		Pupuseria Del Valle	Althea's last day of employm...	General Fun...	37.95	369.06
Total 65400 · Meetings & Events						369.06	369.06
Total 60000 · MATERIALS & SERVICES						8,262.18	8,262.18
<b>68000 · PROJECT-MATERIALS &amp; SERVICES</b>							
General...	06/30/2024	JB 23-24.48	3-OWEB:09-22-001	Correct account for Project ...	Project Fund	-4,075.00	-4,075.00
Total 68000 · PROJECT-MATERIALS & SERVICES						-4,075.00	-4,075.00
<b>69400 · TRANSFERS OUT</b>							
<b>69440 · Trf PF to General Fund</b>							
General...	06/30/2024	JB 23-24.43	1-MMT:20100515 WR	MMT:20100515 admin trans...	Project Fund	624.23	624.23
General...	06/30/2024	JB 23-24.43	1-MMT:20100515 WR	MMT:20100515 admin trans...	Project Fund	198.75	822.98
General...	06/30/2024	JB 23-24.43	2-OSWB:2024-37-012 WR...	OSWB:2024-37-012 aquatic...	Project Fund	32.51	855.49
General...	06/30/2024	JB 23-24.43	2-OSWB:2024-37-011 Pur...	OSWB:2024-37-011 Purge t...	Project Fund	332.74	1,188.23
General...	06/30/2024	JB 23-24.43	2-OSWB:2023-36-016 Pur...	OSWB:2023-36-016 Purge t...	Project Fund	0.00	1,188.23
General...	06/30/2024	JB 23-24.43	2-OSWB:2023-36-017 WR...	OSWB:2023-36-017 WRAW...	Project Fund	0.00	1,188.23
General...	06/30/2024	JB 23-24.43	3-OWEB:222-3016-22326	OWEB:222-3016-22326 ad...	Project Fund	463.10	1,651.33
General...	06/30/2024	JB 23-24.43	3-OWEB:222-3016-22326	OWEB:222-3016-22326 ad...	Project Fund	0.00	1,651.33
General...	06/30/2024	JB 23-24.43	3-OWEB:223-3044-23047 ...	OWEB:223-3044-23047 Sta...	Project Fund	38.29	1,689.62
General...	06/30/2024	JB 23-24.43	3-OWEB:223-3044-23047 ...	OWEB:223-3044-23047 Sta...	Project Fund	36.09	1,725.71
General...	06/30/2024	JB 23-24.43	3-OWEB:218-8390-17212 ...	OWEB:218-8390-17212 ad...	Project Fund	0.00	1,725.71
General...	06/30/2024	JB 23-24.43	3-OWEB:220-8201-17233 ...	OWEB:220-8201-17233 ad...	Project Fund	0.00	1,725.71
General...	06/30/2024	JB 23-24.43	3-OWEB:220-3033-17504 ...	OWEB:220-3303-17504 J2E	Project Fund	816.71	2,542.42
General...	06/30/2024	JB 23-24.43	3-OWEB:09-22-005	OWEB:09-22-005	Project Fund	0.00	2,542.42
General...	06/30/2024	JB 23-24.43	3-OWEB:09-22-001	OWEB:09-22-001	Project Fund	0.00	2,542.42
General...	06/30/2024	JB 23-24.43	3-OWEB:SIA 218-8010-16...	OWEB:SIA 218-8010-16782...	Project Fund	175.62	2,718.04
General...	06/30/2024	JB 23-24.43	8-ODA:4462-GR	ODA:4462-GR admin transfer	Project Fund	702.19	3,420.23
General...	06/30/2024	JB 23-24.43	2-OSWB:2024-37-011 Pur...	OSWB:2024-37-011 Purge t...	Project Fund	13.39	3,433.62
General...	06/30/2024	JB 23-24.43	2-OSWB:2024-37-012 WR...	OSWB:2024-37-012 aquatic...	Project Fund	6.92	3,440.54
General...	06/30/2024	JB 23-24.43	3-OWEB:SIA 218-8010-16...	OWEB:SIA 218-8010-16782...	Project Fund	417.16	3,857.70

**Benton Soil & Water Conservation District**  
**Holly's P&L Detail**  
 June 2024

Type	Date	Num	Name	Memo	Class	Amount	Balance
General...	06/30/2024	JB 23-24.43	3-OWEB:220-3033-17504 ...	OWEB:220-3303-17504 J2E	Project Fund	25.55	3,883.25
General...	06/30/2024	JB 23-24.43	2-OSWB:2024-37-011 Pur...	OSWB:2024-37-011 Purge t...	Project Fund	3.39	3,886.64
Total 69440 · Trf PF to General Fund						3,886.64	3,886.64
Total 69400 · TRANSFERS OUT						3,886.64	3,886.64
Total Expense						8,073.82	8,073.82
Net Ordinary Income						49,964.03	49,964.03
<b>Net Income</b>						<b>49,964.03</b>	<b>49,964.03</b>



**Benton Soil & Water Conservation District**  
**Profit & Loss by Class**  
 July 2023 through June 2024

	<b>Building Reserve</b>	<b>General Fund</b>	<b>Project Fund</b>	<b>TOTAL</b>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
43300 · Grant/Project Administration	0.00	0.00	224,906.60	224,906.60
44530 · Benton County Public Works	0.00	5,000.00	0.00	5,000.00
44535 · Taxes Levied	0.00	521,616.05	0.00	521,616.05
44540 · ODA Operations	0.00	28,978.00	0.00	28,978.00
44545 · ODA Tech, LMA & Scope of Work	0.00	67,647.50	0.00	67,647.50
45000 · Interest Income	0.00	45,572.47	0.00	45,572.47
46430 · MISCELLANEOUS	0.00	3,549.48	0.00	3,549.48
47400 · Native Plant Sale Income	0.00	23,631.70	0.00	23,631.70
48000 · TRANSFERS IN	5,000.00	20,950.54	0.00	25,950.54
49100 · Lease Financing	0.00	75,642.00	0.00	75,642.00
<b>Total Income</b>	<b>5,000.00</b>	<b>792,587.74</b>	<b>224,906.60</b>	<b>1,022,494.34</b>
<b>Gross Profit</b>	<b>5,000.00</b>	<b>792,587.74</b>	<b>224,906.60</b>	<b>1,022,494.34</b>
<b>Expense</b>				
60000 · MATERIALS & SERVICES	0.00	123,272.59	0.00	123,272.59
66000 · PAYROLL EXPENSES	0.00	518,365.77	41,096.47	559,462.24
68000 · PROJECT-MATERIALS & SERVICES	0.00	0.00	162,859.59	162,859.59
69400 · TRANSFERS OUT	0.00	5,000.00	20,950.54	25,950.54
69500 · Debt Service	0.00	102,452.97	0.00	102,452.97
<b>Total Expense</b>	<b>0.00</b>	<b>749,091.33</b>	<b>224,906.60</b>	<b>973,997.93</b>
<b>Net Ordinary Income</b>	<b>5,000.00</b>	<b>43,496.41</b>	<b>0.00</b>	<b>48,496.41</b>
<b>Net Income</b>	<b>5,000.00</b>	<b>43,496.41</b>	<b>0.00</b>	<b>48,496.41</b>

