

**Thurston Conservation District**  
**2019 Consolidated Budget**  
**Approved Mid-Year Amended Budget**  
26-Sep-19

**Income**

**Unrestricted**

Rates and Charges	551,475
WSCC Implementation	90,044
Program Allocations	-86,300
Overhead	41,624
District Services	8,341

**Unrestricted Total 605,184**

**Restricted**

East Fork McLane	5,563
ESRP Shore Friendly	56,888
DOE Deschutes	49,502
Chehalis	101,673
CREP TA	17,034
CREP Cost Share	7,158
NRI Cost Share	23,938
Livestock	12,500
Soil Health	22,980
VSP & TCD VSP	124,438
Shellfish NTA	65,263
Riparian NTA	12,500
South Sound Green	174,773

**Restricted Total 674,209**

**Income Total 1,279,393**

**Budget Surplus 18,177**

**Expense**

**Unrestricted**

Salaries, Benefits & Staff Time	189,022
Professional Services	148,470
Facility, Vehicles and Maintenance	90,179
Supplies	22,245
Conferences, Trainings & Travel	18,500
Insurance and Banking	16,591
Savings and Debt Pay Down	102,000

**Unrestricted total 587,007**

Salaries & Benefits	412,052
Goods & Services	246,934
Cost Share	15,224

**Restricted Total 674,209**

**Expense Total 1,261,216**

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Line		Revised Budet with Amendments
<b>1.0</b>	<b>Income</b>	
<b>1.1</b>	<b>3431100 · Retail Sales</b>	
1.1.1	3411140 · TCD Equipment Rentals	500
1.1.2	3431130 · Soil Testing	4,500
1.1.3	3431120 · Rental Income	791
1.1.4	3611120 · Interest on Savings	50
1.1.5	Private Contributions	2,500
<b>1.2</b>	<b>3300000 · Grant Revenue</b>	
1.2.1	3340000 · State Grants	90,044
<b>1.3</b>	<b>3685200 · Rates &amp; Charges</b>	<b>551,475</b>
<b>1.4</b>	<b>Program Allocations</b>	
1.4.1	Allocated to South Sound Green	-28,000
1.4.2	Allocated to Nearshore	-18,300
1.4.3	Allocated to VSP	-40,000
1.4.4	Allocated to CTA Funding	-5,556
1.4.5	Allocated to TA	-10,000
<b>1.5</b>	<b>Overhead</b>	
1.5.1	5314999 · Salary Overhead from Grants	36,574
1.5.2	5966699 · Vehicle Overhead from Grants	5,049
<b>1.6</b>	<b>Total Income</b>	<b>589,628</b>

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Line		Revised Budet with Amendments
<b>2.0</b>	<b>Expense</b>	
<b>2.1</b>	<b>5531010 · Salaries &amp; Benefits</b>	
2.1.1	Interim / Executive Director (FT)	60,961
2.1.2	Interim Executive Director	0
2.1.3	Administrative Assistant (FT)	29,678
2.1.4	Accountant (PT)	56,728
2.1.5	Interim Exec Dir Merit Bonus	0
<b>2.2</b>	<b>Staff Time</b>	
2.2.1	Staff Time - District Services	10,634
2.2.2	Staff Time - Elections	8,000
2.2.3	Staff Time - Public Records Requests	2,000
2.2.4	Staff Time - Grant Writing	10,000
2.2.5	Staff Time - Unfunded Trainings & Certifications	8,020
2.2.6	Staff Time - Working Lands Initiative	3,000
<b>2.3</b>	<b>Professional Services</b>	
2.3.1	5314101 · Legal Services	54,000
2.3.2	5314102 · Audit & Accounting	16,824
2.3.3	5314103 · Computer Services	22,710
2.3.4	PDR IT Expenses	2,000
2.3.5	5314100 · Professional Services	2,500
2.3.6	5355001 · Election Expense	35,000
2.3.7	5314400 · Advertising	2,436
2.3.8	5314117 · Soil Testing	3,000
2.3.9	Governance Training/Study	0
2.3.10	Hiring Costs	10,000

