



**JEFFERSON COUNTY SWCD BOARD MEETING AGENDA**  
 December 17, 2024 @ 12:00 pm ~ Madras Airport Conference Room ~ Virtually Via Zoom

*“Find New Ways to Grow and Adapt to New Methods of Conducting Conservation to Stay Relevant”*

12:00	Call to Order: <b>Motion #1</b> Prior meeting minutes to approve: October 29, 2024 Board Minutes
12:10	Grant Financials Overview - Kate
12:20	Approve Dec 2024 Financial Activity Report – <b>Motion #2</b>
12:25	Introducing New Employee – Amber Herman
12:35	District Update ~ Kate Annual Meeting February 6 <sup>th</sup> – Election Results
12:40	Visit w/ Wasco SWCD / Antelope Trip Report & Haycreek Ranch~ Ellen /All
12:50	MDWC Update / Video presentation - Ally
1:00	Weed Symposium – Adam & Ryan
1:10	End of Year Bonus Recommendations (prorated on % FTE) – <b>Motion #3</b> 0 – 1 Year of Service \$250 1+ to 3 Years of Service \$500 3+ to 7 Years of Service \$750 7+ Years of Service \$1000
1:15	January 2025 – Wage recommendations
1:20	Advisor Reports – Collin to report on water banking
1:25	Board Director Reports
1:30	Set next meeting – Adjourn

**Jefferson Co. SWCD**  
**Job Estimates vs. Actuals Summary**  
All Transactions  
ACTIVE GRANTS AS OF 12-4-24

Project Mgr	Expires		Est. Cost	Act. Cost	(\$ Diff.	Act. Revenue	LIABILITY	CREDIT DUE	
Ellen/Ryan	12/31/2025	USFS OR Invasive Plant Control Title II	\$ 26,000.00	\$ -	\$ (26,000.00)	\$ -		\$ -	Spring 2025
Amber	6/30/2029	IRA Central OR Farm Bill Capacity	\$ 400,000.00	\$ 810.94	\$ (399,189.06)	\$ -		\$ 810.94	New
Amber	6/30/2026	OWEB Jeff County NRCS Support 24-26	\$ 44,000.00	\$ 988.08	\$ (43,011.92)	\$ -		\$ 988.08	
Amber	6/30/2026	OWEB JCSWCD CREP TA 2024-26	\$ 90,503.00	\$ 6,016.43	\$ (84,486.57)	\$ -		\$ 6,016.43	
Ellen/Ryan	06/30/2025	ODA EPA Toxics #4544 (2024-2025)	\$ 25,474.00	\$ 3,122.04	\$ (22,351.96)	\$ 12,737.00	\$ 9,614.96		\$9,000 received not spent
Adam	3/31/2025	BPA 2024-2025	\$ 204,000.00	\$ 127,831.80	\$ (76,168.20)	\$ 113,506.35		\$ 14,325.45	
Ryan	3/31/2025	Weed Coordinator - Jefferson County Funds	\$ 82,680.00	\$ 57,694.02	\$ (24,985.98)	\$ 52,834.05		\$ 4,859.97	
Ally	7/31/2025	MDWC Capacity 2023-25 ( OWEB 224-044)	\$ 166,142.00	\$ 101,796.02	\$ (64,345.98)	\$ 60,985.31		\$ 40,810.71	Last Pmt 6/7/24 - Wait till end of January
Kate/Ellen	6/30/2025	ODA SOW 2023-25 (under JCSWCD Capacity)	\$ 135,232.00	\$ 89,296.70	\$ (45,935.30)	\$ 101,424.00	\$ 12,127.30		
Kate/Ellen	6/30/2025	ODA DO 2023-25 (under JCSWCD Capacity)	\$ 57,956.00	\$ 41,586.60	\$ (16,369.40)	\$ 43,467.00	\$ 1,880.40		
Ellen/Ryan	6/30/2025	ODA PSP 2023-25 #4414	\$ 46,244.00	\$ 25,695.07	\$ (20,548.93)	\$ 41,619.60	\$ 15,924.53		\$16,000 received not spent
Ally	6/27/2025	Campbell Creek BDA Implementation (OWEB)	\$ 121,007.00	\$ 114,524.40	\$ (6,482.60)	\$ 108,906.30		\$ 5,618.10	
Ally	8/1/2025	NWQI Trout Creek (NRCS) (exFedGrants)	\$ 86,400.00	\$ 41,530.89	\$ (44,869.11)	\$ 51,840.00	\$ 10,309.11		\$10000 received not spent
Ellen/Ryan	12/15/2025	Campbell Creek SIA (OWEB)	\$ 124,999.00	\$ 80,506.54	\$ (44,492.46)	\$ 78,119.85		\$ 2,386.69	
Adam	8/27/2027	Little Trout Creek Juniper Removal (OWEB)	\$ 466,912.00	\$ 399,545.75	\$ (67,366.25)	\$ 399,545.75			
<b>PASS THROUGH GRANTS</b>									
Ellen		Roberts Campbell Creek Watershed	\$ 15,000.00	\$ 11,948.55	\$ (3,051.45)	\$ -		\$ 11,948.55	Submitted this week
Ally	12-31-2025	Gray Family Foundation 2023-2025	\$ 7,500.00	\$ 3,036.56	\$ (4,463.44)	\$ 2,500.00		\$ 536.56	
Ally	10/15/2025	Reser Family Foundation 24-25	\$ 5,000.00	\$ 531.73	\$ (4,468.27)	\$ 5,000.00	\$ 4,468.27		
<b>ALMOST COMPLETE GRANTS</b>									
Ally	EXTENDED	Upper Trout Creek Trib Rehab (OWEB)	\$ 84,601.00	\$ 64,174.27	\$ (20,426.73)	\$ 49,409.76		\$ 14,764.51	Extended
Adam	Final Report?	HB 2010 W Juniper Treatment	\$ 325,000.00	\$ 325,000.00	\$ -	\$ 325,000.00			**Completed - OCT**
Adam	12/1/2024	Beaver Creek Watershed Restoration	\$ 278,832.00	\$ 220,467.69	\$ (58,364.31)	\$ 219,636.00			
Adam	12/31/2024	Stenerson Upland Habitat Improvement	\$ 253,609.00	\$ 226,578.03	\$ (27,030.97)	\$ 228,246.70	\$ 1,668.67		issue last invoice after fall seeding
							<b>\$ 55,993.24</b>	<b>\$ 103,065.99</b>	