**Benton Soil & Water Conservation District**  
**Profit & Loss by Class**  
 July 2023 through June 2024

	<b>Building Reserve</b>	<b>General Fund</b>	<b>Project Fund</b>	<b>TOTAL</b>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
43300 · Grant/Project Administration	0.00	0.00	224,906.60	224,906.60
44530 · Benton County Public Works	0.00	5,000.00	0.00	5,000.00
44535 · Taxes Levied	0.00	521,616.05	0.00	521,616.05
44540 · ODA Operations	0.00	28,978.00	0.00	28,978.00
44545 · ODA Tech, LMA & Scope of Work	0.00	67,647.50	0.00	67,647.50
45000 · Interest Income	0.00	45,572.47	0.00	45,572.47
<b>46430 · MISCELLANEOUS</b>				
46432 · Contributions	0.00	3,359.98	0.00	3,359.98
46450 · In Kind Donation	0.00	189.50	0.00	189.50
<b>Total 46430 · MISCELLANEOUS</b>	<b>0.00</b>	<b>3,549.48</b>	<b>0.00</b>	<b>3,549.48</b>
47400 · Native Plant Sale Income	0.00	23,631.70	0.00	23,631.70
<b>48000 · TRANSFERS IN</b>				
48100 · Building Reserve Fund	5,000.00	0.00	0.00	5,000.00
48400 · Transfer Admin from Project Fd	0.00	20,950.54	0.00	20,950.54
<b>Total 48000 · TRANSFERS IN</b>	<b>5,000.00</b>	<b>20,950.54</b>	<b>0.00</b>	<b>25,950.54</b>
49100 · Lease Financing	0.00	75,642.00	0.00	75,642.00
<b>Total Income</b>	<b>5,000.00</b>	<b>792,587.74</b>	<b>224,906.60</b>	<b>1,022,494.34</b>
<b>Gross Profit</b>	<b>5,000.00</b>	<b>792,587.74</b>	<b>224,906.60</b>	<b>1,022,494.34</b>
<b>Expense</b>				
<b>60000 · MATERIALS &amp; SERVICES</b>				
<b>61300 · CONFERENCES AND TRAINING</b>				
61310 · Lodging	0.00	1,632.04	0.00	1,632.04
61320 · Meals/per diem	0.00	97.92	0.00	97.92
61330 · Registration	0.00	2,604.05	0.00	2,604.05
61340 · Training and Education Mater	0.00	556.79	0.00	556.79
<b>Total 61300 · CONFERENCES AND TRAI</b>	<b>0.00</b>	<b>4,890.80</b>	<b>0.00</b>	<b>4,890.80</b>
<b>61500 · COMMUNITY CONSERVATION PROGRAMS</b>				
61510 · Conservation Education (You	0.00	6,946.71	0.00	6,946.71
61520 · Conservation Incentive Progr	0.00	2,903.67	0.00	2,903.67
61530 · Invasives Program	0.00	6,000.00	0.00	6,000.00
61540 · Native Plant Sale	0.00	14,876.42	0.00	14,876.42
61560 · Scholarships/Internships	0.00	6,000.00	0.00	6,000.00
61570 · Soil Quality Program	0.00	3,958.95	0.00	3,958.95
<b>Total 61500 · COMMUNITY CONSERVATI</b>	<b>0.00</b>	<b>40,685.75</b>	<b>0.00</b>	<b>40,685.75</b>
<b>62100 · CONTRACTED AND PROF SERVICES</b>				
62115 · Audit	0.00	5,800.00	0.00	5,800.00
62120 · Computer Support	0.00	4,557.09	0.00	4,557.09
<b>62130 · PROFESSIONAL SERVICES</b>				
62140 · Legal	0.00	165.00	0.00	165.00

**Benton Soil & Water Conservation District**  
**Profit & Loss by Class**  
 July 2023 through June 2024

	Building Reserve	General Fund	Project Fund	TOTAL
62150 · Accounting	0.00	19,140.83	0.00	19,140.83
62160 · Facilitation	0.00	1,750.00	0.00	1,750.00
62170 · Web Design, Logo - Marke	0.00	2,874.50	0.00	2,874.50
<b>Total 62130 · PROFESSIONAL SERVI</b>	<b>0.00</b>	<b>23,930.33</b>	<b>0.00</b>	<b>23,930.33</b>
62190 · Misc Contracted Services	0.00	740.00	0.00	740.00
<b>Total 62100 · CONTRACTED AND PROF</b>	<b>0.00</b>	<b>35,027.42</b>	<b>0.00</b>	<b>35,027.42</b>
62300 · Dues/Subscriptions/Fees	0.00	14,780.87	0.00	14,780.87
<b>62800 · OFFICE OCCUPANCY</b>				
62810 · Alarm & Janitorial Services	0.00	85.00	0.00	85.00
62830 · Utilities	0.00	4,131.06	0.00	4,131.06
<b>Total 62800 · OFFICE OCCUPANCY</b>	<b>0.00</b>	<b>4,216.06</b>	<b>0.00</b>	<b>4,216.06</b>
<b>65000 · SUPPLIES AND MATERIALS</b>				
<b>65010 · COPIER AND SUPPLIES</b>				
65012 · Copies	0.00	352.05	0.00	352.05
<b>Total 65010 · COPIER AND SUPPLIES</b>	<b>0.00</b>	<b>352.05</b>	<b>0.00</b>	<b>352.05</b>
65020 · Equipment	0.00	4,246.24	0.00	4,246.24
65030 · Office Supplies	0.00	1,475.84	0.00	1,475.84
65040 · Postage	0.00	68.00	0.00	68.00
65050 · Software/Computer Accessor	0.00	1,226.42	0.00	1,226.42
<b>Total 65000 · SUPPLIES AND MATERIALS</b>	<b>0.00</b>	<b>7,368.55</b>	<b>0.00</b>	<b>7,368.55</b>
<b>65110 · PRODUCTION COSTS</b>				
65112 · Advertising and Website	0.00	1,074.21	0.00	1,074.21
65114 · Merchandise	0.00	1,600.97	0.00	1,600.97
65116 · Newsletters	0.00	506.81	0.00	506.81
65118 · Publications	0.00	62.99	0.00	62.99
<b>Total 65110 · PRODUCTION COSTS</b>	<b>0.00</b>	<b>3,244.98</b>	<b>0.00</b>	<b>3,244.98</b>
65120 · Insurance & Fidelity Bond	0.00	4,559.45	0.00	4,559.45
65160 · Miscellaneous	0.00	-3.11	0.00	-3.11
65320 · Mileage/travel related expenses	0.00	3,271.45	0.00	3,271.45
65400 · Meetings & Events	0.00	5,230.37	0.00	5,230.37
<b>Total 60000 · MATERIALS &amp; SERVICES</b>	<b>0.00</b>	<b>123,272.59</b>	<b>0.00</b>	<b>123,272.59</b>
<b>66000 · PAYROLL EXPENSES</b>				
66200 · Wages	0.00	405,681.95	32,702.03	438,383.98
66410 · Health, Dental & Life Insurance	0.00	54,278.05	3,615.13	57,893.18
66420 · Retirement	0.00	24,652.51	2,061.84	26,714.35
<b>66500 · Payroll Taxes</b>				
66510 · FICA Employer	0.00	31,001.66	2,496.55	33,498.21
66520 · SUTA	0.00	2,457.58	213.25	2,670.83
66530 · OR-WBF	0.00	100.49	7.67	108.16
66500 · Payroll Taxes - Other	0.00	0.03	0.00	0.03

**Benton Soil & Water Conservation District**  
**Profit & Loss by Class**  
 July 2023 through June 2024

	<b>Building Reserve</b>	<b>General Fund</b>	<b>Project Fund</b>	<b>TOTAL</b>
<b>Total 66500 · Payroll Taxes</b>	0.00	33,559.76	2,717.47	36,277.23
<b>66800 · Fees</b>	0.00	193.50	0.00	193.50
<b>Total 66000 · PAYROLL EXPENSES</b>	0.00	518,365.77	41,096.47	559,462.24
<b>68000 · PROJECT-MATERIALS &amp; SERVICES</b>				
<b>68010 · Project Contracted Services</b>	0.00	0.00	137,783.34	137,783.34
<b>68020 · Project Mileage &amp; Travel</b>	0.00	0.00	898.92	898.92
<b>68040 · Project Supplies &amp; Materials</b>	0.00	0.00	24,177.33	24,177.33
<b>Total 68000 · PROJECT-MATERIALS &amp; SERVICES</b>	0.00	0.00	162,859.59	162,859.59
<b>69400 · TRANSFERS OUT</b>				
<b>69410 · Trf GF to Building Reserve Fd</b>	0.00	5,000.00	0.00	5,000.00
<b>69440 · Trf PF to General Fund</b>	0.00	0.00	20,950.54	20,950.54
<b>Total 69400 · TRANSFERS OUT</b>	0.00	5,000.00	20,950.54	25,950.54
<b>69500 · Debt Service</b>				
<b>69510 · Lease-Debt Service</b>	0.00	75,642.00	0.00	75,642.00
<b>69520 · Lease-Debt Service Expenditure</b>	0.00	26,810.97	0.00	26,810.97
<b>Total 69500 · Debt Service</b>	0.00	102,452.97	0.00	102,452.97
<b>Total Expense</b>	0.00	749,091.33	224,906.60	973,997.93
<b>Net Ordinary Income</b>	5,000.00	43,496.41	0.00	48,496.41
<b>Net Income</b>	<b>5,000.00</b>	<b>43,496.41</b>	<b>0.00</b>	<b>48,496.41</b>

