

Monday, May 13, 2024
 6:00-7:30 PM Board Meeting
 To join Zoom Video Conference:



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

Phone: 1-669-900-6833

Meeting ID: 844 6825 0202

Passcode: 640956

BENTON SWCD BOARD OF DIRECTORS MAY MEETING AGENDA

Goal	Item	Lead	Time	ACTION
	Call to Order, Introductions, Public Comments, Announcements, Additions to Agenda	<i>Johnson</i>	6:00	
	CONSENT AGENDA	<i>Johnson</i>	6:04	ACTION
5	Approve draft Minutes from April 8 Board Meeting			
5	Approve Financials (3/31/24)			
	REGULAR AGENDA			
5	Comments on new format for monthly staff reports	<i>Board</i>	6:05	
1-5	In-person board meetings – discuss whether to have these more frequently (currently meet in person for summer potluck, Annual Meeting, Budget Committee meeting) 10 minutes	<i>Board</i>	6:10	ACTION
4	Volunteer Appreciation celebration in August – combine with Summer Board Potluck?	<i>Roberts/ Board</i>	6:20	ACTION
1	Willamette Mainstem Cooperative report and oblong spurge update (25 minutes)	<i>Ahr</i>	6:30	
3, 4	TEIP update (5 minutes)	<i>Crosson/Ahr/ Roberts</i>	6:55	
4	Dry Farming Institute (5 minutes)	<i>Johnson/ Mason/ Crosson</i>	7:00	
1-5	Questions from Board on BSWCD and NRCS activities 20 minutes	<i>Directors/ Staff/NRCS</i>	7:05	
1-5	Other Board business?	<i>Directors</i>	7:25	
	Meeting Adjourned	<i>Johnson</i>	7:30	

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

BSWCD Board and Outreach Events (subject to change)		
Date/Time	Event	Location
May 18, 9am-12pm	Let's Pull Together	Several sites across the county
May 23, 12-3pm	Knapweed digging near Lupine Meadows/West Hills Road (Philomath); Probably tour of Lupine Meadows from 2 to 3 pm.	Email michael@bentonswcd.org if you're interested in helping out.
June 1	Pollinator Power workshop	USDA Plant Materials Center, Corvallis
June 8	J2E River to Ridge tour	J2E tree farm
June 10, 6:00-7:30pm	Regular Board Meeting & Budget Hearing Meeting	TBD/Zoom
July 8, 6:00-7:30pm	Regular Board Meeting	TBD/Zoom
July 19	Paddle and Pull with Willamette Riverkeeper and BSWCD	Save the Date, Details to come. This will likely be from Corvallis to Hyak Park
August 3	Paddle and Pull with Willamette Riverkeeper and BSWCD	Save the date, details to come. Same location as above
August 12, 6:00-7:30pm	Regular Board Meeting	TBD/Zoom

Check our website calendar regularly for additional items that are still being finalized:
bentonswcd.org/calendar

Monday, April 8, 2024
6:00-7:30 PM Board Meeting
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Phone: 1-669-900-6833
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BOARD OF DIRECTORS MEETING MINUTES

In Attendance

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

Board Members Absent: Henry Storch (Emeritus)

Associate Directors Present: Rana Foster

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

Call to Order - Johnson (6:02pm)

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

Introductions: None

Public Comment: None

Announcement: Soil health meeting May 8th presentation 7:30am-1pm

This event will connect farmer field observations with scientists' research. Topics include:

- Soil Health Assessments - Dr. Markus Kleber, OSU
- Conservation Cover for Hazelnut Orchards - Dr. Lauren Hallett, University of Oregon
- Soil Nitrate Leaching Management - Dr. Jana Compton, Environmental Protection Agency
- Trialing Pollinator Plants - Ian Silvernail, PMC
- Lunch provided.

Please register. For more information contact Teresa Matteson.

Addition to agenda: None

CONSENT AGENDA

- **Approve draft Minutes from March 11, 2024, Regular Board Meeting**
- **Approve Financials (2/29/24)**

Discussion: None

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

Results: Pass 7/0

REGULAR AGENDA

- **2024 Native Plant Sale Summary**

Michael Ahr presented slides from both Native Plant Sales in 2024. September Native Bulb and Seed Sale in September of 2023 and February of 2024. Overview of gross sales, volunteers, and inventory presented at each sale. Financial profit and loss for each sale presented. Exceeded costs with sales, excepting personnel cost. Survey of plant sale customers was completed, with suggestions made to improve moving forward noted. Board members also contributed

suggestions for improvement as well. Perhaps up variety of day of sales, maybe have pickup over two days, make pick up time scheduling required in check out.

- **Quarterly update on Strategic Plan Measurable Objectives**

Board asked about the length of the quarterly reports for Strategic Plan Measurable Objectives. Is this report redundant with monthly staff reports? Monthly staff reports are a view of the past, Measurable Objectives are a view of the future and designed to measure if we stayed on track with meeting goals. Board no longer needs to review Measurable Objectives document. Monthly staff reports should be significantly pared down and briefly/succinctly cover accomplishments, what's in-progress, and what needs attention. Staff will work on a new prototype for May to see what the Board thinks.

- **Approve Employee Recognition Award Policy**

Discussion: Holly Crosson introduces the policy as the formalization of a previously held tradition (informal policy/tradition) at BSWCD related to longevity at the district. It is to recognize the years of service, and was completed with suggestions from HR Answers to comply with tax law, etc. David Barron lends his support to this recognition policy. The question came up about whether, due to inflation, future changes in award amount should be mentioned. HC will include policy review timeframe in the final policy.

MOTION: Approve Employee Recognition Award Policy with Change To Review at A Regular Interval-Nate Johnson Second: Kerry Hastings

Results: 7/0

- **Backyard Habitat Program-Next Steps-Michael Ahr**

Staff reviewed more ideas for the program, and urban programming possibilities including what the breadth of urban programming should be. Considering public comments about need that have been passed on to staff. Is the backyard habitat certification program the right one to begin with? The needs assessment that will be completed in the next couple of months will also shed light on what the public think these needs are. Staff are looking to add another member to potentially grow the capacity of this program. How best to expand the Native Plant Program with a Backyard Habitat Program. Capacity is a need and will be addressed in the budgeting process.

- **Director Aubry Cloud's role working with the District outside his Director Duties**

Holly Crosson brings to the Directors' attention Oregon Government Ethics Law and the Guide for Public Officials which all staff and board members should be familiar with (link to website and Guide provided in board packet). Director Cloud explains his relationship with his employers, Mary's River Watershed Council and Luckiamute Watershed Council. He works on the BSWCD SIA program for the Watershed Councils that receive funding through contract with BSWCD. He also performs knotweed control that the BSWCD has provided funding for. Director Cloud has reviewed the ethics rules and will recuse himself from any future discussion or vote on funding that would appear to be, or be, a conflict of interest. He encourages board members to be on alert for this as well. Directors can always contact the Oregon Government Ethics Commission with any questions.

- **Getting to Know You**

Candace Mackey asks for suggestions for Board and Staff to socialize outside of board meetings to share knowledge, connection and create BSWCD culture. What could these events be?

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

Potluck as a part of meetings? Concern with creating a quorum and public meeting notice. Possible meeting with other partner organizations. Education? There is a clear restriction of discussing ANY BSWCD business or any conversation that would lead to any decisions being made unless the meeting is noticed to the public. Board is interested in sharing time together, but is aware of the rules and will continue to be cautious.

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

Nate Johnson gets a subscription to High Country News and was wondering if it would be useful to have the District have an online subscription that staff and directors could use for a resource. He is finding out that this is a useful resource. What do others think? Currently, precedent is that we have a subscription to the Corvallis Gazette Times. NJ shares a link to High Country News in the chat. Director Cloud suggests the free publication Smoke Signals. No other suggestions are made other than to share articles on the listserv Sara Roberts set up.

- **Other Board Business-None**

- **Next regular board meeting will be, May 13, 2024**

Meeting Adjourned - Johnson (7:45pm)

Financial Report

Period ending March 31, 2024

Benton SWCD Board Meeting

May 13, 2024

Our Oregon LGIP account closing balance was \$1,000,168.80. The dividend paid was \$4,419.60 and the monthly distribution yield was 5.20%. The fiscal year-to-date dividend paid was \$33,649.92.