<b>SMALL GRANTS</b>									
Ally		SG 17-24-001 Axehandle ridge Reseeding	\$ 5,281.00	\$ -					
Ally		SG 17-24-002 Little Willow Creek Juniper Removal	\$ 14,972.00	\$ -					
Ally		SG 17-24-003 Molony Juniper Treatment	\$ 15,000.00	\$ -					
Ally		SG 17-24-004 Headwaters Hay Creek Juniper Treat	\$ 15,000.00	\$ -					
Aly		SG 17-24-007 Simmons Juniper Treatment	\$ 15,000.00	\$ -					
Adam		SG 17-24-008 Foley Meadow Restoration	\$ 15,000.00	\$ -					
Ally		SG 17-24-009 Upper Willow Creek Riparian Plantin	\$ 6,598.00	\$ -					

Approved 17-24-010 Three Fold Farms Gated Pipe Conversio \$ 15,000.00  
Possible Jason Harris Pond enlargement \$ 15,000.00

**Jefferson Co. SWCD**  
**Balance Sheet**  
 As of November 30, 2024

	Nov 30, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Checking	277,472.01
Savings US Bank	2,828.32
<b>Total Checking/Savings</b>	280,300.33
Accounts Receivable	
Accounts Receivable	9,899.82
<b>Total Accounts Receivable</b>	9,899.82
<b>Total Current Assets</b>	290,200.15
<b>Fixed Assets</b>	
Equipment	
Accumulated Depreciation Equip	(12,300.24)
Equipment - Other	17,691.99
<b>Total Equipment</b>	5,391.75
Vehicles	
2006 Dodge Dakota	9,000.00
Accumulated Depreciation	(23,364.03)
Ford F150 2006	18,000.00
Ford F150 2019	42,910.50
<b>Total Vehicles</b>	46,546.47
<b>Total Fixed Assets</b>	51,938.22
<b>TOTAL ASSETS</b>	<b>342,138.37</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Direct Deposit Liabilities	(591.67)
Direct Deposit Liability	(837.46)
Payroll Liabilities	
PERS	329.90
Social Security	162.21
Payroll Liabilities - Other	(235.49)
<b>Total Payroll Liabilities</b>	256.62
<b>Total Other Current Liabilities</b>	(1,172.51)
<b>Total Current Liabilities</b>	(1,172.51)
<b>Equity</b>	
Fund Balance	84,234.27
Retained Earnings	285,522.52
Net Income	(26,445.91)
<b>Total Equity</b>	343,310.88
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>342,138.37</b>

## Profit &amp; Loss

July 1, 2023 through December 4, 2024

	Jul 1, '23 - Dec 4, 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Grants Revenue	1,661,354.91
Reimbursed Income	868.70
<b>Total Income</b>	1,662,223.61
<b>Gross Profit</b>	1,662,223.61
<b>Expense</b>	
<b>Operating Expenses</b>	
Administration	1,211.62
Advertising	208.33
Auditing	7,150.00
Dues	2,173.75
Educational Expenses	348.65
<b>Insurance</b>	
SDIS Health Ins.	(3,690.39)
Insurance - Other	7,578.40
<b>Total Insurance</b>	3,888.01
Internet Service	1,019.15
Office Supplies	44.58
Postage	319.95
Storage	3,120.00
Telephone	33.45
Operating Expenses - Other	4,524.08
<b>Total Operating Expenses</b>	24,041.57
<b>Outreach</b>	9,196.97
<b>Personnel</b>	
<b>Payroll Expenses</b>	
Gross Wages	494.61
Health Insurance	107,874.19
PERS	45,472.47
Unemployment	79.68
Work comp	388.48
Payroll Expenses - Other	473,883.35
<b>Total Payroll Expenses</b>	628,192.78
<b>Total Personnel</b>	628,192.78
<b>Projects</b>	
Computer System	105.00
Contracted Projects	747,050.54
Equipment	3,448.99
Field Supplies	1,243.26
Herbicide	9,392.05
Irrigation Improvements	3,588.00
Permits	50.00
Plantings	2,000.00
Project Management	559.71
Supplies & Materials	20,237.90
Training	3,107.96
<b>Travel &amp; Workshops</b>	
Travel Expenses	8,230.79
Vehicle expenses	14,239.34
Travel & Workshops - Other	533.33
<b>Total Travel &amp; Workshops</b>	23,003.46

**Jefferson Co. SWCD**  
**Profit & Loss**  
July 1, 2023 through December 4, 2024

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	<u>Jul 1, '23 - Dec 4, 24</u>
Trout Creek BPA	<u>113.99</u>
Total Trout Creek	113.99
Projects - Other	<u>25,914.14</u>
Total Projects	839,815.00
Total Expense	<u>1,501,246.32</u>
Net Ordinary Income	160,977.29
Other Income/Expense	
Other Expense	
Depreciation Expense	<u>25,752.03</u>
Total Other Expense	<u>25,752.03</u>
Net Other Income	<u>(25,752.03)</u>
Net Income	<u><u>135,225.26</u></u>