**Benton Soil & Water Conservation District**  
**Profit & Loss YTD Comparison**  
July 2023 through June 2024

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
43300 · Grant/Project Administration	224,906.60	278,324.68	-53,418.08
44530 · Benton County Public Works	5,000.00	5,000.00	0.00
44535 · Taxes Levied	521,616.05	499,673.93	21,942.12
44540 · ODA Operations	28,978.00	47,927.00	-18,949.00
44545 · ODA Tech, LMA & Scope of Work	67,647.50	61,534.37	6,113.13
45000 · Interest Income	45,572.47	26,590.55	18,981.92
46430 · MISCELLANEOUS			
46432 · Contributions	3,359.98	500.00	2,859.98
46450 · In Kind Donation	189.50	0.00	189.50
<b>Total 46430 · MISCELLANEOUS</b>	<b>3,549.48</b>	<b>500.00</b>	<b>3,049.48</b>
47400 · Native Plant Sale Income	23,631.70	21,897.16	1,734.54
48000 · TRANSFERS IN			
48100 · Building Reserve Fund	5,000.00	5,000.00	0.00
48400 · Transfer Admin from Project Fd	20,950.54	26,319.38	-5,368.84
<b>Total 48000 · TRANSFERS IN</b>	<b>25,950.54</b>	<b>31,319.38</b>	<b>-5,368.84</b>
49100 · Lease Financing	75,642.00	47,881.00	27,761.00
<b>Total Income</b>	<b>1,022,494.34</b>	<b>1,020,648.07</b>	<b>1,846.27</b>
<b>Gross Profit</b>	<b>1,022,494.34</b>	<b>1,020,648.07</b>	<b>1,846.27</b>
<b>Expense</b>			
60000 · MATERIALS & SERVICES			
61300 · CONFERENCES AND TRAINING			
61310 · Lodging	1,632.04	408.11	1,223.93
61320 · Meals/per diem	97.92	111.05	-13.13
61330 · Registration	2,604.05	1,487.81	1,116.24
61340 · Training and Education Material	556.79	206.13	350.66
<b>Total 61300 · CONFERENCES AND TRAINING</b>	<b>4,890.80</b>	<b>2,213.10</b>	<b>2,677.70</b>
61500 · COMMUNITY CONSERVATION PROGRAMS			
61510 · Conservation Education (Youth)	6,946.71	8,156.24	-1,209.53
61520 · Conservation Incentive Program	2,903.67	2,487.27	416.40
61530 · Invasives Program	6,000.00	1,648.31	4,351.69
61540 · Native Plant Sale	14,876.42	13,952.27	924.15
61560 · Scholarships/Internships	6,000.00	0.00	6,000.00
61570 · Soil Quality Program	3,958.95	3,343.91	615.04
<b>Total 61500 · COMMUNITY CONSERVATION PRO</b>	<b>40,685.75</b>	<b>29,588.00</b>	<b>11,097.75</b>
62100 · CONTRACTED AND PROF SERVICES			
62115 · Audit	5,800.00	5,800.00	0.00
62120 · Computer Support	4,557.09	5,452.75	-895.66
62130 · PROFESSIONAL SERVICES			
62140 · Legal	165.00	110.00	55.00

**Benton Soil & Water Conservation District**  
**Profit & Loss YTD Comparison**  
July 2023 through June 2024

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change
62150 · Accounting	19,140.83	21,061.52	-1,920.69
62160 · Facilitation	1,750.00	0.00	1,750.00
62170 · Web Design, Logo - Marketing	2,874.50	1,557.75	1,316.75
<b>Total 62130 · PROFESSIONAL SERVICES</b>	<b>23,930.33</b>	<b>22,729.27</b>	<b>1,201.06</b>
62180 · Consultation/Contracts - NPP	0.00	10,010.00	-10,010.00
62190 · Misc Contracted Services	740.00	8,454.24	-7,714.24
<b>Total 62100 · CONTRACTED AND PROF SERVICE</b>	<b>35,027.42</b>	<b>52,446.26</b>	<b>-17,418.84</b>
62300 · Dues/Subscriptions/Fees	14,780.87	7,055.83	7,725.04
<b>62800 · OFFICE OCCUPANCY</b>			
62810 · Alarm & Janitorial Services	85.00	485.00	-400.00
62830 · Utilities	4,131.06	3,962.14	168.92
62840 · Other	0.00	53.98	-53.98
<b>Total 62800 · OFFICE OCCUPANCY</b>	<b>4,216.06</b>	<b>4,501.12</b>	<b>-285.06</b>
<b>65000 · SUPPLIES AND MATERIALS</b>			
<b>65010 · COPIER AND SUPPLIES</b>			
65012 · Copies	352.05	586.68	-234.63
65014 · Lease	0.00	246.68	-246.68
<b>Total 65010 · COPIER AND SUPPLIES</b>	<b>352.05</b>	<b>833.36</b>	<b>-481.31</b>
65020 · Equipment	4,246.24	9,207.31	-4,961.07
65030 · Office Supplies	1,475.84	1,725.71	-249.87
65040 · Postage	68.00	141.40	-73.40
65050 · Software/Computer Accessories	1,226.42	3,914.72	-2,688.30
<b>Total 65000 · SUPPLIES AND MATERIALS</b>	<b>7,368.55</b>	<b>15,822.50</b>	<b>-8,453.95</b>
<b>65110 · PRODUCTION COSTS</b>			
65112 · Advertising and Website	1,074.21	1,517.28	-443.07
65114 · Merchandise	1,600.97	715.50	885.47
65116 · Newsletters	506.81	327.95	178.86
65118 · Publications	62.99	84.98	-21.99
<b>Total 65110 · PRODUCTION COSTS</b>	<b>3,244.98</b>	<b>2,645.71</b>	<b>599.27</b>
65120 · Insurance & Fidelity Bond	4,559.45	4,646.42	-86.97
65160 · Miscellaneous	-3.11	8.10	-11.21
65320 · Mileage/travel related expenses	3,271.45	2,213.82	1,057.63
65400 · Meetings & Events	5,230.37	1,887.69	3,342.68
<b>Total 60000 · MATERIALS &amp; SERVICES</b>	<b>123,272.59</b>	<b>123,028.55</b>	<b>244.04</b>
<b>66000 · PAYROLL EXPENSES</b>			
66200 · Wages	438,383.98	396,447.65	41,936.33
66410 · Health, Dental & Life Insurance	57,893.18	55,339.48	2,553.70
66420 · Retirement	26,714.35	21,129.63	5,584.72
66500 · Payroll Taxes			
66510 · FICA Employer	33,498.21	30,283.83	3,214.38
66520 · SUTA	2,670.83	2,223.27	447.56

**Benton Soil & Water Conservation District**  
**Profit & Loss YTD Comparison**  
 July 2023 through June 2024

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change
66530 · OR-WBF	108.16	113.20	-5.04
66500 · Payroll Taxes - Other	0.03	0.00	0.03
<b>Total 66500 · Payroll Taxes</b>	<b>36,277.23</b>	<b>32,620.30</b>	<b>3,656.93</b>
66800 · Fees	193.50	124.50	69.00
<b>Total 66000 · PAYROLL EXPENSES</b>	<b>559,462.24</b>	<b>505,661.56</b>	<b>53,800.68</b>
<b>68000 · PROJECT-MATERIALS &amp; SERVICES</b>			
68010 · Project Contracted Services	137,783.34	177,286.38	-39,503.04
68020 · Project Mileage & Travel	898.92	694.56	204.36
68040 · Project Supplies & Materials	24,177.33	25,745.81	-1,568.48
<b>Total 68000 · PROJECT-MATERIALS &amp; SERVICES</b>	<b>162,859.59</b>	<b>203,726.75</b>	<b>-40,867.16</b>
<b>69400 · TRANSFERS OUT</b>			
69410 · Trf GF to Building Reserve Fd	5,000.00	5,000.00	0.00
69440 · Trf PF to General Fund	20,950.54	26,319.38	-5,368.84
<b>Total 69400 · TRANSFERS OUT</b>	<b>25,950.54</b>	<b>31,319.38</b>	<b>-5,368.84</b>
<b>69500 · Debt Service</b>			
69510 · Lease-Debt Service	75,642.00	47,881.00	27,761.00
69520 · Lease-Debt Service Expenditure	26,810.97	27,761.00	-950.03
<b>Total 69500 · Debt Service</b>	<b>102,452.97</b>	<b>75,642.00</b>	<b>26,810.97</b>
<b>Total Expense</b>	<b>973,997.93</b>	<b>939,378.24</b>	<b>34,619.69</b>
<b>Net Ordinary Income</b>	<b>48,496.41</b>	<b>81,269.83</b>	<b>-32,773.42</b>
<b>Net Income</b>	<b>48,496.41</b>	<b>81,269.83</b>	<b>-32,773.42</b>