The Benton County Finance Department paid the District \$1,697.13 in tax revenue. The year-to-date amount paid was \$505,596.34.

The total balance of both Citizen Bank accounts combined was \$126,504.23. The previous month's combined balance was \$100,987.63. Both accounts were reconciled and all checks were accounted for.

The balance of the credit-card account as of 3/25/24 was \$1,901.85 and charges were reconciled.

The Stripe account was reconciled. The starting balance was \$0. The ending balance was -\$0.49.

Respectfully submitted,

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

Nate Johnson
Board Chair

Benton Soil & Water Conservation District
Balance Sheet
 As of March 31, 2024

	Mar 31, 24	Mar 31, 23	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
10100 · Citizens Bank	104,761.13	136,110.80	-31,349.67
10150 · Citizens Bank #2	5,382.51	5,000.79	381.72
10200 · LGIP	1,001,865.93	937,343.77	64,522.16
10300 · Stripe	0.00	-1.32	1.32
10310 · Stripe - Streamline	-0.49	0.00	-0.49
10800 · Petty Cash	24.00	24.00	0.00
Total Checking/Savings	1,112,033.08	1,078,478.04	33,555.04
Accounts Receivable			
11000 · Accounts Receivable	0.50	0.00	0.50
11400 · Grants Receivable	27,659.73	20,503.40	7,156.33
Total Accounts Receivable	27,660.23	20,503.40	7,156.83
Other Current Assets			
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 CashDue to/frm Gen Fnd	54,679.93	96,371.93	-41,692.00
12040 · 400-1080 Cash Due to/Due frm GF	113,200.00	108,200.00	5,000.00
13000 · Prepaid expenses-Audit	5,974.87	6,548.52	-573.65
Total Other Current Assets	5,974.87	6,548.52	-573.65
Total Current Assets	1,145,668.18	1,105,529.96	40,138.22
Other Assets			
18400 · Property Tax Receivable-Audit	10,348.00	9,482.00	866.00
Total Other Assets	10,348.00	9,482.00	866.00
TOTAL ASSETS	1,156,016.18	1,115,011.96	41,004.22
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 · General Accounts Payable	2,939.26	8,126.65	-5,187.39
20100 · Project Accts Payable	10,477.57	5,940.00	4,537.57
Total Accounts Payable	13,416.83	14,066.65	-649.82
Credit Cards			
22000 · CITIZENS BANK MASTER CARD			
22200 · Holly CC - 2995	856.80	444.99	411.81
22300 · Donna CC - 3001	212.00	0.00	212.00
22400 · Teresa CC - 3019	-182.51	66.41	-248.92
22530 · Michael CC - 3266	7.99	99.00	-91.01
22532 · Sara CC - 0962	320.65	477.91	-157.26
22533 · Candace CC - 0020	577.42	399.11	178.31
Total 22000 · CITIZENS BANK MASTER CARD	1,792.35	1,487.42	304.93

Benton Soil & Water Conservation District
Balance Sheet
 As of March 31, 2024

	Mar 31, 24	Mar 31, 23	\$ Change
Total Credit Cards	1,792.35	1,487.42	304.93
Other Current Liabilities			
24000 - PAYROLL LIABILITIES			
24010 - 941 Account	10,433.80	7,778.42	2,655.38
24020 - Oregon Withholding	2,516.00	2,029.00	487.00
24030 - OR-WBF SUTA	1,866.71	1,457.71	409.00
24040 - Medical Employee	0.00	44.70	-44.70
24050 - Medical Employer	0.00	3,931.93	-3,931.93
24060 - 457b Contributions	0.00	2,779.70	-2,779.70
Total 24000 - PAYROLL LIABILITIES	14,816.51	18,021.46	-3,204.95
25800 - Deferred Revenue Grants-Audit	38,174.11	74,323.43	-36,149.32
Total Other Current Liabilities	52,990.62	92,344.89	-39,354.27
Total Current Liabilities	68,199.80	107,898.96	-39,699.16
Long Term Liabilities			
27050 - Deferred Revenue Taxes -Audit	9,031.09	8,373.09	658.00
Total Long Term Liabilities	9,031.09	8,373.09	658.00
Total Liabilities	77,230.89	116,272.05	-39,041.16
Equity			
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	143,431.71	144,656.16	-1,224.45
Total Equity	1,078,785.29	998,739.91	80,045.38
TOTAL LIABILITIES & EQUITY	1,156,016.18	1,115,011.96	41,004.22

6:34 PM

04/26/24

Accrual Basis

**Benton Soil & Water Conservation District
Citizens Bank Check Register
As of March 31, 2024**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
10100 · Citizens Bank							86,249.42
Deposit	03/08/2024			Deposit	5,765.10		92,014.52
Transfer	03/04/2024			Funds Transfer	100,000.00		192,014.52
Deposit	03/15/2024			Deposit	4,990.68		197,005.20
Deposit	03/22/2024			Deposit	1,292.50		198,297.70
Liability Check	03/28/2024		QuickBooks Payroll Service	Created by Payroll Service o...		28,510.44	169,787.26
Bill Pmt -Check	03/01/2024		Amanda McBride	QuickBooks generated zero ...	0.00		169,787.26
Deposit	03/31/2024			Interest	6.38		169,793.64
Bill Pmt -Check	03/11/2024	DBT	1Auto - Xerox Financial Se...	autopay due on 10th of next ...		156.17	169,637.47
Check	03/17/2024	DBT	Card Service Center - Mas...	Online Payment		2,890.82	166,746.65
Bill Pmt -Check	03/25/2024	DBT	1Auto - Verizon	autopay due on 25th of month		89.21	166,657.44
Paycheck	03/29/2024	DD	Ahr, Michael S	Direct Deposit	0.00		166,657.44
Paycheck	03/29/2024	DD	Crosson, Holly A	Direct Deposit	0.00		166,657.44
Paycheck	03/29/2024	DD	Mackey, Candace	Direct Deposit	0.00		166,657.44
Paycheck	03/29/2024	DD	Matteson, Teresa L	Direct Deposit	0.00		166,657.44
Paycheck	03/29/2024	DD	Roberts, Sara	Direct Deposit	0.00		166,657.44
Paycheck	03/29/2024	DD	Schmitz, Donna J	Direct Deposit	0.00		166,657.44
Liability Check	03/06/2024	EFT	United States Treasury	93-1077051		8,804.98	157,852.46
Liability Check	03/06/2024	EFT	Oregon Dept of Revenue	0292193-0		2,220.00	155,632.46
General Jour...	03/01/2024	JB 23-2...	Amanda McBride	CIR# 24-046 check 8305 Ne...	500.00		156,132.46
Sales Receipt	03/21/2024	1436	Native Plant Program:Plan...		33.00		156,165.46
Bill Pmt -Check	03/14/2024	8316	Long Tom Watershed Cou...	CIR# 24-051		1,200.00	154,965.46
Check	03/14/2024	8317	Misc Vendor	VOID:	0.00		154,965.46
Bill Pmt -Check	03/14/2024	8318	Luckiamute Watershed Co...	CIR# 24-052		1,200.00	153,765.46
Bill Pmt -Check	03/14/2024	8319	Marys River Watershed C...	CIR# 24-053		1,200.00	152,565.46
Liability Check	03/28/2024	8320	VALIC	Group #67994		4,011.43	148,554.03
Liability Check	03/28/2024	8321	HRA VEBA Plan	YA20521 CIR# 24-054		744.68	147,809.35
Liability Check	03/28/2024	8322	SDIS	03-0018433		3,904.48	143,904.87
Bill Pmt -Check	03/28/2024	8323	Linus Pauling STEM Team	CIR# 24-056		500.00	143,404.87
Bill Pmt -Check	03/28/2024	8324	Long Tom Watershed Cou...	CIR# 24-055		6,000.00	137,404.87
Bill Pmt -Check	03/04/2024	10097	Advantage Computing & El...	Invoice: 240364 ()		3,426.28	133,978.59
Bill Pmt -Check	03/04/2024	10098	Champoeg Nursery	Invoice: 6443 (Reference: Pl...		2,923.60	131,054.99
Bill Pmt -Check	03/04/2024	10099	Sevenoaks Native Nursery...	Invoice: 11842 (Reference: ...		5,145.42	125,909.57
Bill Pmt -Check	03/04/2024	10100	Staff- Michael Ahr	Invoice: BSWCD240227-G ...		41.48	125,868.09
Bill Pmt -Check	03/04/2024	10101	Staff- Candace Mackey	Invoice: 240223-G CM ()		126.28	125,741.81
Bill Pmt -Check	03/04/2024	10102	Willamette Gardens	Invoice: 727316 (Reference:...		1,360.00	124,381.81
Bill Pmt -Check	03/08/2024	10103	Advantage Computing & El...	Invoice: 240028 ()		387.00	123,994.81
Bill Pmt -Check	03/08/2024	10104	Staff- Teresa Matteson	Invoice: 240228-G TM ()		102.44	123,892.37
Bill Pmt -Check	03/08/2024	10105	AvidXchange, Inc.	Invoice: 40936907 ()		395.00	123,497.37

