

Monday, November 13, 2023  
 6:00-7:30 PM Board Meeting  
 To join Zoom Video Conference:



<https://us02web.zoom.us/j/84468250202?pwd=Rk5sRERSZXl6WVV0UmJlWEFBcDIHUT09>

Phone: 1-669-900-6833

Meeting ID: 844 6825 0202

Passcode: 640956

### BENTON SWCD BOARD OF DIRECTORS NOVEMBER MEETING AGENDA

Goal	Item	Lead	Time	ACTION
	Call to Order, Introductions, Public Comments, Announcements, Additions to Agenda	<i>Johnson</i>	6:00	
	<b>CONSENT AGENDA</b>	<i>Johnson</i>	6:05	<b>ACTION</b>
<b>5</b>	Approve draft Minutes from October 10 Board Meeting			
<b>5</b>	Approve Financials (9/30/23)			
<b>1, 2, 5</b>	Adopt Budget Resolution 2023-2024-03; ODA Capacity Grant # 224-900-23118 for addition of \$6,081 in Scope of Work (SOW) funds and \$2,606 in Operations funds (total addition of \$8,687)			
	<b>REGULAR AGENDA</b>			
<b>1-5</b>	Introduce Jake Mead – SkillBridge intern	<i>Crosson/ Mead</i>	6:06	
<b>1-5</b>	Introduce Indira Kulkarni – candidate for North American Youth Parliament for Water student Associate Director position (application in packet); Appoint?	<i>Roberts/ Kulkarni</i>	6:10	<b>ACTION?</b>
<b>1, 2, 4</b>	Adopt Budget Resolution 2023-2024-04; OWEB grant #223-3044-23047 for addition of \$34,130 for 2-year project on Benton County Oak Habitats Stakeholder Engagement		6:15	<b>ACTION</b>
<b>1-5</b>	Review changes to Director Eligibility criteria (letter from ODA in packet)	<i>Crosson/ Board</i>	6:20	
<b>1-5</b>	Discuss open Treasurer position/appoint? Discuss recruiting new Associate Directors.	<i>Board</i>	6:25	<b>ACTION?</b>
<b>1-5</b>	Review/approve Jerry Paul Native Pollinator Conservation Grant application (draft application in packet)	<i>Crosson/ Roberts/ Board</i>	6:35	<b>ACTION</b>
<b>1-5</b>	Questions from Board on BSWCD and NRCS activities – 20 minutes	<i>Directors/ Staff/NRCS</i>	7:00	
<b>1-5</b>	Other Board business?	<i>Directors</i>	7:20	
	Meeting Adjourned	<i>Johnson</i>	7:30	

<b>Strategic Direction Goals 2023-2027</b>
<b>Goal #1:</b> Ensure that the soil, water, and ecosystems of Benton County, including diverse habitats on wild, working, and urban lands, are protected, restored, and resilient.
<b>Goal #2:</b> Deliver engaging education and outreach opportunities that inspire residents throughout Benton County to protect and restore soil, water, and habitat.
<b>Goal #3:</b> Develop clear, consistent communications so people throughout Benton County can easily participate in Benton SWCD services and take action to steward our resources.
<b>Goal #4:</b> Enhance our strategic partnerships and revenue to increase Benton SWCD's impact.
<b>Goal #5:</b> Implement operations that support highly effective programs and services.

<b>BSWCD Board, Partner, and Outreach Events (subject to change)</b>		
<b>Date/Time</b>	<b>Event</b>	<b>Location</b>
11/15/2023 10:00A.M.-1:00P.M.	Natural Area Interpretive Sign Placement at Chip Ross Natural Area	Please RSVP to <a href="mailto:steve.mcgettigan@corvallisoregon.gov">steve.mcgettigan@corvallisoregon.gov</a> if you'd like to participate.
11/16/2023 9:30A.M.-11:00A.M.	DEIJ committee meeting	Zoom/Office
11/22/2023	Turkey Trot with Corvallis Parks & Recreation	For more information and to register as a volunteer, you can find event opportunities at <a href="https://app.betterimpact.com/PublicOrganization/0e0bc456-5165-4e98-8a0f-50264352b5c0/1">https://app.betterimpact.com/PublicOrganization/0e0bc456-5165-4e98-8a0f-50264352b5c0/1</a> Of course, if you want to be Turkey Trot runner or walker yourself, check us out at <a href="https://www.corvallisoregon.gov/parksrec/page/corvallis-turkey-trot-2023">https://www.corvallisoregon.gov/parksrec/page/corvallis-turkey-trot-2023</a>
11/28/2023 12:00P.M.-5:00P.M.	DEIJ Foundations Workshop	Link forthcoming: <a href="http://www.capacitypartnerships.com">www.capacitypartnerships.com</a>
12/2/2023 1:00P.M.-3:45P.M. & 4:00P.M.-6:00P.M.	Mary's River 2023 Annual Celebration and Project Tour	<a href="#">Marys River Watershed Council - Register for the 2023 MRWC Annual Celebration and Project Tour (lgforms.com)</a>
12/11/2023 7:00P.M.-8:30P.M.	BSWCD Monthly Board Meeting	Zoom
12/12/2023 9:00A.M.-12:00P.M.	SDAO Risk management Regional Training Series	Newport <a href="#">Upcoming Events SDAO Risk Management Regional Training - Newport - Special Districts Association of Oregon</a>
12/13/2023 9:00A.M.-12:00P.M.	SDAO Risk management Regional Training Series	Salem <a href="#">Upcoming Events SDAO Risk Management Regional Training - Special Districts Association of Oregon</a>

1/16/2024 6:00P.M.-8:30P.M.	BSWCD Annual Meeting	C3 Chandler Ballroom 2601 NW Tyler Ave Corvallis, Oregon 97330
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***Check our website calendar regularly for additional items that are still being finalized:***

<https://www.bentonswcd.org/calendar-of-upcoming-events>

Monday, October 10, 2023  
6:00-7:30 PM Board Meeting  
To join Zoom Video Conference:



<https://us02web.zoom.us/j/84468250202?pwd=Rk5sRERSZXI6VVV0UmJIWEFBcDIHUT09>  
Phone: 1-669-900-6833  
Meeting ID: 844 6825 0202  
Passcode: 640956

## BOARD OF DIRECTORS MEETING MINUTES

### In Attendance

Board Members Present: Nate Johnson, Marcella Henkels, Kerry Hastings, David Barron  
Board Members Absent: Greg Jones, Eliza Mason, Bob Morris (Emeritus), Henry Storch (Emeritus)  
Associate Directors Present: Aubrey Cloud, Rana Foster  
Staff Present: Holly Crosson, Michael Ahr, Teresa Matteson, Donna Schmitz, Candace Mackey  
(minutes) Sara Roberts  
Guests: Nathan Adelman NRCS Basin

### Call to Order - Johnson (6:04pm)

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

Public Comment: None

Announcement: None

Addition to agenda: Holly Crosson would like to read a note we received from Judith Paul (Jerry's widow) and asks to read it to Directors and staff. Chair allows.

### CONSENT AGENDA

- **Approve draft Minutes from September Regular Board Meeting**
- **Approve Financials (8/31/23)**
- **Approve Annual Meeting Resolution**

Discussion: None

MOTION: To Approve Consent Agenda: Nate Johnson      Second: Kerry Hastings

Results: Pass 4/0

- **Fall Festival Natie Bulb and Seed Sale Summary**

Michael Ahr shares presentation with photos, outreach and financial highlights.

- **Approve BSWCD Emergency Preparedness Plan**

Discussion: Question? Do we have an in/out board at the office so that you know if someone is in the building? No, but we have schedules on Outlook.

MOTION: To Approve: Nate Johnson      Second: Marcella Henkels

Results: Pass 4/0

- **Discuss Open At-Large 1 Director Position/Appoint?**

Discussion: There has been interest from Aubrey Cloud to take this position, who has been vetted by ODA and approved for submitting an application. Nate Johnson would like to nominate him to this position. No discussion but agreement by board members.

MOTION: Move to appoint Aubrey Cloud as the Director At Large 1 position: Nate Johnson

Second: Kerry Hastings

Results: Pass 4/0

### **Aubrey Cloud takes the Oath of Office**

- **Discuss Open Treasurer Position/Appoint?**

Discussion: Time commitment? 45 minutes- 1 hour to review monthly financial reports, stop by the office once a week for signing journal entries, etc. as well as being part of the audit review which is once a year. Suggestion made to automate all reports for signature, so that Treasurer doesn't have to come into the office.

MOTION: No motion made

- **Update on Jerry Paul Conservation Grant Award**

Draft has been written, but criteria will not be presented to the board until the November Board Meeting. Create, Restore or Maintain Native Pollinator Habitat is the current guideline with the idea that education be a part of it as well, but does the board feel that the education aspect on its own would be ok to fund on its own? Of course, demand and number of applications will create/show need, but how would we divide the \$1000 if we had no private funding? Do we set a ceiling for each project? Nate Johnson reminds the board that this is a pilot program that could be expanded if demand dictated, and the Board decided it was proper to because of alignment with mission priorities. Questions? Could this be an outlet for native plant sale leftovers as well. Yes, if the timing was right. Discussion of whether the board should be involved in the decision-making process versus just staff. Proposal to put committee together with staff for grant evaluation. Determined staff should complete evaluation but will ask the board if there are pressing issues or need help.

- **TEIP Update**

Holly Crosson updates the board about the last meeting. Summary given about how TEIP determines their goals, their measurable objectives, etc. The document in the packet is from TEIP that they put together for a grant application. Joe Scot will give a presentation on TEIP at December's Board Meeting. Nate Johnson asks those present to think about if there are connections we can make in our communities to gather possible locations in Benton County to help further the work of the TEIP and satisfy the concerns raised earlier about being sure to serve our tax base.

- **DEIJ Board and Staff Training/Retreat-Why, What, Where, When?**

Equity committee consists of David Barron, Henry Storch, Sara Roberts, Holly Crosson and Michael Ahr and has been meeting about every 2 months. Discussion has been around having a retreat/training for DEIJ since there have been new staff added since the last one and ideas have been circulated. Currently, there is a training set up that staff and board can attend paid for by the District. HC asks for feedback with regard to a retreat for all Directors and staff, not just individual training.

Discussion: Timing, duration, etc. Winter is better than Spring/Summer Mid to Late January until about May is better for farmers. Day is better than evening. 3-hour morning session with lunch suggested.

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

Dry Farming meeting at Common Fields on October 19<sup>th</sup> 6pm, (Nate Johnson will be a presenter) Hedgerow Planting in Jerry Paul's honor on the 24<sup>th</sup> at the Willamette Grange (info in the packet).

- **Other Board Business**-Question about sharing emails that are relevant to the work BSWCD does (forward? Give permissions?) What would be a good way to do this? Candace Mackey will set up an email invitation for people to opt in.

- **Next regular board meeting will be, November 13, 2023**

**Meeting Adjourned - Johnson** (7:32pm)

DRAFT

## **Financial Report**

Period ending September 30, 2023

Benton SWCD Board Meeting

November 13, 2023

Our Oregon LGIP account closing balance was \$773,916.78. The dividend paid was \$2,923.54 and the monthly distribution yield was 4.63%. The fiscal year-to-date dividend paid was \$8,774.29.

The Benton County Finance Department paid the District \$434.97 in tax revenue. The year-to-date amount paid was \$2,997.55. The District is looking into a possible error in these amounts, any revisions necessary will be made in next month's report.

The total balance of both Citizen Bank accounts combined was \$125,422.59. The previous month's combined balance was \$156,955.97. Both accounts were reconciled and all checks were accounted for.

The balance of the credit-card account as of 9/26/23 was \$3,341.22 and charges were reconciled.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Nate Johnson', followed by a long horizontal line extending to the right.