**Benton Soil & Water Conservation District**  
**P&L Budget vs. Actual GENERAL FUND**  
July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
43000 - Beginning Balance	0.00	778,569.00	-778,569.00	0.0%
44530 - Benton County Public Works	5,000.00	5,000.00	0.00	100.0%
44535 - Taxes Levied	521,616.05	525,000.00	-3,383.95	99.36%
44540 - ODA Operations	28,978.00	28,978.00	0.00	100.0%
44545 - ODA Tech, LMA & Scope of Work	67,647.50	67,616.00	31.50	100.05%
45000 - Interest Income	45,572.47	8,000.00	37,572.47	569.66%
<b>46430 - MISCELLANEOUS</b>				
46432 - Contributions	3,359.98			
46450 - In Kind Donation	189.50			
46430 - MISCELLANEOUS - Other	0.00	1,750.00	-1,750.00	0.0%
<b>Total 46430 - MISCELLANEOUS</b>	<b>3,549.48</b>	<b>1,750.00</b>	<b>1,799.48</b>	<b>202.83%</b>
47400 - Native Plant Sale Income	23,631.70	17,500.00	6,131.70	135.04%
<b>48000 - TRANSFERS IN</b>				
48400 - Transfer Admin from Project Fd	20,950.54	32,590.00	-11,639.46	64.29%
<b>Total 48000 - TRANSFERS IN</b>	<b>20,950.54</b>	<b>32,590.00</b>	<b>-11,639.46</b>	<b>64.29%</b>
49100 - Lease Financing	75,642.00	75,642.00	0.00	100.0%
<b>Total Income</b>	<b>792,587.74</b>	<b>1,540,645.00</b>	<b>-748,057.26</b>	<b>51.45%</b>
<b>Gross Profit</b>	<b>792,587.74</b>	<b>1,540,645.00</b>	<b>-748,057.26</b>	<b>51.45%</b>
<b>Expense</b>				
<b>60000 - MATERIALS &amp; SERVICES</b>				
<b>61300 - CONFERENCES AND TRAINING</b>				
61310 - Lodging	1,632.04			
61320 - Meals/per diem	97.92			
61330 - Registration	2,604.05			
61340 - Training and Education Mater	556.79			
61300 - CONFERENCES AND TRAININ	0.00	8,000.00	-8,000.00	0.0%
<b>Total 61300 - CONFERENCES AND TRAIN</b>	<b>4,890.80</b>	<b>8,000.00</b>	<b>-3,109.20</b>	<b>61.14%</b>
<b>61500 - COMMUNITY CONSERVATION PROGRAMS</b>				
61510 - Conservation Education (Youi	6,946.71	9,600.00	-2,653.29	72.36%
61520 - Conservation Incentive Progr	2,903.67	5,000.00	-2,096.33	58.07%
61530 - Invasives Program	6,000.00	6,000.00	0.00	100.0%
61540 - Native Plant Sale	14,876.42	20,000.00	-5,123.58	74.38%
61560 - Scholarships/Internships	6,000.00	6,600.00	-600.00	90.91%
61570 - Soil Quality Program	3,958.95	5,550.00	-1,591.05	71.33%
<b>Total 61500 - COMMUNITY CONSERVATI</b>	<b>40,685.75</b>	<b>52,750.00</b>	<b>-12,064.25</b>	<b>77.13%</b>
<b>62100 - CONTRACTED AND PROF SERVICES</b>				
62115 - Audit	5,800.00	6,000.00	-200.00	96.67%
62120 - Computer Support	4,557.09	4,000.00	557.09	113.93%
<b>62130 - PROFESSIONAL SERVICES</b>				



**Benton Soil & Water Conservation District**  
**P&L Budget vs. Actual GENERAL FUND**  
July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
62140 · Legal	165.00			
62150 · Accounting	19,140.83			
62160 · Facilitation	1,750.00	7,000.00	-5,250.00	25.0%
62170 · Web Design, Logo - Marke	2,874.50			
62130 · PROFESSIONAL SERVICE	0.00	33,500.00	-33,500.00	0.0%
<b>Total 62130 · PROFESSIONAL SERVICE</b>	<b>23,930.33</b>	<b>40,500.00</b>	<b>-16,569.67</b>	<b>59.09%</b>
62180 · Consultation/Contracts - NPP	0.00	12,000.00	-12,000.00	0.0%
62190 · Misc Contracted Services	740.00	2,606.00	-1,866.00	28.4%
<b>Total 62100 · CONTRACTED AND PROF S</b>	<b>35,027.42</b>	<b>65,106.00</b>	<b>-30,078.58</b>	<b>53.8%</b>
62300 · Dues/Subscriptions/Fees	14,780.87	14,843.00	-62.13	99.58%
<b>62800 · OFFICE OCCUPANCY</b>				
62810 · Alarm & Janitorial Services	85.00	1,500.00	-1,415.00	5.67%
62820 · Rent & Parking	0.00	1,491.00	-1,491.00	0.0%
62830 · Utilities	4,131.06	4,500.00	-368.94	91.8%
62840 · Other	0.00	300.00	-300.00	0.0%
<b>Total 62800 · OFFICE OCCUPANCY</b>	<b>4,216.06</b>	<b>7,791.00</b>	<b>-3,574.94</b>	<b>54.11%</b>
<b>65000 · SUPPLIES AND MATERIALS</b>				
<b>65010 · COPIER AND SUPPLIES</b>				
65012 · Copies	352.05			
65010 · COPIER AND SUPPLIES - (	0.00	1,000.00	-1,000.00	0.0%
<b>Total 65010 · COPIER AND SUPPLIES</b>	<b>352.05</b>	<b>1,000.00</b>	<b>-647.95</b>	<b>35.21%</b>
65020 · Equipment	4,246.24	6,269.00	-2,022.76	67.73%
65030 · Office Supplies	1,475.84	2,603.00	-1,127.16	56.7%
65040 · Postage	68.00	500.00	-432.00	13.6%
65050 · Software/Computer Accessori	1,226.42	4,000.00	-2,773.58	30.66%
<b>Total 65000 · SUPPLIES AND MATERIALS</b>	<b>7,368.55</b>	<b>14,372.00</b>	<b>-7,003.45</b>	<b>51.27%</b>
<b>65110 · PRODUCTION COSTS</b>				
65112 · Advertising and Website	1,074.21	2,000.00	-925.79	53.71%
65114 · Merchandise	1,600.97	2,261.00	-660.03	70.81%
65116 · Newsletters	506.81	500.00	6.81	101.36%
65118 · Publications	62.99	1,000.00	-937.01	6.3%
<b>Total 65110 · PRODUCTION COSTS</b>	<b>3,244.98</b>	<b>5,761.00</b>	<b>-2,516.02</b>	<b>56.33%</b>
65120 · Insurance & Fidelity Bond	4,559.45	8,000.00	-3,440.55	56.99%
65160 · Miscellaneous	-3.11	200.00	-203.11	-1.56%
65320 · Mileage/travel related expenses	3,271.45	3,500.00	-228.55	93.47%
65400 · Meetings & Events	5,230.37	6,500.00	-1,269.63	80.47%
<b>Total 60000 · MATERIALS &amp; SERVICES</b>	<b>123,272.59</b>	<b>186,823.00</b>	<b>-63,550.41</b>	<b>65.98%</b>
<b>66000 · PAYROLL EXPENSES</b>				
66200 · Wages	405,681.95	432,984.83	-27,302.88	93.69%
66410 · Health, Dental & Life Insurance	54,278.05	68,285.61	-14,007.56	79.49%
66420 · Retirement	24,652.51	26,644.56	-1,992.05	92.52%

**Benton Soil & Water Conservation District**  
**P&L Budget vs. Actual GENERAL FUND**  
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>66500 · Payroll Taxes</b>				
66510 · FICA Employer	31,001.66			
66520 · SUTA	2,457.58			
66530 · OR-WBF	100.49			
66500 · Payroll Taxes - Other	0.03	38,669.00	-38,668.97	0.0%
<b>Total 66500 · Payroll Taxes</b>	<b>33,559.76</b>	<b>38,669.00</b>	<b>-5,109.24</b>	<b>86.79%</b>
66800 · Fees	193.50	300.00	-106.50	64.5%
<b>Total 66000 · PAYROLL EXPENSES</b>	<b>518,365.77</b>	<b>566,884.00</b>	<b>-48,518.23</b>	<b>91.44%</b>
69100 · Capital Outlay	0.00	5,000.00	-5,000.00	0.0%
69200 · Contingency	0.00	80,000.00	-80,000.00	0.0%
<b>69400 · TRANSFERS OUT</b>				
69410 · Trf GF to Building Reserve Fd	5,000.00	5,000.00	0.00	100.0%
<b>Total 69400 · TRANSFERS OUT</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>69500 · Debt Service</b>				
69510 · Lease-Debt Service	75,642.00	75,642.00	0.00	100.0%
69520 · Lease-Debt Service Expenditure	26,810.97	28,509.00	-1,698.03	94.04%
<b>Total 69500 · Debt Service</b>	<b>102,452.97</b>	<b>104,151.00</b>	<b>-1,698.03</b>	<b>98.37%</b>
69600 · Reserved for Future Expenditure	0.00	240,287.00	-240,287.00	0.0%
69800 · Unappropriated Fund Balance	0.00	352,500.00	-352,500.00	0.0%
<b>Total Expense</b>	<b>749,091.33</b>	<b>1,540,645.00</b>	<b>-791,553.67</b>	<b>48.62%</b>
<b>Net Ordinary Income</b>	<b>43,496.41</b>	<b>0.00</b>	<b>43,496.41</b>	<b>100.0%</b>
<b>Net Income</b>	<b>43,496.41</b>	<b>0.00</b>	<b>43,496.41</b>	<b>100.0%</b>