6:34 PM

04/26/24

Accrual Basis

Benton Soil & Water Conservation District
Citizens Bank Check Register
As of March 31, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt -Check	03/11/2024	10106	Advantage Computing & El...	Invoice: 240079 ()		304.75	123,192.62
Bill Pmt -Check	03/11/2024	10107	AvidXchange, Inc.	Invoice: 40948978 ()		395.00	122,797.62
Bill Pmt -Check	03/12/2024	10108	McNabb Construction, Inc.	Invoice: BSWCD-02 (Refere...		2,905.00	119,892.62
Bill Pmt -Check	03/12/2024	10109	Staff- Teresa Matteson	Invoice: 240228-P TM ()		14.81	119,877.81
Bill Pmt -Check	03/13/2024	10110	D. Franco Contracting, Inc.	Invoice: 3209 (Reference: Pl...		5,241.00	114,636.81
Bill Pmt -Check	03/19/2024	10111	Edge Analytical	Invoice: 23-37273 () Invoice...		852.00	113,784.81
Bill Pmt -Check	03/19/2024	10112	Marys River Watershed C...	Invoice: 2023-11.30 (Refere...		3,684.99	110,099.82
Bill Pmt -Check	03/22/2024	10113	1Bill - Crystal Lake Storage	Invoice: 124-12049 ()		185.00	109,914.82
Bill Pmt -Check	03/22/2024	10114	Benton County Fairgrounds	Invoice: Booking#3994 ()		278.75	109,636.07
Bill Pmt -Check	03/22/2024	10115	CTX-Xerox	Invoice: IN4024613 ()		48.53	109,587.54
Bill Pmt -Check	03/22/2024	10116	Sarah Forrester - V	Invoice: Sarah Forester CCP...		439.50	109,148.04
Bill Pmt -Check	03/22/2024	10117	Department of Environmen...	Invoice: WQ24IND-0670 ()		834.00	108,314.04
Bill Pmt -Check	03/22/2024	10118	Mater Investment Company	Invoice: 2024-1 ()		2,062.58	106,251.46
Bill Pmt -Check	03/28/2024	10119	Jenny Brausch Business S...	Invoice: 2553 ()		1,420.44	104,831.02
Bill Pmt -Check	03/28/2024	10120	Staples	Invoice: 3561659286 ()		69.89	104,761.13
Total 10100 · Citizens Bank							
					112,587.66	94,075.95	104,761.13
TOTAL					112,587.66	94,075.95	104,761.13

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

	Building Reserve	General Fund	Project Fund	TOTAL
Ordinary Income/Expense				
Income				
43300 · Grant/Project Administration	0.00	0.00	145,667.08	145,667.08
44535 · Taxes Levied	0.00	508,801.38	0.00	508,801.38
44540 · ODA Operations	0.00	21,733.50	0.00	21,733.50
44545 · ODA Tech, LMA & Scope of Work	0.00	50,744.00	0.00	50,744.00
45000 · Interest Income	0.00	33,310.22	0.00	33,310.22
46430 · MISCELLANEOUS	0.00	3,359.98	0.00	3,359.98
47400 · Native Plant Sale Income	0.00	23,631.70	0.00	23,631.70
48000 · TRANSFERS IN	5,000.00	14,594.12	0.00	19,594.12
Total Income	5,000.00	656,174.90	145,667.08	806,841.98
Gross Profit	5,000.00	656,174.90	145,667.08	806,841.98
Expense				
60000 · MATERIALS & SERVICES	0.00	119,997.77	0.00	119,997.77
66000 · PAYROLL EXPENSES	0.00	386,042.71	25,434.25	411,476.96
68000 · PROJECTS-SVC-SUPP-MATERIALS	0.00	0.00	112,341.42	112,341.42
69400 · TRANSFERS OUT	0.00	5,000.00	14,594.12	19,594.12
Total Expense	0.00	511,040.48	152,369.79	663,410.27
Net Ordinary Income	5,000.00	145,134.42	-6,702.71	143,431.71
Net Income	5,000.00	145,134.42	-6,702.71	143,431.71

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

	Building Reserve	General Fund	Project Fund	TOTAL
Ordinary Income/Expense				
Income				
43300 · Grant/Project Administration	0.00	0.00	145,667.08	145,667.08
44535 · Taxes Levied	0.00	508,801.38	0.00	508,801.38
44540 · ODA Operations	0.00	21,733.50	0.00	21,733.50
44545 · ODA Tech, LMA & Scope of Work	0.00	50,744.00	0.00	50,744.00
45000 · Interest Income	0.00	33,310.22	0.00	33,310.22
46430 · MISCELLANEOUS				
46432 · Contributions	0.00	3,359.98	0.00	3,359.98
Total 46430 · MISCELLANEOUS	0.00	3,359.98	0.00	3,359.98
47400 · Native Plant Sale Income	0.00	23,631.70	0.00	23,631.70
48000 · TRANSFERS IN				
48100 · Building Reserve Fund	5,000.00	0.00	0.00	5,000.00
48400 · Transfer Admin from Project Fd	0.00	14,594.12	0.00	14,594.12
Total 48000 · TRANSFERS IN	5,000.00	14,594.12	0.00	19,594.12
Total Income	5,000.00	656,174.90	145,667.08	806,841.98
Gross Profit	5,000.00	656,174.90	145,667.08	806,841.98
Expense				
60000 · MATERIALS & SERVICES				
61300 · CONFERENCES AND TRAINING				
61310 · Lodging	0.00	1,302.34	0.00	1,302.34
61320 · Meals/per diem	0.00	97.92	0.00	97.92
61330 · Registration	0.00	2,499.05	0.00	2,499.05
61340 · Training and Education Materia	0.00	556.79	0.00	556.79
Total 61300 · CONFERENCES AND TRAINING	0.00	4,456.10	0.00	4,456.10
61500 · COMMUNITY CONSERVATION PROGRAMS				
61510 · Conservation Education (Youth	0.00	6,946.71	0.00	6,946.71
61520 · Conservation Incentive Prograr	0.00	879.00	0.00	879.00
61530 · Invasives Program	0.00	3,334.00	0.00	3,334.00
61540 · Native Plant Sale	0.00	15,057.58	0.00	15,057.58
61560 · Scholarships/Internships	0.00	6,000.00	0.00	6,000.00
61570 · Soil Quality Program	0.00	2,195.65	0.00	2,195.65
Total 61500 · COMMUNITY CONSERVATIO	0.00	34,412.94	0.00	34,412.94
62100 · CONTRACTED AND PROF SERVICES				
62115 · Audit	0.00	5,800.00	0.00	5,800.00
62120 · Computer Support	0.00	3,793.69	0.00	3,793.69
62130 · PROFESSIONAL SERVICES				
62140 · Legal	0.00	165.00	0.00	165.00
62150 · Accounting	0.00	14,083.33	0.00	14,083.33
62160 · Facilitation	0.00	1,750.00	0.00	1,750.00
62170 · Web Design, Logo - Marketi	0.00	1,624.50	0.00	1,624.50