Nate Johnson, Board Chair

**Benton Soil & Water Conservation District**  
**Balance Sheet**  
 As of September 30, 2023

	<b>Sep 30, 23</b>	<b>Sep 30, 22</b>	<b>\$ Change</b>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
10100 · Citizens Bank	97,736.09	154,002.49	-56,266.40
10150 · Citizens Bank #2	9,914.43	4,956.73	4,957.70
10200 · LGIP	771,609.51	664,362.48	107,247.03
10300 · Stripe	0.00	-4.00	4.00
10800 · Petty Cash	624.00	24.00	600.00
<b>Total Checking/Savings</b>	<b>879,884.03</b>	<b>823,341.70</b>	<b>56,542.33</b>
<b>Accounts Receivable</b>			
11400 · Grants Receivable	19,751.46	47,415.80	-27,664.34
<b>Total Accounts Receivable</b>	<b>19,751.46</b>	<b>47,415.80</b>	<b>-27,664.34</b>
<b>Other Current Assets</b>			
12000 · Undeposited Funds	1,971.00	0.00	1,971.00
12010 · 100-1505 Due to/Due frm BR Fund	-113,200.00	-108,200.00	-5,000.00
12015 · 100-1500 Due to/from Proj Fund	-54,679.93	-96,371.93	41,692.00
12020 · 200-1080 Cash Due to/frm Gen Fnd	54,679.93	101,371.93	-46,692.00
12040 · 400-1080 Cash Due to/Due frm GF	113,200.00	103,200.00	10,000.00
12800 · Payroll Advance	0.00	-0.09	0.09
13000 · Prepaid expenses-Audit	2,807.79	3,903.91	-1,096.12
<b>Total Other Current Assets</b>	<b>4,778.79</b>	<b>3,903.82</b>	<b>874.97</b>
<b>Total Current Assets</b>	<b>904,414.28</b>	<b>874,661.32</b>	<b>29,752.96</b>
<b>Other Assets</b>			
18400 · Property Tax Receivable-Audit	10,348.00	9,482.00	866.00
<b>Total Other Assets</b>	<b>10,348.00</b>	<b>9,482.00</b>	<b>866.00</b>
<b>TOTAL ASSETS</b>	<b>914,762.28</b>	<b>884,143.32</b>	<b>30,618.96</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
20000 · General Accounts Payable	10,492.61	8,305.46	2,187.15
20100 · Project Accts Payable	2,409.05	5,909.93	-3,500.88
<b>Total Accounts Payable</b>	<b>12,901.66</b>	<b>14,215.39</b>	<b>-1,313.73</b>
<b>Credit Cards</b>			
22000 · CITIZENS BANK MASTER CARD			
22200 · Holly CC - 2995	1,000.14	1,266.79	-266.65
22400 · Teresa CC - 3019	157.75	64.70	93.05
22520 · Linda CC - 5980	0.00	350.92	-350.92
22530 · Michael CC - 3266	595.66	394.28	201.38
22532 · Sara CC - 0962	859.45	297.41	562.04
22533 · Candace CC - 0020	928.21	0.00	928.21
<b>Total 22000 · CITIZENS BANK MASTER CARD</b>	<b>3,541.21</b>	<b>2,374.10</b>	<b>1,167.11</b>
<b>Total Credit Cards</b>	<b>3,541.21</b>	<b>2,374.10</b>	<b>1,167.11</b>
<b>Other Current Liabilities</b>			



**Benton Soil & Water Conservation District**  
**Balance Sheet**  
 As of September 30, 2023

	<b>Sep 30, 23</b>	<b>Sep 30, 22</b>	<b>\$ Change</b>
<b>24000 · PAYROLL LIABILITIES</b>			
24010 · 941 Account	8,962.58	7,431.86	1,530.72
24020 · Oregon Withholding	2,219.00	1,853.00	366.00
24030 · OR-WBF SUTA	1,334.97	679.53	655.44
24065 · HRA VEBA Liabilities	372.34	0.00	372.34
<b>Total 24000 · PAYROLL LIABILITIES</b>	<b>12,888.89</b>	<b>9,964.39</b>	<b>2,924.50</b>
25800 · Deferred Revenue Grants-Audit	62,250.91	92,370.31	-30,119.40
25810 · Deferred Revenue Donations	0.00	246.72	-246.72
<b>Total Other Current Liabilities</b>	<b>75,139.80</b>	<b>102,581.42</b>	<b>-27,441.62</b>
<b>Total Current Liabilities</b>	<b>91,582.67</b>	<b>119,170.91</b>	<b>-27,588.24</b>
<b>Long Term Liabilities</b>			
27050 · Deferred Revenue Taxes -Audit	9,031.09	8,373.09	658.00
<b>Total Long Term Liabilities</b>	<b>9,031.09</b>	<b>8,373.09</b>	<b>658.00</b>
<b>Total Liabilities</b>	<b>100,613.76</b>	<b>127,544.00</b>	<b>-26,930.24</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	-121,205.06	-97,484.43	-23,720.63
<b>Total Equity</b>	<b>814,148.52</b>	<b>756,599.32</b>	<b>57,549.20</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>914,762.28</b>	<b>884,143.32</b>	<b>30,618.96</b>

**Benton Soil & Water Conservation District**  
**Citizens Bank Check Register**  
 As of September 30, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>10100 - Citizens Bank</b>							<b>114,335.08</b>
Deposit	09/11/2023			Deposit	26,643.25		140,978.33
Check	09/19/2023		Card Service Center - MasterCard	Online Payment		1,243.09	139,735.24
Deposit	09/25/2023			Deposit	982.70		140,717.94
Deposit	09/26/2023			Deposit	21,462.00		162,179.94
Liability Check	09/28/2023		QuickBooks Payroll Service	Created by Payroll Service on 09/26/2023		25,494.75	136,685.19
Deposit	09/30/2023			Interest	5.49		136,690.68
Paycheck	09/29/2023	DD	Ahr, Michael S	Direct Deposit	0.00		136,690.68
Paycheck	09/29/2023	DD	Crosson, Holly A	Direct Deposit	0.00		136,690.68
Paycheck	09/29/2023	DD	Mackey, Candace	Direct Deposit	0.00		136,690.68
Paycheck	09/29/2023	DD	Matteson, Teresa L	Direct Deposit	0.00		136,690.68
Paycheck	09/29/2023	DD	Roberts, Sara	Direct Deposit	0.00		136,690.68
Paycheck	09/29/2023	DD	Schmitz, Donna J	Direct Deposit	0.00		136,690.68
Liability Check	09/06/2023	EFT	United States Treasury	93-1077051		9,475.14	127,215.54
Liability Check	09/06/2023	EFT	Oregon Dept of Revenue	0292193-0		2,314.00	124,901.54
Bill Pmt -Check	09/11/2023	EFT	1Auto - Xerox Financial Services	autopay due on 10th of next month		156.17	124,745.37
Bill Pmt -Check	09/25/2023	EFT	1Auto - Verizon	autopay due on 25th of month		88.82	124,656.55
Bill Pmt -Check	09/07/2023	8286	Abide Web Design	CIR# 24-029		100.00	124,556.55
Bill Pmt -Check	09/07/2023	8287	Advantage Computing & Elect. Svc's LLC	CIR# 24-031		387.00	124,169.55
Bill Pmt -Check	09/07/2023	8288	Northwest Local Government Legal Advisors	CIR# 24-035		165.00	124,004.55
Bill Pmt -Check	09/07/2023	8289	Staples	CIR# 24-034		133.94	123,870.61
Bill Pmt -Check	09/07/2023	8290	U. S. Geological Survey - PDX	CIR# 24-032		4,500.00	119,370.61
Bill Pmt -Check	09/14/2023	8291	Abide Web Design	CIR# 24-037		12.50	119,358.11
Bill Pmt -Check	09/14/2023	8292	CASH	CIR# 24-038		600.00	118,758.11
Bill Pmt -Check	09/14/2023	8293	Marys River Watershed Council 1	CIR# 7428		2,720.38	116,037.73
Bill Pmt -Check	09/14/2023	8294	Staff- Teresa Matteson	CIR# 24-036		30.79	116,006.94
Liability Check	09/28/2023	8295	SDIS	03-0018433		4,835.33	111,171.61
Liability Check	09/28/2023	8296	VALIC	Group #67994		3,615.14	107,556.47
Bill Pmt -Check	09/12/2023	10000	Jenny Brausch Business Solutions LLC	Invoice: 2461 (Reference: August bookkeeping services. Check Stub Notes: August bookkeeping Ser...		2,292.50	105,263.97

**Benton Soil & Water Conservation District**  
**Citizens Bank Check Register**  
 As of September 30, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance	
Bill Pmt -Check	09/18/2023	10001	CTX-Xerox	Invoice: IN3661951 (Check Stub Notes: 8/1/23 - 8/31/23 overage period. )		18.62	105,245.35	
Bill Pmt -Check	09/25/2023	10002	1Bill - Crystal Lake Storage	Invoice: 124-10795 (Check Stub Notes: Oct storage rent. )		185.00	105,060.35	
Bill Pmt -Check	09/25/2023	10003	Confederated Tribes of Grand Ronde	Invoice: 23-00467 (Check Stub Notes: Bulbs and seeds for Native Bulb Sale. )		231.00	104,829.35	
Bill Pmt -Check	09/25/2023	10004	Heritage Seedlings Inc.	Invoice: 60469 (Check Stub Notes: Seeds for September Native Bulb Sale. )		866.00	103,963.35	
Bill Pmt -Check	09/28/2023	10005	Integrated Resource Management	Invoice: 6611 (Check Stub Notes: Herbicide spraying for OSWB 2023-36-017. )		5,235.96	98,727.39	
Bill Pmt -Check	09/28/2023	10006	New Morning Bakery	Invoice: BSW091923 (Check Stub Notes: Catering for Jerry Paul Legacy Event. )		991.30	97,736.09	
Total 10100 - Citizens Bank						49,093.44	65,692.43	97,736.09
<b>TOTAL</b>						<b>49,093.44</b>	<b>65,692.43</b>	<b>97,736.09</b>

**Benton Soil & Water Conservation District**  
**Holly's P&L Detail**  
September 2023

Type	Date	Num	Name	Memo	Class	Amount	Balance
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>43300 · Grant/Project Administration</b>							
Invoice	09/26/2023	012-00-124	8-ODA:4462-GR	Project Wages	Project Fund	122.81	122.81
Invoice	09/30/2023	012-00-125	3-OWEB:SIA 218-8010-16782	Grant Administration	Project Fund	86.50	209.31
Invoice	09/30/2023	012-00-125	3-OWEB:SIA 218-8010-16782	Edge Analytical Water Analysis	Project Fund	865.00	1,074.31
Invoice	09/30/2023	012-00-126	3-OWEB:222-3016-22326	Grant Administration	Project Fund	78.60	1,152.91
Invoice	09/30/2023	012-00-128	2-OSWB:2023-36-017 WRAWM IX	Michael Ahr July 2023: Project Wages	Project Fund	0.00	1,152.91
Invoice	09/30/2023	012-00-128	2-OSWB:2023-36-017 WRAWM IX	Althea Bocys July 2023: Project Wages	Project Fund	0.00	1,152.91
Invoice	09/30/2023	012-00-128	2-OSWB:2023-36-017 WRAWM IX	Michael Ahr August 2023: Project Wages	Project Fund	0.00	1,152.91
Invoice	09/30/2023	012-00-128	2-OSWB:2023-36-017 WRAWM IX	Althea Bocys August 2023: Project Wages	Project Fund	0.00	1,152.91
Invoice	09/30/2023	012-00-128	2-OSWB:2023-36-017 WRAWM IX	Michael Ahr September 2023: Project Waç	Project Fund	0.00	1,152.91
Invoice	09/30/2023	012-00-128	2-OSWB:2023-36-017 WRAWM IX	Grant Administration	Project Fund	0.00	1,152.91
General Journal	09/30/2023	JB 23-24.10	1-MMT:19100538 Ludwigia	MMT:19100538 Ludwigia deferred revenue	Project Fund	134.45	1,287.36
General Journal	09/30/2023	JB 23-24.10	1-MMT:20100515 WR	MMT:20100515 WR deferred revenue to e	Project Fund	4,069.95	5,357.31
General Journal	09/30/2023	JB 23-24.10	8-ODA:4462-GR	ODA:4462-GR deferred revenue to earned	Project Fund	53.78	5,411.09
General Journal	09/30/2023	JB 23-24.10	2-OSWB:2023-36-017 WRAWM IX	OSWB:2023-36-017 deferred revenue trar	Project Fund	6,789.16	12,200.25
Invoice	09/30/2023	012-00-128	2-OSWB:2023-36-017 WRAWM IX	Michael Ahr April 2023: Project Wages	Project Fund	0.00	12,200.25
Invoice	09/30/2023	012-00-128	2-OSWB:2023-36-017 WRAWM IX	Michael Ahr May 2023: Project Wages	Project Fund	0.00	12,200.25
Invoice	09/30/2023	012-00-128	2-OSWB:2023-36-017 WRAWM IX	Michael Ahr June 2023: Project Wages	Project Fund	0.00	12,200.25
Invoice	09/30/2023	012-00-126	3-OWEB:222-3016-22326	Seeds for project	Project Fund	786.00	12,986.25
Invoice	09/30/2023	012-00-128	2-OSWB:2023-36-017 WRAWM IX	Project Wages	Project Fund	1,108.94	14,095.19
Total 43300 · Grant/Project Administration						14,095.19	14,095.19
<b>44535 · Taxes Levied</b>							
Deposit	09/30/2023		Benton County {C}	Deposit	General Fund:GF	434.97	434.97
Total 44535 · Taxes Levied						434.97	434.97
<b>45000 · Interest Income</b>							
Deposit	09/30/2023		Benton County {C}	Deposit	General Fund:GF	6.76	6.76
Deposit	09/30/2023		LGIP	Sep interest	General Fund:GF	2,923.54	2,930.30
Deposit	09/30/2023			Interest	General Fund:GF	0.10	2,930.40
Deposit	09/30/2023			Interest	General Fund:GF	5.49	2,935.89
Total 45000 · Interest Income						2,935.89	2,935.89
<b>46430 · MISCELLANEOUS</b>							
<b>46432 · Contributions</b>							
Sales Receipt	09/14/2023	1326	9-Projects:Jerry Paul Memorial Fund	Judith Paul donation	General Fund:GF	1,000.00	1,000.00
Sales Receipt	09/14/2023	1326	9-Projects:Jerry Paul Memorial Fund	merchant fee coverage	General Fund:GF	40.47	1,040.47
Sales Receipt	09/20/2023	1327	9-Projects:Jerry Paul Memorial Fund	Faye Yoshihara	General Fund:GF	150.00	1,190.47
Sales Receipt	09/20/2023	1327	9-Projects:Jerry Paul Memorial Fund	merchant fee coverage	General Fund:GF	6.33	1,196.80
Total 46432 · Contributions						1,196.80	1,196.80
<b>46438 · Merchandise</b>							
Deposit	09/20/2023		Square	Testing of account by Square	General Fund:GF	0.01	0.01
Check	09/20/2023	EFT	Square	Testing of account by Square	General Fund:GF	-0.01	0.00
Total 46438 · Merchandise						0.00	0.00
Total 46430 · MISCELLANEOUS						1,196.80	1,196.80