**Benton Soil & Water Conservation District**  
**P&L Budget vs. Actual PROJECT FUND**  
July 2023 through May 2024

	Jul '23 - May 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
43300 · Grant/Project Administration	177,569.55	356,447.00	-178,877.45	49.82%
<b>Total Income</b>	<u>177,569.55</u>	<u>356,447.00</u>	<u>-178,877.45</u>	<u>49.82%</u>
<b>Gross Profit</b>	177,569.55	356,447.00	-178,877.45	49.82%
<b>Expense</b>				
<b>66000 · PAYROLL EXPENSES</b>				
66200 · Wages	28,035.67	55,573.00	-27,537.33	50.45%
66410 · Health, Dental & Life Insurance	3,228.09	9,472.00	-6,243.91	34.08%
66420 · Retirement	1,823.73	3,400.00	-1,576.27	53.64%
<b>66500 · Payroll Taxes</b>				
66510 · FICA Employer	2,140.30			
66520 · SUTA	171.33			
66530 · OR-WBF	6.19			
66500 · Payroll Taxes - Other	0.00	4,470.00	-4,470.00	0.0%
<b>Total 66500 · Payroll Taxes</b>	<u>2,317.82</u>	<u>4,470.00</u>	<u>-2,152.18</u>	<u>51.85%</u>
<b>Total 66000 · PAYROLL EXPENSES</b>	<u>35,405.31</u>	<u>72,915.00</u>	<u>-37,509.69</u>	<u>48.56%</u>
<b>68000 · PROJECT-MATERIALS &amp; SERVICES</b>				
68010 · Project Contracted Services	100,769.22	0.00	100,769.22	100.0%
68020 · Project Mileage & Travel	745.82	0.00	745.82	100.0%
68040 · Project Supplies & Materials	25,112.84	0.00	25,112.84	100.0%
<b>68000 · PROJECT-MATERIALS &amp; SERVICES</b>	<u>4,075.00</u>	<u>250,942.00</u>	<u>-246,867.00</u>	<u>1.62%</u>
<b>Total 68000 · PROJECT-MATERIALS &amp; SERVICES</b>	<u>130,702.88</u>	<u>250,942.00</u>	<u>-120,239.12</u>	<u>52.09%</u>
<b>69400 · TRANSFERS OUT</b>				
69440 · Trf PF to General Fund	17,063.90	32,590.00	-15,526.10	52.36%
<b>Total 69400 · TRANSFERS OUT</b>	<u>17,063.90</u>	<u>32,590.00</u>	<u>-15,526.10</u>	<u>52.36%</u>
<b>Total Expense</b>	<u>183,172.09</u>	<u>356,447.00</u>	<u>-173,274.91</u>	<u>51.39%</u>
<b>Net Ordinary Income</b>	<u>-5,602.54</u>	<u>0.00</u>	<u>-5,602.54</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>-5,602.54</u></u>	<u><u>0.00</u></u>	<u><u>-5,602.54</u></u>	<u><u>100.0%</u></u>

**June 2024 All Grant Projects Financial Report**

Project Name	Grant #	Funding Agency	Start Date	End Date	Status	Final Report Due Date	Fund Amount	(INCOME) Received to Date	Earned Income to Date	(EXPENSES) Spent to	Unearned Funds	Remaining balance to	Grant Manager	Grant Report Dates	How grant funds are received	Admin Expected	Admin Earned	Admin Remaining
Ludwigia Management Alternatives	19100538	MMT	12/1/2019	12/31/2024	Open	1/15/2025	27,742	27,742	27,742	27,742	0	0	MA	Interim Report: 1/1/2021 & 1/1/2022. Final Report 1/15/2024	100% of funds at beginning of grant	2,522	2,509	13
Willamette Mainstem Restoration Opportunities and Strategies for Engagement	20100515	MMT	11/1/2020	8/31/2024	Open	10/31/2024	70,164	70,164	68,861	68,861	1,303	0	MA	5/15/21 & 6/15/2024	100% of funds at beginning of grant	6,379	6,260	119
Soil Health Engagement Improves Water Quality	ODA 4462-GR	ODA	7/1/2023	6/30/2025	Open	8/29/2025	42,924	21,462	17,292	17,292	4,170	21,462	TM	8/20/24, 8/29/25			1,572	-1,572
Purge the Spurge III	2023-36-016	ODA-OSWB	3/2/2023	4/30/2024	Open	6/30/2024	9,981	7,487	9,981	9,981	-2,494	2,494	MA	9/30/23, 6/30/24	*50% of funds received at start of grant *25% of funds are received after interim grant report submitted and approved by ODA *final funds are received after final grant report submitted and approved by ODA	908	907	1
Horse Island for Clean Water	09-022-002	OWEB	3/30/2022	3/30/2024	Open	3/30/2024	12,100	12,100	12,100	12,100	0	0	DS	3/30/2024, 3/30/2026	no funds received at start of grant; funds received by reimbursement of invoices/receipts submitted by BSWCD two times total (including final); OWEB holds last 10% of funds until they receive and approve of Final Report at end of grant.	1,100	1,100	0
Watenpugh Farm Riparian and Prairie Restoration	09-22-001	OWEB	3/2/2022	3/2/2024	Open	3/2/3024	11,319	11,319	11,319	11,319	0	0	DS	3/2/2024, 3/2/2026	no funds received at start of grant; funds received by reimbursement of invoices/receipts submitted by BSWCD two times total (including final); OWEB holds	1,029	1,029	0
Jumping Giraffe Farms Water Management	09-22-005	OWEB	5/3/2023	5/3/2025	Open	7/3/2025	14,872	14,872	14,872	14,872	0	0	DS	7/3/2025, 7/3/2027	no funds received at start of grant; funds received by reimbursement of invoices/receipts submitted by BSWCD two times total (including final); OWEB holds	1,352	1,352	0
Grand Oaks Oak Release	09-24-001	OWEB	2/26/2024	1/11/2026	Open	1/11/2026	14,968	0	0	0	0	14,968	DS	1/11/2026, 1/11/2028	received by reimbursement of invoices/receipts submitted by BSWCD two times total (including final); OWEB holds last 10% of funds until they receive and approve of Final Report at end of grant.	1,361		1,361
OWEB SIA grant	218-8010-16782	OWEB	3/4/2019	12/22/2026	Open	12/22/2026	125,000	85,603	92,124	92,124	-6,521	39,397	DS	(6/17/2019, 12/16/2019, 6/14/2020, 12/14/2020, 6/14/2021, 12/13/2021, 6/13/2022, 12/13/2022, 12/22/2023,	When expenses >\$250 occur; invoices and financial tracking spreadsheet submitted	11,364	8,367	2,997
J2E RTR Project	220-3033-17504	OWEB	4/22/2020	6/30/2025	Open	6/30/2025	239,915	185,852	195,117	195,117	-9,265	54,063	DS	6/30/2028 and 6/30/2030	When expenses >\$250 occur; invoices and financial tracking spreadsheet submitted	23,084	17,736	5,348
Mitchell Oak	222-3016-22326	OWEB	10/25/2022	6/30/2026	Open	8/29/2026	96,646	52,693	52,693	52,693	0	43,953	DS	Project completion report: 6/30/2026, PISR, 6/30/2029, 6/30/2031	When expenses >\$250 occur; invoices and financial tracking spreadsheet submitted	87,860	4,790	83,070
Purge the Spurge Phase 4	2024-37-011	OSWB	2/15/2024	4/30/2025	Open	6/30/2025	13,950	6,975	11,407	11,407	-4,432	6,975	MA	Interim Report: 9/30/2024 & Final Report: 6/30/2025	*50% of funds received at start of grant *25% of funds are received after interim grant report submitted and approved by ODA *final funds are received after final grant report submitted and approved by ODA	1,269	1,037	232
WRAWMP X	2024-37-012	OSWB	2/15/2024	4/30/2025	Open	6/30/2025	27,972	13,986	1,461	1,461	12,525	13,986	MA	Interim Report: 9/30/2024 & Final Report: 6/30/2025	*50% of funds received at start of grant *25% of funds are received after interim grant report submitted and approved by ODA *final funds are received after final grant report submitted and approved by ODA	2,543	133	2,410
OWEB Stakeholder Oak	223-3044-23047	OWEB	10/25/2023	12/31/2026	Open	2/28/2027	34,130	1,293	2,759	2,759	-1,467	32,838	MA	Project Completion Report: 2/28/2027	When expenses >\$250 occur; invoices and financial tracking spreadsheet submitted	3,413	251	3,162
<b>Total</b>							<b>741,683</b>	<b>511,547</b>				<b>230,136</b>					<b>47,042</b>	<b>97,142</b>

**FY25 Budget Resolution**  
**Resolution No. FY2024-2025-01**

BE IT RESOLVED that the Board of Directors of the Benton Soil and Water Conservation District (BSWCD) hereby approves the addition of \$1,303 to the FY25 Budget as follows. This is an already existing grant that was extended into FY25. Funds expected to be spent last fiscal year need to be carried over.