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

	Building Reserve	General Fund	Project Fund	TOTAL
Total 62130 · PROFESSIONAL SERVICES	0.00	17,622.83	0.00	17,622.83
Total 62100 · CONTRACTED AND PROFESSIONAL SERVICES	0.00	27,216.52	0.00	27,216.52
62300 · Dues/Subscriptions/Fees	0.00	10,282.72	0.00	10,282.72
62800 · OFFICE OCCUPANCY				
62810 · Alarm & Janitorial Services	0.00	85.00	0.00	85.00
62820 · Rent & Parking	0.00	20,413.22	0.00	20,413.22
62830 · Utilities	0.00	3,210.02	0.00	3,210.02
Total 62800 · OFFICE OCCUPANCY	0.00	23,708.24	0.00	23,708.24
65000 · SUPPLIES AND MATERIALS				
65010 · COPIER AND SUPPLIES				
65012 · Copies	0.00	244.60	0.00	244.60
65014 · Lease	0.00	1,475.73	0.00	1,475.73
Total 65010 · COPIER AND SUPPLIES	0.00	1,720.33	0.00	1,720.33
65020 · Equipment	0.00	3,445.14	0.00	3,445.14
65030 · Office Supplies	0.00	1,320.68	0.00	1,320.68
65040 · Postage	0.00	68.00	0.00	68.00
65050 · Software/Computer Accessories	0.00	1,226.42	0.00	1,226.42
Total 65000 · SUPPLIES AND MATERIALS	0.00	7,780.57	0.00	7,780.57
65110 · PRODUCTION COSTS				
65112 · Advertising and Website	0.00	392.00	0.00	392.00
65114 · Merchandise	0.00	1,541.17	0.00	1,541.17
65116 · Newsletters	0.00	506.81	0.00	506.81
65118 · Publications	0.00	62.99	0.00	62.99
Total 65110 · PRODUCTION COSTS	0.00	2,502.97	0.00	2,502.97
65120 · Insurance & Fidelity Bond	0.00	4,559.45	0.00	4,559.45
65160 · Miscellaneous	0.00	-3.11	0.00	-3.11
65320 · Mileage/travel related expenses	0.00	1,571.46	0.00	1,571.46
65400 · Meetings & Events	0.00	3,509.91	0.00	3,509.91
Total 60000 · MATERIALS & SERVICES	0.00	119,997.77	0.00	119,997.77
66000 · PAYROLL EXPENSES				
66200 · Wages	0.00	302,187.44	20,016.80	322,204.24
66410 · Health, Dental & Life Insurance	0.00	40,659.64	2,396.14	43,055.78
66420 · Retirement	0.00	18,274.90	1,389.37	19,664.27
66500 · Payroll Taxes				
66510 · FICA Employer	0.00	23,092.06	1,529.22	24,621.28
66520 · SUTA	0.00	1,591.12	99.44	1,690.56
66530 · OR-WBF	0.00	75.02	3.28	78.30
66500 · Payroll Taxes - Other	0.00	0.03	0.00	0.03
Total 66500 · Payroll Taxes	0.00	24,758.23	1,631.94	26,390.17
66800 · Fees	0.00	162.50	0.00	162.50
Total 66000 · PAYROLL EXPENSES	0.00	386,042.71	25,434.25	411,476.96

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

	Building Reserve	General Fund	Project Fund	TOTAL
68000 · PROJECTS-SVC-SUPP-MATERIALS				
68010 · Project Contracted Services	0.00	0.00	84,014.22	84,014.22
68020 · Project Mileage & Travel	0.00	0.00	380.74	380.74
68040 · Project Supplies & Materials	0.00	0.00	23,871.46	23,871.46
68000 · PROJECTS-SVC-SUPP-MATERIALS	0.00	0.00	4,075.00	4,075.00
Total 68000 · PROJECTS-SVC-SUPP-MATERIALS	0.00	0.00	112,341.42	112,341.42
69400 · TRANSFERS OUT				
69410 · Trf GF to Building Reserve Fd	0.00	5,000.00	0.00	5,000.00
69440 · Trf PF to General Fund	0.00	0.00	14,594.12	14,594.12
Total 69400 · TRANSFERS OUT	0.00	5,000.00	14,594.12	19,594.12
Total Expense	0.00	511,040.48	152,369.79	663,410.27
Net Ordinary Income	5,000.00	145,134.42	-6,702.71	143,431.71
Net Income	5,000.00	145,134.42	-6,702.71	143,431.71

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

	Jul '23 - Mar 24	Jul '22 - Mar 23	\$ Change
Ordinary Income/Expense			
Income			
43300 · Grant/Project Administration	145,667.08	152,589.37	-6,922.29
44535 · Taxes Levied	508,801.38	485,389.88	23,411.50
44540 · ODA Operations	21,733.50	37,149.50	-15,416.00
44545 · ODA Tech, LMA & Scope of Work	50,744.00	46,150.89	4,593.11
45000 · Interest Income	33,310.22	18,181.24	15,128.98
46430 · MISCELLANEOUS			
46432 · Contributions	3,359.98	500.00	2,859.98
Total 46430 · MISCELLANEOUS	3,359.98	500.00	2,859.98
47400 · Native Plant Sale Income	23,631.70	21,897.16	1,734.54
48000 · TRANSFERS IN			
48100 · Building Reserve Fund	5,000.00	5,000.00	0.00
48400 · Transfer Admin from Project Fd	14,594.12	16,378.27	-1,784.15
Total 48000 · TRANSFERS IN	19,594.12	21,378.27	-1,784.15
Total Income	806,841.98	783,236.31	23,605.67
Gross Profit	806,841.98	783,236.31	23,605.67
Expense			
60000 · MATERIALS & SERVICES			
61300 · CONFERENCES AND TRAINING			
61310 · Lodging	1,302.34	408.11	894.23
61320 · Meals/per diem	97.92	111.05	-13.13
61330 · Registration	2,499.05	1,338.81	1,160.24
61340 · Training and Education Material	556.79	0.00	556.79
Total 61300 · CONFERENCES AND TRAINING	4,456.10	1,857.97	2,598.13
61500 · COMMUNITY CONSERVATION PROGRAMS			
61510 · Conservation Education (Youth)	6,946.71	8,156.24	-1,209.53
61520 · Conservation Incentive Program	879.00	80.30	798.70
61530 · Invasives Program	3,334.00	1,409.00	1,925.00
61540 · Native Plant Sale	15,057.58	13,950.84	1,106.74
61560 · Scholarships/Internships	6,000.00	0.00	6,000.00
61570 · Soil Quality Program	2,195.65	1,086.24	1,109.41
Total 61500 · COMMUNITY CONSERVATION PROGRA	34,412.94	24,682.62	9,730.32
62100 · CONTRACTED AND PROF SERVICES			
62115 · Audit	5,800.00	5,800.00	0.00
62120 · Computer Support	3,793.69	3,486.75	306.94
62130 · PROFESSIONAL SERVICES			
62140 · Legal	165.00	110.00	55.00
62150 · Accounting	14,083.33	16,109.02	-2,025.69
62160 · Facilitation	1,750.00	0.00	1,750.00
62170 · Web Design, Logo - Marketing	1,624.50	1,507.75	116.75