**Benton Soil & Water Conservation District**  
**Holly's P&L Detail**  
September 2023

Type	Date	Num	Name	Memo	Class	Amount	Balance
<b>47400 · Native Plant Sale Income</b>							
Credit Card Charge	09/19/2023		Dollar Tree Stores, Inc.	CCR# 24-022			0.00
Sales Receipt	09/22/2023	1339	Native Plant Program:Plant Sale FY 23-24 Testing		General Fund:GF	6.00	6.00
Sales Receipt	09/24/2023	1328	Native Plant Program:Plant Sale FY 23-24 Native Bulbs sold		General Fund:GF	1,675.00	1,681.00
Sales Receipt	09/24/2023	1329	Native Plant Program:Plant Sale FY 23-24 Native bulbs sold		General Fund:GF	296.00	1,977.00
Sales Receipt	09/25/2023	1337	Native Plant Program:Plant Sale FY 23-24 Fall Festival Sales		General Fund:GF	2,794.00	4,771.00
Sales Receipt	09/28/2023	1330	Native Plant Program:Plant Sale FY 23-24 Fall Festival Bulb Sale		General Fund:GF	224.00	4,995.00
Sales Receipt	09/29/2023	1333	Native Plant Program:Plant Sale FY 23-24 Trees, shrubs, forbs, etc		General Fund:GF	809.50	5,804.50
Total 47400 · Native Plant Sale Income						5,804.50	5,804.50
<b>48000 · TRANSFERS IN</b>							
<b>48400 · Transfer Admin from Project Fd</b>							
General Journal	09/30/2023	JB 23-24.09		Admin Transfers for Aug	General Fund:GF	1,211.08	1,211.08
Total 48400 · Transfer Admin from Project Fd						1,211.08	1,211.08
Total 48000 · TRANSFERS IN						1,211.08	1,211.08
Total Income						25,678.43	25,678.43
Gross Profit						25,678.43	25,678.43
<b>Expense</b>							
<b>60000 · MATERIALS &amp; SERVICES</b>							
<b>61300 · CONFERENCES AND TRAINING</b>							
<b>61330 · Registration</b>							
Credit Card Charge	09/05/2023	30618	League of Oregon Cities	HR workshop	General Fund:GF	450.00	450.00
Total 61330 · Registration						450.00	450.00
Total 61300 · CONFERENCES AND TRAINING						450.00	450.00
<b>61500 · COMMUNITY CONSERVATION PROGRAMS</b>							
<b>61510 · Conservation Education (Youth)</b>							
Credit Card Charge	09/05/2023	2386616	Amazon.Com	Salmon Watch program binoculars	General Fund:GF	448.35	448.35
Credit Card Charge	09/06/2023		Office Max	Salmon Watch program lamination service	General Fund:GF	57.70	506.05
Credit Card Charge	09/09/2023		Fred Meyer	food for Salmon Watch training	General Fund:GF	67.44	573.49
Credit Card Charge	09/12/2023		Carolina Biological Supply	Salmon Watch water quality testing	General Fund:GF	157.21	730.70
Total 61510 · Conservation Education (Youth)						730.70	730.70
<b>61540 · Native Plant Sale</b>							
Bill	09/13/2023	60469	Native Plant Program:Plant Sale FY 23-24 Check Stub Notes: Seeds for September		General Fund:GF	866.00	866.00
Credit Card Charge	09/13/2023		Native Plant Program:Plant Sale FY 23-24 Posters for bulb and seed sale		General Fund:GF	33.98	899.98
Credit Card Charge	09/18/2023		1Auto - Verizon	CCR# 24-023			899.98
Credit Card Charge	09/18/2023		Native Plant Program:Plant Sale FY 23-24 Charge at Verizon store to activate a 30 d		General Fund:GF	61.25	961.23
Credit Card Charge	09/18/2023		Native Plant Program:Plant Sale FY 23-24 Set-up fee for phone to use Square at sale		General Fund:GF	35.00	996.23
Credit Card Charge	09/18/2023		Native Plant Program:Plant Sale FY 23-24 Volunteer water and food for NPS		General Fund:GF	34.35	1,030.58
Credit Card Charge	09/19/2023		Native Plant Program:Plant Sale FY 23-24 Measuring tools for seeds		General Fund:GF	7.50	1,038.08
Credit Card Charge	09/20/2023		Native Plant Program:Plant Sale FY 23-24 Square readers		General Fund:GF	42.49	1,080.57
Bill	09/21/2023	11723	Native Plant Program:Plant Sale FY 23-24 Check Stub Notes: Bulbs for Native Bulb S		General Fund:GF	1,188.00	2,268.57
Credit Card Charge	09/22/2023		Native Plant Program:Plant Sale FY 23-24 foam boards for NBSS posters		General Fund:GF	12.78	2,281.35
Sales Receipt	09/22/2023	1339	Native Plant Program:Plant Sale FY 23-24 Merchant Fees		General Fund:GF	0.26	2,281.61
Sales Receipt	09/25/2023	1337	Native Plant Program:Plant Sale FY 23-24 Merchant Fees		General Fund:GF	81.42	2,363.03
Sales Receipt	09/28/2023	1330	Native Plant Program:Plant Sale FY 23-24 Merchant Fees		General Fund:GF	6.80	2,369.83

**Benton Soil & Water Conservation District**  
**Holly's P&L Detail**  
September 2023

Type	Date	Num	Name	Memo	Class	Amount	Balance
Sales Receipt	09/29/2023	1333	Native Plant Program:Plant Sale FY 23-24	Merchant Fees	General Fund:GF	26.78	2,396.61
Total 61540 · Native Plant Sale						2,396.61	2,396.61
<b>61570 · Soil Quality Program</b>							
Bill	09/26/2023	083123BSWCD	OSU Chemistry Stores	Check Stub Notes: Rack, test tube and cal	General Fund:GF	116.90	116.90
Bill	09/26/2023	1065980	Community Conservation Program:Soil Qu	water quality supplies	General Fund:GF	225.00	341.90
Bill	09/26/2023	1065979	Community Conservation Program:Soil Qu	water quality supplies	General Fund:GF	330.00	671.90
Bill	09/26/2023	1065981	Community Conservation Program:Soil Qu	Multiparameter evaluation	General Fund:GF	225.00	896.90
Bill	09/26/2023	1065982	Community Conservation Program:Soil Quality	Program	General Fund:GF	225.00	1,121.90
Total 61570 · Soil Quality Program						1,121.90	1,121.90
Total 61500 · COMMUNITY CONSERVATION PROGRAMS						4,249.21	4,249.21
<b>62100 · CONTRACTED AND PROF SERVICES</b>							
<b>62115 · Audit</b>							
Bill	09/20/2023	74861	Koontz, Blasquez & Associates, P.C.	Check Stub Notes: FY 22-23 audit service:	General Fund:GF	1,500.00	1,500.00
Total 62115 · Audit						1,500.00	1,500.00
<b>62120 · Computer Support</b>							
Bill	09/02/2023	3519	Advantage Computing & Elect. Svc's LLC	Sept computer support contract	General Fund:GF	387.00	387.00
Bill	09/30/2023	3710	Advantage Computing & Elect. Svc's LLC		General Fund:GF	60.00	447.00
Total 62120 · Computer Support						447.00	447.00
<b>62130 · PROFESSIONAL SERVICES</b>							
<b>62140 · Legal</b>							
Bill	09/02/2023	13530	Northwest Local Government Legal Advisc	public contracting rules and procedures ar	General Fund:GF	165.00	165.00
Total 62140 · Legal						165.00	165.00
<b>62150 · Accounting</b>							
Bill	09/01/2023	2461	Jenny Brausch Business Solutions LLC	Reference: August bookkeeping services.	General Fund:GF	2,292.50	2,292.50
Total 62150 · Accounting						2,292.50	2,292.50
<b>62170 · Web Design, Logo - Marketing</b>							
Bill	09/04/2023	2302	Abide Web Design	First week of Sept cost to Abide for hostinç	General Fund:GF	12.50	12.50
Total 62170 · Web Design, Logo - Marketing						12.50	12.50
Total 62130 · PROFESSIONAL SERVICES						2,470.00	2,470.00
Total 62100 · CONTRACTED AND PROF SERVICES						4,417.00	4,417.00
<b>62300 · Dues/Subscriptions/Fees</b>							
Bill	09/01/2023		Intuit	Sep 24th 2023 - Jun 30th 2024	General Fund:GF	499.04	499.04
Credit Card Charge	09/02/2023	10001250330	1Auto HC CC - QBTime	Sep subscription	General Fund:GF	54.40	553.44
Credit Card Charge	09/05/2023		Name .com	Annual domain registration	General Fund:GF	18.17	571.61
Credit Card Charge	09/06/2023		1Auto SR CC - Mailchimp	Sep 6 - Oct 5th 2023	General Fund:GF	39.50	611.11
Credit Card Charge	09/10/2023	E0400OS1D9	1Auto HC CC - Microsoft	9/1 - 9/30Exchange online	General Fund:GF	4.00	615.11
Credit Card Charge	09/10/2023	E0400OS1DA	1Auto HC CC - Microsoft	9/7 - 9/6 billing	General Fund:GF	87.50	702.61
Sales Receipt	09/14/2023	1326	9-Projects:Jerry Paul Memorial Fund	Merchant Fees	General Fund:GF	40.47	743.08
Credit Card Charge	09/15/2023		1Auto HC CC - MidValley Newspapers	Newspaper	General Fund:GF	27.99	771.07
Credit Card Charge	09/19/2023	2555721446	1Auto CM CC - Adobe	9/18 - 10/17 Acrobat team license for 6 us	General Fund:GF	143.94	915.01
Sales Receipt	09/20/2023	1327	9-Projects:Jerry Paul Memorial Fund	merchant fee	General Fund:GF	6.33	921.34
Credit Card Charge	09/30/2023		Canva	annual subscription	General Fund:GF	119.99	1,041.33
Total 62300 · Dues/Subscriptions/Fees						1,041.33	1,041.33
<b>62800 · OFFICE OCCUPANCY</b>							