**Project Fund**

Add \$1,303 in Resources to the Project Fund for Willamette River Restoration - Strategies for Engagement (Meyer Memorial Trust Grant #20100515)

Add \$1,303 in Requirements to the Project Fund as follows:

Materials and Services	\$1,184
Transfer to General Fund (Fiscal Admin)	\$119

**General Fund**

Add \$119 in Resources

<b>Transfer from Project Fund (Grant Administration)</b>	<b>\$119</b>
--	--------------

Add \$119 in Requirements to the General Fund as follows:

**Materials and Services**

Community Conservation Programs/Conservation Incentive Program	\$119
--	-------

SIGNED THIS 12th day of August 2024

Benton Soil and Water Conservation District  
*Entity Name*

Benton SWCD Board of Directors  
*Governing Body*

\_\_\_\_\_  
Signature: Kerry Hastings, BSWCD Board Secretary

**FY25 Budget Resolution**  
**Resolution No. FY2024-2025-02**

BE IT RESOLVED that the Board of Directors of the Benton Soil and Water Conservation District (BSWCD) hereby approves the addition of \$11,820 to the FY25 Budget as follows:

**Project Fund**

Add \$11,820 in Resources to the Project Fund from for the Rainshine Orchards Riparian Restoration (Oregon Watershed Enhancement Board Small Grant 11-24-004)

Add \$11,820 in Requirements to the Project Fund as follows:

Materials and Services	\$10,745
Transfer to General Fund (Fiscal Admin)	\$1,045

**General Fund**

Add \$1,045 in Resources

<b>Transfer from Project Fund (Grant Administration)</b>	<b>\$1,045</b>
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Add \$1,045 in Requirements to the General Fund as follows:

**Materials and Services**

Meetings and Events	\$700
Community Conservation Programs/Conservation Incentive Program	\$345

SIGNED THIS 12th day of August 2024

Benton Soil and Water Conservation District  
*Entity Name*

Benton SWCD Board of Directors  
*Governing Body*

\_\_\_\_\_  
Signature: Kerry Hastings, BSWCD Board Secretary

## Holly Crosson July 2024 Staff Report - Goal 5 - Transition Readiness Planning (Task 5.15)

Transition Readiness Framework	Holly	Michael	Candace	Status	Notes
<b>FISCAL</b>					
Budget Law training for appropriate staff and Board	X	X		completed	Nate/Jerry attended
Budget prep training with Holly (including committee packet)	X	X	X	ongoing	FY24 and FY25
New funding opportunities	X			ongoing	proposal calls to staff
Recruit Treasurer	X			ongoing	4 Board agendas, web
Develop new Financial Policy	X			in progress	
Audit training and involvement	X	X	X	ongoing	
<b>HUMAN RESOURCES</b>					
Create Natural Resource Conservation management position	X			completed	hired NRCPM in 2021
Supervisor training for NRCPM		X		completed	8-week HRA seminar
Plan/Budget for FY25 Pay Equity and Comp Study	X			early 2025	pay range, org structure
Update Job Descriptions	X	X		ongoing	HC will do ED
Team Building	X	X		ongoing	retreat held 2023
Organizational Knowledge Transfer (esp with retiring staff)	X	X		ongoing with staff	work with direct reports
Workforce Development	X	X		ongoing	Skillbridge, temp/interns
Capacity Building through adding new staff position	X	X		hire in Sept 2024	Conservation Outreach
Employment Law professional development/training	X	X	X	ongoing	BOLI, SDAO
Updates to Employee Handbook	X			ongoing	
Paid Leave Oregon Policy	X			completed	adopted FY24
Employee Recognition Award Policy	X			completed	adopted FY24
Employee Retention and new Benefits	X			ongoing	HRA VEBA, flat rate COLA
Develop Agreement with HR Consultant for ED transition	X			completed	CEA Agreement July 2024
<b>STRATEGIC</b>					
Strategic Plan/Themes/Values	X			completed w/staff/board	FY 2023-2027
3 Focus groups with 18 key strategic partnerships	X			completed	2022
Community Needs Assessment				ongoing	Sara held 2 focus groups
Advance DEI/Equity Committee/trainings	X	X		ongoing	committee, retreat 2024
Board training and recruitment	X		X	ongoing	
Develop draft ED job description	X			in progress	Board will approve final
Develop draft list of District's current and emerging needs	X	X		in progress	with staff
Onboarding new ED in 2025	X			TBD	HC part-time overlap?
Develop FY25 Work Plan	X			completed	with all staff
Evaluate organizational structure	X			TBD	with board/consultant
<b>OPERATIONAL/ADMINISTRATIVE</b>					
Update Board Roles and Responsibilities	X			completed	
Update Signature and Authorization Matrix	X			completed	
Update Safety protocols, emergency plan, and procure PPE	X		X	completed	
Update Public Contracting Rules and Procedures	X			in progress	
Update Operations Manual	X		X	in progress	
Update Office Information Manual and contacts			X	completed	
Board decision matrix - historical summary	X		X	in progress	
Establish authority for ED recruitment/hiring decisions				board vote Aug. meeting	Committee or full board?
Decide which tasks CEA will take on				in progress	Committee or full board?
Develop timeline with CEA	X			in progress	Committee or full board?

**Aquatic Invasive Species** – Each year we reach mid-July and all of our Aquatic Invasive Species work begins. July 19 we had a successful Paddle and Pull with 19 people – 11 of which were volunteers – Thanks to Marcella and Mark Henkels for attending!! We also had the Oregon Lottery there filming our work so that they can feature us in a video next year. Oregon State Weed Board grants are funded by lottery dollars. This is a great opportunity to publicize our project! By the time you read this, our August 3 Paddle and Pull will be finished and we expect a similar turnout. On July 29 and 30, we surveyed for Yellow Floating heart from Peoria to Bryant Park in Albany.

The good news is that 3 sites that previously had 1-2 yellow floating heart plants now have ZERO! This doesn't necessarily mean it's eradicated, but it's great progress and we'll keep an eye on these sites for the next several years. We have seen YFH disappear for 2 years then come back. Our largest site, near Peoria, has decreased in overall cover. We do have one new site that occurs between Tripp Island and Wapato Cove. This site shouldn't be challenging to treat, but surprisingly many plants are flowering. It seems that flowers have waited until later August in the past. Lastly, the site where Paddle and Pull volunteers went on 7/19 was very low in Ludwigia. It was actually a little bittersweet because it's good to see a reduction in weeds, but we had to scramble a bit to keep the volunteers busy.



*New site of yellow floating heart*



*Volunteer pulling weeds at Dragonfly Cove*

#### OTHER ITEMS...

- Sara helped to organize a great twilight tour on invasive weeds hosted at Mary Eichler's property on Stewart Slough (near Willamette). About 20 people attended and reviews were very good. People want us to do another one. The appetite for noxious weed education is big.
- I've been talking regularly with Donna and Teresa about the transitions we face with Donna retiring. I think we're on a good path and we hope to start the hiring process in September.
- Sara and I have advertised for our new Conservation Outreach Assistant. We have 3 applicants with 13 days to go before it closes. I'm really enthused about this new position!!
- I visited several past projects to take photos for a Post Implementation Status Report (OWEB). It's always great to see the differing results, often based on level of maintenance implemented.
- I worked about half the month in July between annual leave and a short medical leave. I enjoyed trips to the Oregon Coast and Cincinnati while on vacation!!





### Professional Development - Conservation Partners - the Oregon network

**Accomplishments:** 6/26-6/27/2024 - I traveled to Euchre Creek Farm, Siletz, OR, for NRCS trainings on the use of Wildlife Habitat Evaluation Guides (WHEG) for pasture and forest systems. Euchre Creek Farm was an ideal outdoor classroom for these trainings. We covered the Pasture Condition Score protocol, pasture inventory via modified step point, and completed forage dry matter worksheets. We used a pasture/grazing stick to help us estimate dry weight of forage and practiced stream evaluation, too. For more WHEG information see NRCS Biology Technical Note 27 that covers the four necessary habitat elements: food, cover/shelter, habitat continuity/space, and water. As you might imagine, different land uses and management systems will have specific opportunities and constraints when it comes to providing wildlife habitat. **In progress:** Incorporate these tools as we serve and educate Benton County pasture and forest landowners. **Needs Attention:** Plan workshops. Recruit Benton County landowners.



Above, experienced teachers and willing landowners are the strong foundation for an informative and applicable training. I am grateful to participate in the two-day training offered by (from left) Kari Littrel, NRCS, Sara O'Neill, Euchre Creek Farm, and Christina Santana, NRCS. The training covered wildlife habitat evaluation for grazing lands and forest/stream systems while introducing useful assessment tools.

From left, Anna Eby, NRCS (Tangent office) and Pheasants Forever wildlife biologist, measures plant height with a pasture stick. Center - There is a group of new agency staff entering the conservation realm. These state and regional trainings strengthen Oregon's conservation network. Right, participants tackle the evaluation of a beautiful coastal creek.



### A Dream: Urban Food Waste Composting to Support Marginalized Benton Co. residents and Sunset Garden

**Accomplishments:** I met with Hoiyee Sandie Cheung, left, to discuss her vision for a food waste composting network that serves Southtown Corvallis' Latinx and other community members, many who live in apartments. The compost product will improve soil health at the Sunset Garden, a community growing and gathering space. **In progress:** research NRCS grant application. **Needs Attention:** Support for compost project and garden expansion.