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

	Jul '23 - Mar 24	Jul '22 - Mar 23	\$ Change
Total 62130 · PROFESSIONAL SERVICES	17,622.83	17,726.77	-103.94
62180 · Consultation/Contracts - NPP	0.00	10,010.00	-10,010.00
62190 · Misc Contracted Services	0.00	5,715.86	-5,715.86
Total 62100 · CONTRACTED AND PROF SERVICES	27,216.52	42,739.38	-15,522.86
62300 · Dues/Subscriptions/Fees	10,282.72	6,335.54	3,947.18
62800 · OFFICE OCCUPANCY			
62810 · Alarm & Janitorial Services	85.00	65.00	20.00
62820 · Rent & Parking	20,413.22	21,652.83	-1,239.61
62830 · Utilities	3,210.02	3,062.72	147.30
Total 62800 · OFFICE OCCUPANCY	23,708.24	24,780.55	-1,072.31
65000 · SUPPLIES AND MATERIALS			
65010 · COPIER AND SUPPLIES			
65012 · Copies	244.60	370.85	-126.25
65014 · Lease	1,475.73	1,447.18	28.55
Total 65010 · COPIER AND SUPPLIES	1,720.33	1,818.03	-97.70
65020 · Equipment	3,445.14	4,628.64	-1,183.50
65030 · Office Supplies	1,320.68	1,358.37	-37.69
65040 · Postage	68.00	127.00	-59.00
65050 · Software/Computer Accessories	1,226.42	2,070.99	-844.57
Total 65000 · SUPPLIES AND MATERIALS	7,780.57	10,003.03	-2,222.46
65110 · PRODUCTION COSTS			
65112 · Advertising and Website	392.00	504.56	-112.56
65114 · Merchandise	1,541.17	18.00	1,523.17
65116 · Newsletters	506.81	327.95	178.86
65118 · Publications	62.99	49.98	13.01
Total 65110 · PRODUCTION COSTS	2,502.97	900.49	1,602.48
65120 · Insurance & Fidelity Bond	4,559.45	5,322.92	-763.47
65160 · Miscellaneous	-3.11	0.00	-3.11
65320 · Mileage/travel related expenses	1,571.46	1,245.91	325.55
65400 · Meetings & Events	3,509.91	1,813.68	1,696.23
Total 60000 · MATERIALS & SERVICES	119,997.77	119,682.09	315.68
66000 · PAYROLL EXPENSES			
66200 · Wages	322,204.24	284,378.05	37,826.19
66410 · Health, Dental & Life Insurance	43,055.78	39,885.70	3,170.08
66420 · Retirement	19,664.27	15,060.11	4,604.16
66500 · Payroll Taxes			
66510 · FICA Employer	24,621.28	21,724.19	2,897.09
66520 · SUTA	1,690.56	1,444.74	245.82
66530 · OR-WBF	78.30	78.65	-0.35
66500 · Payroll Taxes - Other	0.03	0.00	0.03
Total 66500 · Payroll Taxes	26,390.17	23,247.58	3,142.59

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

	Jul '23 - Mar 24	Jul '22 - Mar 23	\$ Change
66800 · Fees	162.50	78.75	83.75
Total 66000 · PAYROLL EXPENSES	411,476.96	362,650.19	48,826.77
68000 · PROJECTS-SVC-SUPP-MATERIALS			
68010 · Project Contracted Services	84,014.22	109,492.17	-25,477.95
68020 · Project Mileage & Travel	380.74	363.62	17.12
68040 · Project Supplies & Materials	23,871.46	25,013.81	-1,142.35
68000 · PROJECTS-SVC-SUPP-MATERIALS - Other	4,075.00	0.00	4,075.00
Total 68000 · PROJECTS-SVC-SUPP-MATERIALS	112,341.42	134,869.60	-22,528.18
69400 · TRANSFERS OUT			
69410 · Trf GF to Building Reserve Fd	5,000.00	5,000.00	0.00
69440 · Trf PF to General Fund	14,594.12	16,378.27	-1,784.15
Total 69400 · TRANSFERS OUT	19,594.12	21,378.27	-1,784.15
Total Expense	663,410.27	638,580.15	24,830.12
Net Ordinary Income	143,431.71	144,656.16	-1,224.45
Net Income	143,431.71	144,656.16	-1,224.45

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

	Jul '23 - Mar 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
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	508,801.38	525,000.00	-16,198.62	96.92%
44540 - ODA Operations	21,733.50	28,978.00	-7,244.50	75.0%
44545 - ODA Tech, LMA & Scope of Work	50,744.00	67,616.00	-16,872.00	75.05%
45000 - Interest Income	33,310.22	8,000.00	25,310.22	416.38%
46430 - MISCELLANEOUS				
46432 - Contributions	3,359.98			
46430 - MISCELLANEOUS - Other	0.00	1,750.00	-1,750.00	0.0%
Total 46430 - MISCELLANEOUS	3,359.98	1,750.00	1,609.98	192.0%
47400 - Native Plant Sale Income	23,631.70	17,500.00	6,131.70	135.04%
48000 - TRANSFERS IN				
48400 - Transfer Admin from Project Fd	14,594.12	32,590.00	-17,995.88	44.78%
Total 48000 - TRANSFERS IN	14,594.12	32,590.00	-17,995.88	44.78%
Total Income	656,174.90	1,465,003.00	-808,828.10	44.79%
Gross Profit	656,174.90	1,465,003.00	-808,828.10	44.79%
Expense				
60000 - MATERIALS & SERVICES				
61300 - CONFERENCES AND TRAINING				
61310 - Lodging	1,302.34			
61320 - Meals/per diem	97.92			
61330 - Registration	2,499.05			
61340 - Training and Education Mate	556.79			
61300 - CONFERENCES AND TRAINI	0.00	8,000.00	-8,000.00	0.0%
Total 61300 - CONFERENCES AND TRAI	4,456.10	8,000.00	-3,543.90	55.7%
61500 - COMMUNITY CONSERVATION PROGRAMS				
61510 - Conservation Education (Yo	6,946.71	9,600.00	-2,653.29	72.36%
61520 - Conservation Incentive Progi	879.00	5,000.00	-4,121.00	17.58%
61530 - Invasives Program	3,334.00	6,000.00	-2,666.00	55.57%
61540 - Native Plant Sale	15,057.58	20,000.00	-4,942.42	75.29%
61560 - Scholarships/Internships	6,000.00	6,600.00	-600.00	90.91%
61570 - Soil Quality Program	2,195.65	5,550.00	-3,354.35	39.56%
Total 61500 - COMMUNITY CONSERVAT	34,412.94	52,750.00	-18,337.06	65.24%
62100 - CONTRACTED AND PROF SERVICES				
62115 - Audit	5,800.00	6,000.00	-200.00	96.67%
62120 - Computer Support	3,793.69	4,000.00	-206.31	94.84%
62130 - PROFESSIONAL SERVICES				
62140 - Legal	165.00			
62150 - Accounting	14,083.33			

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

	Jul '23 - Mar 24	Budget	\$ Over Budget	% of Budget
62160 · Facilitation	1,750.00	7,000.00	-5,250.00	25.0%
62170 · Web Design, Logo - Mark	1,624.50			
62130 · PROFESSIONAL SERVICE	0.00	33,500.00	-33,500.00	0.0%
Total 62130 · PROFESSIONAL SERVICE	17,622.83	40,500.00	-22,877.17	43.51%
62180 · Consultation/Contracts - NPF	0.00	12,000.00	-12,000.00	0.0%
62190 · Misc Contracted Services	0.00	2,606.00	-2,606.00	0.0%
Total 62100 · CONTRACTED AND PROF	27,216.52	65,106.00	-37,889.48	41.8%
62300 · Dues/Subscriptions/Fees	10,282.72	14,843.00	-4,560.28	69.28%
62800 · OFFICE OCCUPANCY				
62810 · Alarm & Janitorial Services	85.00	1,500.00	-1,415.00	5.67%
62820 · Rent & Parking	20,413.22	28,000.00	-7,586.78	72.9%
62830 · Utilities	3,210.02	4,500.00	-1,289.98	71.33%
62840 · Other	0.00	300.00	-300.00	0.0%
Total 62800 · OFFICE OCCUPANCY	23,708.24	34,300.00	-10,591.76	69.12%
65000 · SUPPLIES AND MATERIALS				
65010 · COPIER AND SUPPLIES				
65012 · Copies	244.60			
65014 · Lease	1,475.73			
65010 · COPIER AND SUPPLIES -	0.00	3,000.00	-3,000.00	0.0%
Total 65010 · COPIER AND SUPPLIES	1,720.33	3,000.00	-1,279.67	57.34%
65020 · Equipment	3,445.14	6,269.00	-2,823.86	54.96%
65030 · Office Supplies	1,320.68	2,603.00	-1,282.32	50.74%
65040 · Postage	68.00	500.00	-432.00	13.6%
65050 · Software/Computer Accessori	1,226.42	4,000.00	-2,773.58	30.66%
Total 65000 · SUPPLIES AND MATERIAL	7,780.57	16,372.00	-8,591.43	47.52%
65110 · PRODUCTION COSTS				
65112 · Advertising and Website	392.00	2,000.00	-1,608.00	19.6%
65114 · Merchandise	1,541.17	2,261.00	-719.83	68.16%
65116 · Newsletters	506.81	500.00	6.81	101.36%
65118 · Publications	62.99	1,000.00	-937.01	6.3%
Total 65110 · PRODUCTION COSTS	2,502.97	5,761.00	-3,258.03	43.45%
65120 · Insurance & Fidelity Bond	4,559.45	8,000.00	-3,440.55	56.99%
65160 · Miscellaneous	-3.11	200.00	-203.11	-1.56%
65320 · Mileage/travel related expenses	1,571.46	3,500.00	-1,928.54	44.9%
65400 · Meetings & Events	3,509.91	6,500.00	-2,990.09	54.0%
Total 60000 · MATERIALS & SERVICES	119,997.77	215,332.00	-95,334.23	55.73%
66000 · PAYROLL EXPENSES				
66200 · Wages	302,187.44	432,984.83	-130,797.39	69.79%
66410 · Health, Dental & Life Insurance	40,659.64	68,285.61	-27,625.97	59.54%
66420 · Retirement	18,274.90	26,644.56	-8,369.66	68.59%
66500 · Payroll Taxes				