**Benton Soil & Water Conservation District**  
**Holly's P&L Detail**  
September 2023

Type	Date	Num	Name	Memo	Class	Amount	Balance
<b>62820 · Rent &amp; Parking</b>							
Bill	09/17/2023	124-10795	1Bill - Crystal Lake Storage	Check Stub Notes: Oct storage rent.	General Fund:GF	185.00	185.00
Bill	09/30/2023	7	Mater Investment Company	Check Stub Notes: Oct 2023 office lease.	General Fund:GF	2,062.58	2,247.58
Total 62820 · Rent & Parking						2,247.58	2,247.58
<b>62830 · Utilities</b>							
Bill	09/06/2023	9614350713	1Auto - Verizon	Aug 7 - Sep 6 2023 service	General Fund:GF	88.82	88.82
Credit Card Charge	09/16/2023	INV09787505	1Auto CM CC - Vonage	9/18 - 10/17 Local number, unlimited exter	General Fund:GF	137.58	226.40
Bill	09/25/2023		1Auto CM CC- Comcast	Sep 30 - Oct 29 2023	General Fund:GF	114.85	341.25
Total 62830 · Utilities						341.25	341.25
Total 62800 · OFFICE OCCUPANCY						2,588.83	2,588.83
<b>65000 · SUPPLIES AND MATERIALS</b>							
<b>65010 · COPIER AND SUPPLIES</b>							
<b>65012 · Copies</b>							
Bill	09/01/2023	IN3661951	CTX-Xerox	Check Stub Notes: 8/1/23 - 8/31/23 overaç	General Fund:GF	18.62	18.62
Total 65012 · Copies						18.62	18.62
<b>65014 · Lease</b>							
Bill	09/10/2023		1Auto - Xerox Financial Services	xxx 8 - xxx 9	General Fund:GF	156.17	156.17
Total 65014 · Lease						156.17	156.17
Total 65010 · COPIER AND SUPPLIES						174.79	174.79
<b>65030 · Office Supplies</b>							
Bill	09/14/2023	3547623353	Staples	Check Stub Notes: shipping labels.	General Fund:GF	101.97	101.97
Total 65030 · Office Supplies						101.97	101.97
<b>65050 · Software/Computer Accessories</b>							
Bill	09/30/2023	3710	Advantage Computing & Elect. Svc's LLC	used hard drives for zoom breakroom com	General Fund:GF	50.00	50.00
Total 65050 · Software/Computer Accessories						50.00	50.00
Total 65000 · SUPPLIES AND MATERIALS						326.76	326.76
<b>65120 · Insurance &amp; Fidelity Bond</b>							
Bill	09/01/2023	37W18433-1031	SDIS	Check Stub Notes: INV: 37W18433-1031	General Fund:GF	86.70	86.70
Total 65120 · Insurance & Fidelity Bond						86.70	86.70
<b>65320 · Mileage/travel related expenses</b>							
Bill	09/29/2023	BSWCD230929-G	Staff- Michael Ahr	Check Stub Notes: August - Sept mileage	General Fund:GF	21.09	21.09
Total 65320 · Mileage/travel related expenses						21.09	21.09
<b>65400 · Meetings &amp; Events</b>							
Bill	09/19/2023	BSW091923	New Morning Bakery	Check Stub Notes: Catering for Jerry Paul	General Fund:GF	991.30	991.30
Total 65400 · Meetings & Events						991.30	991.30
Total 60000 · MATERIALS & SERVICES						14,172.22	14,172.22
<b>69400 · TRANSFERS OUT</b>							
<b>69440 · Trf PF to General Fund</b>							
General Journal	09/30/2023	JB 23-24.09	1-MMT:20100515 WR	MMT:20100515 WR admin transfer	Project Fund	370.00	370.00
General Journal	09/30/2023	JB 23-24.09	1-MMT:19100538 Ludwigia	MMT:19100538 admin transfer	Project Fund	12.22	382.22
General Journal	09/30/2023	JB 23-24.09	2-OSWB:2022-35-015-20050 WRAWM 8	OSWB:2022-35-015 WRAWM admin tran	Project Fund	0.00	382.22
General Journal	09/30/2023	JB 23-24.09	2-OSWB:2022-35-014 Purge the Spurge	OSWB:2022-35-014 Purge the Spurge adr	Project Fund	0.00	382.22
General Journal	09/30/2023	JB 23-24.09	2-OSWB:2023-36-016 Purge the Spruge F	OSWB:2023-36-016 Purge the Spruge Ph	Project Fund	9.78	392.00
General Journal	09/30/2023	JB 23-24.09	2-OSWB:2023-36-017 WRAWM IX	OSWB:2023-36-017 WRAWM IX	Project Fund	649.09	1,041.09

**Benton Soil & Water Conservation District**  
**Holly's P&L Detail**  
 September 2023

Type	Date	Num	Name	Memo	Class	Amount	Balance
General Journal	09/30/2023	JB 23-24.09	3-OWEB:222-3016-22326	OWEB:222-3016-22326 admin transfer	Project Fund	78.60	1,119.69
General Journal	09/30/2023	JB 23-24.09	3-OWEB:217-3002-14131 100 AWHP-PE	OWEB:100 AWHP-PE 217-3002-14131	Project Fund	0.00	1,119.69
General Journal	09/30/2023	JB 23-24.09	3-OWEB:218-8390-17212 Phase 3 FIP	OWEB:218-8390-17212 admin transfer	Project Fund	0.00	1,119.69
General Journal	09/30/2023	JB 23-24.09	3-OWEB:220-8201-17233 Phase 4 FIP	OWEB:220-8201-17233 admin transfer	Project Fund	0.00	1,119.69
General Journal	09/30/2023	JB 23-24.09	3-OWEB:220-3033-17504 J2E	OWEB:220-3303-17504 J2E	Project Fund	0.00	1,119.69
General Journal	09/30/2023	JB 23-24.09	3-OWEB:09-022-002	OWEB:09-022-002	Project Fund	0.00	1,119.69
General Journal	09/30/2023	JB 23-24.09	3-OWEB:219-9001-19457 NRCS TA	OWEB:NRCS TA 219-9001-19457	Project Fund	0.00	1,119.69
General Journal	09/30/2023	JB 23-24.09	3-OWEB:SIA 218-8010-16782	OWEB:SIA 218-8010-16782 admin transfe	Project Fund	86.50	1,206.19
General Journal	09/30/2023	JB 23-24.09	8-ODA:4462-GR	ODA:4462-GR admin transfer	Project Fund	4.89	1,211.08
Total 69440 · Trf PF to General Fund						<u>1,211.08</u>	<u>1,211.08</u>
Total 69400 · TRANSFERS OUT						<u>1,211.08</u>	<u>1,211.08</u>
Total Expense						<u>15,383.30</u>	<u>15,383.30</u>
Net Ordinary Income						<u>10,295.13</u>	<u>10,295.13</u>
<b>Net Income</b>						<u><b>10,295.13</b></u>	<u><b>10,295.13</b></u>



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

	<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	35,335.79	35,335.79
44535 · Taxes Levied	2,997.55	0.00	2,997.55
44540 · ODA Operations	24,148.00	0.00	24,148.00
45000 · Interest Income	8,821.88	0.00	8,821.88
46430 · MISCELLANEOUS	1,246.80	0.00	1,246.80
47400 · Native Plant Sale Income	5,804.50	0.00	5,804.50
48000 · TRANSFERS IN	3,180.13	0.00	3,180.13
<b>Total Income</b>	<b>46,198.86</b>	<b>35,335.79</b>	<b>81,534.65</b>
<b>Gross Profit</b>	<b>46,198.86</b>	<b>35,335.79</b>	<b>81,534.65</b>
<b>Expense</b>			
60000 · MATERIALS & SERVICES	45,010.74	0.00	45,010.74
66000 · PAYROLL EXPENSES	121,503.59	8,179.47	129,683.06
68000 · PROJECTS-SVC-SUPP-MATERIALS	0.00	24,865.78	24,865.78
69400 · TRANSFERS OUT	0.00	3,180.13	3,180.13
<b>Total Expense</b>	<b>166,514.33</b>	<b>36,225.38</b>	<b>202,739.71</b>
<b>Net Ordinary Income</b>	<b>-120,315.47</b>	<b>-889.59</b>	<b>-121,205.06</b>
<b>Net Income</b>	<b>-120,315.47</b>	<b>-889.59</b>	<b>-121,205.06</b>

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

	<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	35,335.79	35,335.79
44535 · Taxes Levied	2,997.55	0.00	2,997.55
44540 · ODA Operations	24,148.00	0.00	24,148.00
45000 · Interest Income	8,821.88	0.00	8,821.88
46430 · MISCELLANEOUS			
46432 · Contributions	1,246.80	0.00	1,246.80
<b>Total 46430 · MISCELLANEOUS</b>	<b>1,246.80</b>	<b>0.00</b>	<b>1,246.80</b>
47400 · Native Plant Sale Income	5,804.50	0.00	5,804.50
48000 · TRANSFERS IN			
48400 · Transfer Admin from Project Fd	3,180.13	0.00	3,180.13
<b>Total 48000 · TRANSFERS IN</b>	<b>3,180.13</b>	<b>0.00</b>	<b>3,180.13</b>
<b>Total Income</b>	<b>46,198.86</b>	<b>35,335.79</b>	<b>81,534.65</b>
<b>Gross Profit</b>	<b>46,198.86</b>	<b>35,335.79</b>	<b>81,534.65</b>
<b>Expense</b>			
60000 · MATERIALS & SERVICES			
61300 · CONFERENCES AND TRAINING			
61320 · Meals/per diem	97.92	0.00	97.92
61330 · Registration	450.00	0.00	450.00
61340 · Training and Education Material	399.99	0.00	399.99
<b>Total 61300 · CONFERENCES AND TRAINING</b>	<b>947.91</b>	<b>0.00</b>	<b>947.91</b>
61500 · COMMUNITY CONSERVATION PROGRAMS			
61510 · Conservation Education (Youth)	730.70	0.00	730.70
61530 · Invasives Program	2,500.00	0.00	2,500.00
61540 · Native Plant Sale	3,218.48	0.00	3,218.48
61570 · Soil Quality Program	1,443.18	0.00	1,443.18
<b>Total 61500 · COMMUNITY CONSERVATION PROGRA</b>	<b>7,892.36</b>	<b>0.00</b>	<b>7,892.36</b>
62100 · CONTRACTED AND PROF SERVICES			
62115 · Audit	4,300.00	0.00	4,300.00
62120 · Computer Support	1,221.00	0.00	1,221.00
62130 · PROFESSIONAL SERVICES			
62140 · Legal	165.00	0.00	165.00
62150 · Accounting	4,919.83	0.00	4,919.83
62160 · Facilitation	1,750.00	0.00	1,750.00
62170 · Web Design, Logo - Marketing	1,624.50	0.00	1,624.50
<b>Total 62130 · PROFESSIONAL SERVICES</b>	<b>8,459.33</b>	<b>0.00</b>	<b>8,459.33</b>
<b>Total 62100 · CONTRACTED AND PROF SERVICES</b>	<b>13,980.33</b>	<b>0.00</b>	<b>13,980.33</b>
62300 · Dues/Subscriptions/Fees	4,234.55	0.00	4,234.55
62800 · OFFICE OCCUPANCY			
62820 · Rent & Parking	8,990.32	0.00	8,990.32
62830 · Utilities	1,135.38	0.00	1,135.38
<b>Total 62800 · OFFICE OCCUPANCY</b>	<b>10,125.70</b>	<b>0.00</b>	<b>10,125.70</b>

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

	<b>General Fund</b>	<b>Project Fund</b>	<b>TOTAL</b>
<b>65000 · SUPPLIES AND MATERIALS</b>			
<b>65010 · COPIER AND SUPPLIES</b>			
65012 · Copies	45.36	0.00	45.36
65014 · Lease	468.51	0.00	468.51
<b>Total 65010 · COPIER AND SUPPLIES</b>	<b>513.87</b>	<b>0.00</b>	<b>513.87</b>
65030 · Office Supplies	492.19	0.00	492.19
65050 · Software/Computer Accessories	112.49	0.00	112.49
<b>Total 65000 · SUPPLIES AND MATERIALS</b>	<b>1,118.55</b>	<b>0.00</b>	<b>1,118.55</b>
<b>65110 · PRODUCTION COSTS</b>			
65112 · Advertising and Website	289.00	0.00	289.00
65114 · Merchandise	1,295.24	0.00	1,295.24
<b>Total 65110 · PRODUCTION COSTS</b>	<b>1,584.24</b>	<b>0.00</b>	<b>1,584.24</b>
65120 · Insurance & Fidelity Bond	3,368.57	0.00	3,368.57
65160 · Miscellaneous	-8.10	0.00	-8.10
65320 · Mileage/travel related expenses	207.58	0.00	207.58
65400 · Meetings & Events	1,559.05	0.00	1,559.05
<b>Total 60000 · MATERIALS &amp; SERVICES</b>	<b>45,010.74</b>	<b>0.00</b>	<b>45,010.74</b>
<b>66000 · PAYROLL EXPENSES</b>			
66200 · Wages	94,845.47	6,317.03	101,162.50
66410 · Health, Dental & Life Insurance	13,399.64	912.36	14,312.00
66420 · Retirement	5,538.34	430.37	5,968.71
66500 · Payroll Taxes			
66510 · FICA Employer	7,249.06	483.03	7,732.09
66520 · SUTA	402.37	36.63	439.00
66530 · OR-WBF	24.71	0.05	24.76
<b>Total 66500 · Payroll Taxes</b>	<b>7,676.14</b>	<b>519.71</b>	<b>8,195.85</b>
66800 · Fees	44.00	0.00	44.00
<b>Total 66000 · PAYROLL EXPENSES</b>	<b>121,503.59</b>	<b>8,179.47</b>	<b>129,683.06</b>
<b>68000 · PROJECTS-SVC-SUPP-MATERIALS</b>			
68010 · Project Contracted Services	0.00	23,862.98	23,862.98
68020 · Project Mileage & Travel	0.00	216.80	216.80
68040 · Project Supplies & Materials	0.00	786.00	786.00
<b>Total 68000 · PROJECTS-SVC-SUPP-MATERIALS</b>	<b>0.00</b>	<b>24,865.78</b>	<b>24,865.78</b>
<b>69400 · TRANSFERS OUT</b>			
69440 · Trf PF to General Fund	0.00	3,180.13	3,180.13
<b>Total 69400 · TRANSFERS OUT</b>	<b>0.00</b>	<b>3,180.13</b>	<b>3,180.13</b>
<b>Total Expense</b>	<b>166,514.33</b>	<b>36,225.38</b>	<b>202,739.71</b>
<b>Net Ordinary Income</b>	<b>-120,315.47</b>	<b>-889.59</b>	<b>-121,205.06</b>
<b>Net Income</b>	<b>-120,315.47</b>	<b>-889.59</b>	<b>-121,205.06</b>