**Donna Schmitz**  
**Resource Conservationist**

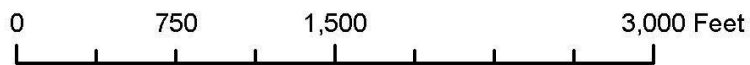
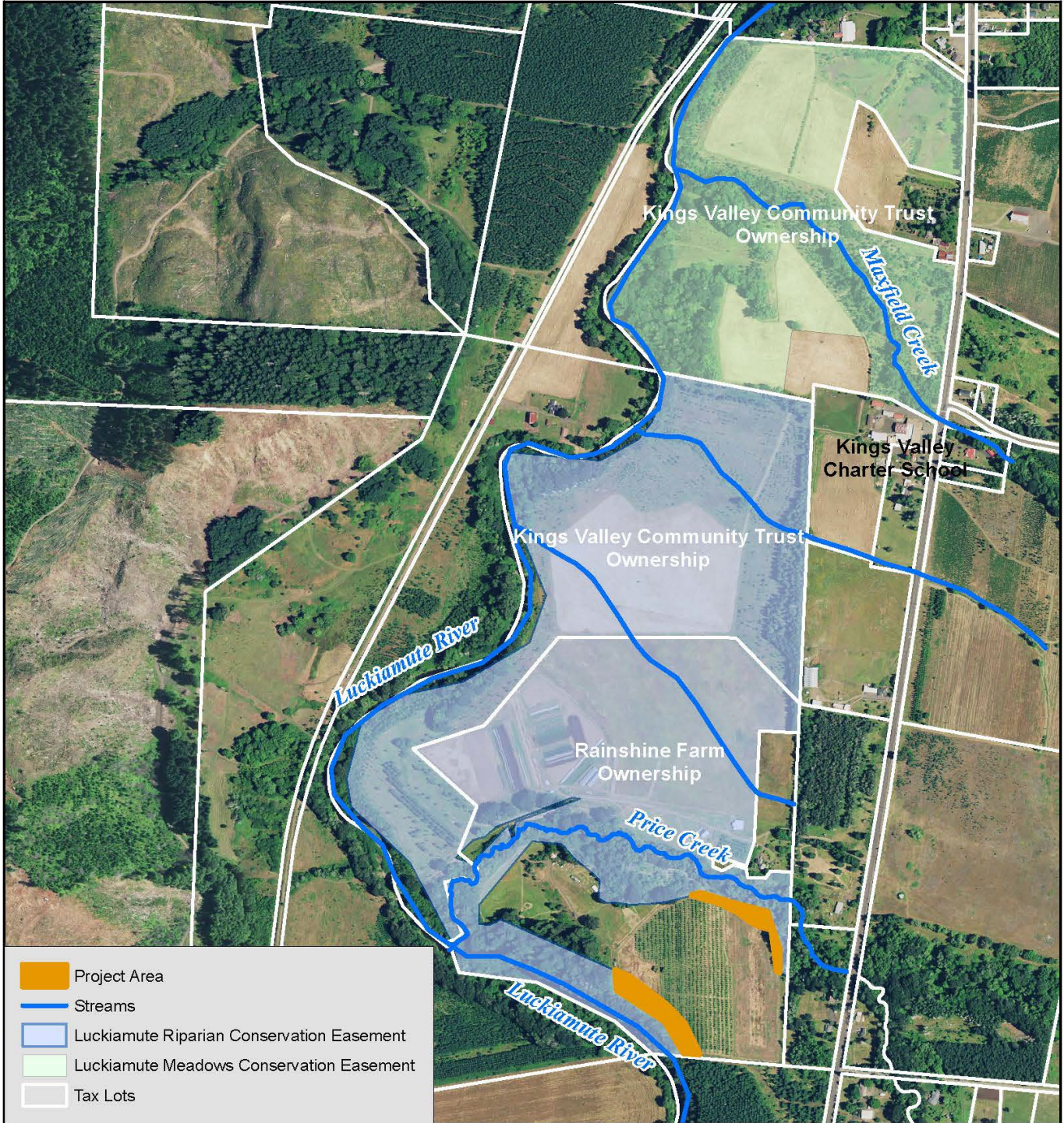
SOW task/goals	July 1, 2024 to July 31, 2024
Landowner Engagement & Technical Assistance/1&2	<p><b>TA:</b> Riparian restoration (2), invasives (1), pond installation, cover crops, irrigation.</p> <p><b>Site visits:</b></p> <ul style="list-style-type: none"> <li>* 100 Acre Wood: revisit with NRCS, USFW and Michael to go over possible project with Oak thinning and riparian restoration.</li> </ul> <p><b>Projects:</b></p> <ul style="list-style-type: none"> <li>* <i>J2E River to Ridge Diversity Project:</i> Submitted final FY24 Request for Payment. Compiling project elements and budget analysis for remaining funds. Project will end June 2025. Meeting in August with LWC, landowner and Michael to finalize the project elements and budget going forward.</li> <li>* <i>Mitchell Oak and Savanna Restoration Project:</i> Organizing tasks for the fall to transfer to Michael.</li> <li>* <i>Upper Muddy Creek Strategic Implementation Area:</i> Submitted final FY24 Request for Payment, organizing files.</li> <li>* <i>Grand Oaks Oak Release:</i> checkin with project manager</li> <li>* <i>Benton County Oak Stakeholder OWEB grant:</i></li> <li>* <i>Raindance Orchard Riparian Restoration:</i> Kings Valley project submitted and approved. Resolution drafted for board approval. See below for project information.</li> </ul>
Partnerships/ Upland and urban land management & restoration/1&4	<ul style="list-style-type: none"> <li>* Took a nice long vacation in July</li> <li>* Checking with NRCS about what to do with my Federal computer. Michael will take care of getting the new person authority to use this computer for conservation planning.</li> </ul>
SOW/Capacity grant, training, organizational/5	<ul style="list-style-type: none"> <li>* Attended Staff Meetings, and Board meetings.. Check-in with Michael-project updates.</li> <li>* Organizing/deleting 25 years of files!!!</li> </ul>

**Rainshine Orchard Riparian Restoration:** The project is located at Rainshine Farm in Kings Valley, Benton County, in the Luckiamute watershed on a 145-acre conservation easement held by Greenbelt Land Trust. Approximately 2.2 acres of agricultural land is being retired from farming to increase vegetation along the Luckiamute River and Price Creek. Partners include Greenbelt Land Trust, Luckiamute Watershed Council, Benton Soil and Water Conservation District, Rainshine Farms.

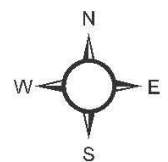
Note: I developed Conservation Plans on all these properties many years ago. All of the east side of the Luckiamute River (2 miles) and both sides of Maxfield Creek (0.5 mile) and Price Creek (0.5 mile) are all enrolled in the Conservation Reserve Enhancement Program (total 98 acres-riparian restoration). All this land is under conservation easements managed by the Greenbelt Land Trust.



# Rainshine Orchard Restoration Vicinity Map



Map Date: 6/13/2024  
Image Date: 2020 NAIP



MXD: U:\GIS\Projects\Luckiamute\_Riparian\OrchardRestoration\AreaMap.mxd





# Staff Report July 2024 - Operations Coordinator

**Employee Name:** Candace Mackey  
**Reports to:** Executive Director

**Position Summary-**This position provides operational and administrative support for the Benton Soil and Water Conservation District ("District"). Operations Coordinator duties are central to the day-to-day smooth functioning and safe operation of the District.

## ESSENTIAL FUNCTIONS-Operations Coordination (50%) Organizational Support (45%)

<b>Goal #5: Implement operations that support highly effective programs and services.</b>	
<b>Strategies</b>	
4. Ensure District operations meet the highest standards of public agency administration.	
<b>5x.</b> (CM) with HC, upload audit documents to the online organizer for the FY24 Audit	<b>Completed</b>
<b>New Project-</b> Create meetings guide for: 1. Technology Needs 2. Sustainability Goals	<b>In Progress-First Draft Created, review by SR and then HC to happen in August 2024</b>
<b>5ab.</b> (CM) Identify ways to realize up to a 3% reduction in cost each FY in copier, postage, production, supplies and materials by August 31 2024.	<b>In Progress-will need time to get reporting after fiscal year is over</b>

*Narrative: In July I did a lot of work to prepare for our audit. Collecting and uploading FY24 documents to the online organizer and collecting physical files to take to the auditor's office as well. I also spent a great deal of time working through the draft meeting sustainability document and reading all minutes back from 2015-2017 to find relevant policy/history/decision making documents and conversations! (this is to aid transition!) I will continue to collect this information so that we have a 10-year living document to outline how the District has evolved policy and procedures. Helping with the volunteer appreciation event was my pleasure thanks to the excellent job of organizing Sara Roberts did—Kudos for really fun event!*