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

	Jul '23 - Mar 24	Budget	\$ Over Budget	% of Budget
66510 · FICA Employer	23,092.06			
66520 · SUTA	1,591.12			
66530 · OR-WBF	75.02			
66500 · Payroll Taxes - Other	0.03	38,669.00	-38,668.97	0.0%
Total 66500 · Payroll Taxes	24,758.23	38,669.00	-13,910.77	64.03%
66800 · Fees	162.50	300.00	-137.50	54.17%
Total 66000 · PAYROLL EXPENSES	386,042.71	566,884.00	-180,841.29	68.1%
69100 · Capital Outlay	0.00	5,000.00	-5,000.00	0.0%
69200 · Contingency	0.00	80,000.00	-80,000.00	0.0%
69400 · TRANSFERS OUT				
69410 · Trf GF to Building Reserve Fd	5,000.00	5,000.00	0.00	100.0%
Total 69400 · TRANSFERS OUT	5,000.00	5,000.00	0.00	100.0%
69600 · Reserved for Future Expenditure	0.00	240,287.00	-240,287.00	0.0%
69800 · Unappropriated Fund Balance	0.00	352,500.00	-352,500.00	0.0%
Total Expense	511,040.48	1,465,003.00	-953,962.52	34.88%
Net Ordinary Income	145,134.42	0.00	145,134.42	100.0%
Net Income	145,134.42	0.00	145,134.42	100.0%

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

	Jul '23 - Mar 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
43300 · Grant/Project Administration	145,667.08	356,447.00	-210,779.92	40.87%
Total Income	145,667.08	356,447.00	-210,779.92	40.87%
Gross Profit	145,667.08	356,447.00	-210,779.92	40.87%
Expense				
66000 · PAYROLL EXPENSES				
66200 · Wages	20,016.80	55,573.00	-35,556.20	36.02%
66410 · Health, Dental & Life Insurance	2,396.14	9,472.00	-7,075.86	25.3%
66420 · Retirement	1,389.37	3,400.00	-2,010.63	40.86%
66500 · Payroll Taxes				
66510 · FICA Employer	1,529.22			
66520 · SUTA	99.44			
66530 · OR-WBF	3.28			
66500 · Payroll Taxes - Other	0.00	4,470.00	-4,470.00	0.0%
Total 66500 · Payroll Taxes	1,631.94	4,470.00	-2,838.06	36.51%
Total 66000 · PAYROLL EXPENSES	25,434.25	72,915.00	-47,480.75	34.88%
68000 · PROJECTS-SVC-SUPP-MATERIALS				
68010 · Project Contracted Services	84,014.22	37,227.00	46,787.22	225.68%
68020 · Project Mileage & Travel	380.74	492.00	-111.26	77.39%
68030 · Project Other	0.00	500.00	-500.00	0.0%
68040 · Project Supplies & Materials	23,871.46	24,460.00	-588.54	97.59%
68000 · PROJECTS-SVC-SUPP-MATERIALS -	4,075.00	188,263.00	-184,188.00	2.17%
Total 68000 · PROJECTS-SVC-SUPP-MATERIALS	112,341.42	250,942.00	-138,600.58	44.77%
69400 · TRANSFERS OUT				
69440 · Trf PF to General Fund	14,594.12	32,590.00	-17,995.88	44.78%
Total 69400 · TRANSFERS OUT	14,594.12	32,590.00	-17,995.88	44.78%
Total Expense	152,369.79	356,447.00	-204,077.21	42.75%
Net Ordinary Income	-6,702.71	0.00	-6,702.71	100.0%
Net Income	-6,702.71	0.00	-6,702.71	100.0%

Mar 2024 All Grant Projects Financial Report

Project Name	Grant #	Funding Agency	Start Date	End Date	Status	Final Report Due Date	Fund Amount	(INCOME) Received to Date	Earned Income to Date	(EXPENSES) Spent to	Unearned Funds	Remaining balance to	Grant Manager	Grant Report Dates	How grant funds are received	Admin Expected	Admin Earned	Admin Remaining
Ludwigia Management Alternatives	19100538	MMT	12/1/2019	12/31/2023	Open	1/15/2024	27,742	27,742	27,742	27,742	0	0	MA	Interim Report: 1/1/2021 & 1/1/2022. Final Report 1/15/2024	100% of funds at beginning of grant	2,522	2,509	289
Willamette Mainstem Restoration Opportunities and Strategies for Engagement	20100515	MMT	11/1/2020	8/31/2024	Open	10/31/2024	70,164	70,164	48,705	48,705	21,459	0	MA	5/15/21 & 6/15/2024	100% of funds at beginning of grant	6,379	4,426	2,102
Soil Health Engagement Improves Water Quality	ODA 4462-GR	ODA	7/1/2023	6/30/2025	Open	8/29/2025	42,924	21,462	4,746	4,746	16,716	21,462	TM	8/20/24, 8/29/25		4,292	430	3,939
Purge the Spurge III	2023-36-016	ODA-OSWB	3/2/2023	4/30/2024	Open	6/30/2024	9,981	8,121	9,238	9,238	-1,117	1,860	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	840	68
WRAWMP IX	2023-36-017	ODA-OSWB	3/2/2023	4/30/2024	Open	6/30/2024	24,415	18,311	24,415	24,415	-6,104	6,104	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	2,219	1
Horse Island for Clean Water	09-022-002	OWEB	3/30/2022	3/30/2024	Open	3/30/2024	12,100	12,100	12,100	12,100	0	0	DS	3/30/2024, 3/30/2026	no funds received at start of grant; funds received by reimbursement of invoices/receipts submitted by BSWCD two times total (including final); OWEB holds last 10% of funds until they receive and approve of Final Report at end of grant.	1,100	1,100	0
Watenpaugh Farm Riparian and Prairie Restoration	09-22-001	OWEB	3/2/2022	3/2/2024	Open	3/2/3024	11,319	6,791	7,141	7,141	-350	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	1,029	350
Jumping Giraffe Farms Water Management	09-22-005	OWEB	5/3/2023	5/3/2025	Open	7/3/2025	14,872	13,384	13,384	13,384	0	1,488	DS	7/3/2025, 7/3/2027	no funds received at start of grant; funds received by reimbursement of invoices/receipts submitted by BSWCD two times total (including final); OWEB holds		1,216	-1,216
OWEB SIA grant	218-8010-16782	OWEB	3/4/2019	12/22/2023	Open	12/22/2023	125,000	84,732	85,340	85,340	-608	40,268	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	7,799	3,565
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	45,967	45,967	45,967	0	0	TM	Reports are submitted with Request for release of Funds; Final report due within 60 days of 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	185,852	185,852	185,852	0	54,063	DS	6/30/2028 and 6/30/2030		23,084	16,893	7,236
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	119,988	119,988	-11,999	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	10,908	608
Mitchell Oak	222-3016-22326	OWEB	10/25/2022	6/30/2026	Open	8/29/2026	96,646	44,917	47,599	47,599	-2,682	51,729	DS	Project completion report: 6/30/2026, PISR, 6/30/2029, 6/30/2031	When expenses >\$250 occur; invoices and financial tracking spreadsheet submitted	87,860	4,327	83,533