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

	<b>Jul - Sep</b>		
	<b>Jul - Sep 23</b>	<b>22</b>	<b>\$ Change</b>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>43300 · Grant/Project Administration</b>	35,335.79	37,871.60	-2,535.81
<b>44535 · Taxes Levied</b>	2,997.55	2,598.51	399.04
<b>44540 · ODA Operations</b>	24,148.00	26,372.00	-2,224.00
<b>44545 · ODA Tech, LMA &amp; Scope of Work</b>	0.00	15,383.63	-15,383.63
<b>45000 · Interest Income</b>	8,821.88	2,955.30	5,866.58
<b>46430 · MISCELLANEOUS</b>			
<b>46432 · Contributions</b>	1,246.80	0.00	1,246.80
<b>Total 46430 · MISCELLANEOUS</b>	1,246.80	0.00	1,246.80
<b>47400 · Native Plant Sale Income</b>	5,804.50	3,666.00	2,138.50
<b>48000 · TRANSFERS IN</b>			
<b>48400 · Transfer Admin from Project Fd</b>	3,180.13	2,266.61	913.52
<b>Total 48000 · TRANSFERS IN</b>	3,180.13	2,266.61	913.52
<b>Total Income</b>	81,534.65	91,113.65	-9,579.00
<b>Gross Profit</b>	81,534.65	91,113.65	-9,579.00
<b>Expense</b>			
<b>60000 · MATERIALS &amp; SERVICES</b>			
<b>61300 · CONFERENCES AND TRAINING</b>			
<b>61320 · Meals/per diem</b>	97.92	0.00	97.92
<b>61330 · Registration</b>	450.00	659.81	-209.81
<b>61340 · Training and Education Material</b>	399.99	0.00	399.99
<b>Total 61300 · CONFERENCES AND TRAINING</b>	947.91	659.81	288.10
<b>61500 · COMMUNITY CONSERVATION PROGRAMS</b>			
<b>61510 · Conservation Education (Youth)</b>	730.70	0.00	730.70
<b>61530 · Invasives Program</b>	2,500.00	766.85	1,733.15
<b>61540 · Native Plant Sale</b>	3,218.48	3,950.57	-732.09
<b>61570 · Soil Quality Program</b>	1,443.18	231.96	1,211.22
<b>Total 61500 · COMMUNITY CONSERVATION PROGR</b>	7,892.36	4,949.38	2,942.98
<b>62100 · CONTRACTED AND PROF SERVICES</b>			
<b>62115 · Audit</b>	4,300.00	2,800.00	1,500.00
<b>62120 · Computer Support</b>	1,221.00	1,308.00	-87.00
<b>62130 · PROFESSIONAL SERVICES</b>			
<b>62140 · Legal</b>	165.00	0.00	165.00
<b>62150 · Accounting</b>	4,919.83	7,086.09	-2,166.26
<b>62160 · Facilitation</b>	1,750.00	0.00	1,750.00
<b>62170 · Web Design, Logo - Marketing</b>	1,624.50	1,507.75	116.75
<b>Total 62130 · PROFESSIONAL SERVICES</b>	8,459.33	8,593.84	-134.51
<b>62180 · Consultation/Contracts - NPP</b>	0.00	2,651.25	-2,651.25
<b>62190 · Misc Contracted Services</b>	0.00	271.25	-271.25
<b>Total 62100 · CONTRACTED AND PROF SERVICES</b>	13,980.33	15,624.34	-1,644.01
<b>62300 · Dues/Subscriptions/Fees</b>	4,234.55	3,719.06	515.49
<b>62800 · OFFICE OCCUPANCY</b>			

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

	<b>Jul - Sep</b>		
	<b>Jul - Sep 23</b>	<b>22</b>	<b>\$ Change</b>
62820 · Rent & Parking	8,990.32	8,637.00	353.32
62830 · Utilities	1,135.38	1,045.58	89.80
<b>Total 62800 · OFFICE OCCUPANCY</b>	<b>10,125.70</b>	<b>9,682.58</b>	<b>443.12</b>
<b>65000 · SUPPLIES AND MATERIALS</b>			
65010 · COPIER AND SUPPLIES			
65012 · Copies	45.36	182.92	-137.56
65014 · Lease	468.51	510.16	-41.65
<b>Total 65010 · COPIER AND SUPPLIES</b>	<b>513.87</b>	<b>693.08</b>	<b>-179.21</b>
65030 · Office Supplies	492.19	325.48	166.71
65040 · Postage	0.00	4.00	-4.00
65050 · Software/Computer Accessories	112.49	116.26	-3.77
<b>Total 65000 · SUPPLIES AND MATERIALS</b>	<b>1,118.55</b>	<b>1,138.82</b>	<b>-20.27</b>
<b>65110 · PRODUCTION COSTS</b>			
65112 · Advertising and Website	289.00	225.84	63.16
65114 · Merchandise	1,295.24	18.00	1,277.24
<b>Total 65110 · PRODUCTION COSTS</b>	<b>1,584.24</b>	<b>243.84</b>	<b>1,340.40</b>
65120 · Insurance & Fidelity Bond	3,368.57	2,100.32	1,268.25
65160 · Miscellaneous	-8.10	0.00	-8.10
65320 · Mileage/travel related expenses	207.58	184.41	23.17
65400 · Meetings & Events	1,559.05	146.52	1,412.53
<b>Total 60000 · MATERIALS &amp; SERVICES</b>	<b>45,010.74</b>	<b>38,449.08</b>	<b>6,561.66</b>
<b>66000 · PAYROLL EXPENSES</b>			
66200 · Wages	101,162.50	88,836.35	12,326.15
66410 · Health, Dental & Life Insurance	14,312.00	12,297.31	2,014.69
66420 · Retirement	5,968.71	5,276.28	692.43
66500 · Payroll Taxes			
66510 · FICA Employer	7,732.09	6,785.75	946.34
66520 · SUTA	439.00	515.20	-76.20
66530 · OR-WBF	24.76	23.59	1.17
<b>Total 66500 · Payroll Taxes</b>	<b>8,195.85</b>	<b>7,324.54</b>	<b>871.31</b>
66800 · Fees	44.00	40.00	4.00
<b>Total 66000 · PAYROLL EXPENSES</b>	<b>129,683.06</b>	<b>113,774.48</b>	<b>15,908.58</b>
<b>68000 · PROJECTS-SVC-SUPP-MATERIALS</b>			
68010 · Project Contracted Services	23,862.98	30,424.47	-6,561.49
68020 · Project Mileage & Travel	216.80	150.44	66.36
68040 · Project Supplies & Materials	786.00	3,533.00	-2,747.00
<b>Total 68000 · PROJECTS-SVC-SUPP-MATERIALS</b>	<b>24,865.78</b>	<b>34,107.91</b>	<b>-9,242.13</b>
<b>69400 · TRANSFERS OUT</b>			
69440 · Trf PF to General Fund	3,180.13	2,266.61	913.52
<b>Total 69400 · TRANSFERS OUT</b>	<b>3,180.13</b>	<b>2,266.61</b>	<b>913.52</b>
<b>Total Expense</b>	<b>202,739.71</b>	<b>188,598.08</b>	<b>14,141.63</b>
<b>Net Ordinary Income</b>	<b>-121,205.06</b>	<b>-97,484.43</b>	<b>-23,720.63</b>
<b>Net Income</b>	<b>-121,205.06</b>	<b>-97,484.43</b>	<b>-23,720.63</b>

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

	<b>Jul - Sep 23</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<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	0.00	5,000.00	-5,000.00	0.0%
44535 · Taxes Levied	2,997.55	525,000.00	-522,002.45	0.57%
44540 · ODA Operations	24,148.00	26,372.00	-2,224.00	91.57%
44545 · ODA Tech, LMA & Scope of Work	0.00	61,535.00	-61,535.00	0.0%
45000 · Interest Income	8,821.88	8,000.00	821.88	110.27%
46430 · MISCELLANEOUS				
46432 · Contributions	1,246.80			
46430 · MISCELLANEOUS - Other	0.00	1,000.00	-1,000.00	0.0%
<b>Total 46430 · MISCELLANEOUS</b>	<b>1,246.80</b>	<b>1,000.00</b>	<b>246.80</b>	<b>124.68%</b>
47400 · Native Plant Sale Income	5,804.50	17,500.00	-11,695.50	33.17%
48000 · TRANSFERS IN				
48400 · Transfer Admin from Project Fc	3,180.13	24,314.00	-21,133.87	13.08%
<b>Total 48000 · TRANSFERS IN</b>	<b>3,180.13</b>	<b>24,314.00</b>	<b>-21,133.87</b>	<b>13.08%</b>
<b>Total Income</b>	<b>46,198.86</b>	<b>1,447,290.00</b>	<b>-1,401,091.14</b>	<b>3.19%</b>
<b>Gross Profit</b>	<b>46,198.86</b>	<b>1,447,290.00</b>	<b>-1,401,091.14</b>	<b>3.19%</b>
<b>Expense</b>				
60000 · MATERIALS & SERVICES				
61300 · CONFERENCES AND TRAINING				
61320 · Meals/per diem	97.92			
61330 · Registration	450.00			
61340 · Training and Education Mat	399.99			
61300 · CONFERENCES AND TRAIN	0.00	8,000.00	-8,000.00	0.0%
<b>Total 61300 · CONFERENCES AND TRA</b>	<b>947.91</b>	<b>8,000.00</b>	<b>-7,052.09</b>	<b>11.85%</b>
61500 · COMMUNITY CONSERVATION PROGRAMS				
61510 · Conservation Education (Yc	730.70	9,400.00	-8,669.30	7.77%
61520 · Conservation Incentive Proj	0.00	5,000.00	-5,000.00	0.0%
61530 · Invasives Program	2,500.00	6,000.00	-3,500.00	41.67%
61540 · Native Plant Sale	3,218.48	20,000.00	-16,781.52	16.09%
61560 · Scholarships/Internships	0.00	6,600.00	-6,600.00	0.0%
61570 · Soil Quality Program	1,443.18	5,000.00	-3,556.82	28.86%
<b>Total 61500 · COMMUNITY CONSERVA</b>	<b>7,892.36</b>	<b>52,000.00</b>	<b>-44,107.64</b>	<b>15.18%</b>
62100 · CONTRACTED AND PROF SERVICES				
62115 · Audit	4,300.00	6,000.00	-1,700.00	71.67%
62120 · Computer Support	1,221.00	4,000.00	-2,779.00	30.53%
62130 · PROFESSIONAL SERVICES				
62140 · Legal	165.00			
62150 · Accounting	4,919.83			
62160 · Facilitation	1,750.00	7,000.00	-5,250.00	25.0%
62170 · Web Design, Logo - Marl	1,624.50			
62130 · PROFESSIONAL SERVIC	0.00	33,500.00	-33,500.00	0.0%

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

	<b>Jul - Sep 23</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Total 62130 · PROFESSIONAL SERVICES</b>	8,459.33	40,500.00	-32,040.67	20.89%
62180 · Consultation/Contracts - NF	0.00	12,000.00	-12,000.00	0.0%
<b>Total 62100 · CONTRACTED AND PROFESSIONAL SERVICES</b>	13,980.33	62,500.00	-48,519.67	22.37%
62300 · Dues/Subscriptions/Fees	4,234.55	11,000.00	-6,765.45	38.5%
<b>62800 · OFFICE OCCUPANCY</b>				
62810 · Alarm & Janitorial Services	0.00	1,500.00	-1,500.00	0.0%
62820 · Rent & Parking	8,990.32	28,000.00	-19,009.68	32.11%
62830 · Utilities	1,135.38	4,500.00	-3,364.62	25.23%
<b>Total 62800 · OFFICE OCCUPANCY</b>	10,125.70	34,000.00	-23,874.30	29.78%
<b>65000 · SUPPLIES AND MATERIALS</b>				
<b>65010 · COPIER AND SUPPLIES</b>				
65012 · Copies	45.36			
65014 · Lease	468.51			
65010 · COPIER AND SUPPLIES	0.00	3,000.00	-3,000.00	0.0%
<b>Total 65010 · COPIER AND SUPPLIES</b>	513.87	3,000.00	-2,486.13	17.13%
65020 · Equipment	0.00	5,000.00	-5,000.00	0.0%
65030 · Office Supplies	492.19	2,500.00	-2,007.81	19.69%
65040 · Postage	0.00	500.00	-500.00	0.0%
65050 · Software/Computer Access	112.49	4,000.00	-3,887.51	2.81%
<b>Total 65000 · SUPPLIES AND MATERIALS</b>	1,118.55	15,000.00	-13,881.45	7.46%
<b>65110 · PRODUCTION COSTS</b>				
65112 · Advertising and Website	289.00	2,000.00	-1,711.00	14.45%
65114 · Merchandise	1,295.24	1,500.00	-204.76	86.35%
65116 · Newsletters	0.00	500.00	-500.00	0.0%
65118 · Publications	0.00	1,000.00	-1,000.00	0.0%
<b>Total 65110 · PRODUCTION COSTS</b>	1,584.24	5,000.00	-3,415.76	31.69%
65120 · Insurance & Fidelity Bond	3,368.57	7,000.00	-3,631.43	48.12%
65160 · Miscellaneous	-8.10	200.00	-208.10	-4.05%
65320 · Mileage/travel related expenses	207.58	3,500.00	-3,292.42	5.93%
65400 · Meetings & Events	1,559.05	5,500.00	-3,940.95	28.35%
<b>Total 60000 · MATERIALS &amp; SERVICES</b>	45,010.74	203,700.00	-158,689.26	22.1%
<b>66000 · PAYROLL EXPENSES</b>				
66200 · Wages	94,845.47	428,418.00	-333,572.53	22.14%
66410 · Health, Dental & Life Insurance	13,399.64	67,489.00	-54,089.36	19.86%
66420 · Retirement	5,538.34	26,377.00	-20,838.66	21.0%
<b>66500 · Payroll Taxes</b>				
66510 · FICA Employer	7,249.06			
66520 · SUTA	402.37			
66530 · OR-WBF	24.71			
66500 · Payroll Taxes - Other	0.00	38,219.00	-38,219.00	0.0%
<b>Total 66500 · Payroll Taxes</b>	7,676.14	38,219.00	-30,542.86	20.09%
66800 · Fees	44.00	300.00	-256.00	14.67%
<b>Total 66000 · PAYROLL EXPENSES</b>	121,503.59	560,803.00	-439,299.41	21.67%