## Natural Resources Conservation Service

### District Conservationist Monthly Report – Benton & Linn Counties August 2024

#### Staffing Updates:

- We have a new Habitat Conservation Specialist, a Pheasants Forever Partner Biologist, Anna Eby who is working with our Easement Program out of the Tangent Office
- We are thanking Jarod Seaman for his time Acting as the Basin Resource Conservationist, and welcoming Jen Eatwell Acting starting August 5th
- Our OSU Intern, Emily Southwell will be completing her internship at the end of August
- A new permanent State Conservationist for Oregon has started, Greg Becker

#### Programs:

- We are currently working to finish processing our 2024 Environmental Quality Incentive Program (EQIP) contracts.
- We are starting to contract for our 2024 Conservation Stewardship Program (CSP) contracts.
- We are starting to visit interested landowners' properties for 2025 sign-ups.
- New program sign-ups do not yet have a deadline but the 2025 EQIP deadline will probably be this fall

#### Program Information:

- What's available in **Benton** County?  
<https://www.nrcs.usda.gov/conservation-basics/conservation-by-state/oregon/benton-county>
- What's available in **Linn** County?  
<https://www.nrcs.usda.gov/conservation-basics/conservation-by-state/oregon/linn-county>

## **Benton Soil & Water Conservation District Veterans' Preference Policy**

**Our Policy:** In accordance with Oregon law, military veterans who meet the minimum qualifications and any special qualifications for a position may be eligible for veterans' preference in public employment. Veterans' preference is applied whenever a competitive selection process is conducted including new hire, promotion, job rotation, and temporary hires. Candidate preference is applied at every stage in the selection process.

- Individuals may receive either 5 points as a qualified veteran (non-disabled) or 10 points as a qualified disabled veteran, but not both. If there is not a scored exam in a selection process, we will apply another method of preference as required for those who qualify.
- Veterans' preference will not be awarded without the appropriate documentation. See details, below.
- There is no limit to the number of times you can use veterans' preference. However, you must submit required documentation for each new competitive recruitment process in which you are claiming veterans' preference, even if you have submitted documentation before.
- For veterans' preference to apply, the District must receive military documents normally at the time of application but no later than at the time of the interview.

**To Apply:** Please submit the required documentation along with your application for the position (print form or electronically).

### **Veterans**

**To qualify as a veteran, you must have served on active duty in the Armed Forces of the United States (US):**

1. For more than 90 consecutive days beginning on or before January 31, 1955; or
2. For more than 178 consecutive days; or
3. For 178 days or less and have a disability rating from the US Department of Veterans Affairs; or
4. For at least one day in a combat zone; or
5. Received a combat or campaign ribbon or an expeditionary medal for service in the Armed Forces.

To qualify under #1-5 above you must have been discharged or released under honorable conditions; or

6. You are receiving a non-service-connected pension from the US Department of Veterans Affairs.

**You must provide proof of veteran eligibility by submitting:**

- A copy of your DD214/DD215 form (documentation must include character discharge to qualify under #1-5 above); or
- To qualify under #6, provide a letter from the US Department of Veterans Affairs indicating you receive a non-service-connected pension; or

- a certification indicating the applicant is expected to be discharged or released from active duty under honorable conditions not later than 120 days after the submission of the certification.

### **Disabled Veterans**

#### **To qualify as a disabled veteran, you must be:**

1. A person whose discharge or release from active duty was for a disability incurred or aggravated in the line of duty; or
2. Have a disability rating from the US Department of Veterans Affairs; or
3. Awarded the Purple Heart for wounds received in combat.

#### **You must provide proof of disabled veteran eligibility by submitting:**

- A copy of your DD214/DD215 form; and
- A copy of your veterans' disability preference letter from the Department of Veterans Affairs; or
- A copy of a letter from the U.S. Department of Veterans Affairs indicating the person is receiving service-connected compensation; or
- A certification indicating the applicant is expected to be medically separated from active duty under honorable conditions not later than 120 days after the submission of the certification.

### **Applying veterans' preference throughout the selection process**

- Veterans' preference is applied at each stage of the selection process, including but not limited to an interview.
- A stage in the process occurs when two or more applicants are compared, and one or more applicants are rejected for the position.
- Veterans' preference is applied on reference checks used as a tiebreaker or to distinguish between candidates. Veterans' preference does not apply when reference checks are conducted only on a top candidate to ensure suitability.
- The District may use a scored or unscored evaluation method.
- Scored evaluation method: The applicable percentage (5 or 10) is calculated based on the total score possible and added to the applicant's total points
- Unscored evaluation method: Veterans will advance one level and disabled veterans will advance two levels.
- The District may choose the number of levels or rankings and define them, such as:
  - (a) Sorting levels or piles (for example, "highly desirable," "substantially desirable," "moderately desirable," "possibly desirable," "not desirable")
  - (b) Ranking (comparing a candidate's skills and attributes to another candidate)
- The District may choose the evaluation criteria such as: (i) Strengths and weaknesses (ii) Competencies (skills and attributes), and (iii) Responses to interview questions.
- The District must define and document the evaluation methods and criteria.



YAMHILL SOIL & WATER  
CONSERVATION DISTRICT

July 10, 2024

Dear Partners and Community Members,

Yamhill Soil and Water Conservation District (SWCD) is excited to announce that we are restructuring our Protected Lands Program in partnership with a new 501(c)(3) nonprofit Land Trust to enhance our conservation efforts in Yamhill County.

The Protected Lands Program, started in the early 2000s, has been pivotal in safeguarding nearly 3,500 acres of valuable Yamhill County habitats and agricultural lands, including Miller Woods and Chegwyn Farms. While the program is popular and well-managed, we have found that limitations of our structure as a local government agency restricts our ability to access many programs and funding opportunities to fully support long-term stewardship activities.

To strengthen the Protected Lands Program, we are supporting the creation of and partnering with a new 501(c)(3) land trust. This partnership will provide additional opportunities to ensure that the properties that have been entrusted to us are protected in perpetuity, including long-term investment strategies, conservation easement insurance, tax-exempt donation programs, and access to additional grants and funding.

Over the next few months, we will work closely with the new land trust's founding board to review, assess, and manage each property and conservation easement responsibly, ensuring their protection in perpetuity. We are committed to maintaining our values, public trust, and transparency throughout the process. We are grateful for the continued support of our community, partners, board members, and staff, whose dedication has made this initiative possible. Together, we can ensure the conservation of Yamhill County's natural beauty and productivity for future generations.

For questions or additional information, please contact Andy Bleckinger, Executive Director, at [andy@yamhillswcd.org](mailto:andy@yamhillswcd.org) or 503-479-8643.

Sincerely,

*Barbara Boyer*

Barbara Boyer, Board Chair

Yamhill Soil and Water Conservation District





## Cascade Employers Association

Building better workplaces through  
compliance, culture, connection

### Recruitment & Talent Acquisition Support Proposal

Benton Soil and Water Conservation District

07.22.2024

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Provide a-la-carte recruitment and support for the Executive Director position which includes:

- ✓ Recruitment strategy and job requisition
- ✓ Development of the job posting
- ✓ Advertising (job postings placed on various websites)
- ✓ Direct sourcing of candidates
- ✓ Screen resumes and applications
- ✓ Coordinate the interviewing process, develop interview questions and participate as requested
- ✓ Candidate communication
- ✓ Offer letter development
- ✓ Onboarding plan as requested

**Fees and Details of Support:** Non-Member Rate: \$278/hr.

This fee is applied whether the position is filled or not. Job postings are billed at cost separately. Other expenses such as travel are additional if applicable.

**Additional Information:**

Cascade invests in the careers, talents, and experience of our professionals. Over time, they become a valuable, trusted business partner and strengthen our members' business. Seeing first-hand the talents of our people, the organizations with whom we partner, on occasion, seek to hire a Cascade employee during the course of an assignment or shortly thereafter. This impacts Cascade's ability to serve other members in the association who also use and value our professionals. If Benton Soil and Water Conservation District hires a Cascade employee during this assignment, or within six months of the assignment completion, a one-time \$50,000 fee is assessed to cover the cost of replacing this valuable member resource.

*Proposal and pricing are valid for 90 days from the date sent*

4068 Hudson Ave. NE Salem, Oregon 97301

Salem 503.585.4320 Portland 503.224.5219 Fax 503.585.4322

[www.cascadeemployers.com](http://www.cascadeemployers.com)



## Cascade Employers Association

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### Authorizations:

Please complete to acknowledge your acceptance of the above project.

Holly Crosson  
Print Name

Executive Director  
Job Title

Holly Crosson  
Signature

7/22/24  
Date Authorized

### Add-On Services Available:

Please check the box next to the service(s) you are interested in and we will contact you with additional information and pricing.

- Individual Market Pay Assessment:** Cascade's compensation team will compile competitive pay data for your position from multiple reliable market survey sources using your job description details. You will receive a report with a competitive pay range based on market data norms including a recommended minimum, midpoint and maximum.
- Coaching:** Once you have successfully filled your position, add 1:1 coaching as part of your onboarding program. Coaching services can be tailored to meet your employee's professional development goals.
- Basics of Supervision Training:** Interactive training for new supervisors and managers that covers topics from communication skills and effective delegation, to coaching employees and managing performance.