Mar 2024 All Grant Projects Financial Report

Project Name	Grant #	Funding Agency	Start Date	End Date	Status	Final Report Due Date	Fund Amount	(INCOME) Received to Date	Earned Income to Date	(EXPENSES) Spent to	Unearned Funds	Remaining balance to	Grant Manager	Grant Report Dates	How grant funds are received	Admin Expected	Admin Earned	Admin Remaining
Purge the Spurge Phase 4	2024-37-011	OSWB	2/15/2024	4/30/2025	Open	6/30/2025	13,950				0	13,950	MA	Interim Report: 9/30/2024 & Final Report: 6/30/2025	*50% of funds received at start of grant *25% of funds are received after interim grant report submitted and approved by ODA *final funds are received after final grant report submitted and approved by ODA	1,269		1,269
WRAWMP X	2024-37-012	OSWB	2/15/2024	4/30/2025	Open	6/30/2025	27,972		229	229	-229	27,972	MA	Interim Report: 9/30/2024 & Final Report: 6/30/2025	*50% of funds received at start of grant *25% of funds are received after interim grant report submitted and approved by ODA *final funds are received after final grant report submitted and approved by ODA	2,543		2,543
OWEB Stakeholder Oak	223-3044-23047	OWEB	10/25/2023	12/31/2026	Open	2/28/2027	34,130	0	920	1,653	1,653	34,130	MA	Project Completion Report: 2/28/2027	When expenses >\$250 occur; invoices and financial tracking spreadsheet submitted	3,413	118	3,295
Total							917,085	647,533				269,552					57,992	107,584

APRIL REPORT FOR MAY 2024 BOARD PACKET; Holly Crosson, Executive Director

<p>Goal #1: Ensure that the soil, water, and ecosystems of Benton County, including diverse habitats on wild, working, and urban lands, are protected, restored, and resilient.</p>
<ul style="list-style-type: none"> • Researched Urban Conservation Program descriptions in Western OR, and Urban Conservation Program job descriptions for staff across the Willamette Valley • Connected with City of Corvallis, Samaritan, and conservation partners about Owens Farm/Jackson Frazier Wetland Complex planning • Alerted the City of Corvallis about Italian Arum spreading at Village Green Park
<p>Goal #2: Deliver engaging education and outreach opportunities that inspire residents throughout Benton County to protect and restore soil, water, and habitat.</p>
<ul style="list-style-type: none"> • Passed along information to staff and/or partners on Oak Creek Conservancy, Forest Stewards Guild, Jerry Paul Native Pollinator Habitat grant, TEIP, community garden opportunities, Dry Farm Institute, Ag in the Classroom, Green Infrastructure funding, Willamette River Preservation Trust, and other opportunities
<p>Goal #3: Develop clear, consistent communications so people throughout Benton County can easily participate in Benton SWCD services and take action to steward our resources.</p>
<ul style="list-style-type: none"> • Connected with Sara about additional website updates and suggested e-news topics • Met with staff to discuss customer service gaps and explored how to fill them
<p>Goal #4: Enhance strategic partnerships and revenue to increase Benton SWCD's impact.</p>
<p>Attended a talk by OSU Extension on a Western SARE (Sustainable Agriculture Research and Education - USDA) grant. OR is experiencing unprecedented drought and increasingly extreme heat events, leading to greater demand for irrigation water, with less water to meet those demands. Storing water is a critical tool used by farmers to increase resilience. Hotter, drier summers are leading to heightened challenges with water storage including growth of aquatic plants/algae and water use restrictions. OSU/SWCDs receive lots of questions about the construction and maintenance of ag ponds and reservoirs for water storage. A lack of comprehensive and region-specific educational materials means ag professionals can't address growers' needs effectively. OSU will conduct a needs assessment, develop E&O materials, and create a train-the-trainer program and website/curriculum for training ag professionals about agricultural pond/reservoir best practices. I'll be collaborating on various aspects of the project.</p>
<p>Goal #5: Implement operations that support highly effective programs and services.</p>
<p>In April the new fiscal year budget was my highest priority. FY25 is the District's largest proposed General Fund Budget to date at \$1,494,587.00. In 2013 the General Fund Budget was \$619,000.00. I spend considerable time each year developing the Personnel budget to ensure our hard-working and talented staff receive competitive compensation and benefits that keep pace with inflation. Between FY21 and FY24 the General Fund Personnel budget increased by \$155,990.00. With the addition of a new staff position in FY25, and wage/benefit increases for current staff, the proposed General Fund Personnel budget increase between FY24 and FY25 is another \$78,353.00.</p>

HAPPENINGS

Oblong Spurge – The season began about April 1. Althea Bocys, our seasonal technician, is back to help with the project through the end of June and she picked right up where she left off last year. Althea has visited more than 10 sites, and pulled weeds at most of those. On April 16, we had a contractor perform herbicide treatments at 4 of our largest sites and the photo pasted below shows a new one that was treated south of Philomath. This site is notable for being 1) large, 2) new – we learned of it in March, and 3) pretty far from any other known site – the culprit here is fill that was brought in for a yard project. We are also finishing the FINAL REPORT for last year’s grant. I continue to be thrilled that we added Althea (more capacity for the project)! Last year we:



- Grew from 28 sites to 54 last year
- Mailed 640 postcards
- Contacted 21 neighborhood associations around Corvallis and shared info with 12 of them
- The word is getting around! We’re contacted by people saying, “I have oblong spurge and I know that BSWCD helps with it!”

More invasive weeds news...

- Presented to 18 people at the Living on the Land Workshop. Donna has done a great job of working with OSU Extension to put this workshop together, meeting 4 Tuesdays in April and May. My presentation covered common weeds in smaller acreage rural properties
- Presented to County Commissioners on Invasive weed program and annual collaborations w/ roads crew
- Scheduled July Aquatic weed surveys on the Willamette and dates for Paddle and Pull Events (7/19; 8/3)

PARTNERSHIP – Early in the month I enjoyed meeting with Aubrey Cloud. As part of Marys River Watershed Council, he attended partner meetings to discuss outreach strategies to landowners along the Willamette River. We had a great preliminary discussion of how to work together on engagement with Willamette landowners along the edge of Benton County. These are the exact conversations we wanted to stimulate with the mapping work.

OAK SITE VISIT WITH DONNA – I really enjoyed a visit near Philomath with a property owner who is managing for multiple objectives including oak habitat. Donna and I both attended – I was there to give advice on treating English ivy – but Donna was the star! I really enjoyed learning about grazing, oak management, and prairie restoration from Donna during the visit. It was a great example of an initial site visit that could lead to future action. This landowner has cleared Douglas-fir away from several oaks on the property (a good thing!), but has a lot more he could do in the future. Down the line, we'd love to work with this person on a grant for more intensive oak restoration. For now, the owner is working with NRCS to get some of the work started which is awesome!

Photo on left – those oaks were crowded by Douglas-fir a few years ago...Photo on right – an oak that was partially released, and there are several others to release in the future.



BUDGET – I spent a good part of March and April helping to prepare next year's budget which involves assessing where we're at with the current year programs and looking ahead to what we need next year.

GRATITUDE – A monthly staff report is a good place to share some appreciation – 2 things jump out...

Candace got us all to clean the office! Bravo for a great effort to get us to commit several hours to get rid of old brochures, clean our file cabinets, wipe down our desks, etc. I needed an extra push 😊

Awesome Partner Alert - I barely know Jean Fleming of Greenbelt Land Trust only meeting her briefly and seeing her in a few Zoom meetings where she was one of many participants. However, I really appreciate Jean volunteering to host several volunteers for our upcoming Pull Together Event at the Evergreen Property. Adding a new site this year will be exciting for those signing up to participate. This week, I needed to reschedule a separate volunteer event near Lupine Meadows and contacted Jean for help and she's there for us again! She will send several volunteers to this event on May 23 to make sure we get the knapweed dug up near West Hills Road and will even offer a brief tour of Lupine Meadows after!

NEEDS ATTENTION – Grant Final Reports – A BUNCH of these are due over the next 2 months. At the May Board Meeting, I plan to share a bit about the progress on some of these.