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

	<b>Jul - Sep 23</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>69100 · Capital Outlay</b>	0.00	5,000.00	-5,000.00	0.0%
<b>69200 · Contingency</b>	0.00	80,000.00	-80,000.00	0.0%
<b>69400 · TRANSFERS OUT</b>				
<b>69410 · Trf GF to Building Reserve Fd</b>	0.00	5,000.00	-5,000.00	0.0%
<b>Total 69400 · TRANSFERS OUT</b>	0.00	5,000.00	-5,000.00	0.0%
<b>69600 · Reserved for Future Expenditure</b>	0.00	240,287.00	-240,287.00	0.0%
<b>69800 · Unappropriated Fund Balance</b>	0.00	352,500.00	-352,500.00	0.0%
<b>Total Expense</b>	166,514.33	1,447,290.00	-1,280,775.67	11.51%
<b>Net Ordinary Income</b>	-120,315.47	0.00	-120,315.47	100.0%
<b>Net Income</b>	<b>-120,315.47</b>	<b>0.00</b>	<b>-120,315.47</b>	<b>100.0%</b>



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

	<b>Jul - Sep 23</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>43300 · Grant/Project Administration</b>	35,335.79	265,427.00	-230,091.21	13.31%
<b>Total Income</b>	<u>35,335.79</u>	<u>265,427.00</u>	<u>-230,091.21</u>	<u>13.31%</u>
<b>Gross Profit</b>	<u>35,335.79</u>	<u>265,427.00</u>	<u>-230,091.21</u>	<u>13.31%</u>
<b>Expense</b>				
<b>66000 · PAYROLL EXPENSES</b>				
<b>66200 · Wages</b>	6,317.03	24,318.00	-18,000.97	25.98%
<b>66410 · Health, Dental &amp; Life Insurance</b>	912.36	4,010.00	-3,097.64	22.75%
<b>66420 · Retirement</b>	430.37	1,553.00	-1,122.63	27.71%
<b>66500 · Payroll Taxes</b>				
<b>66510 · FICA Employer</b>	483.03			
<b>66520 · SUTA</b>	36.63			
<b>66530 · OR-WBF</b>	0.05			
<b>66500 · Payroll Taxes - Other</b>	0.00	1,964.00	-1,964.00	0.0%
<b>Total 66500 · Payroll Taxes</b>	<u>519.71</u>	<u>1,964.00</u>	<u>-1,444.29</u>	<u>26.46%</u>
<b>Total 66000 · PAYROLL EXPENSES</b>	<u>8,179.47</u>	<u>31,845.00</u>	<u>-23,665.53</u>	<u>25.69%</u>
<b>68000 · PROJECTS-SVC-SUPP-MATERIALS</b>				
<b>68010 · Project Contracted Services</b>	23,862.98	20,010.00	3,852.98	119.26%
<b>68020 · Project Mileage &amp; Travel</b>	216.80	295.00	-78.20	73.49%
<b>68030 · Project Other</b>	0.00	500.00	-500.00	0.0%
<b>68040 · Project Supplies &amp; Materials</b>	786.00	200.00	586.00	393.0%
<b>68000 · PROJECTS-SVC-SUPP-MATERIALS</b>	<u>0.00</u>	<u>188,263.00</u>	<u>-188,263.00</u>	<u>0.0%</u>
<b>Total 68000 · PROJECTS-SVC-SUPP-MATERIALS</b>	<u>24,865.78</u>	<u>209,268.00</u>	<u>-184,402.22</u>	<u>11.88%</u>
<b>69400 · TRANSFERS OUT</b>				
<b>69440 · Trf PF to General Fund</b>	3,180.13	24,314.00	-21,133.87	13.08%
<b>Total 69400 · TRANSFERS OUT</b>	<u>3,180.13</u>	<u>24,314.00</u>	<u>-21,133.87</u>	<u>13.08%</u>
<b>Total Expense</b>	<u>36,225.38</u>	<u>265,427.00</u>	<u>-229,201.62</u>	<u>13.65%</u>
<b>Net Ordinary Income</b>	<u>-889.59</u>	<u>0.00</u>	<u>-889.59</u>	<u>100.0%</u>
<b>Net Income</b>	<u><b>-889.59</b></u>	<u><b>0.00</b></u>	<u><b>-889.59</b></u>	<u><b>100.0%</b></u>

Sep 2023 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	12/31/2023	Open	1/15/2024	27,742	27,742	24,535	24,535	3,207	0	MA	Interim Report: 1/1/2021 & 1/1/2022. Final Report 1/15/2024	100% of funds at beginning of grant	2,522	2,230	292
Willamette Mainstem Restoration Opportunities and Strategies for Engagement	20100515	MMT	11/1/2020	4/30/2024	Open	6/15/2024	70,164	70,164	35,127	39,197	39,197	0	MA	5/15/21 & 6/15/2024	100% of funds at beginning of grant	6,379	3,563	2,816
Soil Health Engagement Improves Water Quality	ODA 4462-GR	ODA	7/1/2023	6/30/2025	Open	8/29/2025	42,924	21,462	189	189	21,273	21,462	TM	8/20/24, 8/29/25		4,292	17	4,275
Purge the Spurge III	2023-36-016	ODA-OSWB	3/2/2023	4/30/2024	Open	6/30/2024	9,981	7,486	8,513	8,513	-1,027	2,495	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	774	134
WRAWMP IX	2023-36-017	ODA-OSWB	3/2/2023	4/30/2024	Open	6/30/2024	24,415	11,202	13,316	13,316	-2,115	13,213	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	2,220	1,142	1,078
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	6,791	0	0	6,791	4,528	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	0	1,029
Jumping Giraffe Farms Water Management	09-22-005	OWEB	5/3/2023	5/3/2025	Open	7/3/2025	14,872	0	0	0	14,872	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			0
OWEB SIA grant	218-8010-16782	OWEB	3/4/2019	12/22/2023	Open	12/22/2023	125,000	76,736	78,173	78,173	-1,437	48,264	DS	Multiple dates (6/17/2019, 12/16/2019, 6/14/2020, 12/14/2020, 6/14/2021, 12/13/2021, 6/13/2022, 12/13/2020)		11,364	7,055	4,309
Building soil-minded relationships for resilient crop and pasture systems	219-9001-19457	OWEB	8/3/2021	9/30/2023	Open	9/30/2023	45,967	40,792	45,967	45,967	-5,175	5,175	TM	6/15/2023 with final Request for release of Funds.	Fund requests (OWEB website/manage your grant/payments & budget. Request for Release of Funds form). Submit expense tracking spreadsheet for all OWEB expenses and approval of receipts or invoices for amounts \$250 or more (excluding admin). Final 10% payment after completion report approval.	4,179	4,179	0
JZE RTR Project	220-3033-17504	OWEB	4/22/2020	6/30/2025	Open	6/30/2025	239,915	157,761	157,761	157,761	0	82,154	DS	6/30/2028 and 6/30/2030		23,084	14,340	8,744
Willamette FIP Effectiveness Monitoring Program Phase 4: Data Collection 2020-2021 and Reporting	220-8201-17233	OWEB	1/1/2020	6/30/2023	Open	8/29/2023	119,988	107,989	119,005	119,005	-11,016	11,999	MA	Interim Report: 6/30/2021 & Final Report: 8/29/2023	When expenses >\$250 occur; invoices and financial tracking spreadsheet submitted. Up to 10% of grant will be held until final report is complete.	10,908	10,300	608
Mitchell Oak	222-3016-22326	OWEB	10/25/2022	6/30/2026	Open	8/29/2026	96,646	19,797	20,662	20,662	-865	76,849	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	1,878	85,982
<b>Total</b>							<b>841,033</b>	<b>560,022</b>				<b>281,011</b>					<b>46,578</b>	<b>109,267</b>

**FY23 Budget Resolution**

**Resolution No. FY2023-2024-03**

BE IT RESOLVED that the Board of Directors of the Benton Soil and Water Conservation District (BSWCD) hereby approves the addition of \$8,687 to the Benton SWCD FY24 Budget as follows:

**General Fund**

Add \$8,687 in Resources to the General Fund from ODA (Capacity Grant # 224-900-23188) for the ODA Scope of Work (\$6081) and District Operations (\$2,606).

Add \$8,687 in Requirements to the General Fund as follows:

Personnel	\$6,081
Materials and Services/Contracted & Professional Services	\$2,606

SIGNED THIS 13<sup>th</sup> day of November, 2023

Benton Soil and Water Conservation District  
*Entity Name*

Benton SWCD Board of Directors  
*Governing Body*

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*Kerry Hastings, BSWCD Board Secretary*



## Benton Soil and Water CONSERVATION DISTRICT

**Date:** October 30, 2023

**To:** Benton SWCD Directors

**From:** Holly Crosson, Executive Director

**Re:** October 31, 2023 Monthly Report for November 2023 Board Packet

### **PROGRAMS/PROJECTS/PARTNERSHIPS**

- Worked on a draft Jerry Paul Native Pollinator Grant Award application with Sara; got feedback from staff; had discussions with Judith Paul about the new grant program; researched goals of Paul Endowment to support the OR Bee Atlas at OSU Extension to ensure our new program was complimentary and not redundant; spoke with auditor about donations; wrote thank you letter for fourth private donation (Lawrence Lau). (2.7; 4.3)
- Continued discussions with Willamette Valley SWCDs about potential interest in Yamhill SWCD facilitating the formation of a new 501c3 land trust to serve the needs of SWCDs throughout the Willamette Valley. (4.1; 5.5)
- SkillBridge intern Jake Mead's first day was 10/23. Reviewed orientation checklist; covered topics on list; shared Marion SWCD - Benton SWCD MOU; discussed schedules; reached out to OSU Extension program for veterans interested in agriculture/farming to set up meeting with OSU staff. (4.7)  
[https://smallfarms.oregonstate.edu/sites/agscid7/files/smallfarms/fall\\_2023\\_small\\_farm\\_news.pdf](https://smallfarms.oregonstate.edu/sites/agscid7/files/smallfarms/fall_2023_small_farm_news.pdf)
- Attended OACD Annual Meeting (presentations will be loaded onto OACD website when available). <https://www.oacd.org/> Partner updates from OWEB, ODA, Oregon Water Resources Dept., Oregon Department of Fish and Wildlife, National Association of Conservation Districts, Oregon Climate and Agriculture Network, and Oregon Conservation Partnership. Legislative update. Soil and Water Conservation Commission meeting. District Manager's Roundtable. (4.2)
- Attended a meeting with House Speaker Dan Rayfield and others about the Oregon Agricultural Heritage Program (4.2).  
<https://www.oregon.gov/oweb/grants/oahp/pages/oahp.aspx>
- Attended the Aquatic Invasive Species Summit in Salem and followed up with some speakers. (1.8)
- Forwarded conservation staff information about the new Forest Accord Grant Program run by ODFW (4.8).  
[https://www.dfw.state.or.us/habitat/PFA/grant\\_program.html](https://www.dfw.state.or.us/habitat/PFA/grant_program.html)
- Connected with Michael and Sara about adding a web page about small pond design and maintenance with links for landowner resources. (3.9)