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Line		Revised Budet with Amendments
<b>2.4</b>	<b>Facility, Vehicles and Maintenance</b>	
2.4.1	5314104 · Janitorial Services	3,784
2.4.2	5314501 · Office Rent	47,400
2.4.3	5314700 · Utilities	7,749
2.4.4	5314503 · Equipment Leases	3,072
2.4.5	5314504 · Vehicle Leases	3,730
2.4.6	Computer Equipment	5,000
2.4.7	5314200 · Communications	7,385
2.4.8	5313102 · Photocopier Usage	4,059
2.4.9	5354800 · Repairs & Maintenance	6,000
2.4.10	5314502 · Site Rental	500
2.4.11	Office Furniture & Equipment	1,500
<b>2.5</b>	<b>Supplies</b>	
2.5.1	5313101 · Office Supplies	5,000
2.5.2	5314202 · Postage & Shipping	3,000
2.5.3	5313401 · Plants for Resale	3,000
2.5.4	5314901 · Meeting & Event Supplies	1,500
2.5.5	5314902 · Dues, Subscriptions & Licenses	7,000
2.5.6	5313103 · Project Supplies	2,000
2.5.7	Board Meeting Snacks	745
<b>2.6</b>	<b>Conferences, Training and Travel</b>	
2.6.1	5314302 · Conference & Training Fees	5,500
2.6.2	Board Conference and Training Fees	2,500
2.6.3	5314300 · Staff Travel	5,500
2.6.4	Board Travel	5,000

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Line		Revised Budet with Amendments
<b>2.7</b>	<b>Insurance and Banking</b>	
2.7.1	5314110 · Bank Fees & Interest Charges	2,000
2.7.2	5314600 · Liability Insurance Premiums	14,091
2.7.3	5314111 · Late Fees & Penalties	500
<b>2.8</b>	<b>Savings and Debt Pay Down</b>	
2.8.1	Reserve Fund	65,000
2.8.2	Outstanding Debt	27,000
2.8.3	Office Relocation Savings Plan	10,000
<b>3.0</b>	<b>Total Expense</b>	<b>587,007</b>
<b>4.0</b>	<b>Net Income</b>	<b>2,621</b>

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	East Fork McLane	ESRP Shore Friendly	DOE Deschutes	Chehalis	CREP TA	CREP Cost Share	NRI Cost Share	Livestock	Soil Health	VSP & TCD VSP	Shellfish NTA	Riparian NTA	Green	Total
Salaries & Benefits	4,826	39,767	48,727	46,562	3,688	0	15,871	12,578	20,303	92,436	53,388	12,443	61,464	<b>412,052</b>
Goods & Services	737	17,121	775	55,111	13,347			-78	2,678	32,002	11,875	57	113,310	<b>246,934</b>
Cost Share						7,158	8,066							<b>15,224</b>
<b>Total</b>	<b>5,563</b>	<b>56,888</b>	<b>49,502</b>	<b>101,673</b>	<b>17,034</b>	<b>7,158</b>	<b>23,938</b>	<b>12,500</b>	<b>22,980</b>	<b>124,438</b>	<b>65,263</b>	<b>12,500</b>	<b>174,773</b>	<b>674,209</b>

**Thurston Conservation District**  
**2019 Staffing Plan**  
**Approved Mid-Year Amended Budget**  
26-Sep-19

Assumes 2.8% COLA increase for 2019 and step increases.  
Assumes benefits at 32% taxes and benefits.

	FTE	Salary & Benefits	FTE Salary & Benefits	Admin	East Fork McLane	ESRP Shore Friendly	DOE Deschutes	Chehalis	CREP TA	CREP Cost Share	NRI Cost Share	Livestock	Soil Health	VSP & TCD VSP	Shellfish NTA	Riparian NTA	Green	Total	
<b>Administrative Staff</b>																			
Interim/Executive Director	1.00	93,786	93,786	65.0%	60,961									15.0%	2.0%	8.0%		100%	
Admin Assistant (7 months)	1.00	29,678	29,678	100.0%	29,678													100%	
Accountant	0.75	75,638	56,728	100.0%	56,728													100%	
<b>Project Staff</b>																			
South Sound Green Program Manager	1.00	86,385	86,385	5.0%	4,319		20.0%	20.0%										55.0%	100%
South Sound Green Assistant (4 months)	1.00	13,952	13,952															100.0%	100%
Education and Outreach Specialist	0.80	65,877	52,701	10.0%	5,270		10.0%	20.0%	5.0%				5.0%	40.0%	5.0%	5.0%		100%	
Education and Outreach Assistant (4 months)	1.00	13,952	13,952				15.0%	50.0%							35.0%			100%	
Habitat Specialist	0.75	61,459	46,094	5.0%	2,305	5.0%		20.0%	27.0%	8.0%					30.0%	5.0%		100%	
Natural Resource Technician	1.00	58,892	58,892	5.0%	2,945			5.0%			9.0%	11.0%	30.0%		40.0%			100%	
Conservation Program Manager (7 months)	1.00	50,422	50,422	20.0%	10,084	5.0%		30.0%			5.0%				5.0%			100%	
Natural Resource Specialist (7 months)	1.00	41,502	41,502					15.0%				5.0%		75.0%	5.0%			100%	
Natural Resource Technician (7 months)	1.00	40,248	40,248								20.0%	10.0%		65.0%	5.0%			100%	