Teresa Matteson - Staff Report

March 21 to April 20, 2024

The Resource Conservatist | *Work Plan goal and task fulfilled is indicated in parenthesis, e.g., (1.1, 2.4)*



ODA Support Grant 4462-GR (1.1, 3.1, 4.9)

Accomplishments: Photo right Henry Storch and Laura Bennett of Oso Honey Farm and Andy Gallagher, explore soil that grew crimson clover for seed in the past. Henry has applied compost and grown mixed cover crops to improve soil health. Andy Gallagher led an underground exploration to compare earthworm presence in varying production areas.

In progress: I am working with two OSU students on spring internships. I am hosting an Ag Soil Health Meeting on 5/8.

Needs Attention: Recruit farmers to participate in spring soil health sample collection.



UMC SIA WQ Monitoring (1.7, 4.9)

Accomplishments: Submitted first grab sample data to DEQ Volunteer WQ Monitoring staff on 4/1/2024.

In progress: Organizing gear and communication with monitoring team for 5/13 deployment of continuous data sondes at four monitoring stations. Photo right, taken by Blaine Schoolfield, shows large downed wood at Williams Road. Note: some partial logs have been removed.

Needs Attention: prepare a set of continuous data for submission to DEQ Volunteer WQ Monitoring staff.



Native Plant Program (NPP) (2.1)

Accomplishments: Met with Mark Luterra and Sara to discuss NPS software needs. Met with Amy Becker at CoHo Ecovillage about camas meadow restoration. Visited the Willamette Grange Jerry Paul hedgerow with Judith. I estimate that 95% of the plants are leafing out. Some plants need to be re-identified. Photo right, the joy of spring fiddleheads!!

In progress: Review Jerry Paul Native Pollinator Conservation Grant applications.

Needs attention: Organize routine NPP meetings to keep the BSWCD team on task.



BSWCD Outreach (1.1, 1.4, 3.1, 3.3)

Accomplishments: Purchased ground cover, biochar, and soil inoculants for the Growing Ancestral Roots' new garden site. Visited Bellfountain Road property with soil cracking.

In progress: Michael, Donna, and I are working with OSU Extension to host four Living on the Land workshops at the Monroe Library. Funded by BSWCD Community Conservation Program, Michael mailed 16 soil samples from participants' properties to A&L Western Lab.

Needs attention: Keep radar on for outreach gaps and opportunities.





Donna Schmitz
Resource Conservationist

SOW task/goals	April 1, 2024 to April 30, 2024
Landowner Engagement & Technical Assistance/1&2	<p>TA: Riparian restoration (1), invasives (2), agroforestry, Watershed Councils, ponds maintenance, heritage apples, oak habitat GIS, native plants (2)</p> <p>Site visits:</p> <ul style="list-style-type: none"> * Cougar Lane: see page 2 * Ervin Lane: see page 2. <p>Projects:</p> <ul style="list-style-type: none"> * <i>J2E River to Ridge Diversity Project:</i> Coordination with Luckiamute WC, US FW and landowner for J2E's Restoration Journey: A River to Ridge Biodiversity Tour Date: Saturday, June 8 Time: 7:30am - 11:30am Registration on LWC website. * <i>Mitchell Oak and Savanna Restoration Project:</i> Coordinate with USFW and contractor on spring spot spray work. Drafting contract. * <i>Upper Muddy Creek Strategic Implementation Area:</i> Funds request. Coordinated mailing postcards to 185 SIA residents. Seven SIA landowners attended the Living on the Land workshop in Monroe. * <i>Jumping Giraffe Farms Water Management:</i> Working on project completion with landowner. * <i>Watenpaugh Farm Riparian and Prairie Restoration:</i> Submitted project completion report and final request for payment. * <i>Grand Oaks Oak Release:</i> Coordination with project manager on match documentation, task requirements and reimbursement scenarios. Ivy removal. * <i>Benton County Oak Stakeholder OWEB grant:</i> discussion with Michael with previous oak habitat work contractor of the GIS analysis of oak habitats by tax parcel. * Starr Creek: Ordered 450 riparian plants from BEF Collaborative Grow project. * Conservation Incentive Program: Funding for riparian restoration plants for Seeley Creek project in Alsea. * Bonneville Environmental Foundation: post planting information and photos sent for two 2024 projects. * Review Jerry Paul Pollinator grant applications. Assist in review questions.
Partnerships/ Upland and urban land management & restoration/1&4	<ul style="list-style-type: none"> * First two workshops for Living on the Land series in Monroe with 18 participants. Coordination with OSU Small Farms Extension. Produced soil maps for all participants. * Coordinating with Xerces Society to plan upcoming Pollinator Workshop on June 1st. * Met with ODA Water Quality Specialist about coordinated Scope of Work task development and upcoming ODA requirements for online reporting.
SOW/Capacity grant, training, organizational/5	<ul style="list-style-type: none"> * Updated the Project Fund Worksheet with FY24 closeout of my grants. * Attended Staff Meetings, and Board meetings. Safety talk presentation. Check-in conservation team program meeting with Michael and Teresa. Office spring cleaning.

- * **Cougar Lane:** (Left) Marys River WC, USFW, ODFW and landowner discuss western pond turtle habitats and pond development. (Right) Oregon ash swale/riparian along Bull Run. Culvert restrictions, meadow restoration. ODFW Wildlife Habitat Management Program and Riparian Tax Credit were also discussed.



- * **Ervin Lane:** (upper Left and Right) Michael and landowner discuss Oak woodlands/savanna while walking through old Christmas tree plantation with heritage oaks. English ivy control and meadow restoration were discussed. (Bottom middle) *Calypso bulbosa* (fairy slipper) observation. Follow up includes potential OWEB oak/prairie restoration funds through OWEB.





APRIL REPORT FOR MAY 2024 BOARD PACKET

Sara Roberts, Communications and Community Engagement Coordinator

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

- [Jerry Paul Native Pollinator Conservation Grant](#) has now closed. We have 17 applicants! This includes 13 private landowners (in Albany, Corvallis, and Philomath) and 4 public/community sites (Bald Hill Farm; Basic Needs Center at OSU; CoHo EcoVillage; and Monarch on 4th)

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

- [Living on the Land workshops](#) in Monroe on 4/16, 4/23, and 4/30.

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

- [April Newsletter](#) sent on 4/4. We've reached nearly 2,000 subscribers for our newsletter.
- I conducted a special campaign on social media through April for National Native Plant Month featuring posts all about our amazing native plants.
- Gained 14 new followers on Facebook and 7 on Instagram.

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

- Attended Natural Resource Educators Working Group meeting on 4/9.
- Joined planning meeting for a J2E tour with Luckiamute Watershed Council and others on 4/25.
- Attended Connect Conference in Sunriver April 16-18. I attended lots of great sessions, gained valuable information, met some wonderful and like-minded people. I'm looking forward to incorporating things I learned and resources I gained into my work.

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

- I developed a scoring rubric for the Jerry Paul grant to ensure equity and consistency for all candidates. A few other staff members have volunteered to help score the applications.
- [The Community Needs Assessment](#) is underway. I have 44 survey responses, and 13 people have reached out about participating in the focus groups. Most of these are home gardeners or urban community members, so I'm working on recruiting more farmers/rural representatives as well.



Staff Report April 2024 - Operations Coordinator

Employee Name: Candace Mackey
Reports to: Executive Director

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

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

Goal #5: <i>Implement operations that support highly effective programs and services.</i>	
Strategies	
<p>4. Create a transition and operations plan reflective of changing workplace trends, anticipated staff retirements or other turnover, and professional development needs.</p> <p>5. Ensure District operations meet the highest standards of public agency administration.</p>	
<p>5s. (CM) with HC input, complete Operations Manual final draft by Sept. 30, 2024</p>	<p>Accomplished-this creates a document that can be utilized by anyone coming into my position and is updated to reflect our new AP and PLO processes.</p>
<p>5u. (CM) Purchase employee and facility PPE identified in Hazard Communication Plan by Sept. 30, 2024.</p>	<p>In Progress</p>
<p>5ab. (CM) Identify ways to realize up to a 3% reduction in cost each FY in copier, postage, production, supplies and materials by August 31 2024.</p>	<p>Needs Attention-calculate savings this year from move to digital Accounts Payable</p>



In April I led the Spring Cleaning 2024 effort! Staff spent a focused day/week to reduce clutter, clear out documents according to Document Retention Law, and organize their spaces! We concluded the week with a lunch together which was an enriching way to bond.