## **FISCAL**

- Held FY23 audit meeting with auditor, Jenny, Nate, Marcella, and Michael. Followed up on questions; signed journal entry form, management representation letter, and no legal counsel letter. (5.11).
- Received \$250.00 donation from Lawrence Lau (a friend of the Paul's) in Jerry's honor; mailed thank you letter and IRS tax exemption documents. (5.7).
- New AP software with AvidXchange (AX): attended a check-in meeting with AX staff, Jenny, Michael, and Candace. Processed final check approvals using new procedures. (5.7)
- Reviewed/authorized/completed/submitted: staff timesheets, monthly paystubs, vendor invoices, CCRs for District credit cards, EFTs (electronic funds transfers) for bill payment, fiscal admin and accounting on grants, journal entry approvals, review of monthly financial reports, check register, credit card and bank statements, account reconciliations, bank deposits, and LGIP balance and transfers to District bank account. (5.6 & 5.7)
- Held weekly meetings with bookkeeper. (5.8)
- Tried to reach Benton County Finance Department Deputy Director to ask some questions about two of their Tax Turnovers Reports. (5.9)

## **PERSONNEL/TRAINING**

- Attended day-long HR workshop in Eugene sponsored by the Oregon League of Cities. (5.12)
- Assisted Candace with equipment inventory questions. (5.17)
- Provided staff with information on phishing techniques and how to recognize them to prevent security breaches. (5.16)
- Held check-in meetings with Michael, Sara, Candace, and Jake; reviewed/signed employee leave requests. (5.3)
- Reviewed Workers Compensation renewal. (5.16)

## **BOARD/ORGANIZATIONAL**

- Toured the Hastings' property in Monroe with Kerry, Mike, Michael and Candace. A beautiful spot with so much hard work completed! (4.2)
- Signed support letter for the Oregon Agricultural Trust for an OWEB stakeholder engagement grant proposal that will protect farmland associated with oak habitat. (4.1)
- Connected with two students from the North American Youth Parliament for Water (NAYPW) who are potential student Board Associates. (1.4)
- Prepared documents and agenda for/attended October board meeting (5.3).
- Prepared for November board meeting (5.3)
- Provided Directors with legislative changes to Director Eligibility criteria. (5.4)
- Connected with ODA about rules for Treasurer position, notified Nate. (5.4)

**Date:** October 31, 2023  
**To:** Benton SWCD Directors  
**From:** Michael Ahr  
**Re:** Staff Report for **October 2023**



### **Conservation Program Manager**

- Two Conservation Program Team Meetings: Topics covered – Invoices, working with Jake Mead, Program check-ins, SIA water quality monitoring (1.9)
- Three check ins with Holly to discuss upcoming grants, workload, transition readiness (5.2, 5.15)
- Attended informal meeting with NRCS staff + Donna and Teresa to talk about small farm programs/funding (1.9)
- Attended ODA check in with Donna and Olivia Jasper (ODA) to discuss Scope of Work (4.12)
- Met with Jake Mead, Skillbridge intern, to discuss his interests and potential projects for his internship with us...ending in January. (4.7)
- Attended a tour sponsored by Oregon Department of Forestry in Kings Valley with Oregon Small Woodlands Association members. The focus was educating woodland owners about new Private Forest Accord rules related to stream protection (1.4, 3.1, 3.5, 3.6, 4.1)
- Attended Human Resources Workshop in Eugene sponsored by League of Oregon Cities (5.12, 5.20)

### **Willamette Mainstem Cooperative**

- Hosted Fall meeting of Willamette Mainstem Cooperative. Topics included updates on emerald ash borer as well as Ludwigia treatment conversation and promotion of Aquatic Invasive Species Summit/meeting, which Holly and I attended on 10/24 (4.10)
- Presented at the Aquatic Invasive Species Summit in Salem re: our Willamette River invasive work. Presented in partnership with Willamette Riverkeeper and Yamhill SWCD who help work on the project also. This was a great event to attend!! (4.1, 4.8, 1.8)
- Attended meeting with project partners from USGS and OWEB to discuss our monitoring projects on the Willamette River (1.8)
- Attended 2 great webinars related to my Willamette work. 1) Fish of the Willamette River sponsored by Marion SWCD and Fish and Wildlife Service. 2) Champinefu webinar series where the topic focused on native tribe canoe journeys including some events on the Willamette (5.20)

### **Invasive Species Program**

- Performed a site visit near Dimple Hill where the focus was weeds and oak habitat (1.2)
- Visited Kerry Hastings property with co-workers to discuss many layers of conservation including weeds and native habitat/plantings (1.2)
- Visited Tampico Road Special Management Area, which is a Benton County Public Works term for a roadside needing specific management for sensitive species. Possible volunteer event coming up at this location to free Nelson's checkermallow (4.5)
- Planted native bulbs and seed at 3 oblong spurge locations (1.7)

### **Miscellaneous**

- Ordered additional plants to supplement Feb. Native Plant Sale. Inventory got low quickly (2.1)

## Upper Muddy Creek Water Quality Monitoring (1.2, 2.5, 4.3, 5.4)



Above, Muddy Creek's low water level did not cover the continuous data sensors on Sept 12th. (Schoolfield 2023)

**First Fall Flush** - As defined by Paul Measeles, Oregon Department of Agriculture, the first fall flush is a rain event of greater than 0.5 inches after September 20th. Per the UMC SIA Sampling and Analysis Plan, we are required to capture WQ samples/data within 24 hours of the first fall flush. In 2022, that monitoring date was November 7th. This year it was September 26th.

The team's communication begins with a flurry of emails as the MRWC staff and I watch precipitation levels at the Corvallis airport which is near to the UMC SIA. The MRWC staff are conscientious partners who reorganize their

calendars to get this important annual field work completed. Thanks to Aubrey Cloud and Jonah Nicholas for their dedication to time-sensitive obligations. 💧

**Make My Day** - College students do appreciate digging holes in farm fields and collecting data on cold winter days. Shown in photo to right, Haylee Davis recently sent me this text - "Hi this is Haylee, your intern from last

year! The school year just started up again, and the number of times I have thought to myself "Teresa has already taught me this" so far this year is crazy! So I just wanted to say thank you for being a great mentor! I hope you are doing well :)"



### DATE ACTIVITY

9/22 Fall Festival set up  
9/23 Fall Festival Bulb & Seed Sale  
9/24 Fall Festival Bulb & Seed Sale till 2 PM  
9/25 DEIJ meeting  
9/26 UMC SIA first fall flush WQ monitoring  
9/26 MRWC discussion on use of sondes  
9/27 Sondes meeting with Michael & Donna  
9/29 Tara Davis' Celebration of Life  
10/3 Zoom with NRCS, Amy and Wallace  
10/6 Soil Health grant final report submitted  
10/10 Facilitated staff meeting  
10/13 Soil Health grant final payment request  
10/17 UMC SIA WQ monitoring—gear to MRWC  
10/17 WVRLC meeting—7 PM  
10/18 Pick up hedgerow plants at PMC  
10/20 Deliver straw mulch to Willamette Grange  
10/20 Compost delivery to Willamette Grange

### ACRONYMS

- DEIJ—Diversity, Equity, Inclusion, Justice
- MRWC WQ—Marys River Watershed Council
- NRCS—Natural Resources Conservation Service
- UMC SIA - Upper Muddy Creek Strategic Implementation Area
- WQ—water quality
- WVRLC—Willamette Valley Regenerative Landscape Coalition

**NATIVE PLANTINGS ( 1.1, 1.2, 2.1, 2.5 )**

**Jerry Paul Memorial Hedgerow - prep and staging**

Thanks to BSWCD, eight straw bales and two cubic yards of Bark Place compost were delivered to Willamette Grange in preparation for the 10/24 event. Xerces Society donated 76 one-gallon potted plants. To date, eight volunteers have signed up to dig holes, place plants, haul compost, water in the roots, and spread straw over cardboard mulch to reduce weed competition.

In photo right, see Toni Hoyman, who wears many Grange hats including Secretary and Grant Writer, AND Gwendolyn Ellen, long-time outreach partner, OSU farmscaping educator, and Willamette Grange member. They joined me on 10/18 to inventory and stage the plants according to shade tolerance, photo left below. The plant species are listed in the table, right below.

Grange members will provide a lite lunch and warm beverages, a token of thanks to volunteers and fuel for more planting after a break. Michael emailed, "Jerry would be excited about this." 🐾



<b>Large Shurbs</b>	number
Amelanchier alnifolia	6
Ceanothus cuneatus	6
Rhamnus purshiana	4
Holodiscus discolor	6
Philadelphus lewisii	6
Ribes sanguineum	6
Sambucus cerulea	6
<b>Small Shrubs</b>	
Solidago canadensis (lepida)	6
Spiraea douglasii	4
Symphoricarpos albus	4
Asclepias speciosa	6
Mahonia aquifolium	6
Lupinus polyphyllus	4
Symphotrichum subspicatum	6
<b>Total</b>	<b>76</b>





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

SOW Task	Goals	August 1, 2023 to August 30, 2023
Landowner Engagement & Technical Assistance	1 & 2	<p><b>TA:</b> Riparian restoration (2), invasives (2), native plants planting guide, research energy programs, tracking projects, researching AFO/CAFO (Confined Animal Feeding Operation) and policies with ODA.</p> <p><b>Site Visits:</b></p> <p><i>Wren:</i> Hedgerow (pollinator) planting under utility line. Referred to NRCS for possible funding. Will followup.</p> <p><i>53<sup>rd</sup> street:</i> Mud and manure management, pasture, nutrient management, composting. Referred to NRCS.</p> <p><i>Philomath:</i> pasture/hay management, Christmas trees. Referral to OSU extension forester and OSU small farms.</p> <p><b>Projects:</b></p> <ul style="list-style-type: none"> <li>* <i>J2E River to Ridge Diversity Project:</i> Discussion with Luckiamute Watershed Council and BSWCD staff about a joint project tour this summer. Coordinating with project manager about site prep and plantings. Contract modification.</li> <li>* <i>Mitchell Oak and Savanna Restoration Project:</i> delivery of grass seed, coordination with USFW on planting bulbs/seeds.</li> <li>* <i>Upper Muddy Creek Strategic Implementation Area:</i> Outlined discussion with Michael about grant extension. Submitted grant extension to December 22, 2026.</li> <li>* <i>Jumping Giraffe Farms Water Management OWEB</i> small grant: Land Use document submitted along with invoices and 90% grant total request for funds. Discussion with landowner about project completion timeline.</li> <li>* <i>Watenpaugh Farm Riparian and Prairie Restoration:</i> Submission of invoices to document partial advance funds request. Waiting on future invoices.</li> <li>* <i>Grand Oaks HOA:</i> connection with Small Grant Team about timeline for submitting grant application.</li> <li>* <i>Wren riparian:</i> Ordered trees, arranged for payment.</li> </ul>
Partnerships/ Non-ag Upland and urban land management & restoration	1 & 4	<ul style="list-style-type: none"> <li>* Wrote support letter for silvo-pasture research project WSARE (Western Sustainable Agriculture Research and Education) grant.</li> <li>* Attended meet and greet with Jacob Mead.</li> <li>* Attended Southern Willamette Valley Groundwater Management Area zoom meeting.</li> <li>* Attended bi-monthly NRCS meeting with Amy and Wallace talking about Small Farms program and new EQIP funding.</li> <li>* Attended webinar Champinefu Series: Willamette River Ancestral Hwy.</li> </ul>

		<ul style="list-style-type: none"> <li>* Submitted quarterly ODA Scope of Work tasks and expense tracking. Requested advance quarterly funds.</li> </ul>
SOW/Capacity grant, training, organizational	5	<ul style="list-style-type: none"> <li>* Zoom meeting with Olivia Jasper (ODA water quality specialist) about Scope of Work and District needs.</li> <li>* Attended Staff Meetings, and Board meetings. Check-in conservation team program meeting with Michael and Teresa.</li> <li>* Training: OSHA Heat Illness Prevention course.</li> </ul>

OCTOBER REPORT FOR NOVEMBER 2023 BOARD PACKET

Sara Roberts, Communications and Community Engagement Coordinator

**OUTREACH (Goals 2.5, 4.5)**

- It's Salmon Watch season!
  - 6 programs down, 7 programs to go
  - High School volunteers from College Hill High School have led multiple programs and as always, have done a great job.
  - High School students from the AP Environmental Science class at Philomath HS trained for the first time as volunteers this year, and led stations on October 25<sup>th</sup>. They did a fabulous job too!
  - We hosted a class from Kathryn Jones Harrison Elementary with several special needs students, including a blind student, one student who uses a walker, one wheelchair-bound student, and others with physical and/or social disabilities. Thanks to extra volunteers and parent assistants, all of these students were able to participate equally in the program, and got to travel the trails, touch the river, see or hear the fish, and learn all about watersheds. It was a complex program to plan but very rewarding.
  - There are TONS of very active salmon in the Alsea River this year, so every single student so far has gotten to see salmon. Go check it out!
  - Several new volunteers have gotten onboard this year, via the trainings I hosted or jumping in as shadows and then team-teaching with experienced volunteers.



Salmon Watch in pictures!

TOP LEFT: College Hill High Schoolers teach the Water Quality station.

TOP RIGHT: students listen to and look for salmon at the observation deck.

LOWER RIGHT: Volunteer Connie demonstrates how to collect and identify aquatic macroinvertebrates.



**NATIVE PLANT SALES (Goals 2, 3, 4, 5)**



## Benton Soil and Water CONSERVATION DISTRICT

### OCTOBER REPORT FOR NOVEMBER 2023 BOARD PACKET

Sara Roberts, Communications and Community Engagement Coordinator

- Net sales as of 11/3: \$12,698.69
- Top selling items: Red Osier Dogwood, Wood Strawberry, Snowberry, Red Flowering Currant
- Square sales site is running smoothly!

### COMMUNICATIONS (Goal 3.4)

- **October Newsletter** sent on October 5. Featured items:
  - Winter Native Plant Sale now open (414 clicks)
  - Announcing our new and improved website (49 clicks)
  - Volunteer opportunity: plant a native hedgerow at Willamette Grange (36 clicks)
  - Social media links (11 total clicks)
- **Social media:**
  - 16 combined Facebook and Instagram posts. Best performing posts:
    - Have you shopped our native plant sale yet? (reach=497)
    - Volunteer to help plant a native hedgerow in memory of Jerry Paul (reach=257)
    - Why choose native plants? (reach=213)
    - Don't toss those pumpkins - except maybe into your backyard? (reach=178)

### WEBSITE (Goals 3.3, 3.6)

- Digitized much of the Rural Living Handbook onto the ["Learn About Rural Living" page](#)
- Updated Board member pages and Board documents



# Staff Report October 2023 - 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%)

- Reviewed, authorized, and submitted Check Issuance Request and Credit Card Receipt forms; deposited checks.
- Continued trouble-shooting new accounts payable software issues and procedural questions
- Coordinated new procedures for expense reports and farmer reimbursements for new accounts payable system
- Distributed approved and issued vendor payments
- Completed Safety Data sheets for OSHA project (with JM help!)
- Present in office for lobby maintenance and HVAC maintenance on office space
- Created workspace for new Skillbridge intern
- Oriented new Skillbridge intern to ops responsibilities. Collected essential data/emergency contacts, etc.

### Organizational Support (45%)

- Updated and distributed Board Contact List
- Reviewed pollinator grant document
- Trained S. Roberts on invoice submission in new AP software
- Began information collecting for all equipment inventory
- Board Support: Completed October Regular Board meeting draft minutes
- Board Support: Finalized Oath of Office for Director Cloud and submitted to ODA
- HR: Attended Oregon League of Cities HR training
- HR: Completed Cybersecurity Training
- Reviewed New I-9 legislation for compliance
- Legal noticing for Board Meeting
- Tracked Monthly Tax Turnover Report
- Updated Employee Data Sheets; reviewed time-sheets; distributed pay stubs
- Filed paperwork and organized files during visits to office
- Forwarded phone calls and emails to appropriate staff
- Participated in weekly staff meetings
- Maintained weekly server back ups

### Capacity Building (5%)

- Continued recruitment plan for new Board Directors and Associate Directors
- Updated accounts payable flow and working document section for Ops Manual



## Staff Report October 2023 - Intern

**Intern Name:** Jacob Mead  
**Reports to:** Executive Director

### Position Summary

This position provides operational and administrative support for the Benton Soil and Water Conservation District ("District").

### Organizational Support

- Received orientation training. Collected essential data/emergency contacts, etc.
- Compiled safety data sheets for the Salmon Watch event.
- Assisted in the review of past Check Issuance Request's to find property records of equipment for property liability insurance.
- Volunteered with Teresa Matteson for the Grange planting project.
- Volunteered with Sara Roberts for the Salmon Watch event.
- Began information collecting for all equipment inventory.
- Assisted in filing paperwork and organizing files during visits to office.
- Participated in weekly staff meetings.



United States Department of Agriculture

**Natural Resources Conservation Service**

Tangent Service Center  
31978 N. Lake Creek Drive  
Tangent, OR 97389-9708

E-mail: [nathan.adelman@or.usda.gov](mailto:nathan.adelman@or.usda.gov)  
Phone: (541)801-2674  
Fax: (541) 928-9345

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**Subject:** Benton SWCD-September  
Board Meeting

**Date:** November 13, 2023

**Upcoming Fiscal Year 2024 Programs**

- NRCS will be delivering Inflation Reductions Act in two main programs: EQIP and CSP. There will be a significant increase in funding for Fiscal Years 2024 – 2026 implementing Climate Smart Agricultural and Forestry Practices. Funding will focus on each land use: Forest, Pasture, Cropland, and land uses with and Animal Feeding Operations and Energy as a concern. Application deadline is November 17, 2023, through the normal NRCS process.  
<https://www.nrcs.usda.gov/conservation-basics/conservation-by-state/oregon/inflation-reduction-act-ira-in-oregon>
- Strategies in place in 2023 will continue in Fiscal Year 2024: Hazelnut Water Conservation, Oak Habitat Restoration, Local Foods, and Forest Resilience and Resistance. Funding will be at similar levels of previous years. Application deadline is November 17, 2023, through the normal NRCS process.
- CSP will have a signup on March 29, 2024, to focus on operations who have participated in EQIP and are looking forward to more conservation goals.

**Staffing**

- Katie Woodruff (DC in Coquille covering Coos and Curry) is the Acting DC in Tangent but likely will have a new Acting DC by the next meeting.
- Stephanie Rice, Soil Conservationist, has now started in Tangent.
- Heather Medina Saucedo is on detail with the Farm Service Agency until January. Nathan Adelman will be the Acting Basin Team Leader until she returns.
- Tangent District Conservationist should be re-advertised soon.
- A Soil Conservationist position has been selected and will start soon.
- A shared biologist position with ODFW will be advertised this fall and will be housed in the Tangent Service Center.



### Board Member Application

Benton SWCD board members play a leadership role in executing our mission: to engage Benton County residents in the conservation and stewardship of natural resources for current and future generations. Benton SWCD provides services that encourage people to value and enhance resilient habitats from the floodplains of the Willamette River to the mountains and valleys of the Coast Range. To learn more about how we achieve our mission, read our [Strategic Plan](#).

\_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Are you a resident of Benton County? \_\_\_\_\_ Are you a registered voter? \_\_\_\_\_

What position are you applying for? (Click on one.)

Zone Director\*       At-Large Director       Associate Director

\*If you selected Zone Director, which Zone? \_\_\_\_\_ ([Click here for zone map](#))

Eligibility Requirements are different for the three positions listed above. For Zone Director and At-large Director Eligibility Requirements [click here](#). For Associate Director Requirements, [click here](#).

Why do you want to serve on the Benton SWCD Board?

Describe past experiences or positions held that would assist you as a board member.

**Continued →**





Outline strengths, abilities, and talents that you would bring to the board.

In your opinion, what is the most important role of a board member?

If appointed, would you be able to serve the entire term? \_\_\_\_\_

For information about the election process, [click here](#).

Please submit your application to:

Benton SWCD Operations Coordinator  
136 SW Washington Ave., Suite 201  
Corvallis, OR 97333

Or email completed application form to:  
[office@bentonswcd.org](mailto:office@bentonswcd.org)

**FY24 Budget Resolution**  
**Resolution No. FY2023-2024-04**

BE IT RESOLVED that the Board of Directors of the Benton Soil and Water Conservation District (BSWCD) hereby approves the addition of \$34,130 to the FY24 Budget as follows:

**Project Fund**

Add \$34,130 in Resources to the Project Fund for the Benton County Oak Habitats Stakeholder Engagement Project (OWEB Grant #223-3044-23047)

Add \$34,130 in Requirements to the Project Fund as follows:

Personnel	\$24,500
Contracted Services	\$6,000
Materials and Services	\$330
Travel	\$197
Transfer to General Fund (Fiscal Admin)	\$3,103

**General Fund**

Add \$3,103 in Resources

**Transfer from Project Fund (Grant Administration)** \$3,103

Add \$3,103 in Requirements to the General Fund as follows:

**Materials and Services**

Production Costs/Merchandise	\$500
Dues, Fees, Subscriptions	\$500
Insurance and Fidelity Bond	\$1,000
Meetings and Events	\$1,000
Office Supplies	\$103

SIGNED THIS 13th day of November, 2023

Benton Soil and Water Conservation District  
*Entity Name*

Benton SWCD Board of Directors  
*Governing Body*

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



**OREGON  
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Soil and Water Conservation District Program  
635 Capitol St NE, Salem, OR 97301-2532  
503.986.4700 | Oregon.gov/ODA

October 19, 2023

IMPORTANT SWCD PROGRAM UPDATE

**Director Eligibility Update**

Managers and Administrators,

The Oregon Legislature passed SB775 which changed the eligibility for zone directors **in all** of Oregon's Soil and Water Conservation Districts (SWCD).

ORS 568.560(3)(a) states: *All zone directors must be registered voters and reside within the zones they represent in the district.*

In the past a zone director could reside anywhere within the district if they owned or managed 10-acres or more within the zone they represented. As a result of SB 775 now all zone directors must live in the zone that they represent. The change in law does effect about two dozen current directors who will no longer be eligible to hold office when the law takes effect January 1, 2024. Those zone positions will become vacant on that date. We will be contacting the affected directors and districts directly to inform them of their loss of director eligibility. Every district needs to be aware of this eligibility change when they recruit new zone directors.

The other change in law affects districts in counties with a population over 250,000 (Currently Multnomah, Washington, Clackamas, Lane, and Marion Counties). In these counties, zone directors no longer need to meet the 10-acre land ownership or management criteria. The zone directors in these counties only need to meet the registered voter and residence requirement as quoted above. All other districts' zone directors still must meet the 10-acre land ownership or management criteria or indicate an interest in natural resource conservation by serving at least one year as a director or associate director and having a district approved conservation plan.

The full text of SB 775 can be found here:

<https://olis.oregonlegislature.gov/liz/2023R1/Downloads/MeasureDocument/SB775/Enrolled>

If you have any questions, please call Eric Nusbaum (503-510-8930) or Sandi Hiatt (971-301-3605).

## JERRY PAUL NATIVE POLLINATOR CONSERVATION GRANT – DRAFT Nov. 2023

**Application Due Date: April 30, 2024**

**Grant period: July 1, 2024 – June 30, 2025**

**Award amount for 2024-2025: \$2500**

### Description

Benton Soil and Water Conservation District (BSWCD) is pleased to announce a new annual grant award program, the Jerry Paul Native Pollinator Conservation (JPNPC) Grant. The JPNPC Grant will provide funding to **one or more (?) recipients** to create, restore, maintain, or promote native pollinator habitat in Benton County.

This grant was created in honor of the late Jerry Paul, a long-time Board Director with BSWCD and a dedicated advocate for pollinators and conservation in our community. [To read more about Jerry's work and legacy, click here.](#)

Native pollinators provide numerous vital ecological and economic services to people, plants, and animals. Yet their numbers and diversity are declining at an alarming rate. This grant aims to help Benton County residents create pollinator-supporting spaces using native plants, bee boxes, public education, and/or other tools. [For ideas about how you can help support pollinators in your own backyard, click here.](#)

Successful candidates will receive both grant funds and ongoing support during the grant period from Benton SWCD staff, including planning help, site visits, connecting to resources, and more. A final report and photo documentation must be submitted to BSWCD at the conclusion of the project.

### Eligibility

This grant will be awarded to individuals who meet the following requirements:

- Are a resident of Benton County, Oregon
- Own, manage, or have permission to conduct project work in a location in Benton County (any amount of land, from yards to acreage)
- Are dedicated to providing and promoting native pollinator conservation and habitats
- Create a plan to incorporate some aspect of public education into their project within the grant period (i.e. public tours, brochures, signage, etc.)
- Private individuals and those representing community organizations, schools, and Tribal Nations are all welcome to apply.

Eligible projects include but are not limited to:

- Establishing native plant gardens designed to support local pollinator species
- Creating native pollinator nesting sites including bee boxes, insect hotels, nurse logs, debris fields, etc.
- Installing pollinator-friendly hedgerows, borders, or cover crops on agricultural land
- Education or outreach programs that promote public awareness and conservation of native pollinators
- Any other projects that support, promote, and/or educate the public about native pollinators

**APPLICATION QUESTIONS (note, each question will have a word limit for responses)**

**Application will be available both as a website form and a printable PDF that can be mailed back.**

1. Name, email, mailing address, phone number
2. Project site name, address, and map of proposed site
3. Is the proposed project site on public or private land?
4. Are you conducting this project as a private individual or as a representative of, or in partnership with, any community organization(s)? If so please list:
5. Why do you wish to support native pollinators?
6. How do you propose to use this funding to support native pollinators? (include a brief description of all major project components)
7. Have you ever undertaken a pollinator-related project before? If yes, please explain:
8. How do you plan to maintain or continue your project in the long term?
9. How will you incorporate public education before, during, and/or after your project?
10. Have you ever received funding from BSWCD before? If yes please describe and provide the year(s):
11. Please provide your anticipated budget (include specific line items):
12. Please provide your anticipated timeline for major project components and benchmarks (project must be completed by June 30, 2025):
13. Do you have any additional comments or questions for us?